

CONSTITUTION
and BY-LAWS
OF THE
Association of American
Medical Colleges



As Amended
November 11, 1952

CONSTITUTION
and BY-LAWS
OF THE
Association of American
Medical Colleges



As Amended
November 11, 1952

CONSTITUTION

ARTICLE I

NAME

This organization shall be known as the Association of American Medical Colleges

ARTICLE II

OBJECT

The object of this Association shall be the advancement of medical education.

ARTICLE III

MEMBERSHIP

Section 1—Any medical school or college conforming to the requirements of the Association as expressed in this constitution and by-laws, is eligible to membership

Section 2—Any graduate school in medicine, a part of a university, any graduate division of a university offering medical instruction, or any school offering courses in medicine to general practitioners but not leading to any degree, is eligible to membership in the Association on conforming to such requirements as the Association may adopt

Section 3—A medical school or college desiring membership in this Association shall make application in writing, giving such details of organization and resources as may be prescribed by the Executive Council and expressing its readiness to be inspected and to defray the expense of such inspection. The application shall be submitted to the Executive Council which may order an inspection. The inspection report and all other information bearing on the applicant for membership shall be submitted to the Executive Council for consideration. The Executive Council shall report its findings to the Association at the next annual meeting for action. An affirmative vote of three-fourths of the official representatives present at such meeting is required for election to membership.

Section 4—Each member may send as many representatives as it desires to the annual meeting of the Association, who shall have the privilege of the floor in all discussions. But each school or college in active membership is entitled to only one official representative at all business sessions of the Association, and to one vote on all questions. The dean of the college shall be the accredited representative, unless otherwise provided by the college authorities.

Section 5—Dues: The annual dues shall be \$500, payable in advance not later than February 1. The year shall be estimated from September 1 to August 31 of the next ensuing year.

Section 6—Any college dropped from membership may be reinstated by the Executive Council, subject to the approval of the Association at a regular session.

Section 7—(Affiliate Membership)

Medical colleges in other countries which otherwise conform to the provisions of Sections 1 and 2 of this Article are eligible to Affiliate Membership.

Application for such membership shall be made and acted upon as set forth in Section 3 above, except that colleges which heretofore have held regular membership shall be transferred to this classification effective September 1, 1948.

The provisions of Sections 4 and 6 of this Article shall also apply to such affiliate members.

Affiliate members shall pay annual dues of \$125 00, same to be payable not later than February first of the current fiscal year of the Association.

Affiliate members shall have all the privileges extended to regular members of the Association and shall also conform to the provisions of the By-Laws, except that their representatives shall not hold elective office, or vote upon matters pertaining to the finances of the Association. They shall receive copies of the official minutes of the proceedings of the annual and special meetings, such other publications and notices as may be issued and not less than six copies of each issue of the official bulletin of the Association. Representatives of affiliate members may be appointed or elected to serve on Committees.

ARTICLE IV

STANDARDS

Section 1.—The Association shall have the power to establish for its membership such educational standards, rules and regulations, governing admission to the study of medicine, the curriculum of study, and the requirements for graduation, as it shall deem necessary for

the best interests of medical education and the aims and objects of this Association.

Section 2—All educational standards and all rules and regulations established by the Association shall be embodied in the by-laws of the Association and shall be observed by every member of the Association

Section 3—Any school in membership in the Association which shall violate any part of the constitution and by-laws shall be subject to such discipline or penalty as the Association may deem fit and proper.

ARTICLE V

OFFICERS

Section 1—The officers of this Association shall be a president, a president-elect, a vice-president, a secretary, a treasurer, and an executive council consisting of the president, the president-elect, the vice-president, and four elective members, two to be elected at each annual meeting to serve two years. A Councilor shall be eligible for re-election, but shall not serve more than two terms unless one year has elapsed after the second term. All the remaining officers to be elected to serve one year, or until their successors are elected. The secretary shall attend all meetings of the

council, and record the proceedings, but shall have no vote

Section 2—The president shall preside at all meetings and perform such other duties as parliamentary usage in deliberative assemblies and the by-laws of this Association may require

Section 3 The vice-president shall preside in the absence of the president, and perform such other duties as may be prescribed by the Association

Section 4—The secretary shall record the proceedings of the meeting of the Association, and shall edit and publish the same; he shall collect the dues, assessments and all other monies due the Association and shall turn them over to the treasurer, taking his receipt for same; he shall be properly bonded. He shall perform such other duties as may be required of him by the Association or the Executive Council

Section 5—The treasurer shall take charge of all monies that may be received from all sources and deposit the same in the name of the Association of American Medical Colleges in a bank approved by the Executive Council. He shall be properly bonded and draw upon Association funds in payment of budget items

duly authorized by the Executive Council, and shall make an annual report to the Association.

Section 6—The executive council shall organize after each annual meeting and elect a chairman. After such organization it shall appoint the Editor of the Journal of the Association, official representatives to other organizations, and such committees as may be deemed necessary. A quorum shall be the majority of the council. The council shall have and exercise direct supervision, general control, and management of the business affairs of the Association. It shall have the power to fix the salaries of the officers and disburse funds for purposes pertaining to the affairs of the Association. It shall have the power to act for and on behalf of the Association between its meetings and to fill vacancies occurring in any of the elective offices during the year. The executive council shall appoint representatives to inspect colleges applying for membership or reinstatement, and colleges in membership in the Association at its discretion. The inspection reports, together with recommendations, shall be furnished a responsible authority in the college, and shall be sent to all members of the executive council. Whenever disciplinary action is recommended the college shall be afforded an opportunity for a hearing before the council.

The executive council shall take such action as may be indicated. Disciplinary action may consist of "probation" for a definite period to be followed by reinspection, or by termination of membership. The council, before dropping from membership, or placing on probation any member institution, shall consult with such other accrediting agencies as it deems advisable. All of the actions authorized in this section shall be reported to the Association at its annual business session, and be subject to the approval of the Association.

ARTICLE VI

MEETINGS

Section 1—The annual meeting of the Association shall be held at such place as the Association may designate by vote, the time of meeting to be set by the Executive Council.

Section 2—Official representatives of a majority of the active members whose dues are paid, shall constitute a quorum.

ARTICLE VII

AMENDMENTS

Section 1—This constitution shall not be altered or amended except by a written notice

to all members at least thirty days previous to a stated meeting and by a vote of two-thirds of all the active members present at such meeting

BY-LAWS

Section 1—The meetings of the Association shall be governed by Robert's Rules of Order, except as provided in the Constitution and By-Laws

Section 2—Requirements for Admission Admission to medical schools and medical colleges in membership in the Association may be by:

(1) Satisfactory completion of a minimum of collegiate instruction, as provided below in Subsection I: or by

(2) Examination, as provided in Subsection II

Subsection I—A good general education including the attainment of competence in English, biology, chemistry and physics is essential for the comprehension of the medical school curriculum For most students this will require three or four years of college education Superior students may, in selected cases, be considered acceptable for admission to med-

ical school after only two years of collegiate work. In all instances the final judgment as to the admissibility of these superior students will rest with the individual medical school.

