

Guide to the University of Oregon Medical School Executive Faculty Meeting Minutes RG.2004-011

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This finding aid was produced using the Archivists' Toolkit

May 13, 2014

Describing Archives: A Content Standard

Oregon Health & Science University Historical Collections & Archives
2004
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Summary Information

Repository	Oregon Health & Science University Historical Collections & Archives
Creator	University of Oregon Medical School.
Title	University of Oregon Medical School Executive Faculty Meeting Minutes
Date [inclusive]	1969-1973
Extent	0.5 Linear feet 1 archives box
Location	Archives, Room 440, Old Library, Marquam Hill Campus
Language	English
Abstract	The collection contains minutes of the UOMS Executive Faculty spanning 1969-1973, including attached documents, policies, proposals and correspondence.

Preferred Citation

University of Oregon Medical School Executive Faculty Meeting Minutes, Accession no. 2004-011, Historical Collections & Archives, Oregon Health & Science University.

See conditions governing reproduction and use.

Administrative History

The Executive Faculty is the governing body of the Medical School. The chief function of the Executive Faculty Committee was to provide the Dean with representative faculty opinion and counsel regarding the affairs and problems of the Medical School, especially administrative and operational policies.

Membership at this time was determined by election of existing committee members with majority vote, consisting of Dean, chief administrative officers, departmental chairmen, and other members nominated by the Dean and elected by the committee. The Dean served as the presiding officer.

The Dean prepared the agendas, mailing them out to faculty a week prior to the meetings. Meetings were usually held the first Friday of each month from September to June. Notes were taken by the Executive Committee Secretary, William A. Zimmerman.

Faculty present at the first meeting in this series, 1969 June 6, are as follows:

Joseph J. Adams, Clifford V. Allen, Michael Baird, Ralph C. Benson, John M. Brookhart, Norman A. David, David D. DeWeese, Charles T. Dotter, Arthur W. Frisch, Jarvis Gould, M. Roberts Grover, Hance F. Haney, Frederick P. Hauggen, Charles N. Holman, Tyra T. Hutchens, Richard T. Jones, Robert D. Koler, Howard P Lewis, Joseph D. Matarazzo, Anthony A. Pearson, Kenneth C. Swan, William A. Zimmerman
Absent: Wm. Krippaehne, Walter C. Lobitz, R.W. Olmsted, Harold Osterud, George Saslow, Richard L. Sleeter, S.R. Wellings

Faculty present at the last meeting in this series, 1973 January 4, are as follows: Joseph J Adams, Michael Baird, Norman Bergman, J. David Bristow, John M. Roberts Grover, Charles N. Holman, Tyra T, Hutchens, Richard T. Jones, Robert D. Koler, William W. Krippaehne, Joseph D. Matarazzo, Victor Menashe, Richard D. Moore, Richard W. Olmsted, William K. Riker, Lyle Veazie, W.A. Zimmerman
Absent: Ralph Benson, Walter C. Lobitz Jr., Harold Osterud, George Saslow, Kenneth Stevens, Jr., Kenneth Swan

Scope and Contents

The collection contains minutes of the UOMS Executive Faculty spanning 1969-1973, including attached documents, policies, proposals and correspondence.

Arrangement

Materials are arranged in reverse chronological order by year and month.

Administrative Information

Publication Information

Oregon Health & Science University Historical Collections & Archives 2004

Conditions Governing Access

There are no restrictions on access. The collection is open to the public.

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Acquisition Information

Archivist Karen Peterson accessioned the materials on November 30, 2004. The records were created in the course of UOMS Executive Faculty meetings. No other provenancial information was known at the time of accessioning.

Related Materials

Related Materials

Digital Commons:

The OHSU Digital Commons contains digital images of UOMS faculty, staff, and students as well as images of the university campus.

Archival Collections:

University of Oregon Medical School Executive Committee Minutes, Accession no. 1999-005

Controlled Access Headings

Function(s)

- Administrative Records

Genre(s)

- Correspondence.
- Minutes
- Proposals.
- Reports.

