

~~Civil Service~~
~~hacker ? Travel~~
~~34 years experience ?~~

10:00
~~11:00~~
6 p.m.
off field to
Executive Committee
TAB D

TAB C

1/20

Mr. E. L. Diehl

meeting of
Feb. 6

- ms
- Bleed
The book has
Peter, Sam & I
approved on 10/10/10
1. The 1st, 2nd
Thursday

1. 5.10.10
10.10.10
 3. 10.10.10
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 4. 10.10.10
 KTH 400
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- Internal Do we require
Special attention of
our printing press?
more for a special
belonging research

MINUTES

COUNCIL OF TEACHING HOSPITALS
EXECUTIVE COMMITTEE MEETING
Astroworld-Holiday Inn Hotel
Houston, Texas
September 12, 1970

[Handwritten signature]

Present:

T. Stewart Hamilton, M.D., Chairman ✓
Irvin G. Wilmot, Chairman-Elect ✓
Roy S. Rambeck, Immediate Past Chairman ✓
Ernest N. Boettcher, M.D. ✓
Charles E. Burbridge, Ph.D. ✓
George E. Cartmill ✓
Joe S. Greathouse, Jr. ✓
L.H. Gunter ✓
Sidney Lewine ✓
David Odell ✓

Staff:

John M. Danielson
Fletcher H. Bingham, Ph.D.
Richard M. Knapp, Ph.D.
Grace W. Beirne
Thomas Campbell
Merle S. Bacastow, M.D., AHA Representative

[Handwritten signature: Dick]

I. Call to Order:

Dr. Hamilton called the meeting to order at 9:00 a.m. in the Astroworld-Holiday Inn Hotel, Houston, Texas.

II. Consideration of Minutes:

Dr. Boettcher questioned the appropriateness of the wording included in Action Item #5, particularly as the minutes reflect "enthusiastic" support of a proposal for a Joint Practice Commission. Motion was made and seconded and carried that the word "enthusiastically" be deleted from the Action Item #5. There being no further additions or corrections, the minutes of the May 7th and 8th, 1970 COTH Executive Committee were approved as distributed.

III. Membership:

A. Confirmation of Previous Approval by Mail Ballot

1. St. Vincent's Medical Center of Richmond, Staten Island
2. Public Health Service Hospital, San Francisco, California
3. Veterans Administration Hospital, Newington, Connecticut
4. Veterans Administration Hospital, Albuquerque, New Mexico
5. Veterans Administration Hospital, Long Beach, California
6. Veterans Administration Hospital, Iowa City, Iowa
7. Veterans Administration Center , San Juan, Puerto Rico
8. Veterans Administration Hospital, Syracuse, New York
9. Baptist Memorial Hospital, Oklahoma City, Oklahoma
10. University of Texas M.D. Anderson Hospital and Tumor Institute
Houston, Texas
11. Bayfront Medical Center, St. Petersburg, Florida
12. Catholic Medical Center of Brooklyn and Queens, Inc., Brooklyn, New York
13. St. Boniface General Hospital, St. Boniface, Manitoba
14. Greenville General Hospital, Greenville, South Carolina

ACTION #1

THE EXECUTIVE COMMITTEE CONFIRMED PREVIOUS
APPROVAL OF THESE APPLICATIONS

B. Other Applications

1. Veterans Administration Hospital, Shreveport, Louisiana
2. Veterans Administration Hospital, Tucson, Arizona
3. Children's Hospital, Pittsburgh, Pennsylvania
4. Iowa Methodist Hospital, Des Moines, Iowa
5. Methodist Hospital, Dallas, Texas

ACTION #2

IT WAS MOVED, SECONDED AND CARRIED THAT THESE
HOSPITALS BE ACCEPTED INTO MEMBERSHIP IN THE
COUNCIL OF TEACHING HOSPITALS

C. Circulated Without Unanimous Approval by Mail Ballot

Presbyterian Hospital of Dallas, Dallas, Texas

ACTION #3

IT WAS MOVED, SECONDED AND CARRIED THAT THIS
INSTITUTION DID NOT AT THE MOMENT FULFILL THE
CRITERIA FOR MEMBERSHIP IN COTH

D. Reconsideration of Application

At the February 6th, COTH Executive Committee Meeting the application of
Hamot Hospital, Pennsylvania had been tabled pending more complete
information in support of its application.

ACTION #4

BASED ON THE ADDITIONAL INFORMATION PROVIDED BY
HAMOT HOSPITAL ITS APPLICATION FOR MEMBERSHIP WAS
UNANIMOUSLY APPROVED.

IV. Research Activities:

A. COTHIC

Dr. Knapp reported that the Council of Teaching Hospitals Information
Center had completed and distributed the updated "Survey of House
Staff Policy." He noted also that the Center had the following studies
in various stages of development: (1) Sources of capital financing for
teaching hospitals; (2) a study of full-time physicians in limited or non-
affiliated teaching hospitals; and (3) a survey of sources of operating
funds in university-owned teaching hospitals.