Subsection II—Admission to medical schools and medical colleges in the Association may be by examination

Examinations for the purpose of admission by this method shall be conducted by institutions acceptable to the Executive Council of the Association, under the following conditions

(a) Candidates who have completed two years of collegiate instruction and present evidence of general scholarship of high order, but who lack credits in not more than two of the required subjects, may be admitted on passing examinations in these subjects

Section 3—Curriculum The entire course should be designed to train the student in the practice of medicine, including the cultivation of health and the prevention and treatment of disease.

The main purpose of the undergraduate curriculum should be to provide the student with a sound foundation in the fundamentals of medicine on which he can build in the future in general or special practice or in scientific investigation. He should have acquired such

habits of mind and thought that in addition to profiting by his professional experience, he will continue to educate himself throughout his life. By the end of undergraduate medical courses the student should have matured sufficiently to assume the responsible duties of his profession.

The curriculum should extend over a period of at least four academic years

Section 4—Any medical school or college in membership in the Association, which, on inspection, has been found not to fulfill adequately the conditions for membership in the Association, may be (a) warned by being placed on "confidential probation" for a period of two years by vote of the Executive Council, (b) placed on "open probation" after a full hearing before the Executive Council and subject to the approval of the Association at a regular executive session, (c) dropped from membership after a full hearing before the Executive Council and subject to the approval of the Association at a regular executive session

Section 5—Any medical school or college which is a member on "open probation," may be removed from probation and restored to full membership or be dropped from membership by the Executive Council, as warranted by the findings of an inspection, after a full hearing

before the Executive Council, subject to the approval of the Association at a regular executive session

Section 6—These by-laws may be amended only by submitting a written copy of the proposed amendment twenty-four (24) hours before action can be taken on it, and by a two-thirds vote of the members represented at any annual meeting

**CONSTITUTION
and BY-LAWS
OF THE
Association of American
Medical Colleges**



**As Amended
October 26, 1953**

**CONSTITUTION
and BY-LAWS
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**As Amended
October 26, 1953**

CONSTITUTION

ARTICLE I

NAME

This organization shall be known as the Association of American Medical Colleges.

ARTICLE II

OBJECT

The object of this Association shall be the advancement of medical education.

ARTICLE III

MEMBERSHIP

Section 1.—Any medical school or college in the United States conforming to the requirements of the Association as expressed in this Constitution and By-Laws is eligible to apply for Institutional Membership.

Any medical school or college in Canada or in present or former possessions of the United States and conforming to the requirements of the Association as expressed in this Constitution and By-

Laws is eligible to apply for Affiliate Institutional Membership.

Section 2.—Any person who has demonstrated over a period of years a serious interest in medical education is eligible to apply for Individual Membership.

Any person, organization or agency that has demonstrated over a period of years a serious interest in medical education is eligible to apply for Sustaining Membership.

Section 3.—A medical school or college desiring Institutional Membership or Affiliate Institutional Membership in this Association shall make application in writing, giving such details of organization, resources and curriculum as may be prescribed by the Executive Council and expressing its readiness to be inspected. The application shall be submitted to the Executive Council, which may order an inspection. The inspection report and all other information bearing on the applicant for membership shall be submitted to the Executive Council for consideration. The Execu-

tive Council shall report its findings to the Association at the next Annual Meeting for action. An affirmative vote of three-fourths of the official representatives of the Institutional members present at such meeting is required for election to Institutional Membership or Affiliate Institutional Membership.

Individuals, organizations or agencies desiring Individual or Sustaining Membership shall make application in writing to the Secretary. Such applications, after being first submitted to the Executive Council for approval, will be presented to the next Annual Meeting for action. An affirmative vote of three-fourths of the official representatives of the Institutional members present at such meeting is required for election to Individual or Sustaining Membership.

Section 4.—Each Institutional or Affiliate Institutional Member may send as many representatives as it desires to the Annual Meeting of the Association, and they shall have the privilege of the floor in all discussions. But each school or college is entitled to only one official representative at all business sessions of

the Association. The Dean of the college shall be the official representative unless otherwise provided by the college authorities.

Official representatives of Institutional Members shall be entitled to vote on all matters.

Official representatives of Affiliate Institutional Members shall have the privilege of the floor in all discussions but shall not be entitled to vote.

Individual Members and representatives of Sustaining Members shall have the privilege of the floor in all discussions but shall not be entitled to vote.

Section 5.—Each Institutional Member shall receive copies of the official minutes of the proceedings of the Annual and Special meetings, such other publications and notices as may be issued and not less than ten or more than fifty departmental copies of each issue of *The Journal of MEDICAL EDUCATION*, as determined by the Executive Council.

Each Affiliate Institutional Member

shall receive copies of the official minutes of the proceedings of the Annual and Special meetings, such other publications and notices as may be issued and not less than three or more than twelve departmental copies of each issue of The Journal of MEDICAL EDUCATION, as determined by the Executive Council.

Each Individual Member and Sustaining Member shall receive a copy of the official minutes of the proceedings of the Annual and Special meetings, a copy of the Association Directory and one copy of each of the twelve monthly issues of The Journal of MEDICAL EDUCATION.

Section 6.—Dues: The Annual dues for Institutional Members shall be \$500, payable not later than February 1 of the current fiscal year. The fiscal year shall be from July 1 to June 30.

Affiliate Institutional Members shall pay annual dues of \$125, Individual Members of \$10, Sustaining Members of \$1,000; same to be payable not later than February 1 of the current fiscal year of the Association.

Section 7.—Any college dropped from

Institutional Membership or Affiliate Institutional Membership may be reinstated by the Executive Council, subject to the approval of the Association at a regular session.

Section 8.—Affiliate Institutional Membership: Affiliate Institutional Members shall have all the privileges extended to regular Institutional Members of the Association, except that their representative shall not vote. Representatives of Affiliate Institutional Members may hold appointee offices.

ARTICLE IV

STANDARDS

Section 1.—The Association shall have the power to establish by vote of its membership such educational standards, rules and regulations, governing admission to the study of medicine, the curriculum of study, and the requirements for graduation, as it shall deem necessary for the best interests of medical education and the aims and objects of this Association.

