

AGENDA

FOR

COUNCIL OF DEANS

February 6, 1970

PDR 17

2:00 P.M. - 5:00 P.M.

Palmer House Hotel

Chicago, Illinois

ASSOCIATION OF AMERICAN MEDICAL COLLEGES

One Dupont Circle

Washington, D.C.

COUNCIL OF DEANS

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February 6, 1970
Palmer House Hotel
PDR 17
Chicago

2:00 pm - 5:00 pm

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AGENDA

- I. Roll Call
- II. Consideration of Minutes of October 31, 1969 Meeting
- III. Election of Member to Administrative Board
- IV. Announcement of Meeting of Administrative Board with
Dr. Roger O. Egeberg
- V. Discussion with Dr. Robert Q. Marston
- VI. Chairman's Report
- VII. Reports from Regional Groups
- VIII. Report on Previous Action Items
 - A. Medicare
 - B. Faculty Compensation
- IX. New Business
- X. Adjournment

ASSOCIATION OF AMERICAN MEDICAL COLLEGES

COUNCIL OF DEANS MEETING

MINUTES

October 31, 1969

Cincinnati, Ohio

I. Call to Order

The meeting was called to order by Dean Anlyan at 3:00 p.m.

II. Roll Call

The roll was called and a quorum established.

III. Minutes of May 5, 1969 Meeting

The minutes of the Council of Deans' May 5, 1969 meeting were accepted without change.

IV. Reports from Regional Groups

Northeastern: Meeting scheduled for October was cancelled.

Southern: There was reaffirmation of support for the statement developed on limitation of federal contributions to faculty salaries. Changes were recommended in the proposed Bylaws for the Council of Deans. Other topics covered were Medicare and the Saylor Bill.

Midwest-
Great Plains: Representatives were present from the Deans, COTH, Business Officers, and Great Plains Council of Faculties. This group recommends that the Assembly of the AAMC be encouraged to deal with the Medicare issue on both a short and long term basis; the latter resulting in a position paper to be circulated to the membership and then acted on in February. They recommend the adoption of the Proposed Bylaws for the COD, and they come to this meeting prepared to discuss the faculty salary policy paper.

Western: Changes in the Proposed Bylaws for the COD were recommended. They have discussed the faculty salary issue and are prepared to discuss it today. Other items covered were Medicare, HEW security clearances, and universal health insurance; they voted to encourage the AAMC in its efforts in the latter area. Dr. Sherman Mellinkoff is their new Chairman.

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V. Proposed Bylaws for the Council of Deans

The Bylaws and recommended changes were discussed in detail.

ACTION: The Bylaws unanimously adopted at this meeting for the Council of Deans are attached.

VI. Policy re Limitation of Federal Contributions to Faculty Salaries

Mr. Ernest Allan reported that 66% of total grants goes into salaries. It was his opinion that if medical school salary escalation exceeds that of others, it may result in "hearings".

There was much discussion, especially of the basis upon which a "national median salary" would be calculated. Dr. Cooper pointed out that the AAMC faculty salary data does not include fringe benefits.

ACTION: On motion, seconded and carried (not unanimously), 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.

The above policy is to be considered by the Executive Committee of the Executive Council, along with CAS and COTH recommendations, at its next meeting. The Executive Committee will then report to the Executive Council.

VII. Federal Appropriations

Dr. Cooper summarized AAMC activities to date on behalf of support for HEW appropriations; AAMC position appears in October issue of the Bulletin. Other groups sharing at least in part our views are: Association of American Universities, American Medical Association, Federation of Association of Schools of the Health Professions, and the Organization of University Health Care Administrators.

VIII. Medicare

Mr. Danielson discussed recent developments that have occurred in AAMC negotiations with Social Security Administration relative to payment, under Part B, of attending physicians in teaching settings. He noted that areas of agreement between AAMC and SSA included: the AAMC would provide SSA with several prototypes of patterns of the most frequently employed methods of patient care and medical care in teaching hospitals; the AAMC would provide SSA with a document that would allow, through a certification process, the resumption of payments on both a retroactive and interim basis, until a final formulation is evolved; the SSA will give serious attention to the establishment of a technical review staff to deal specifically with teaching settings on an institution by institution basis and the AAMC is prepared to assist in any manner possible; the SSA and AAMC are beginning, on a joint basis, to develop a glossary of terms; SSA and AAMC will continue to work informally on the established appeal structure; and the AAMC will provide SSA with reactions to its "questions and answers" document.

The COD offered a round of applause in appreciation of the efforts and accomplishments of the AAMC Staff in this difficult matter.

IX. Calendar of COD Meetings

Dr. Anlyan suggested that the group consider a pattern of three meetings of the COD a year: at the time of the annual AAMC meeting, in February, and in May. Thus, dates could be set one to two years in advance.

X. Dr. John Hogness

Both Dr. Anlyan and the COD expressed their thanks to Dr. Hogness for his work with the Council, and wished him well in his new job.

XI. Nominating Committee Report and Election of Officers

The Nominating Committee presented the following slate: Chairman, Dr. Charles C. Sprague; Chairman-Elect, Dr. Merlin K. DuVal; Council members: Dr. Ralph J. Cazort, Dr. David E. Rogers, Dr. Sherman M. Mellinkoff, and Dr. William F. Maloney. There were no nominations from the floor.

