

ADMINISTRATIVE BOARD

of the

COUNCIL OF DEANS

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May 7, 1970  
Dupont Plaza Hotel  
Executive Room

7:00 - 8:30 a.m.  
Breakfast

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AGENDA

- I. Consideration of Minutes of February 6, 1970 Meeting..... 1
- II. Appointment of Nominating Committee..... 4
- III. COD Fall Program..... 9
- IV. Faculty Salaries.....10
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- VI. Dates of Future Meetings
- VII. New Business
- VIII. Adjournment

ASSOCIATION OF AMERICAN MEDICAL COLLEGES

MINUTES

ADMINISTRATIVE BOARD OF COUNCIL OF DEANS

Present: Board Members

Dr. Charles C. Sprague, Presiding

Dr. William G. Anlyan

Dr. Ralph J. Cazort

Dr. Carleton B. Chapman

Dr. Kenneth R. Crispell

Dr. Merlin K. DuVal

Dr. Robert H. Felix

Dr. Robert B. Howard

Dr. Sherman M. Mellinkoff

Dr. Robert S. Stone

Staff

Mrs. Barbara E. Bucci

Dr. John A. D. Cooper

Miss Frances F. Moore

Mr. Joseph S. Murtaugh

Mr. J. Trevor Thomas

ASSOCIATION OF AMERICAN MEDICAL COLLEGES  
MINUTES  
ADMINISTRATIVE BOARD OF COUNCIL OF DEANS

February 6, 1970

Palmer House Hotel  
Chicago, Illinois

I. Call to Order

The meeting was called to order by Dr. Sprague at 12:00 noon.

II. Minutes of December 18, 1969 Meeting

The Minutes of the meeting of December 18, 1969 were accepted without change.

III. Nursing and Physicians' Assistants

As a follow-up on previous discussions and recommendations by this Administrative Board, Mr. John Danielson met with a small group of nurses on January 27, 1970 to discuss what might be an appropriate role for nursing in the AAMC. After an afternoon's discussion, it was the consensus of that group that the involvement of nurses in the AAMC ought to clearly relate to the delivery of health services and be patient-care oriented. As such, it was felt by the group that the AAMC should not develop a separate nursing council or committee dealing solely with the problems of nursing but rather should involve a select group of nurses in a committee made up of faculty, hospital administrators, deans, nurses, and the public to function in an advisory capacity to the AAMC and its Department of Health Services on all matters concerning the delivery of patient-care in and out of the hospital setting. They recommended that such a committee address itself to the matters of patient's needs in the teaching hospital setting and that it advise concerning new approaches and patterns of delivery of care in the community itself. Also, they felt that this group should not be used as a liaison committee to organized nursing or other allied health professional groups but rather it should concern itself with the appropriateness of our health services delivery.

It was pointed out that the issue of what role the medical schools should play in relationship to physician assistant programs must be faced; that the issue was related to the questions being raised with regard to nursing and that they should not be viewed as isolated problems.

A task force has been formed by the Council of Academic Societies to make recommendations on: a) the essentials of an acceptable program for the training and education of Physician Assistants; b) accreditation procedures for such programs. The committee's report has been received by the CAS Executive Committee who plan to distribute copies to the CAS membership and Executive Committees of the other Councils. The report is planned as an agenda item for the March 18, 1970 meeting of the Liaison Committee on Medical Education.

#### IV. Medicare

The Senate Finance Committee has just released a staff report titled, "Medicare and Medicaid Problems, Issues and Alternatives". Chapter Six of this document deals with "Payments to 'Supervisory' Physicians in Teaching Hospitals". The report makes a distinction between private and service patients (describing the latter as "institutional" patients), and questions the validity of Part B fee-for-service charges by full-time supervisory physicians in a teaching setting: "Almost by definition, the supervisory physician, regardless of how much or how little direct patient care he renders, essentially functions in a teaching or instructional capacity with respect to Institutional patients. Medicare now reimburses under Part A for that portion of his salary or stipend attributable to administration and teaching responsibilities."

The report "concludes that there is no justification under the present medicare statute for reimbursement of supervisory physician services to an institutional patient in a teaching setting and that there is no legal obligation on the part of the patient to pay him for those services".

The Administrative Board recommended that this issue be further discussed at the Council of Deans meeting later in the day.

#### V. VA Fringe Benefits

Dr. Alfred Gellhorn has raised the point that the Veteran's Administration policy with regard to fringe benefits is making it difficult to retain VA personnel. The problem is being referred to the AAMC's Educational Advisory Committee to the VA.