B. COTHMED

Dr. Knapp commented that the pre-test for the study had been completed
and the results had been written up and forwarded to the contracting
agency. Miss Williams (Project Director) and Mr. Veit (Assistant
Project Director) are now in the process of site visitation to the 69
teaching hospitals that form the sample for the study.

C. Discussion of Operational Studies

Dr. Hamilton indicated, that because of the interest of the membership of the Council of Teaching Hospitals in certain cost allocation studies which are being undertaken by the AAMC's Division of Operational Studies, Mr. Thomas J. Campbell, Assistant Director of that Division had been invited to attend the meeting. Mr. Campbell reported on the status of the cost allocation project as well as on other activities of the Division of Operational Studies including: the faculty roster; the faculty salary survey and the Business Officers Section.

V. Report of the Director, Council of Teaching Hospitals

Mr. Danielson indicated that there had been considerable interest within the staff of the Association in developing a more rational and effective data-gathering and research capability. Primarily because of the continuously developing interest of other organizations in medical education, it is particularly urgent that this function of the Association be substantially strengthened.

It was further agreed that the responsibility for data gathering and analysis would be centered primarily in the Department of Planning and Program Development with the other Departments having access to this research capability. He noted that the activities of the COTH Information Center, was at the moment the most effective data gathering organization within the Association and that COTHIC would form the nucleus of this Association-wide research activity.

VI. Report of Meetings:

1. AAMC Ad Hoc Committee on Medicare Reimbursement in a Teaching Hospital

Mr. Danielson reviewed the testimony which the Association was to present before the Senate Finance Committee on Tuesday, September 15th. He noted particularly the Association's position on the payment to attending physicians in a teaching setting which had been distributed to the members of the Assembly.

The Executive Committee was extremely interested in the provisions of the Bennett Amendment and made several substantive suggestions on the content of the prepared testimony. Following much discussion, these suggestions were agreed upon and were included in the prepared testimony for presentation to the Senate Finance Committee.

2. Meeting with Representatives of V.A. Division of Medicine and Surgery

A recent meeting was held by several representatives of the AAMC with Dr. Marc J. Musser (Chief Medical Officer, V.A.) to discuss means of formalizing and strengthening the liaison between the AAMC and the V.A. Such a mechanism had been developed for presentation to the Executive Council at its next meeting.

3. General Clinical Research Centers

It was noted that several meetings had been held with representatives of the N.I.H.'s General Clinical Research Centers Branch and the DHEW Division of Grants Administration Policy to develop a new method of hospital reimbursement under the G.C.R.C. program. Of particular significance is the involvement of D.G.A.P., which now has the authority to establish such hospital reimbursement rates on a Department-wide basis.

VII. Legislative Activities:

Miss Beirne commented on many of the legislative programs including: (1) the status of Hill-Burton; (2) the Senate Appropriations Committee's activities; and (3) the Family Practice Bill.

VIII. 1970 AAMC Annual Program

The program for the 1970 AAMC Annual Meeting is entitled "The Academic Health Center and Health Care Delivery". The particular items of specific interest to COTH are:

Thursday, October 29, 1970

9:00 a.m. - 12:00 p.m.

COTH Executive Committee

12:30 p.m. - 5:00 p.m. COTH Luncheon and Business Meeting

Friday, October 30, 1970

6:00 p.m. - 8:00 p.m. COTH Reception

Saturday, October 31, 1970

2:00 p.m. - 5:00 p.m. COTH Program

Also noted was the fact that the AAMC Assembly will meet at 5:00 p.m. - 6:00 p.m. and at 2:00 p.m. - 5:00 p.m. on Sunday, November 1st.

IX. Proposal for a Joint Practice Commission

This proposal, which had been presented at a previous meeting was being reconsidered. Because of the several association-wide committees that are studying related issues, and because of the several non-AAMC organizations that are reviewing this area of interest, the Committee agreed to defer action on this proposal.

X. N.L.R.B. Ruling Relating to Non-Profit Education Institutions

Following a discussion of a recent N.L.R.B. ruling relating to universities, the Committee agreed that because of the difficulty of developing a meaningful legislative program in this area for non-profit hospitals, the staff should continue to follow developments as they occur, but that no substantive program directed toward a legislative change should be initiated at this time.

XI. Student American Medical Association Request for Support

A proposal for COTH support from Dr. Robert Steele, SAMA Standing Committee on Medical Education was reviewed by the Committee. The proposal contained a financial request for support of a questionnaire study to provide, from those now serving internships, prospective applicants and hospital educators with "first-hand views" on the nature of the hospitals' educational programs. The study is designed in order that students will be better able to choose internships most likely to fit their needs and that hospital educators will be

able to see not only how their own interns view their experiences, but will be able to see how other hospitals are conducting their internships.

