

MINUTES

First Regular Fall Meeting of the Faculty
LSU School of Medicine in Shreveport
Monday, October 14, 1968

Meeting was called to order at 7:30 p.m. in the auditorium of Confederate Memorial Medical Center by Dean Edgar Hull serving as President pro tem of the Faculty. The first order of business was the election of officers. Dean Hull called for a report from the Nominating Committee. The Nominating Committee consisted of: Dr. Ralph Riggs, Dr. Herbert Tucker, Dr. P. R. Gilmer, Jr., and Dr. Joe Holoubek, Chairman. The report was given by Dr. Holoubek. Nominees were: for President, Dr. Clarence H. Webb; for Vice-President, Dr. James R. Hughes; for Secretary, Dr. Marion D. Hargrove, Jr. It was moved and seconded that the nominations be closed. THE MOTION CARRIED. Dean Hull declared that the nominees had been elected by acclamation and Dr. Clarence H. Webb assumed the Chair as President.

The Chair called upon the Dean for his report. Dean Hull reported first upon actions of the Board of Supervisors taken at their meeting on October 2, 1968. These actions were as follows: "(a) Authorization to request funds from U. S. Public Health Service - BE IT RESOLVED that the appropriate administrative officials of the University be and they are hereby authorized to submit the necessary applications to the United States Public Health Service for financial assistance and grant funds for construction for the Shreveport School of Medicine and to have such applications ready for submission by March 1, 1969. (b) Shreveport School of Medicine to open in fall 1969 provided budget permits - BE IT RESOLVED that the first class of students for the LSU School of Medicine in Shreveport will be admitted in September, 1969 provided assurance is given to the Board of Supervisors that sufficient funds for the operation of the School will be allocated as required by the budget for the School. (c) LSU Board members to be appointed to Coordinating Committee - BE IT RESOLVED that the Chairman of the Board of Supervisors appoint three (3) members to serve with an equal number from the Confederate Memorial Medical Center Board, said group to constitute a Coordinating Committee to consider plans and problems relating to the development and operation of the Medical School - Hospital complex and to make appropriate recommendations to either or both Boards for implementing the plans and resolving the problems."

Dean Hull further reported that he had received from Dr. Hayden Nicholson a draft of the Report of the Liaison Committee Site Visitors indicating favorable action upon the request of the School for assurances of accreditation. Dean Hull stated that this was not an official action but that it indicated probable favorable action of the parent Committee and Councils.

The next order of business was the introduction of three new members of the Faculty: Charles D. Wood, Ph.D., Professor of Pharmacology; Robert C. Clawson, Ph.D., Assistant Professor of Anatomy; Robert L. Smith, Ph.S., Assistant Professor of Biochemistry.

The fourth order of business concerned appointments to standing and ad hoc Committees of the Faculty. At the request of the Chair, Dean Hull spoke generally of University policy, duties and responsibilities of Committees of the Faculty and then presented the following specific information:

FACULTY COMMITTEES

(1) Committees of the faculty shall be appointed by the dean with the advice of the Faculty Council.

(2) There shall be two types of committees: Standing, and Ad Hoc. Standing Committees shall in general have rotating membership, except that the chairman or secretary or both may be appointed to serve for indefinite terms. Ad hoc committees shall be assigned a specific task or tasks, and shall be discharged when the assignment has been completed.

(3) The dean shall be a member ex officio of all committees.

(4) Heads of departments shall be privileged to attend meetings of all committees, and shall be notified of such meetings.

(5) The standing committees shall be (a) Admissions; (b) Promotions (one for each class); (c) Student Affairs; (d) Curriculum; (e) Bulletin; (f) Animal Care, and such other committees as may be established by the Dean with the advice of the Faculty Council.

(6) Actions and decisions of faculty committees shall be recommendatory and advisory: to the Dean and/or other administrative officers, the faculty council or the faculty; except that the faculty may by resolution delegate specific authority to standing committees provided such authority does not conflict with University Regulations.

(7) Committees shall meet upon the call of the chairman or upon request of the administrative officer whose duties relate to the functions of a given committee.

Dean Hull discussed the duties of the Admissions Committee and proposed the following resolution: Resolved, that the faculty of the Louisiana State University School of Medicine in Shreveport delegate to the Admissions Committee full authority in regard to granting and withholding admissions of applicants to this School, provided that no applicant be admitted who does not fulfill all requirements for admission as determined by the faculty and published in the Bulletin. Approval of this resolution was moved and seconded. The Chair called for questions or discussion. Dr. P. R. Gilmer, Jr., queried Dean Hull about the make-up of faculty committees. Dean Hull explained that all committees would be made up of both full-time and part-time faculty members.

Dean Hull further explained that while chairmen and/or secretaries of committees might hold appointment indefinitely, the members of a committee would hold office for a term of 4 years. Individuals are, however, eligible to be reelected to a committee upon completion of their term.

Dean Hull pointed out that the initial appointments would have to be for differing periods of time in order that rotation of the members of the committee in a normal manner could proceed hereafter. Standing committees generally will consist of a chairman and eight additional members, but this number may be modified in the future if experience indicates it to be advisable. Dean Hull proposed the appointment of the following ADMISSIONS COMMITTEE: William T. McElroy, Ph.D., Chairman; Charles D. Wood, Ph.D., Secretary - 4 years; Sherman L. Allis, M.D. - 4 years; Rozelle Hahn, M.D. - 3 years; Adrian F. Reed, Ph.D., M.D. - 3 years; Albert M. Hand, M.D. - 2 years; Paul Winder, M.D. - 2 years; N. J. Bender, M.D. - 1 year; Marion D. Hargrove, Jr., M.D. - 1 year. It was moved and seconded that these appointments be approved: MOTION CARRIED.