#### VI. Dr. Roger O. Egeberg

Dr. Egeberg, Assistant Secretary for Health and Scientific Affairs of HEW, discussed the President's budget, the House and Senate actions, and the final presidential veto. Despite the outcome, he felt that the attempt by various individuals to educate the Senate regarding the needs of the medical schools had been fruitful, and that such efforts should be continued.

#### VII. Adjournment

The meeting was adjourned at 5:45 p.m.

COD BYLAWS

Section 4. Officers and Administrative Board

a) The officers of the Council of Deans shall be a Chairman and a Chairman-Elect. The Chairman shall be, ex-officio, a member of all committees of the Council of Deans.

b) The term of office of all officers shall be for one year. All officers shall serve until their successors are elected, provided, however, that the Chairman may not succeed himself until after at least one year has elapsed from the end of his term of office.

c) Officers will be elected annually at the time of the Annual Meeting of the Association of American Medical Colleges.

d) There shall be an Administrative Board composed of the Chairman, the Chairman-Elect, and 1 other member elected from the Council of Deans at the time of the Annual Meeting. It shall also include those deans who are elected as members of the Executive Council of the Association of American Medical Colleges.

e) If the Chairman is absent or unable to serve, the Chairman-Elect of the Council of Deans shall serve in his place and assume his functions. If the Chairman-Elect succeeds the Chairman before the expiration of his term of office, such service shall not disqualify the Chairman-Elect from serving a full term as Chairman.

f) The Chairman of the Council of Deans shall appoint a Nominating Committee of not less than 5 voting members of the Council who shall be chosen with due regard for regional representation. This Committee will solicit nominations from the voting members for elective positions vacant on the Executive Council and Administrative Board. From these nominations a slate will be drawn, with due regard for regional representation, and will be presented to the voting members of the Council of Deans at least two weeks before the Annual Meeting at which the elections will be held. Additional nominations may be made at the time of the meeting.

g) The Administrative Board shall be the executive committee to manage the affairs of the Council of Deans, to perform duties prescribed in the Bylaws, to carry out the policies established by the Council of Deans at its meetings, and to take any necessary interim action on behalf of the Council that is required. The actions of the Administrative Board shall be subject to ratification by the Council at its next regular meeting.

The Administrative Board shall also serve the Council of Deans as a Committee on Committees, with the Chairman-Elect serving as its Chairman when it so functions.



ASSOCIATION OF AMERICAN MEDICAL COLLEGES

ONE DUPONT CIRCLE, N.W. WASHINGTON, D.C. 20036

John A. D. Cooper, M.D., Ph.D.  
President

Washington: (202) 466-5175

February 27, 1970

sent to: CAS, COD, COTH Chairmen  
Dr. Clifford Grulee, AAMC Nominating Committee Chairman  
Dr. Smythe, Mr. Murtaugh, Mr. Danielson

Dear :

In order to develop a more rational approach to the interrelations between the various Nominating Committees of the Association, I would like to make the following proposals for your consideration:

- (1) The Nominating Committees for the Council of Academic Societies, the Council of Deans, and the Council of Teaching Hospitals should be named as soon as possible in accordance with the Bylaws of the Councils.
- (2) Each Council Nominating Committee should be asked to recommend nominations for officers of the Council and for positions on the Executive Council of the Association by September 15, 1970. In the case of nominations for the Executive Council of the Association, two names for each position to be filled should be provided so that the Nominating Committee of the Executive Council can select from the lists individuals who would give proper distribution with regard to geographic area and type of school.
- (3) The Chairman of the Nominating Committee of each Council should meet with the Nominating Committee of the Executive Council in early October to draw up the final list of nominations to be presented to the Assembly for Executive Council members.

I am enclosing a list of the present Executive Council members and the expiration dates for their terms of office. I am also enclosing the appropriate section of the Bylaws of the Executive Council and the three constituent Councils dealing with Nominating Committees and nominations.

I'll be grateful for your advice on this procedure to try and get better organization of the nominations.

Sincerely,

Robert B. Howard, M.D.  
Chairman, Executive Council

Enclosures

## NOMINATING COMMITTEES, ELECTED POSITIONS, TENURE, & QUALIFYING DATA

- taken from the Bylaws of the Councils -

### EXECUTIVE COUNCIL

"A nominating committee composed of 5 persons, each from a different region of the Association, shall be appointed by the Executive Council. After soliciting suggestions from the members of the Assembly, the committee will report to the Assembly at the annual meeting, nominating individuals to be elected as officers and members of the Executive Council."