Section 2.—All educational standards

and all rules and regulations established by the Association shall be embodied in the By-Laws of the Association and shall be observed by every Institutional Member and Affiliate Institutional Member of the Association.

Section 3.—Any school in Institutional or Affiliate Institutional Membership in the Association which shall violate any part of the Constitution and By-Laws shall be subject to such discipline or penalty as the Association may deem fit and proper.

Section 4.—The Executive Council shall appoint representatives to inspect colleges applying for membership or reinstatement and colleges in membership in the Association at its discretion. The inspection reports, together with recommendations, shall be furnished a responsible authority in the college, and shall be sent to all members of the Executive Council.

Section 5.—Any medical school or college in Institutional or Affiliate Institutional Membership in the Association, which, on inspection, has been found

not to fulfill adequately the conditions for such membership in the Association, may be (a) warned by being placed on "confidential probation" for a period of two years by vote of the Executive Council, (b) placed on "open probation" after a full hearing before the Executive Council and subject to the approval of the Association at a regular Executive Session, or (c) dropped from membership after a full hearing before the Executive Council and subject to the approval of the Association at a regular Executive Session.

Section 6.—Any medical school or college which is a member on "open probation," may be removed from probation and restored to full membership or be dropped from membership by the Executive Council, as warranted by the findings of an inspection, after a full hearing before the Executive Council, subject to the approval of the Association at a regular Executive Session.

ARTICLE V

OFFICERS

Section 1.—The officers of this Assor-

ciation shall be a President, a President-Elect, a Vice President, a Secretary, a Treasurer, a Director of Studies, and seven (7) Executive Council members. The Immediate Past President shall be one of the seven members of the Executive Council for the year immediately following his presidency; the other six will be elected members.

A President-Elect shall be elected annually. He shall serve as President-Elect until the Annual Session next ensuing after his election and shall become President on his installation in the course of that session, serving thereafter as President until the installation of his successor.

A Vice President, and a Treasurer shall be elected annually, each to serve for one year or until his successor is elected and installed.

A Secretary and a Director of Studies shall be appointed by the Executive Council annually.

Two Executive Council members shall be elected annually, each to serve for three years, or until the election and in-

stallation of his successor. An elected Executive Council member shall not serve more than two consecutive terms, but an Executive Council member elected to serve an unexpired term shall not be regarded as having served a term unless he has served at least two years.

If the President dies, resigns or is removed from office, the Vice President shall immediately become President and shall serve for the remainder of that term.

Section 2.—The President shall preside at all meetings and perform such other duties as parliamentary usage in deliberative assemblies and the By-Laws of this Association may require.

Section 3.—The Vice President shall preside in the absence of the President, and perform such other duties as may be prescribed by the Association.

Section 4.—The Secretary shall be in administrative charge of the Central Office of the Association and shall record the proceedings of the meetings of the Association, and shall edit and publish the same. He shall collect the dues, as-

sessments and all other monies due the Association and shall turn them over to the Treasurer, taking his receipt for same. He shall be properly bonded. He shall perform such other duties as may be required of him by the Association or the Executive Council. He shall attend all meetings of the Executive Council, except the closed Executive Sessions, and record the proceedings, but shall have no vote.

Section 5.—The Treasurer shall take charge of all monies that may be received from all sources and deposit the same in the name of the Association of American Medical Colleges in a bank approved by the Executive Council. He shall be properly bonded and draw upon Association funds in payment of budget items duly authorized by the Executive Council, and shall make an annual report to the Association. He shall attend all meetings of the Executive Council and vote as a member of that Council. He shall record the proceedings of the Closed Sessions of the Executive Council.

Section 6.—The Director of Studies

shall collect such statistics and conduct such studies for the Association as the Executive Council shall direct. He shall foster the development of student personnel studies in member institutions with the advice of the Committee on Student Personnel Practices. He shall perform such other duties as may be required of him by the Association or the Executive Council. He shall attend all meetings of the Executive Council, except the Closed Executive Sessions, but shall have no vote.

Section 7.—The Executive Council shall consist of six (6) elected members and the following ex-officio members: the President, the President-Elect, the Vice President, the Secretary, the Treasurer, the Director of Studies and the Immediate Past President. It shall organize after each Annual Meeting and elect a Chairman. After each organization it shall appoint the Secretary, the Director of Studies, the Editor of *The Journal of MEDICAL EDUCATION*, official representatives to other organizations, and such committees and staff members as may be deemed necessary.

A quorum shall be a majority of the voting Council members. The Council shall have the power to fix salaries of the Secretary, the Director of Studies and staff members and disburse funds for purposes pertaining to the affairs of the Association. It shall have the power to act for and on behalf of the Association between its meetings and to fill vacancies occurring in any of the elected offices during the year.

ARTICLE VI

MEETINGS

Section 1.—The Annual Meeting of the Association shall be held at such time and place as the Executive Council may designate.

Section 2.—Official representatives of a majority of the member colleges shall constitute a quorum.

ARTICLE VII

AMENDMENTS

Section 1.—This Constitution shall not be altered or amended except by a

written notice to all Institutional Members and all Affiliate Institutional Members at least thirty (30) days previous to a stated meeting and by a vote of two-thirds of all the Institutional Members officially represented at such meeting.

BY-LAWS

Section 1.—*The meetings of the Association shall be governed by Robert's Rules of Order, except as provided in the Constitution and By-Laws.*

Section 2.—*Requirements for admission: Admission to medical schools and medical colleges in Institutional or Affiliate Institutional Membership in the Association may be by:*

- (1) Satisfactory completion of a minimum of collegiate instruction, as provided below in subsection a: or by
- (2) Examination as provided in subsection b.

Subsection a.—A good general education including the attainment of competence in English, Biology, Chemistry and Physics is essential for the compre-

hension of the medical school curriculum. For most students this will require three or four years of college education. Superior students may, in selected cases, be considered acceptable for admission to medical school after only two years of collegiate work. In all instances, the final judgment as to the admissibility of these superior students will rest with the individual medical school.

Subsection b.—Admission to medical schools and medical colleges in the Association may be by examination.

Examinations for the purpose of admission by this method shall be conducted by institutions acceptable to the Executive Council of the Association, under the following conditions:

- (a) Candidates who have completed two years of collegiate instruction and present evidence of general scholarship of high order, but who lack the credits in certain of the required subjects, may be admitted on passing examinations in these subjects.

Section 2.—*Curriculum*: The funda-

mental objective of undergraduate medical education shall be to provide a solid foundation for the student's future development. This objective can best be achieved, first by providing the proper setting in which the student can learn, and secondly, by stimulating the student to use this setting to the best advantage.