Subject(s)

- Medicine and Health
 - Oregon
 - Students
 - UOMS Faculty
-

Other Finding Aids

The following institutions contain archival collections related to the administrative activities of medical universities:

Records of the Medical School Dean, Arthur R. Edwards, Northwestern University Library Archival and Manuscript Collections:

<http://findingaids.library.northwestern.edu/catalog/inu-ead-nua-archon-681>

Chicago Woman's Medical College/Northwestern University Woman's Medical School records, Drexel University, College of Medicine Legacy Center:

http://dla.library.upenn.edu/dla/pacscl/ead.html?id=PACSCL_DUCOM_WMSC450

Collection Inventory

Box 1

File 1

Policies and Procedures of Executive Faculty Committee Organization, no date

Guidelines for Use of Students as Investigative Subjects, 1973-1-8

Minutes, 1973-1-4

Minutes

Report of the National Medical Audio-Visual Center Team

Computer Assisted Instruction

System of Higher Education Computer Network

Legislative Liaison Representation

Medical School - Dental School Basic Science Consolidation Study

Institutional Reorganization

Faculty Organization Plan

Minutes, 1973-2-8

Minutes

Institutional Objectives

Use of Students as Investigative Subjects

Faculty Activities Report Form

Status of Federal Funding

National Medical program

General Research Support

Training Grants

Capitation Grants

Travel Budgets

Minutes, 1972-12-15

UOMS/UODS Consolidation

Internal Organization

Fiscal Implications

Name of Institution

Predominant Role of UOM

Faculty Organization

Minutes, 1972-12-7

Minutes

Student Conduct Code

Report of Committee on Human Organ Transplantation

Procedure for Reporting of Grades

Medical School and Dental School Consolidation

UOMS and UONS Institutional Objectives

Proposed Student Conduct Code

Minutes, 1972-11-11

Election of Dr. Victor Menashe

Faculty Constitution

Minutes, 1972-11-20

Communication with Chancellor re: Med/Dental School Consolidation

Legislative Relations

Special Exec Faculty Meeting, 1972-11-13

Special sessions with State Board of Higher Education Committee and Chancellor Lieuallen

Minutes, 1972-11-9

Meeting with Chancellor

Visitation of the State Board of Higher Education

1973-1975 Biennial Budget

Multnomah County Hospital

Policies and Procedures for Reporting Grades

Faculty Organization Committee Election

Change in Grade

Minutes, 1972-10-26

Elected Faculty Organization Committee Report

Report of Ad-Hoc Committee Med/Dental Consolidation

Minutes 1972-10-19

Report of Elected Faculty Organization Committee

Minutes, 1972-10-5

Dr. Vaughn Critchlow

Minutes

Proposed Medical/Dental School Consolidation

Change of Grade

Report of Committee on Faculty Organization

Report of Committee for Allocation of Space on Medical School Campus

Minutes, 1972-9-7

Minutes

Affirmative Action Program

Committee for Allocation of Space

Professional Fees

Changes in Grades

Election Dr. Critchlow to Exec Faculty

Resolution in memory of Dr. Sleeter

HEW Survey Team Visit

Trainee Leave Policy

Included: In Memoriam Dr. Richard L. Sleeter

Minutes, 1972-6-1

Minutes

Approval of Candidates for Degrees

Report of Honors and Awards Committee

Faculty Constitution

Advisory Council

Committee on Commitees

Article VI Departments

Article VII Departmental Chairman

Appointment Notices

Included List of Degree Candidates

Included Honors and Awards List

Minutes, 1972-5-18

Multnomah County Hospital Levy

Faculty Organization

Included Faculty Constitution

Minutes, 1972-5-4

Minutes

Professional Fee Program Policies

Resolution in Memory of Dr. Gould

Multnomah County Hospital Levy

Computer Services

DMSO

Faculty Organization Committee

Performance Evaluation Program

Correspondence In Memoriam R. Jarvis Gould

Minutes, 1972-4-5

Student records

Students as Investigative Subjects

Proposed Faculty Constitution

Schedule Special Meeting

Correspondence Guidelines for Students as Research Subjects, 1965-2-2

Policy on Student Records, 1972-3

Minutes, 1972-2-11

Minutes

Affirmative Action

Retirement of Non-Academic Employees

HMOs

Multnomah County Hospital

Cigarette Tax Ballot Measure

Surveys and Questionnaires

Policy Affirmative Action

Minutes, 1972-1-13

Minutes

HMOs

Curriculum Committee Proposal-Taking courses out of sequence

Academic Projections

Research Space Study

Distribution of "Blue Sheet"