ACTION #5

WHILE THE EXECUTIVE COMMITTEE ACKNOWLEDGED THE POTENTIAL VALUE OF SUCH A STUDY, IT WAS UNANIMOUSLY AGREED THAT IT WOULD BE IMPRUDENT AND INAPPROPRIATE TRUSTEESHIP OF MEMBERSHIP FUNDS TO FINANCIALLY SUPPORT A STUDY WHICH HAD NOT PRIOR TO ITS INCEPTION BEEN REVIEWED AND FUNDING ARRANGEMENTS AGREED TO BY THE COMMITTEE.

XII. Extension of TIAA-CREF

A request relating to the restricted eligibility of TIAA-CREF, established by its charter and interpretation by their Board of Trustees, which limits TIAA-CREF services to educational institutions was reviewed.

It was agreed that staff should pursue this request.

XIII. Other Business:

Dr. Hamilton noted that the Association for Hospital Medical Education had continued its Solicitation Drive for hospital members. While no course of action was outlined, it was agreed that Committee and staff would continue to be alert to this organization.

XIV. Adjournment:

There being no further business the meeting adjourned at 3:40 p.m.

ASSOCIATION OF AMERICAN MEDICAL COLLEGES

Application for Membership
in the
Council of Teaching Hospitals

*Joint Program Between
Emory University
and
McLemore*

(Please type)

Hospital: The Henrietta Egleston Hospital for Children, Inc.

<u>Atlanta</u>	<u>Name</u>	<u>1405 Clifton Rd., N.E.</u>
<u>City</u>		<u>Street</u>
<u>Georgia</u>	<u>30333</u>	
<u>State</u>		<u>Zip Code</u>

Principle Administrative Officer: Gilbert C. McLemore

Name

Administrator

Title

Date Hospital was Established December 1928

Approved Internships:

Type	Date Of Initial Approval by CME of AMA*	Total Internships Offered	Total Internships Filled
Rotating			
Straight	Pediatrics	7	
	General Surgery	2	

*EMORY
UNIVERSITY
Joint Pgm*

Approved Residencies:

Specialties	Date Of Initial Approval by CME of AMA*	Total Residencies Offered	Total Residencies Filled
Medicine			
Thoracic Surg. Surgery		2 5	
Ophthalmology		12	
Orthopedic Surgery		12 (2 on rotation continuously through Egles	
Pediatrics		12 (7 on rotation " " ")	
Pathology		27 (2 on rotation " " ")	
Otherxx			
Radiology		8 (2 on rotation " " ")	
Anesthesiology		9 (2 on rotation " " ")	
Dermatology		3	
Otolaryngology		9 (1 on rotation " " ")	

Information Submitted By:

Gilbert C. McLemore

Name

Administrator

Title of Hospital Chief Executive

9-16-70

Date

Signature of Hospital Chief Executive

*Council on Medical Education of the American Medical Association and/or with appropriate A.M.A. Internship and Residency Review Committees.

PLEASE READ INSTRUCTIONS ON REVERSE SIDE

Instructions:

Please complete all copies and return three copies to the Council of Teaching Hospitals, Association of American Medical Colleges, One Dupont Circle, N.W., Washington, D.C. 20036, retaining the Blue Copy for your files.

Membership in the Council of Teaching Hospitals:

Teaching Hospital members shall be organizations operated exclusively for educational, scientific, or charitable purposes. Hospitals as institutions will be members of the Council and each institution will be represented by a person designated by the hospital for the purpose of voting at business meetings of the Council. All members will vote at the Annual Meeting for officers and members of the Executive Committee.

Membership to the Council will be determined by the following criteria:

- a. those hospitals nominated by a medical school Institutional Member or Provisional Institutional Member of the AAMC from among the major Teaching Hospitals affiliated with the Members and elected by the Council of Teaching Hospitals, or
- b. teaching hospitals which have approved internship programs and full, approved residencies in at least 4 recognized specialties including 2 of the following: Medicine, Surgery, Obstetrics-Gynecology, Pediatrics, and Psychiatry, and are elected by the Council of Teaching Hospitals

The voting rights of the Council of Teaching Hospitals in the Assembly of the AAMC shall be as follows: The Council of Teaching Hospitals shall designate 10 percent of its members, up to a maximum of 35, each of whom shall have 1 vote in the Assembly.

If nominated by a School of Medicine, complete the following:

Name of School of Medicine Emory University, School of Medicine

Name of Dean Arthur P. Richardson, M.D.