Undergraduate medical education must permit the student to learn fundamental principles applicable to the whole body of medical knowledge, to acquire habits of reasoned and critical judgment of evidence and experience, and to develop an ability to use these principles wisely in solving problems of health and disease. It should not aim at presenting the complete detailed, systematic body of knowledge concerning each and every medical and related discipline.

Undergraduate medical education can achieve these aims only if the student plays an active role. It must provide incentive for active learning on the part of the student. This can best be achieved by giving him definite responsibility in real day-to-day problems in health and

disease. This responsibility must, of course, be carefully graded to the student's ability and experience and must be exercised under careful guidance by the faculty.

To implement the fundamental objective, undergraduate medical schools must provide an opportunity for the student: (1) to acquire basic professional knowledge, (2) to establish sound habits, of self-education and of accuracy and thoroughness, (3) to attain basic clinical and social skills, (4) to develop sound attitudes, (5) to gain understanding of professional and ethical principles. These five requirements are obviously not distinctly separable, but are mutually interdependent.

Given incentive and opportunity to learn and guidance toward the grasp of principles, with the problems of health and disease as a frame of reference, it is hoped that the student will build the necessary foundation for his career in medicine, be it practice (general or limited), teaching, research, or administration. The student should develop into a responsible professional person, and be

able to gain and maintain the confidence and trust of those whom he treats, the respect of those with whom he works, and the support of the community in which he lives.

The curriculum should extend over a period of at least four academic years.

Section 4.—These By-Laws may be amended only by submitting a written copy of the proposed amendment twenty-four (24) hours before action can be taken on it, and by a two-thirds ($2/3$) vote of all the Institutional Members officially represented at any Annual Meeting.

**ARTICLES OF
INCORPORATION
and BY-LAWS
OF THE
Association of American
Medical Colleges**



**As Amended
February 7, 1955**

ARTICLES OF
INCORPORATION
and BY-LAWS
OF THE
Association of American
Medical Colleges



**As Amended
February 7, 1955**

ARTICLES OF INCORPORATION UNDER THE ILLINOIS GENERAL NOT FOR PROFIT CORPORATION ACT

1. The name of the corporation is Association of American Medical Colleges.
2. The period of duration of the corporation is perpetual.
3. The address of its initial registered office in the State of Illinois is 185 North Wabash Avenue, Chicago 1, Illinois (Cook County).
The name of its initial registered agent at said address is Dean F. Smiley.

4. The first Board of Directors shall be eleven in number, their names and addresses being as follows:

Vernon W. Lippard, Yale University
School of Medicine, 333 Cedar
Street, New Haven 11, Connecticut

Robert A. Moore, University of Pitts-
burgh, Pittsburgh 13, Pennsylvania

John McK. Mitchell, University of
Pennsylvania School of Medicine,
36th and Hamilton Walk, Philadel-
phia 4, Pennsylvania

John B. Youmans, Vanderbilt Uni-
versity School of Medicine, Nash-
ville 5, Tennessee

Stanley E. Dorst, University of Cincinnati College of Medicine, Eden and Bethesda Avenues, Cincinnati 19, Ohio

Stockton Kimball, University of Buffalo School of Medicine, 3435 Main Street, Buffalo 14, New York

John Z. Bowers, University of Utah College of Medicine, 105 Medical Building, Salt Lake City 1, Utah

George N. Aagaard, University of Washington School of Medicine, Seattle 5, Washington

Walter R. Berryhill, University of North Carolina School of Medicine, Chapel Hill, North Carolina

Lowell T. Coggeshall, University of Chicago, 950 E. 59th Street, Chicago 37, Illinois

Thomas H. Hunter, University of Virginia School of Medicine, Charlottesville, Virginia

5. The purpose for which the corporation is organized is the advancement of medical education. The purpose is exclusively educational, scientific and charitable. Any net earnings of the corporation or of any of its activities shall be devoted exclusively to such purpose and shall not inure to the

- benefit of any individual. There shall be no shareholders of the corporation.
6. The Board of Directors shall be known as the Executive Council, and the directors shall be called Executive Council Members. The Executive Council shall have the complete direction and control of the property and affairs of the corporation, and the acts of the Executive Council shall be the acts of the corporation for all purposes.
 7. The membership of the corporation shall consist of a class known as Institutional Members and such other classes, if any, as shall be provided in the By-Laws. Such other classes of members shall have no right to vote, and no action of theirs shall be necessary for any corporate action. The membership of all classes shall consist of such persons or institutions as may from time to time be designated pursuant to the By-Laws.
 8. In the event of dissolution of the corporation, all its assets (after payment of, or provision for, all its liabilities) shall be transferred or conveyed to one or more domestic or foreign corporations, societies or organizations engaged in activities sub-

stantially similar to those of the corporation, to be used by them for the purpose set forth in Article 5.

9. Provided, however, the purposes stated in Article 5 shall not be deemed to authorize the corporation to receive any child for care or placement apart from its own parent or guardian, nor shall the corporation act as or perform any of the functions of a post-secondary or vocational institution.*

BY-LAWS

Section 1. *Institutional Membership.*

(a) The Institutional Members shall be such medical schools and colleges of the United States, operated exclusively for educational, scientific and charitable purposes, as the Institutional Members shall from time to time elect at an annual meeting by the affirmative votes of three-fourths of the Institutional Members present. The first Institutional Members shall be those medical schools and colleges which were on January 1, 1955 Institutional Members of an unincorporated voluntary association called

* This sentence has been inserted to avoid any question of compliance or noncompliance with certain Illinois legal requirements.

the Association of American Medical Colleges.

(b) **Standards.** Each institutional member shall conduct its educational program in conformity with the following standards of admission and curriculum:

Admission. Students may be admitted either by:

(1) Satisfactory completion of a minimum of collegiate instruction based on a good general education including the attainment of competence in English, Biology, Chemistry and Physics. For most students this will require three or four years of college education. Superior students may, in selected cases, be considered acceptable for admission to medical school after only two years of collegiate work. In all instances, the final judgment as to the admissibility of those superior students will rest with the individual medical school; or

(2) *Examination.* Candidates who have completed two years of collegiate instruction and present evidence of general scholarship of high order, but who lack the credits in certain of the required subjects, may be admitted on passing examination in these subjects.

Curriculum. The fundamental objec-

tive of undergraduate medical education shall be to provide a solid foundation for the student's future development. This objective can best be achieved, first by providing the proper setting in which the student can learn, and secondly, by stimulating the student to use this setting to the best advantage.

Undergraduate medical education must permit the student to learn fundamental principles applicable to the whole body of medical knowledge to acquire habits of reasoned and critical judgment of evidence and experience, and to develop an ability to use these principles wisely in solving problems of health and disease. It should not aim at presenting the complete, detailed, systematic body of knowledge concerning each and every medical and related discipline.