ACTION: On motion, seconded and carried, the Council of Deans voted to accept the report of its nominating committee.

Continuing Council representatives are: Dr. Kenneth R. Crispell, Dr. Carleton B. Chapman, and Dr. Robert H. Felix.

XII. Adjournment

On behalf of Dr. Sprague who could not be present, the new Chairman-Elect, Dr. Merlin K. DuVal proposed a round of applause to thank Dr. Anlyan for his fine work, and then adjourned the meeting at 5:20 p.m.

BYLAWS OF THE COUNCIL OF DEANS

OF THE ASSOCIATION OF AMERICAN MEDICAL COLLEGES

Adopted October 31, 1969

The Council of Deans was established with the adoption of amended Articles of Incorporation and Bylaws of the Association of American Medical Colleges by the Institutional Membership on November 4, 1968.

Section 1. Name

The name of the organization shall be the Council of Deans of the Association of American Medical Colleges.

Section 2. Purpose

As stated in the Bylaws of the Association of American Medical Colleges (Section 11), the purpose of this Council shall be (a) to provide for special activities in important areas of medical education; (b) with the approval of the Executive Council to appoint standing committees and staff to develop, implement, and sustain program activity; (c) for the purposes of particular emphasis, need, or timeliness, to appoint ad hoc committees and study groups; (d) to develop facts and information; (e) to call national, regional, and local meetings for the presentation of papers and studies, discussion of issues, or decision as to a position to recommend related to a particular area of activity; (f) to recommend action to the Executive Council on matters of interest to the whole Association and concerning which the Association should consider developing a position; and (g) to report at least annually to the Assembly and to the Executive Council.

Section 3. Membership

a) Members of the Council of Deans shall be the deans of those medical schools and colleges which are members of the Association of American Medical Colleges as defined in the AAMC Bylaws: Institutional Members and Provisional Institutional Members. For the purposes of these Bylaws the dean shall be that individual who is charged by the institution with the direct responsibility for the operation of the school of medicine.

b) Voting rights in the Council of Deans shall be as defined in the AAMC Bylaws: each dean of a medical school or college which is an Institutional Member or a Provisional Institutional Member which has admitted its first class shall be entitled to cast 1 vote in the Council of Deans.

c) If a dean who is entitled to vote in the Council of Deans is unable to be present at a meeting, that individual whom he shall designate in writing to the Chairman shall exercise the privilege of voting for that dean at that specific meeting. A designation of a substitute shall require separate and written notification for each such meeting.

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.

Section 5. Meetings, Quorums, and Parliamentary Procedure

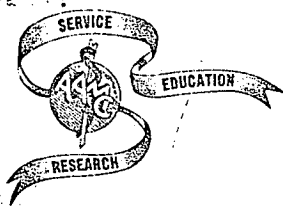
- a) Regular meetings of the Council of Deans shall be held in conjunction with the AAMC Annual Meeting and with the AMA Congress on Medical Education.
- b) Special meetings may be called as set forth in the AAMC Bylaws.
- c) Regional meetings will be held at least twice annually as set forth in the Bylaws of the AAMC.
- d) A simple majority of the voting members shall constitute a quorum.
- e) Formal actions may be taken only at meetings at which a quorum is present. At such meetings decisions will be made by a majority of those present and voting.
- f) Where parliamentary procedure is at issue Robert's Rules of Order shall prevail.

Section 6. Operation and Relationships

- a) The Council of Deans shall report to the Executive Council of the AAMC and shall be represented on the Executive Council of the AAMC by members nominated by voting members of the Council of Deans.
- b) Creation of standing committees and any major actions shall be taken only after recommendation to and approval from the Executive Council of the AAMC.

Section 7. Amendments

These Bylaws may be altered, repealed, or amended, or new Bylaws adopted by a two-thirds vote of the voting members present and voting at any annual meeting of the membership of the Council of Deans for which thirty days' prior written notice of the Bylaws' change has been given, provided that the total number of the votes cast for the changes constitute a majority of the Council's membership.



ASSOCIATION OF AMERICAN MEDICAL COLLEGES

INTER-OFFICE MEMO

Retain - 6 mos.	<input type="checkbox"/>
1 yr.	<input type="checkbox"/>
5 yrs.	<input type="checkbox"/>
_____	<input type="checkbox"/>
Permanently	<input type="checkbox"/>
Follow-up Date	_____

DATE 6 January 1970

TO: Council of Deans

FROM: John A.D. Cooper, M.D., President *JAC*

SUBJECT: Election of Member to the COD Administrative Board

The Bylaws of the Council of Deans (adopted at the October 31, 1969 COD meeting) call for an Administrative Board composed of the COD Chairman and Chairman-Elect, those deans elected as members of the AAMC Executive Council, plus one other member elected from the Council of Deans. To fill this latter position, Dr. Charles Sprague has appointed a Nominating Committee consisting of:

- Edward Andrews, Chairman
- Randolph Batson
- Richard Egan
- Clifford Grobstein
- Harold Wiggers

The committee has nominated:

- Robert S. Stone
- Dean
- The University of New Mexico
- School of Medicine
- Albuquerque, New Mexico

An election to fill the vacancy on the COD Administrative Board is on the Agenda for the February 6, 1970 COD meeting in Chicago. The above name will be presented. Additional nominations may be made from the floor at the time of the meeting.

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