Dean Hull proposed the following CURRICULUM COMMITTEE: Guilford G. Rudolph, Ph.D., Chairman - 4 years; George R. Meneely, M.D., Secretary - ; Frank T. Kurzweg, M.D. - 4 years; Heinz K. Faludi, M.D. - 3 years; Emil Kotcher, Sc.D. - 3 years; Bettina C. Hilman, M.D. - 2 years; Ike Muslow, M.D. - 2 years; Jack Pou, M.D. - 1 year; A. J. Mullen, M.D. - 1 year. It was moved and seconded that these appointments be approved: MOTION CARRIED.

Dean Hull proposed the following LIBRARY COMMITTEE: Melvin F. Johnson, Jr., M.D., Chairman - 4 years; Mayo Drake, M.L.S., Secretary - ; Helmut M. Redetzki, M.D. - 4 years; Robert C. Clawson, Ph.D. - 3 years; James R. Hughes, M.D. - 3 years; James R. Bruner, M.D. - 2 years; Robert L. Smith, Ph.D. - 2 years; E. E. Dilworth, M.D. - 1 year; William R. Giddens, M.D. - 1 year. It was moved and seconded that these appointments be approved: MOTION CARRIED.

Dean Hull then described the usual University practice in filling positions of Heads of Departments. He stated that appointments to date had been made, of necessity, without Search Committees but that there now were sufficient faculty members so that the usual Search Committee procedure could be instituted. He then recommended a SEARCH COMMITTEE FOR HEAD OF PATHOLOGY: Helmut M. Redetzki, M.D., Chairman (Pharm); Marion D. Hargrove, Jr., M.D., Secretary (Med); E. E. Dilworth, M.D. (Ob-Gyn); P. R. Gilmer, Jr., M.D. (Path); Charles Knight, M.D. (Surg); Frank T. Kurzweg, M.D. (Surg); Adrian F. Reed, Ph.D., M.D. (Anat); Eugene St. Martin, M.D. (Urol); U. H. Stoer, M.D. (Path); Consultant - Dr. Fred Allison (Med). It was moved and seconded that these appointments be approved: MOTION CARRIED.

Dean Hull then recommended a SEARCH COMMITTEE FOR HEAD OF PEDIATRICS: Emil Kotcher, Sc.D., Chairman (Microbiology); Robert C. Clawson, Ph.D., Secretary (Anat); Charles Black, M.D. (Surg); Wynton Carroll, M.D. (Radiology); Albert Hand, M.D. (Path); Harold Levy, M.D. (Ped); William T. McElroy, Ph.D. (Physiology); Guilford G. Rudolph, Ph.D. (Biochemistry); Clarence Webb, M.D. (Ped); Consultant - Silas O'Quinn. It was moved and seconded that these appointments be approved: MOTION CARRIED.

The fifth order of business concerned the FACULTY COUNCIL. Dean Hull explained that University regulations established the membership of the FACULTY COUNCIL and noted that it was not possible to have a formal FACULTY COUNCIL at this time since so few Heads of Departments at the Medical School had been appointed. He stated, therefore, that it would be advisable to form a temporary Committee pending the development of a FACULTY COUNCIL under University regulations. This Committee will consist of the Dean, the Associate Dean, the Assistant Deans, the Librarian, the Business Manager, all Heads of Departments, certain ex officio members, and three elected members.

The following are ex officio members: S. L. Allis, M.D.; E. E. Dilworth, M.D.; Leon Gray, M.D.; J. R. Hughes, M.D.; Charles Knight, M.D.; T. A. Koerner, M.D.; Frank T. Kurzweg, M.D.; Erich Lang, M.D.; Wilbert Lawrence, M.D.; Harold Levy, M.D.; William R. Mathews, M.D.; W. A. McBride, M.D.; Jack Pou, M.D.; Carson Reed, M.D.; Bert Trichel, M.D.; Herbert Tucker, M.D.

The elected members are to be: One member of the Basic Science Faculty who is not a Head of Department; one member representing the Full-time Clinical Faculty at Confederate Memorial Medical Center and Shreveport Veterans Administration Hospital, and one member representing the Part-time Faculty. To facilitate the election of these three members, a list of Full-time and Part-time Faculty members was handed out to those in attendance at the meeting (additional copies are available in the Office of the Dean). Dean Hull designated Dr. McElroy to be President pro tem of the Basic Science Faculty with instructions to call a meeting of the Basic Science Faculty to elect their representative. For the Full-time Faculty members at Confederate Memorial Medical Center and the Veterans Administration Hospital, he designated Dr. Bruner as Chairman pro tem to call a meeting for the election of this representative. As Chairman pro tem of the Part-time Faculty, he designated Dr. Charles Black for the same purpose.

President Webb then inquired whether there were other matters which Faculty Members might wish to bring up for discussion and/or action. Since no further business was proposed, President Webb declared the meeting adjourned.

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by the Secretary

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