Undergraduate medical education can achieve these aims only if the student plays an active role. It must provide incentive for active learning on the part of the student. This can best be achieved by giving him definite responsibility in real day-to-day problems in health and disease. This responsibility must, of course, be carefully graded to the student's ability and experience and must

be exercised under careful guidance by the faculty.

To implement the fundamental objective, undergraduate medical schools must provide an opportunity for the student: (1) to acquire basic professional knowledge, (2) to establish sound habits of self-education and of accuracy and thoroughness, (3) to attain basic clinical and social skills, (4) to develop sound attitudes, (5) to gain understanding of professional and ethical principles. These five requirements are obviously not distinctly separable, but are mutually interdependent.

Given incentive and opportunity to learn and guidance toward the grasp of principles, with the problems of health and disease as a frame of reference, it is hoped that the student will build the necessary foundation for his career in medicine, be it practice (general or limited), teaching, research, or administration. The student should develop into a responsible professional person, and be able to gain and maintain the confidence and trust of those whom he treats, the respect of those with whom he works, and the support of the community in which he lives.

The curriculum should extend over a

period of at least four academic years.

(c) A medical school or college desiring Institutional Membership or Affiliate Institutional Membership in this Association shall make application in writing, giving such details of organization, resources and curriculum as may be prescribed by the Executive Council and expressing its readiness to be inspected from time to time. The Executive Council shall consider the application and report its findings and recommendation at the next annual meeting of members for action.

(d) The Executive Council shall appoint representatives to inspect schools and colleges applying for membership or reinstatement, and also those in membership in the Association at its discretion. The inspection reports, together with recommendations, shall be furnished a responsible authority in the school or college, and shall be sent to all members of the Executive Council.

(e) Any member not conforming to the Articles of Incorporation, By-Laws, or standards of admission and curriculum as they may be changed from time to time, shall be subject to such discipline or penalty as the Association may deem fit and proper or may be dropped from membership. Any Institutional Member

or Affiliate Institutional Member, which, on inspection, has been found not to conform to the then-existing Articles, By-Laws or standards may be warned by being placed on "confidential probation" for a period of two years by action of the Executive Council or may, after a full hearing before the Executive Council, by action of the Executive Council and concurring action of a meeting of the Institutional Members, be (1) placed on "open probation," (2) dropped from membership, or (3) removed from probation and reinstated.

Section 2. *Affiliate Institutional Membership.* There shall be a class of members entitled Affiliate Institutional Members, consisting of those medical schools and colleges which were on January 1, 1955 Affiliate Institutional Members of an unincorporated voluntary association called the Association of American Medical Colleges and such Canadian medical schools and colleges as the Institutional Members shall from time to time elect. Affiliate Institutional Members shall have the same qualifications as Institutional Members and shall be elected in the same way, but shall have no right to vote.

Section 3. *Individual and Sustaining Membership.* There shall be two classes

of members, known as Individual Members and Sustaining Members, composed of persons, including corporations, who have demonstrated over a period of years a serious interest in medical education. After their qualifications have been approved by the Executive Council, they shall be elected in the same manner as Institutional Members. They shall have the privileges of the floor in all discussions but shall not be entitled to vote. The first individual members shall be those persons who were on January 1, 1955 Individual Members of an unincorporated voluntary association called Association of American Medical Colleges.

Section 4. *Meetings of Members.*

(a) The annual meeting of all members shall be held at such time in October or November and at such place as the Executive Council may designate.

(b) Special meetings of all members or of members of any class may be called by the President, by a majority of the voting members of the Executive Council, or by ten Institutional Members.

(c) All meetings shall be held at such place in Illinois, or elsewhere, as may be designated in the notice of the meeting. Not less than 20 or more than 40 days before the date of the meeting written or printed notice stating the day,

hour and place of the meeting shall be delivered, either personally or by mail, to each member entitled to attend. In the case of a special meeting, the purpose or purposes for which the meeting is called shall be stated in the notice of the meeting.

(d) Each Institutional or Affiliate Institutional Member may send to meetings of members as many representatives as it desires, each of whom shall have the privilege of the floor in all discussions; but only one representative of each Institutional Member shall be entitled to vote, who shall be the Dean of the Institutional Member, unless some other representative or proxy is appointed by the Institutional Member. The Association may conclusively rely on the written statement of the Dean of a school or college that he or some other person has been properly designated as its representative or proxy. No designation or proxy shall be valid after eleven months from the date of its execution unless it provides otherwise.

(e) Any action that may be taken at a meeting of members may be taken without a meeting if approved in writing by the Dean or properly designated representative of all Institutional Members.

(f) A majority of the Institutional Members shall constitute a quorum. Action, except on the admission of members, shall be by majority vote at a meeting at which a quorum is present, provided that if less than a quorum be present at any meeting, a majority of those present may adjourn the meeting from time to time without further notice.

Section 5. *Officers.* The officers shall be a President, a President-Elect, a Vice President, a Secretary, a Treasurer, and a Director of Studies. The President-Elect, Vice President, and Treasurer shall be elected for one-year terms at the annual meeting of members, the President-Elect to become President upon his installation in the course of the annual meeting a year after he has been elected. Any officer may be removed by the members whenever they deem it to be in the best interest of the Association.

The Secretary and the Director of Studies shall be appointed by the Executive Council.

The officers shall have such duties as are implied by their respective titles or assigned to them by the Executive Council or by action of a meeting of the Institutional Members. If the President dies, resigns or for any other reason ceases to

act, the Vice President shall immediately become President and shall serve for the remainder of that term.

The first officers shall be as follows:

President, Vernon W. Lippard

President-Elect, Robert A. Moore

Past President, Stanley E. Dorst

Vice President, John McK. Mitchell

Treasurer, John B. Youmans

Secretary, Dean F. Smiley

Director of Studies, John M. Stal-
naker

Section 6. *Executive Council.*

(a) The Executive Council (also referred to as the Council) is the board of directors of the Association, and shall manage its affairs.

(b) The Council shall consist of six elected members, five elected officers who shall be ex-officio members with voting rights, and two ex-officio members without voting rights.

(c) Of the six elected members, two shall be elected annually by the Institutional Members at the annual meeting, each to serve for three years or until the election and installation of his successor. An elected Council member shall not serve more than two consecutive terms, but an unexpired term, unless served for at least two years or a term

as an ex-officio member, shall not be regarded for this purpose as a term.

(d) The ex-officio voting members shall consist of the elected officers and the Immediate Past President during the year after he was President. The Secretary and the Director of Studies shall be ex-officio members without vote, but shall attend all Council meetings except closed executive sessions.