Address of School of Medicine 201 Woodruff Memorial Building, Emory University
Atlanta, Georgia

FOR COTH OFFICE USE ONLY

Date _____ Approved _____ Disapproved _____ Pending _____

Remarks _____

Invoiced _____ Remittance Received _____

ASSOCIATION OF AMERICAN MEDICAL COLLEGES

Application for Membership in the Council of Teaching Hospitals

(Please type)

Hospital: MARICOPA COUNTY GENERAL HOSPITAL
Name
3435 West Durango Street
City Street
Phoenix, Arizona 85009
State Zip Code

Principle Administrative Officer: Thos. L. Hollis
Name
Hospital Administrator
Title

Date Hospital was Established 1877

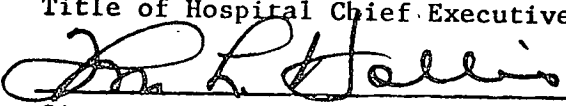
Approved Internships:

Type	Date Of Initial Approval by CME of AMA*	Total Internships Offered	Total Internships Filled
Rotating	<u>6/3/70</u>	<u>26</u>	<u>26</u>
Straight	<u>Pending</u>	<u>7</u>	<u>0</u>

Approved Residencies:

Specialties	* Date Of Initial Approval by CME of AMA*	Total Residencies Offered	Total Residencies Filled
Medicine	<u>4/1/68</u>	<u>15</u>	<u>10 + 2 Fellows</u>
Surgery	<u>4/30/69</u>	<u>16</u>	<u>15</u>
OB-Gyn	<u>2/13/69</u>	<u>6</u>	<u>6</u>
Pediatrics	<u>6/27/69</u>	<u>7</u>	<u>7</u>
Plastic Surg.	<u>6/12/70</u>	<u>4</u>	<u>4</u>
Psychiatry			
Anesthesia	<u>5/19/69</u>	<u>6</u>	<u>6</u>
Other	<u>5/6/69</u>	<u>6</u>	<u>5</u>
Pathology	<u>Pending</u>	<u>4</u>	<u>0</u>
Diag. Radiology			
Orthopedics	<u>Pending</u>	<u>7</u>	<u>0</u>

*Date of most recent approval is provided; date of initial approval not available.
 Information Submitted By:

<u>Thos. L. Hollis</u> Name <u>September 28, 1970</u> Date	<u>Hospital Administrator</u> Title of Hospital Chief Executive  Signature of Hospital Chief Executive
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*Council on Medical Education of the American Medical Association and/or with appropriate A.M.A. Internship and Residency Review Committees.

PLEASE READ INSTRUCTIONS ON REVERSE SIDE

ASSOCIATION OF AMERICAN MEDICAL COLLEGES

Application for Membership in the Council of Teaching Hospitals

(Please type)

Hospital: Veterans Administration Hospital

<u>Name</u>	
<u>St. Louis</u>	<u>915 North Grand Boulevard</u>
<u>City</u>	<u>Street</u>
<u>Missouri</u>	<u>63106</u>
<u>State</u>	<u>Zip Code</u>

Principle Administrative Officer: David Anton

Name

Hospital Director

Title

Date Hospital was Established March 23, 1954

Approved Internships: Collaborating hospital with St. Louis and Washington Universities.

<u>Type</u>	<u>Date Of Initial Approval</u> <u>by CME of AMA*</u>	<u>Total Internships</u> <u>Offered</u>	<u>Total Internships</u> <u>Filled</u>
Rotating	<u>7-1-63</u>	<u>6</u>	<u>6</u>
Straight			

Approved Residencies: Collaborating hospital with St. Louis and Washington Universities.

<u>Specialties</u>	<u>Date Of Initial Approval</u> <u>by CME of AMA*</u>	<u>Total Residencies</u> <u>Offered</u>	<u>Total Residencies</u> <u>Filled</u>
Medicine	<u>3-14-56</u>	<u>13</u>	<u>13</u>
Surgery	<u>6-22-56</u>	<u>10</u>	<u>10</u>
OB-Gyn	<u>0</u>	<u>0</u>	<u>0</u>
Pediatrics	<u>0</u>	<u>0</u>	<u>0</u>
Psychiatry	<u>3-2-56</u>	<u>8</u>	<u>6</u>
Other	<u>See attached list</u>		

Information Submitted By:

LEON E. EDMAN

Name

Hospital Director

Title of Hospital Chief Executive

FOR AND IN THE ABSENCE OF:

September 21, 1970

Date

David Anton

Signature of Hospital Chief Executive

*Council on Medical Education of the American Medical Association and/or with appropriate A.M.A. Internship and Residency Review Committees.

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ASSOCIATION OF AMERICAN MEDICAL COLLEGES

Application for Membership
in the
Council of Teaching Hospitals

(617)
734-7000

(Please type)

Hospital: NEW ENGLAND DEACONESS HOSPITAL
Name
Boston 185 Pilgrim Road
City Massachusetts 02215 Street
State Zip Code

Principle Administrative Officer: R. D. Lowry
Name
Executive Vice President
Title

Date Hospital was Established February 5, 1896

Approved Internships:

Type	Date Of Initial Approval by CME of AMA*	Total Internships Offered	Total Internships Filled
Rotating	<u>December 1966</u>	<u>4</u>	<u>3</u>
Straight	<u>December 1966</u>	<u>8</u>	<u>8</u>

Approved Residencies:

Specialties	Date Of Initial Approval by CME of AMA*	Total Residencies Offered	Total Residencies Filled
Medicine	<u>1952</u>	<u>15</u>	
Surgery	<u>1957</u>	<u>4</u>	
OB-Gyn			
Pediatrics			
Psychiatry			
Other	<u>Pathology 1931</u>	<u>15</u>	
	<u>Radiology **</u>	<u>3</u>	
	<u>Thoracic Surgery 1968</u>	<u>6</u>	
	<u>Urology 1961</u>	<u>2</u>	
	<u>Anesthesiology 1948</u>	<u>6</u>	

** Unknown - early 40's or late '30's
Information Submitted By:

R. D. Lowry Executive Vice President
Name Title of Hospital Chief Executive
October 8, 1970
Date
[Signature]
Signature of Hospital Chief Executive

*Council on Medical Education of the American Medical Association and/or with appropriate A.M.A. Internship and Residency Review Committees.

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ASSOCIATION OF AMERICAN MEDICAL COLLEGES

Application for Membership
in the
Council of Teaching Hospitals

(Please type)

Hospital: JERSEY CITY MEDICAL CENTER
Name
JERSEY CITY 50 BALDWIN AVENUE
City Street
NEW JERSEY 07304
State Zip Code

Principle Administrative Officer: ANTHONY S. DICKENS
Name
EXECUTIVE DIRECTOR
Title

Date Hospital was Established 1869

Approved Internships:

Type	Date Of Initial Approval by CME of AMA*	Total Internships Offered	Total Internships Filled
Rotating			
Straight		13	6

Approved Residencies:

Specialties	Date Of Initial Approval by CME of AMA*	Total Residencies Offered	Total ^{Residencies} Internships Filled
Medicine		25	24
Surgery		15	15
OB-Gyn			
Pediatrics		9 1/2	8 1/2
Psychiatry			
Other			
Urology		3	2
Plastic Surg.		3 1/2	2
Orth. Surg.		5	5
Dentistry		4	3
Ophthalmology		3 1/2	3 1/2

Information Submitted By:

Herbert Mark, M.D., Dir. Med. Education
Name

Executive Director
Title of Hospital Chief Executive

October 2, 1970
Date

[Signature]
Signature of Hospital Chief Executive

*Council on Medical Education of the American Medical Association and/or with appropriate A.M.A. Internship and Residency Review Committees.

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DRAFT

23 September 1970

BYLAWS

I. MEMBERSHIP

Section 1. There shall be the following classes of members, each of which that has the [right to vote] shall be (a) an organization described in Section 501(c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any subsequent Federal tax laws), and (b) an organization described in Section 509(a) of the Internal Revenue Code of 1954 (or the corresponding provision of any subsequent Federal tax laws), and each of which shall also meet (c) the qualifications set forth in the Articles of Incorporation and these Bylaws, and (d) other criteria established by the Executive Council for each class of membership:

A. Institutional Members - Institutional Members shall be medical schools and colleges of the United States.

B. Affiliate Institutional Members - Affiliate Institutional Members shall be medical schools and colleges of Canada and other countries.

C. Graduate Affiliate Institutional Members - Graduate Affiliate Institutional Members shall be those graduate schools in the United States and Canada closely related to ~~an accredited~~ university that has a medical school.

D. Provisional Institutional Members - Provisional Institutional Members shall be newly developing medical schools and colleges of the United States.

E. Provisional Affiliate Institutional Members - Provisional

Affiliate Institutional Members shall be newly developing medical schools and colleges in Canada and other countries.

F. Provisional Graduate Affiliate Institutional Members -

Provisional Graduate Affiliate Institutional Members shall be newly developing graduate schools in the United States and Canada that are closely related to an accredited university that has a medical school.

G. Academic Society Members - Academic Society Members shall be

organizations active in the United States in the professional fields of medicine and biomedical sciences.

H. Teaching Hospital Members - Teaching Hospital Members shall be

teaching hospitals in the United States which have approved internship programs and approved residencies in recognized specialities.

I. Student Organization Members - One student elected by repre-

sentatives of the official student body organization of the institutional members in each of the four regional areas established by the Executive Council.

Section 2. There shall also be the following classes of honorary

members who shall meet the criteria therefor established by the Executive Council:

A. Emeritus Members - Emeritus Members shall be those retired

individuals who have been active in the affairs of the Association prior to retirement.

*must exist
Co TH ?
Hans ?
Date ?*

B. Individual Members - Individual Members shall be persons who have demonstrated ~~over a period of years~~ a serious interest in medical education.

C. Sustaining and Contributing Members - Sustaining and Contributing Members shall be persons or corporations who have demonstrated over a period of years a serious interest in medical education.