"The elected officers shall be a Chairman ... and a Chairman-Elect ... The Chairman-Elect shall be elected at the annual meeting of the Assembly, to serve in that office for one year, then be installed as Chairman for a one-year term ... "

"The Executive Council shall consist of 16 elected members ... Of the 16 elected members of the Executive Council, 1 shall be the Chairman of the Council of Academic Societies and 3 others shall be members of that Council; one shall be Chairman of the Council of Teaching Hospitals and 2 others shall be members of that Council; one shall be Chairman of the Council of Deans and 8 shall be other members of that Council. The Chairman of each of the 3 Councils shall be a voting member of the Executive Council, ex officio. Each of the 13 other voting members shall be elected annually by the Assembly at the annual meeting, each to serve for three years or until the election and installation of his successor. Each shall be eligible for reelection for 1 additional term of three years. ... At least 1 elected member of the Executive Council shall be from each of the regions of the Association."

### COUNCIL OF ACADEMIC SOCIETIES

"A nominating committee of 7 members shall be selected by a mail ballot from all members of the Council with each being asked to vote for 7 persons. The 7 members who receive the largest number of votes will constitute the nominating committee and shall bring in the names of 2 candidates for each office who they recommend and who they have ascertained would be willing to serve if elected."

"A Chairman, a Chairman-Elect and a Secretary-Treasurer shall be elected annually by the Council of Academic Societies. ... The term of office of the Chairman and Chairman-Elect shall be approximately one year, from one annual meeting to the next. ... The Secretary-Treasurer may not serve for more than two years following the expiration of his term as a representative of a constituency."

"The Executive Committee shall be elected by written ballot at the annual meeting and shall number 9; the 3 officers of the Council of Academic Societies, and 6 other members, 2 of whom will serve as representatives to the Executive Council of the Association of American Medical Colleges. These 6 members are to be elected for 2 year terms on a staggered basis. ... Members may succeed themselves for 2 additional terms."

- cont. -

"Four members of the Council of Academic Societies shall be elected to serve as its representatives on the Executive Council of the Association. Two of these shall be the Chairman and the Chairman-Elect of the Council of Academic Societies. As a general rule, 2 of the 4 members shall be from societies which are primarily concerned with preclinical disciplines, and 2 from societies primarily concerned with clinical disciplines. Elections shall be for two-year terms, so staggered that 1 clinical representative and 1 preclinical representative shall be elected each year. The same nominating committee as that employed in the nomination of officers will be asked to bring forward nominations for the unfilled positions at each annual meeting. Two available candidates shall be named for each post and election will be by written ballot of the members present at the annual meeting. Those elected will take office after the annual meeting of the Association of American Medical Colleges occurring at the time of the meeting of the Council of Academic Societies and will serve until the completion of the second annual meeting thereafter. Any duly selected representative serving on the Council of Academic Societies or an officer of the Council who might remain as a member, is eligible for election."

#### COUNCIL OF DEANS

"The Chairman of the Council of Deans shall appoint a Nominating Committee of not less than 5 voting members of the Council who shall be chosen with due regard for regional representation. This Committee will solicit nominations from the voting members for elective positions vacant on the Executive Council and Administrative Board. From these nominations a slate will be drawn, with due regard for regional representation, and will be presented to the voting members of the Council of Deans at least two weeks before the Annual Meeting at which the elections will be held."

"The officers of the Council of Deans shall be a Chairman and a Chairman-Elect. ... The term of office of all officers shall be for one year. All officers shall serve until their successors are elected, provided, however, that the Chairman may not succeed himself until after at least one year has elapsed from the end of his term of office."

"There shall be an Administrative Board composed of the Chairman, the Chairman-Elect, and 1 other member elected from the Council of Deans at the time of the Annual Meeting. It shall also include those deans who are elected as members of the Executive Council of the Association of American Medical Colleges."

#### COUNCIL OF TEACHING HOSPITALS

nominating committee not covered in Rules and Regulations.

"Officers and appropriate members of the Executive Committee shall be elected annually by all members, at which time the Chairman, Chairman-Elect, Secretary, and indicated members of the Executive Committee will be chosen. From time to time a member representative shall be nominated for membership on the Executive Council of the AAMC by vote of the single medical school representative members."

"There shall be nine (9) members of the Executive Committee, serving for three-year terms. Each year three (3) members shall be elected. ... "

"The Council shall report to the Executive Council of the AAMC, and shall be represented on the Council of the AAMC by a member nominated for a three-year term by the teaching hospital member."