Parking Program

Salary Adjustments

February Meeting

Commencement Speaker

Minutes, 1971-12-2

Minutes

Computer Committee Report

Communication Satellite Educational Program

Pathophysiology Grading Proposal

Status of Biennial Budget

Advancement Fund

Included Proposal Synopsis Pathophysiology Grading

Minutes, 1971-11-4

Minutes

Report of Parking Committee

Medical-Dental School Study

Management Program

Research Space Studies

Hospital Admissions Policy Committee

Executive Committee Agenda

File 2

Minutes, 1971-10-7

Minutes

Research Space Standards

Grading system

Election of Dr. Case to Executive Faculty

Academic Plan

G.A.O. Audit Program

Veterans Day

Minutes, 1971-9-9

Minutes

Student Conduct Code

National Board Exams

General Faculty Meeting

Curriculum Committee Report

Wage Price Freeze

Minutes, 1971-6-24

Minutes

Institutional Relationships

Budget 1971-72

Multnomah County Hospital Study

Proposed Change in Grading System

Clinical Research Grants Review

Management Seminar - Thursday, September 16

Next Meeting

Amendment to Minutes of June 3 Meeting

Correspondence - proposal for establishing temporary grade of "T", 1971-6-1

Minutes, 1971-6-3

Minutes

Report of Actions taken by Legislature

New Faculty Positions

Faculty Salaries

Resident and Intern Salaries

Capital Construction Fund

Hospital/Clinic Operating Budgets

Classified Pay Adjustments

Institutional Relationships

Proposed Vacation/Sick Leave Policies

Report of Honors Committee

Graduate Council

Candidates for M.D. Degrees

Commencement

Next Meeting

Proposals for Changes in Grading System

Included List of Degree Candidates

Correspondence Recommendation for establishing temporary grade of "T", 1971-6-1

Report to Executive Faculty re: Graduate Council

Minutes, 1971-5-7

Minutes

Multnomah Hospital

Legislature

Resolution for Dr. Lewis

Cancer Center

Student Conduct Code

Minority Students

Medical Museum

Proposed Student Conduct Code

Howard Phelps Lewis Faculty Statement

Minutes, 1971-4-2

Minutes

Election of Dr. Bristow

Resolution for Dr. Lewis

Advancement Fund

Legislative Hearings

School of Nursing

Alumni Meeting

Loss of Grant Funds

Food Service

Multnomah Hospital

Policy on Posting Grades

Minutes, 1971-3-5

Minutes

Curriculum Committee Report

Conditional Credit for non-Medical School Coursework

Core Academic Work must be at Medical School

Credit Classes - Summer 1971

Procedure for Enrolling for Electives

Information on Needed Faculty

Minutes, 1971-2-5

Minutes

Management Skills Seminar

Affirmative Action Program

Curriculum Committee Report

Commencement Speaker

Minutes, 1971-1-8

Minutes

Dr. Fritsch returns from leave

Recommendations Committee Faculty Appointments

Med School Advancement Fund

Status of Multnomah Hospital

1971 Legislative Session

Change in Meeting Dates

Med School Security Program

Holidays

Dates of Alumni Association Meeting

Included Report of Committee on Faculty Appointments

Minutes, 1970-12-5

Minutes

Medical Manpower Proposals

Report of Committee Faculty Appointments

Holiday Schedules

Cost of New Curriculum

Status of Biennial Budget

Status of Acquisition of Computer

Medical School Advancement Fund

Meeting Date

Minutes, 1970-11-13

Student Evaluation Forms

Curriculum Committee Report

Report of Committee for Consideration of the Administrative Code

Cigarette Vending Machines

Committee on Faculty Promotion and Tenure

Retroactive Salary Adjustments

Correspondence from Committee for Consideration of the Academic (should read Administrative) Code