Section 3. Election to membership

- A. All classes of members shall be elected by the Assembly by a majority vote on recommendation of the Executive Council.
- B. All Institutional members will be recommended by the Council of Deans to the Executive Council.
- C. Academic Society members will be recommended by the Council of Academic Societies to the Executive Council.
- D. Teaching Hospital members will be recommended by COTH to the Executive Council.
- E. Student Representatives - One student organization representative shall be recommended to the Executive Council from each regional area established by the Executive Council. The representative will be chosen by a majority vote of delegates elected by the official student organization in each institutional member in the region at the meeting of delegates held at a regional meeting of the Group on Student Affairs.

*J.A.D.C.
Why?*

Section 4. Revocation of Membership - A member with any class of membership can be revoked by a two-thirds affirmative vote of the Assembly on recommendation with justification by the Executive Council.

Section 5 Resignation

*Question of Assembly vote
Failure to pay dues*

II. COUNCILS

Section 1. There shall be the following Councils of the Association each of which shall be governed by an Administrative Board ^{each of which} and shall elect members ^{shall} as a Chairman and to other offices approved by the Executive Council and each of which shall be ^{operated} operated in a manner consistent with rules and regulations approved by the Executive Council:

A. Council of Deans - The Council of Deans shall consist of the Dean of each Institutional Member and each Provisional Institutional Member that has admitted its first class of students.

B. Council of Academic Societies - The Council of Academic Societies shall consist of two representatives from each Academic Society Member who shall be designated by each such member for a term of two years.

C. Council of Teaching Hospitals - The Council of Teaching Hospitals shall consist of one representative from each Teaching Hospital Member who shall be designated annually by each such member.

Section 2. Councils of the Association may be established or dissolved at any meeting of the Assembly by majority vote of the members of the Assembly present and voting. The purpose of such Councils shall be to provide for special activities in important areas of medical education as part of the program, or as an extension of the program, of the Association.

III. MEETINGS OF MEMBERS AND COUNCILS

Section 1. Meetings of members of the Association shall be known as the Assembly. An annual Assembly shall be held at such time in each October or November and at such place as the Executive Council may designate for the purpose of electing officers of the Association, members of the Executive Council and new members of the Association and for consideration of other business.

Section 2. Special meetings of the Assembly may be called for any purpose, ~~including the election of new members,~~ by the Chairman, by a majority of the voting members of the Executive Council, or by twenty voting members of the Association.

Section 3. All meetings of the Assembly shall be held at such place in Illinois, the District of Columbia or elsewhere as may be designated in the notice of the meeting. Written or printed notice stating the place, day and hour of the meeting and, in case of a special meeting, the purpose or purposes for which the meeting is called, shall be delivered not less than five nor more than forty days before the date of the meeting, either personally or by mail, by or at the direction of the Chairman or persons calling the meeting, to each member entitled to vote at such meeting.

Section 4. Each Council of the Association shall meet at least once each year at such time and place as shall be determined by its Chairman and designated in the notice thereof for the purpose of electing members of the Administrative Board and officers. } Special meetings of each Council may be called by its Chairman or by twenty of its members. Written or printed notice stating the place, day and hour of the meeting and, in case of a special meeting, the purpose or purposes for which the meeting is called, shall be delivered not less than five nor more than forty days before the date of the meeting, either personally or by mail, by or at the direction of the Chairman or persons calling the meeting, to each member entitled to vote at such meeting. }

Section 5. Regional meetings of each Council may be held in each of the geographical regions established by the Executive Council for the purpose of identifying, defining and discussing issues relating to medical education

and in order to make recommendations for further action at the national level. Such meetings of each Council shall be held at such time and place as determined in accordance with procedures approved by the Executive Council.

Section 6. Institutional Members shall have the privileges of the floor in all discussions and shall be entitled to vote at all meetings. Provisional Institutional Members shall have the privileges of the floor in all discussions and shall be entitled to vote at all meetings after they have admitted their first class of students. The Council of Academic Societies shall designate no more than thirty-five of its members ^{whom} as members of the Assembly, each one of whom shall have one vote in the Assembly. The Council of Teaching Hospitals ~~shall designate ten percent of its members, but no more than~~ ^{shall designate} thirty-five of its members, ^{whom} as members of the Assembly, each one of whom shall have one vote in the Assembly. Each of the four student body organization representatives shall have one vote in the Assembly. All other members shall have the privileges of the floor in all discussions but shall not be entitled to vote at any meeting.

Section 7. A representative of each voting member shall cast its one vote. The Chairman may accept the written statement of the Dean of an Institutional Member, or Provisional Institutional Member, that he or some other person has been properly designated to vote on behalf of the institution, and may accept the written statement of the respective Chairmen of the Council of Academic Societies, the Council of Teaching Hospitals and the student organization representatives designating the names of individuals who will vote on behalf of each member society or hospital or student organization representative.

*Proposed
by
the
Assembly*

Section 8. One-third of the voting members of the Association shall constitute of quorum at the Assembly. Action at any meeting, ~~including action 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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Section 9. No action of the Association shall be construed as committing any member to the Association's position on any issue.