ASSOCIATION OF AMERICAN MEDICAL COLLEGES

NOMINATIONS FOR OFFICERS AND MEMBERS OF THE AAMC EXECUTIVE COUNCIL

<u>POSITIONS</u>	<u>1969-70</u>	<u>1970-71</u>	
Chairman, Assembly	Robert B. Howard	William G. Anlyan	(71)*
Chairman-Elect, Assembly	William G. Anlyan		
Representatives from:			
Council of Academic Societies	Daniel C. Tosteson, Chairman + James V. Warren Jonathan E. Rhoads Thomas D. Kinney	James V. Warren, Chairman Jonathan E. Rhoads Thomas D. Kinney	(71) (72) (71)
Council of Deans	Charles B. Sprague, Chairman Merlin K. Duval Ralph J. Cazort David E. Rogers William F. Maloney Sherman M. Mellinkoff Kenneth R. Crispell Carleton B. Chapman Robert H. Felix +	Charles B. Sprague Merlin K. Duval, Chairman Ralph J. Cazort David E. Rogers William F. Maloney Sherman M. Mellinkoff Kenneth R. Crispell Carleton B. Chapman	(71)** (71) (72) (72) (72) (72) (71) (71)
Council of Teaching Hospitals	T. Stewart Hamilton, Chairman Russell A. Nelson Roy S. Rambeck	Irvin G. Wilmot, Chairman Russell A. Nelson Roy S. Rambeck	(71) (72) (72)

\* tenure expiration date

\*\* continuation of unexpired elected term

+ eligible for one additional 3-year term

COD FALL MEETING

Schedule:

Administrative Board	Friday, Oct. 30, 1970	12:30-2 pm (lunch)
Council of Deans	Friday, Oct. 30, 1970	2-5 pm

Agenda Items:

Election of Officers

Reports from Regional Groups

Consideration of Previous Minutes

Roll Call

Chairman's Report

## FACULTY SALARIES

At the October 31, 1969 Council of Deans meeting, the following ACTION was taken:

... the Council of Deans recommends the following policy with relation to limitation of federal contributions to faculty salaries: Funds from federal discretionary grants and contracts to institutions for education and research may be used to support the salary of any faculty member on the basis of percentage of effort in the approved program up to nationally accepted levels for each academic rank and discipline. Such levels will represent the median salary level for strict full-time faculty in the medical schools of this country as determined by the AAMC Faculty Salary survey for the year in which this policy is adopted. These levels will be adjusted annually thereafter in accord with changes in the cost of living index. Faculty salaries established on this basis may be supplemented by an institution from non-federal funds if so desired. Federal funds may continue to be used to pay the prorata share of the cost of fringe benefits of each respective institution. This policy should be subject to review and possible revision after an adequate period of trial.

Discussion following the formal COD meeting resulted in the COD Administrative Board reporting to the Assembly (November 3, 1969) that they requested that an hoc committee be appointed to study the question of academic salary inflation and the contribution of federal funds.

The Executive Council at its December 18, 1969 meeting approved the appointment of an Intercouncil Committee on Faculty Compensation and Other Aspects of Financing Medical Education. Russell Nelson, Chairman of the committee, is presenting an interim report at the May 21, 1970 COD meeting.

COUNCIL OF DEANS

Thursday, May 21, 1970  
9:00 a.m.

Congressional Room  
2nd floor mezzanine

Statler Hilton Hotel  
Washington, D.C.

AGENDA

- 9:00 a.m. Roll Call
- 9:15 Consideration of Minutes of February 6, 1970 Meeting
- 9:20 Reports from Regional Groups
- 9:40 Report of the Task Force on Physician's Assistants  
William D. Mayer, University of Missouri-Columbia
- 10:15 Review of the Legislative Process  
John S. Forsyth, General Counsel, Committee on  
Labor & Public Welfare
- 10:45 Reveiw of Federal Budget Process  
Charles S. Schultze, The Brookings Institution
- 11:15 Status of AAMC Planning for Program of Federal Support  
of Academic Medical Centers  
Joseph S. Murtaugh, AAMC
- 11:45 Interim Report of AAMC Committee on Financing of  
Academic Medical Centers  
Russell A. Nelson, The Johns Hopkins Hospital
- 12:30 p.m. LUNCH - Senate Ballroom, 2nd floor mezzanine
- 1:30 The Prospects for Federal Support of Medical Schools  
Roger O. Egeberg, Assistant Secretary for Health &  
Scientific Affairs, DHEW
- 2:15 Veterans Administration - Medical School Relationships  
Marc J. Musser, Chief Medical Director, VA
- 3:00 Medicare - Medicaid Statement of Principles  
John M. Danielson, AAMC
- 3:30 The AAMC and the Nursing Problem  
John M. Danielson, AAMC