(e) The annual meeting of the Council shall be held immediately following the election of council members at the annual meeting of members and at the same place. It shall elect its own Chairman.

(f) Meetings of the Council may be called by the President or any two voting Council members, and written notice thereof, unless waived, shall be mailed to each Council member at his home or usual business address not later than the tenth business day before the meeting.

(g) A quorum of the Council shall be a majority of the voting Council members.

(h) The Council may fill vacancies in its own membership or among the officers for the period until the next annual meeting of members.

(i) The first elected members of the Council shall be:

John Z. Bowers, term expiring 1955

Stockton Kimball, term expiring 1955

George N. Aagaard, term expiring 1956

Walter R. Berryhill, term expiring 1956

Lowell T. Coggeshall, term expiring 1957

Thomas H. Hunter, term expiring 1957

(j) The Council, by resolution adopted by the vote of a majority of the voting Council members in office, may designate an Administrative Committee to act during intervals between meetings of the Council, consisting of three or more voting Council members, which committee, to the extent provided in the resolution, shall have and exercise the authority of the Council in the management of the Association; but the designation of such a committee and the delegation to it of authority shall not relieve the Council, or any member of the Council, of any responsibility imposed upon them by law.

Section 7. *Waiver of Notice.* Whenever any notice whatever is required to be

given under the provision of these By-Laws, a waiver thereof in writing signed by the persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

Section 8. *Seal.* The Council may adopt a seal for the Association, but no seal shall be necessary to take or to evidence any Association action.

Section 9. *Fiscal Year.* The fiscal year of the Association shall be from July 1 to June 30.

Section 10. *Dues.* The annual dues shall be:

Institutional Members.....	\$ 500
Affiliate Institutional Members..	125
Individual Members	10
Sustaining Members	1,000

Section 11. *Amending By-Laws.* These By-Laws may be altered, repealed, or amended, or new By-Laws adopted by a two-thirds vote of the Institutional Members present at any meeting of Institutional and Affiliate Institutional Members for which thirty days written notice has been given.

Section 12. *Amending Articles of Incorporation.* The Articles of Incorporation may be altered, repealed or amended by the Institutional Members in the manner provided by statute.

**ARTICLES OF
INCORPORATION
and BY-LAWS
OF THE
Association of American
Medical Colleges**



**As Amended
October 25, 1955**

**ARTICLES OF
INCORPORATION
and BY-LAWS
OF THE
Association of American
Medical Colleges**



**As Amended
October 25, 1955**

ARTICLES OF INCORPORATION
UNDER THE ILLINOIS
GENERAL NOT FOR PROFIT
CORPORATION ACT

1. The name of the corporation is Association of American Medical Colleges.
2. The period of duration of the corporation is perpetual.
3. The address of its initial registered office in the State of Illinois is 185 North Wabash Avenue, Chicago 1, Illinois (Cook County).

The name of its initial registered agent at said address is Dean F. Smiley.

4. The first Board of Directors shall be eleven in number, their names and addresses being as follows:

Vernon W. Lippard, Yale University
School of Medicine, 333 Cedar
Street, New Haven 11, Connecticut

Robert A. Moore, University of Pitts-
burgh, Pittsburgh 13, Pennsylvania

John McK. Mitchell, University of
Pennsylvania School of Medicine,
36th and Hamilton Walk, Philadel-
phia 4, Pennsylvania

John B. Youmans, Vanderbilt Uni-
versity School of Medicine, Nash-
ville 5, Tennessee

Stanley E. Dorst, University of Cincinnati College of Medicine, Eden and Bethesda Avenues, Cincinnati 19, Ohio

Stockton Kimball, University of Buffalo School of Medicine, 3435 Main Street, Buffalo 14, New York

John Z. Bowers, University of Utah College of Medicine, 105 Medical Building, Salt Lake City 1, Utah

George N. Aagaard, University of Washington School of Medicine, Seattle 5, Washington

Walter R. Berryhill, University of North Carolina School of Medicine, Chapel Hill, North Carolina

Lowell T. Coggeshall, University of Chicago, 950 E. 59th Street, Chicago 37, Illinois

Thomas H. Hunter, University of Virginia School of Medicine, Charlottesville, Virginia

5. The purpose for which the corporation is organized is the advancement of medical education. The purpose is exclusively educational, scientific and charitable. Any net earnings of the corporation or of any of its activities shall be devoted exclusively to such purpose and shall not inure to the

- benefit of any individual. There shall be no shareholders of the corporation.
6. The Board of Directors shall be known as the Executive Council, and the directors shall be called Executive Council Members. The Executive Council shall have the complete direction and control of the property and affairs of the corporation, and the acts of the Executive Council shall be the acts of the corporation for all purposes.
 7. The membership of the corporation shall consist of a class known as Institutional Members and such other classes, if any, as shall be provided in the By-Laws. Such other classes of members shall have no right to vote, and no action of theirs shall be necessary for any corporate action. The membership of all classes shall consist of such persons or institutions as may from time to time be designated pursuant to the By-Laws.
 8. In the event of dissolution of the corporation, all its assets (after payment of, or provision for, all its liabilities) shall be transferred or conveyed to one or more domestic or foreign corporations, societies or organizations engaged in activities sub-

stantially similar to those of the corporation, to be used by them for the purpose set forth in Article 5.

9. Provided, however, the purposes stated in Article 5 shall not be deemed to authorize the corporation to receive any child for care or placement apart from its own parent or guardian, nor shall the corporation act as or perform any of the functions of a post-secondary or vocational institution.*

BY-LAWS

Section 1. *Institutional Membership.*

(a) The Institutional Members shall be such medical schools and colleges of the United States, operated exclusively for educational, scientific and charitable purposes, as the Institutional Members shall from time to time elect at an annual meeting by the affirmative votes of three-fourths of the Institutional Members present. The first Institutional Members shall be those medical schools and colleges which were on January 1, 1955 Institutional Members of an unincorporated voluntary association called

* This sentence has been inserted to avoid any question of compliance or noncompliance with certain Illinois legal requirements.

the Association of American Medical Colleges.

(b) Standards. Each institutional member shall conduct its educational program in conformity with the following standards of admission and curriculum:

Admission. Students may be admitted either by:

(1) Satisfactory completion of a minimum of collegiate instruction based on a good general education including the attainment of competence in English, Biology, Chemistry and Physics. For most students this will require three or four years of college education. Superior students may, in selected cases, be considered acceptable for admission to medical school after only two years of collegiate work. In all instances, the final judgment as to the admissibility of those superior students will rest with the individual medical school; or

(2) Examination. Candidates who have completed two years of collegiate instruction and present evidence of general scholarship of high order, but who lack the credits in certain of the required subjects, may be admitted on passing examination in these subjects.