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Section 10. Robert's Rules of Order, latest edition, shall govern all meetings.

IV. OFFICERS

The officers of the Association shall be those elected by the Assembly and those appointed by the Executive Council.

Section 1. The elected officers shall be a Chairman, who shall preside over the Assembly and shall serve as Chairman of the Executive Council, and a Chairman-Elect, who shall serve as Chairman in the absence of the Chairman. The Chairman-Elect shall be elected at the annual meeting of the Assembly, to serve in that office for one year, and shall then be installed as Chairman for a one-year term in the course of the annual meeting of the Assembly the year after he has been elected. If the Chairman dies, resigns, or for any other reason ceases to act, the Chairman-Elect shall thereby become Chairman and shall serve for the remainder of that term and the next term.

Chairman-Elect

Section 2. The officers appointed by the Executive Council shall be a President, who shall be the Chief Executive Officer and a Secretary-Treasurer,

who shall be appointed from among the Executive Council members. The Executive Council may appoint one or more Vice Presidents and an Assistant Secretary-Treasurer on nomination by the President.

Section 3. The elected officers shall have such duties as are implied by their title or are assigned to them by the Assembly. The appointed officers shall have such duties as are implied by their titles or are assigned to them by the Executive Council.

V. EXECUTIVE COUNCIL

Section 1. The Executive Council is the board of directors of the Association and shall manage its affairs. The Executive Council shall have charge of the property and financial affairs of the Association and shall perform such duties as are prescribed by law and the Bylaws. It shall carry out the policies established at the meetings of the Assembly and take necessary interim action for the Association and carry out duties and functions delegated to it by the Assembly. It shall set high educational standards and criteria as prerequisites for the election of members of the Association, it shall consider applications for membership and it shall report its findings and recommendations with respect thereto at the ¹⁰annual meeting of the Assembly.

Section 2. The Executive Council shall consist of thirteen members elected by the Assembly and, ex officio, the Chairman, Chairman-Elect, President and Chairman of each of the three Councils created by these Bylaws, all of whom shall be voting members. Of the thirteen elected members of the Executive Council, three shall be members of the Council of Academic Societies; two shall be members of the Council of Teaching Hospitals; eight shall be members

of the Council of Deans. The elected members of the Executive Council shall be elected by the Assembly at its annual meeting, ^{each shall} to serve for three years or until the election and installation of his successor. Each shall be eligible for reelection for one additional consecutive term of three years. Each shall be elected by majority vote and may be removed by a vote of two-thirds of the members of the Assembly present and voting.

Section 3. At least one elected member of the Executive Council shall be from each of the regions of the Association.

Section 4. The annual meeting of the Executive Council shall be held within eight (8) weeks after the annual meeting of the Assembly at such time and place as the Chairman shall determine.

Section 5. Special meetings of the Council may be called by the Chairman or any two (2) Council members, and written notice of all Council meetings, 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.

Section 6. A quorum of the Council shall be a majority of the voting Council members.

Section 7. In the event of a vacancy on the Executive Council, the remaining members of the Council may appoint a successor to complete the unexpired term. Appointed members may not serve more than two consecutive full terms on the Council following appointment to an unexpired term. The Council is authorized in its own discretion to leave a vacancy unfilled until the next annual meeting of the Assembly.

VI. COMMITTEES

Section 1. The Chairman shall appoint from the Assembly a Resolutions Committee which shall be comprised of at least one representative from each Council of the Association. The Resolutions Committee shall present resolutions to the ~~annual meetings of the~~ Assembly for action by it. Additional resolutions may be considered by the Assembly at its annual meetings upon a two-thirds vote of the members of the Assembly members present and voting.

Section 2. The Executive Council shall appoint a Nominating Committee which will report to the Assembly at its annual meeting one nominee for each officer and member of the Executive Council to be elected. Prior to said meeting each of the Councils of the Association shall submit to the Nominating Committee the names of two individuals for each member of the Executive Council to be elected as a representative from ^{each} ~~each~~ Council of the Association to the Executive Council. The Nominating Committee shall select its nominee's for vacancies on the Executive Council from the names so submitted by each Council. Additional nominations for any office or membership of the Executive Council may be made by the representative of any member of the Assembly. Election shall be by a majority of the Assembly members present and voting.

Section 3. The Executive Council, by resolution adopted by the vote of a majority of the voting Council members in office, may designate an Executive Committee to act during intervals between meetings of the Council, consisting of the Chairman, the Chairman-Elect, the Treasurer, the President, and three or more other 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

*John
Submitted
Submitted by
COTW
Submitted by
A. Smith*

to it of authority shall not relieve the Council, or any members of the Council, of any responsibility imposed upon them by law.

Section 4. The Chairman or Executive Council may appoint and dissolve from time to time such standing or ad hoc committees as it deems advisable, and each committee shall exercise such powers and perform such duties as may be conferred upon it by the Executive Council subject to its continuing direction and control.