Examples of Student Evaluation Forms

Minutes, 1970-10-2

Minutes

Dr. Bergman

Proposals for Increasing the Number of Med School Graduates

Internship Requirement

Changes in Administrative Code

OSU Business School

Budgets for Interdisciplinary Courses

Site Visit for Mackenzie Hall and Administration Building Remodeling

Special Education Support Grant

Terminating Classes on Time

Medical Letter

Included New Provisions in Administrative Code

Resource Material to be Used for Discussing Ways of Increasing Physician Output

Minutes, 1970-7-22

Minutes

Special Education Improvement Grant

Family Practice Program

Curriculum Committee Report

Department Status Anesthesiology

Minutes, 1970-6-18

Minutes

Invited Guests

Institutional Guidelines

Budget 1970-71

Appointment Notices

Faculty Organization

Board Action on Campus Disruption

Committee to Provide Assistance to Minorities

Recommendations of Chancellor Lieuallen

Minutes, 1970-6-11

Minutes

Report of Honors Committee

Scholarship Committee

Graduate Council

Community Health Grant

Appointments to Executive Faculty

Faculty Organization

Candidates for Degrees

List of Honors Candidates

Report to Executive Faculty of Graduate Council

List of Degree Candidates

Course Requirements for Degree

Minutes, 1970-5-1

Minutes

Report of Planning Council

Commencement

Development Program

Report of Honors Committee

Faculty Governance

Correspondence - Honors and Awards, 1970

Correspondence - Graduate Enrollment Projections

File 3

Proposal 4, Schematic Organization Chart, Family Practice Education Programs

Draft Academic Plan, 1970-4-27

Grading System for Students in Medicine

Student Evaluation of an Evaluation

Report of Committee on Faculty Organization

Procedure Manual Faculty Organization

Minutes, 1970-3-6

Minutes

Governor's Executive Order No. 01-070-06 explaining budget reductions and hiring/travel freezes

1971-73 Biennial Budget

Curriculum

Warren King Report

Use of Institutional Facilities for Personal Business

Major Recommendations of the Warren King Report

Minutes, 1970-2-13

Minutes

Student membership on Standing Committees

Warren King and Associates management report

“The Construction of Reality,” paper by Dr. Saslow

Family Practice Course

“The Construction of Reality” - paper attached

Minutes, 1970-1-9

Minutes

Report of Grades Committee

Emergency Board Committee

Commencement

National Science Foundation Proposal

Enrollment for Fall 1970

National Board, Part I Results

Clinical Grant Review Committee

Accreditation Reports

Report of the Committee to Review the Grading System

Sample Student Evaluation Form

Minutes, 1969-11-5

Minutes

Osgood Resolution

Faculty Governance Committee

1970-71 Budget

Basic Science Building and Hospital Addition

Resolution on Death of Dr. Edwin E. Osgood

Minutes, 1969-11-21

Curriculum Committee Recommendations

Minutes

Recommendations of the Curriculum Committee

Minutes, 1969-11-6

Minutes

AAMC Accreditation Proposal

Departmental Status for Dermatology

Affiliate Appointments

Passing of Dr. Osgood

Review of Family Practice Meeting

Minutes, 1969-9-5

Minutes

Welcome to New Members

Report on bids received for hospital and Basic Science Building Construction

Report of Committee on Class Attendance

Committee on Grades

Letter from Dean Terkla, relative to Faculty Club

Advisor System

Special Education Improvement Grant

General Improvement Program

Special Physician Augmentation Program

Special Grants for Teaching Improvements

Opening of Fall Term

Accreditation Visit

Committee to Study Faculty Organization

Reduction in NIH Research Grants

Markle Foundation Scholarship Program

Ophthalmology Alumni Session

Report on Recent Demonstration

Financial Support of Medical Schools

Correspondence - Statement on Class Attendance

Correspondence - re: Student Advisor System

Minutes, 1969-7-11

Minutes

Class Attendance Requirements

Tenure

New Effort Reporting Requirements

Election of Dr. Riker and Dr. Moore to Exec Faculty

Development Program

Hospital and Basic Science Construction Projects

AAUP Proposal

Physical Augmentation Program

Minutes, 1969-6-6

Minutes

Supplementation of Trainee Stipends

Report of Graduate Council

Report of Library Committee

Previous added stack space already 75% full

Library usage increasing

OMA grant of \$6,000 from last year to be matched by increases in OMA dues on a yearly basis

Increased usage and higher prices sees an increased budget increase to \$10,000

An additional Assistant Circulation Librarian is also needed

Report of the Research Committee

Report of the Scholarship Committee

Report of the Student-Faculty Committee

Report of the Honors Committee

Report of the Legislative Session

Med School Hospitals and Clinics

Crippled Children's Division

Additional faculty positions

Salary Adjustments for Academic Staff

Renal Transplantation Program

Classified Staff

Other items

Intern and Resident Salaries

Building program

AAUP Committee proposal for faculty organization

Approval of candidates for MD degrees

Expression of appreciation to Dr. David

Building Security

Commencement

Commencement

Policy Statement on Supplementation of Trainee Stipends

Report of the Graduate Council, 1969-6

Grad Council list of degree candidates

Report of Research Committee Activities

Report of the Student Faculty Committee

Honors Committee list of awards and honors candidates

Correspondence - Registrar's list of degree candidates

Course Requirements for Graduation

List of Ph.D. candidates, 1969-6-13

List of M.S. candidates, 1969-6-13

List of M.D. candidates, 1969-6-13

List of M.S.N. candidates, 1969-6-12

List of B.S.N. candidates, 1969-6-12