Curriculum. The fundamental objec-

tive of undergraduate medical education shall be to provide a solid foundation for the student's future development. This objective can best be achieved, first by providing the proper setting in which the student can learn, and secondly, by stimulating the student to use this setting to the best advantage.

Undergraduate medical education must permit the student to learn fundamental principles applicable to the whole body of medical knowledge to acquire habits of reasoned and critical judgment of evidence and experience, and to develop an ability to use these principles wisely in solving problems of health and disease. It should not aim at presenting the complete, detailed, systematic body of knowledge concerning each and every medical and related discipline.

Undergraduate medical education can achieve these aims only if the student plays an active role. It must provide incentive for active learning on the part of the student. This can best be achieved by giving him definite responsibility in real day-to-day problems in health and disease. This responsibility must, of course, be carefully graded to the student's ability and experience and must

be exercised under careful guidance by the faculty.

To implement the fundamental objective, undergraduate medical schools must provide an opportunity for the student: (1) to acquire basic professional knowledge, (2) to establish sound habits of self-education and of accuracy and thoroughness, (3) to attain basic clinical and social skills, (4) to develop sound attitudes, (5) to gain understanding of professional and ethical principles. These five requirements are obviously not distinctly separable, but are mutually interdependent.

Given incentive and opportunity to learn and guidance toward the grasp of principles, with the problems of health and disease as a frame of reference, it is hoped that the student will build the necessary foundation for his career in medicine, be it practice (general or limited), teaching, research, or administration. The student should develop into a responsible professional person, and be able to gain and maintain the confidence and trust of those whom he treats, the respect of those with whom he works, and the support of the community in which he lives.

The curriculum should extend over a

period of at least four academic years.

(c) A medical school or college desiring Institutional Membership or Affiliate Institutional Membership in this Association shall make application in writing, giving such details of organization, resources and curriculum as may be prescribed by the Executive Council and expressing its readiness to be inspected from time to time. The Executive Council shall consider the application and report its findings and recommendation at the next annual meeting of members for action.

(d) The Executive Council shall appoint representatives to inspect schools and colleges applying for membership or reinstatement, and also those in membership in the Association at its discretion. The inspection reports, together with recommendations, shall be furnished a responsible authority in the school or college, and shall be sent to all members of the Executive Council.

(e) All members shall conform to the Articles of Incorporation, By-Laws and standards of admission and curriculum, as they may be changed from time to time. Any Institutional Member or Affiliate Institutional Member, which, on inspection, has been found not to conform

to the then-existing Articles, By-Laws or standards may be warned by being placed on "confidential probation" for a period of two years by action of the Executive Council or may, after a full hearing before the Executive Council, by action of the Executive Council and concurring action of a meeting of the Institutional Members, be (1) placed on "open probation," (2) dropped from membership, or (3) removed from probation and reinstated.

Section 2. *Affiliate Institutional Membership.* There shall be a class of members entitled Affiliate Institutional Members, consisting of those medical schools and colleges which were on January 1, 1955 Affiliate Institutional Members of an unincorporated voluntary association called the Association of American Medical Colleges and such Canadian medical schools and colleges as the Institutional Members shall from time to time elect. Affiliate Institutional Members shall have the same qualifications as Institutional Members and shall be elected in the same way, but shall have no right to vote.

Section 3. *Individual and Sustaining Membership.* There shall be two classes of members, known as Individual Mem-

bers and Sustaining Members, composed of persons, including corporations, who have demonstrated over a period of years a serious interest in medical education. After their qualifications have been approved by the Executive Council, they shall be elected in the same manner as Institutional Members. They shall have the privileges of the floor in all discussions but shall not be entitled to vote. The first individual members shall be those persons who were on January 1, 1955 Individual Members of an unincorporated voluntary association called Association of American Medical Colleges.

Section 4. *Meetings of Members.*

(a) The annual meeting of all members shall be held at such time in October or November and at such place as the Executive Council may designate.

(b) Special meetings of all members or of members of any class may be called by the President, by a majority of the voting members of the Executive Council, or by ten Institutional Members.

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hour and place of the meeting shall be delivered, either personally or by mail, to each member entitled to attend. In the case of a special meeting, the purpose or purposes for which the meeting is called shall be stated in the notice of the meeting.

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(e) Any action that may be taken at a meeting of members may be taken without a meeting if approved in writing by the Dean or properly designated representative of all Institutional Members.

(f) A majority of the Institutional Members shall constitute a quorum. Action, except on the admission of members, shall be by majority vote at a meeting at which a quorum is present, provided that if less than a quorum be present at any meeting, a majority of those present may adjourn the meeting from time to time without further notice.

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act, the Vice President shall immediately become President and shall serve for the remainder of that term.

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Past President, Stanley E. Dorst

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(b) The Council shall consist of six elected members, five elected officers who shall be ex-officio members with voting rights, and two ex-officio members without voting rights.

(c) Of the six elected members, two shall be elected annually by the Institutional Members at the annual meeting, each to serve for three years or until the election and installation of his successor. An elected Council member shall not serve more than two consecutive terms, but an unexpired term, unless served for at least two years or a term

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(f) Meetings of the Council may be called by the President or any two voting Council members, and written notice thereof, unless waived, shall be mailed to each Council member at his home or usual business address not later than the tenth business day before the meeting.

(g) A quorum of the Council shall be a majority of the voting Council members.

(h) The Council may fill vacancies in its own membership or among the officers for the period until the next annual meeting of members.

(i) The first elected members of the Council shall be:

John Z. Bowers, term expiring 1955

Stockton Kimball, term expiring 1955

George N. Aagaard, term expiring 1956

Walter R. Berryhill, term expiring 1956

Lowell T. Coggeshall, term expiring 1957

Thomas H. Hunter, term expiring 1957

(j) The Council, by resolution adopted by the vote of a majority of the voting Council members in office, may designate an Administrative Committee to act during intervals between meetings of the Council, consisting of three or more voting Council members, which committee, to the extent provided in the resolution, shall have and exercise the authority of the Council in the management of the Association; but the designation of such a committee and the delegation to it of authority shall not relieve the Council, or any member of the Council, of any responsibility imposed upon them by law.

Section 7. *Waiver of Notice.* Whenever any notice whatever is required to be

given under the provision of these By-Laws, a waiver thereof in writing signed by the persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

Section 8. *Seal*. The Council may adopt a seal for the Association, but no seal shall be necessary to take or to evidence any Association action.