VII. GENERAL PROVISIONS

Section 1. Whenever any notice whatever is required to be given under the provisions of these Bylaws, a waiver thereof in writing signed by the persons entitled to such a notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

Section 2. The Council may adopt a seal for the Association; but no seal shall be necessary to take or to evidence any Association action.

Section 3. The fiscal year of the Association shall be from each July 1 to June 30.

Section 4. The annual dues of each class of members shall be in such amounts as recommended by the Executive Council and determined by the Assembly.

Section 5. Any action that may be taken at a meeting of members or of the Executive Council may be taken without a meeting if a consent in writing setting forth the action so taken is signed by all members of the Association entitled to vote with respect to the subject matter thereof, or by all members of the Executive Council as the case may be.

Section 6. No part of the net earnings of the Association shall inure to the benefit of or be distributable to its members or members of the Executive Council, officers, or private individuals, except that the Association may pay reasonable compensation for services rendered and may make payment and distributions in furtherance of its purposes. No substantial part of the activities of the corporation shall be the carrying on of propaganda or otherwise attempting to influence legislation, and the Association shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of these articles, the Association shall not carry on any activities not permitted to be carried on (a) by an organization exempt from Federal income tax under Section 501(a) as an organization described in Section 501(c) (d) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by an organization, contributions to which are deductible under Section 170(c) (2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

Section 7. Upon dissolution of the corporation, the Executive Council shall, after paying or making provision for the payment of all of the liabilities of the Association (including provision of a reasonable separation pay for its employees), dispose of all of the assets of the Association among such non-profit organizations having similar aims and objects as shall qualify as exempt organizations described in Section 501(c) (3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law).

Section 8. These Bylaws may be amended by a two-thirds vote of the

Assembly at any regular or special meeting of the Assembly provided notice of the proposed amendment shall have been received by the Secretary at least forty-five (45) days in advance of such meeting. The Secretary shall incorporate such proposed amendment in the notice of said meeting.

Section 8. These Bylaws may be amended by a two-thirds vote of the Executive Council at any regular or special meeting of the Council provided notice of the proposed amendment shall have been received by the Secretary at least forty-five (45) days in advance of such meeting. The Secretary shall incorporate such proposed amendment in the notice of said meeting. The Executive Council shall report any amendments so adopted to the Assembly at its first meeting after adoption by the Council.7



ASSOCIATION OF AMERICAN MEDICAL COLLEGES

INTER-OFFICE MEMO

DATE September 29, 1970

Retain - 6 mos. ☐

1 yr. ☐

5 yrs. ☐

Permanently
Follow-up Date ☐

TO: John A.D. Cooper, M.D., President, AAMC

FROM: Fletcher H. Bingham, Ph.D., Associate Director, COTH *FHB*

SUBJECT: Today's meeting with Dr. John Affeld Regarding the Council of Urban Health Providers

The following points appear to me to be the major items we discussed today with Dr. Affeld, Medical Director, Los Angeles County Department of Hospitals.

1. The Council of Urban Health Providers, as a freestanding corporate entity, has as a potential membership of 300 institutions which are publicly owned. These types of institutions would include those controlled by cities, counties or hospital districts. Of this 300, the CUHP considers 25 to be especially critical in terms of the delivery of health care and the production of health manpower.

Within the membership of the Council of Teaching Hospitals there are 42 institutions that fall within these categories and these institutions represent the potential overlap between COTH and CUHP. CUHP is only now beginning a membership drive with dues for membership being \$750 a year.

2. The avowed purpose of CUHP is to obtain direct Federal appropriations for these public institutions for construction, modernization and operating programs. Although the data which will support this legislative effort has not been developed and analyzed yet, it would appear that they will be seeking relatively large amounts of money from the Federal government for these purposes.

3. Dr. Affeld, as Chairman, has set about to gain visibility and support for his organization and has met with such individuals as Dr. Egebert, Dr. Crosby, Dr. Porterfield and other health care related persons. Apparently, Dr. Egeberg has asked Jim Cavanaugh to try to get some funding together to allow the CUHP to sponsor a conference in the Spring.

4. Dr. Affeld was interested in gaining the support of the AAMC for the activities of CUHP. We indicated that we were interested in the problems facing public hospitals and that COTH had, last year as well as this, provided a program specifically designed for these institutions during the Annual Meeting program. In fact, Dr. Affeld is scheduled to speak at this meeting this year in Los Angeles.

COPIES TO:

Dr. John Cooper

Memo

Page Two

5. We left it that, if Dr. Hamilton and Mr. Wilmot concurred, we would place this item on the agenda for the next COTH Executive Committee meeting for discussion and recommendation to the Association on what form, if any, the relationship between the AAMC and CUHP should take. It was also suggested that Dr. Affeld might be invited to appear before the Committee to present the proposal. It was also agreed that this would be discussed with Dr. Hamilton and Mr. Wilmot.

cc: John M. Danielson