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Institutional Members	\$1,000
Affiliate Institutional Members..	250
Individual Members	10
Sustaining Members	1,000

Section 11. *Amending By-Laws*. These By-Laws may be altered, repealed, or amended, or new By-Laws adopted by a two-thirds vote of the Institutional Members present at any meeting of Institutional and Affiliate Institutional Members for which thirty days written notice has been given.

Section 12. *Amending Articles of Incorporation*. The Articles of Incorporation may be altered, repealed or amended by the Institutional Members in the manner provided by statute.

**ARTICLES OF
INCORPORATION
and BY-LAWS
OF THE
Association of American
Medical Colleges**



**As Amended
November 13, 1956**

**ARTICLES OF
INCORPORATION
and BY-LAWS
OF THE
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Medical Colleges**



**As Amended
November 13, 1956**

ARTICLES OF INCORPORATION
UNDER THE ILLINOIS
GENERAL NOT FOR PROFIT
CORPORATION ACT

1. The name of the corporation is Association of American Medical Colleges.
2. The period of duration of the corporation is perpetual.
3. The address of its initial registered office in the State of Illinois is 185 North Wabash Avenue, Chicago 1, Illinois (Cook County).
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4. The first Board of Directors shall be eleven in number, their names and addresses being as follows:
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5. The purpose for which the corporation is organized is the advancement of medical education. The purpose is exclusively educational, scientific and charitable. Any net earnings of the corporation or of any of its activities shall be devoted exclusively to such purpose and shall not inure to the

- benefit of any individual. There shall be no shareholders of the corporation.
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 8. In the event of dissolution of the corporation, all its assets (after payment of, or provision for, all its liabilities) shall be transferred or conveyed to one or more domestic or foreign corporations, societies or organizations engaged in activities sub-

- stantially similar to those of the corporation, to be used by them for the purpose set forth in Article 5.
9. Provided, however, the purposes stated in Article 5 shall not be deemed to authorize the corporation to receive any child for care or placement apart from its own parent or guardian, nor shall the corporation act as or perform any of the functions of a post-secondary or vocational institution.*

BY-LAWS

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Curriculum. The fundamental objec-

tive of undergraduate medical education shall be to provide a solid foundation for the student's future development. This objective can best be achieved, first by providing the proper setting in which the student can learn, and secondly, by stimulating the student to use this setting to the best advantage.

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The curriculum should extend over a

period of at least four academic years.

(c) A medical school or college desiring Institutional Membership or Affiliate Institutional Membership in this Association shall make application in writing, giving such details of organization, resources and curriculum as may be prescribed by the Executive Council and expressing its readiness to be inspected from time to time. The Executive Council shall consider the application and report its findings and recommendation at the next annual meeting of members for action.

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(a) The annual meeting of all members shall be held at such time in October or November and at such place as the Executive Council may designate.

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Section 5. *Officers* The officers shall be a President, a President-Elect, a Vice President, an Executive Director, a Secretary, and a Treasurer. The President-Elect, Vice President, and Treasurer shall be elected for one-year terms at the annual meeting of members, the President-Elect to become President upon his installation in the course of the annual meeting a year after he has been elected. Any officer may be removed by the members whenever they deem it to be in the best interest of the Association.

The Executive Director and the Secretary shall be appointed by the Executive Council.

The officers shall have such duties as are implied by their respective titles or assigned to them by the Executive Council or by action of a meeting of the Institutional Members. If the President dies, resigns or for any other reason ceases to

act, the Vice President shall immediately become President and shall serve for the remainder of that term.

The first officers shall be as follows:

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President-Elect, Robert A. Moore
Past President, Stanley E. Dorst
Vice President, John McK. Mitchell
Treasurer, John B. Youmans
Secretary, Dean F. Smiley
Director of Studies, John M. Stal-
naker

Section 6. *Executive Council.*

(a) The Executive Council (also referred to as the Council) is the board of directors of the Association, and shall manage its affairs.

(b) The Council shall consist of six elected members, five elected officers who shall be ex-officio members with voting rights, and two ex-officio members without voting rights.

(c) Of the six elected members, two shall be elected annually by the Institutional Members at the annual meeting, each to serve for three years or until the election and installation of his successor. An elected Council member shall not serve more than two consecutive terms, but an unexpired term, unless served for at least two years or a term

as an ex-officio member, shall not be regarded for this purpose as a term.

(d) The ex-officio voting members shall consist of the elected officers and the Immediate Past President during the year after he was President. The Executive Director and the Secretary shall be ex-officio members without vote, but shall attend all Council meetings except closed executive sessions.

(e) The annual meeting of the Council shall be held immediately following the election of council members at the annual meeting of members and at the same place. It shall elect its own Chairman.

(f) Meetings of the Council may be called by the President or any two voting Council members, and written notice thereof, unless waived, shall be mailed to each Council member at his home or usual business address not later than the tenth business day before the meeting.

(g) A quorum of the Council shall be a majority of the voting Council members.

(h) The Council may fill vacancies in its own membership or among the officers for the period until the next annual meeting of members.

(i) The first elected members of the Council shall be:

John Z. Bowers, term expiring 1955

Stockton Kimball, term expiring 1955

George N. Aagaard, term expiring 1956

Walter R. Berryhill, term expiring 1956

Lowell T. Coggeshall, term expiring 1957

Thomas H. Hunter, term expiring 1957

(j) The Council, by resolution adopted by the vote of a majority of the voting Council members in office, may designate an Administrative Committee to act during intervals between meetings of the Council, consisting of three or more voting Council members, which committee, to the extent provided in the resolution, shall have and exercise the authority of the Council in the management of the Association; but the designation of such a committee and the delegation to it of authority shall not relieve the Council, or any member of the Council, of any responsibility imposed upon them by law.

Section 7. *Waiver of Notice.* Whenever any notice whatever is required to be

given under the provision of these By-Laws, a waiver thereof in writing signed by the persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice

Section 8 *Seal* The Council may adopt a seal for the Association, but no seal shall be necessary to take or to evidence any Association action.

Section 9 *Fiscal Year* The fiscal year of the Association shall be from July 1 to June 30

Section 10 *Dues* The annual dues shall be:

Institutional Members	
(4 yr. schools)	\$1,000
Institutional Members	
(2 yr schools)	500
Affiliate Institutional Members	250
Individual Members	10
Sustaining Members	1,000

Section 11 *Amending By-Laws.* These By-Laws may be altered, repealed, or amended, or new By-Laws adopted by a two-thirds vote of the Institutional Members present at any meeting of Institutional and Affiliate Institutional Members for which thirty days written notice has been given

Section 12. *Amending Articles of Incorporation* The Articles of Incorporation may be altered, repealed or amended by the Institutional Members in the manner provided by statute.