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Title: UCLA School of Medicine. Department of Obstetrics and Gynecology. Administrative files of J. George Moore and William J. Dignam.

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Abstract: Record Series 778 contains the administrative files of J. George Moore and William J. Dignam, generated within the UCLA School of Medicine, Department of Obstetrics and Gynecology. Files regard the academic and medical functions of the department.

Creator: University of California, Los Angeles. School of Medicine. Department of Obstetrics and Gynecology.

Access

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Preferred Citation

[Identification of item], UCLA School of Medicine. Department of Obstetrics and Gynecology. Administrative files of J. George Moore and William J. Dignam (University Archives Record Series 778). UCLA Library Special Collections, University Archives.

Biographical note

J. George Moore (1917-2003) received his M.D. degree from the University of California Medical School, San Francisco in 1942. He joined the then new medical school at the University of California, Los Angeles in 1951, was promoted to Professor in 1963, and became Professor, Emeritus in 1988. He was recruited to Columbia University in 1965 where he served as Professor and Chairman until 1968. He then served as Professor and Chairman at UCLA until his retirement. Moore was the President of the American Board of Obstetrics and Gynecology, the organization which certifies physicians in that specialty, from 1974 to 1978 and Chairman of the Board of that organization from 1978 to 1983; President of the Association of Professors of Obstetrics and Gynecology in 1973; and President of the Society for Gynecologic Investigation in 1966.

William J Dignam (1921-2006) earned his medical degree from Harvard Medical School in 1943. At UCLA he served as Assistant Professor of obstetrics and gynecology from 1953 to 1959, when he was promoted to Associate Professor, a title he held through 1966. He was named a full Professor in 1966 and became an Emeritus Professor in 1991. Dignam served as President and then Chairman of the American Board of Obstetrics and Gynecology, President of the Pacific Coast Obstetrical and Gynecological Society, Executive Chair of the Board of Medical Specialties, President of the Los Angeles Obstetrical and Gynecology Society, and President of the American Gynecological and Obstetric Society.

Scope and Content

Record Series 778 contains the administrative files of J. George Moore and William J. Dignam, generated within the UCLA School of Medicine, Department of Obstetrics and Gynecology. Files regard the academic and medical functions of the department. Files regarding academic functions pertain to curriculum, organization, faculty, research activities, non-academic staff, appointments, and promotions. Files regarding the medical functions of the department document obstetrical service, housestaff and resident rotation schedules, nursing service, administrative staff, development of group and private practice plans, perinatal unit planning, and patient care. Additionally, this collection regards affiliations and associations with other hospitals; interactions with units, divisions, and departments of UCLA; and programs/projects within the department and UCLA. Materials include the minutes and agendas of committee, division, task force, faculty, and secretary meetings (including Ob Unit, Ob Operating Room, Practice, Educational Policy and Curriculum, Executive, Patient Care, Recovery Room/Outpatient Surgical Unit Ad Hoc, Faculty Appointments, and Academic Personnel Committees); correspondence; memos; reports; schedules; rosters; affiliation contracts; policy information; and pamphlets and brochures.

This is an inactive record series; no additional University records are expected to be added.

UCLA Catalog Record ID
Box 1, Folder 1  
**Chair’s files - J. George Moore. 1958-1979.**  
Scope and Contents note  
Regarding the Departments of Radiology, Pediatrics, and Neonatology; the Neuropsychiatric Institute, and Perinatology. Includes operational document, correspondence, staff hiring documents and recommendations.

Box 1, Folder 2  
**Chair’s files - J. George Moore. 1968-1981.**  
Scope and Contents note  
Regarding the Medical Record Committee, operating room for gynecology, and outpatient clinic. Includes meeting minutes, correspondence, and operational documents regarding both the academic program and hospital.

Box 1, Folder 3  
**Chair’s files - J. George Moore. 1966-1979.**  
Scope and Contents note  
Regarding student training, staffing, operations of academic courses, clinic, nursing program, and family practice program.

Box 1, Folder 4  
**J. George Moore, Department of Obstetrics and Gynecology - operational files. 1968-1984.**

Box 1, Folder 5  
**J. George Moore, M.D. bio-bibliography. 1968-1985.**

Box 1, Folder 6  
**J. George Moore, M.D. curriculum vitae. 1955-1988.**

Box 1, Folder 7  
**Ronald L. Katz, Department of Anesthesiology - correspondence. 1973-1974.**

Box 1, Folder 8  
**UCLA Hospital Director Baldwin G. Lamson, MD - correspondence. 1968-1973.**

Box 1, Folder 9  
**Sherman M. Mellinkoff, M.D., Dean of the UCLA School of Medicine - correspondence. 1978-1985.**

Box 1, Folder 10  
**Associate Dean A.F. Rasmussen - correspondence. 1969; 1982-1984.**

Box 1, Folder 11  
**Charles E. Young - correspondence. 1976-1982.**

Box 1, Folder 12  
**Obstetrics and Gynecology - academic plan and teaching activities. 1961; 1981.**

Box 1, Folder 13  
**Obstetrics and Gynecology - table of organization. c.1983.**

Box 1, Folder 14  
**Obstetrics and Gynecology - program brochures. 1977-1991.**

Box 1, Folder 15  
**Obstetrics and Gynecology - Personnel Requirements Study. 1969-1980.**

Box 1, Folder 16  
**Obstetrics and Gynecology - academics serving without salary. 1965-1971.**

Box 1, Folder 17  
**Obstetrics service. 1976-1985.**

Box 1, Folder 18  
**Obstetrics annual report. 1976-1978.**  
Scope and Contents note  

Box 1, Folder 19  
**Ob Unit Committee. 1976-1985.**

Box 1, Folder 20  
**Ob Operating Room Committee. 1971-1973.**

Box 1, Folder 21  
**Minutes of obstetrics meetings. 1983-1985.**  
Scope and Contents note  
Includes minutes of Obstetrical Unit Committee meetings (1983), Obstetrical Staff faculty meetings (1980-1982), and Obstetrical Division faculty meetings (1984-1985).

Box 1, Folder 22  
**Obstetrics nursing service. 1978-1985.**

Box 1, Folder 23  
**Obstetrics delivery reports and weekly pre-admissions report. 1981-1985.**

Box 1, Folder 24  
**Practice Plan inception. 1969-1982.**

Box 1, Folder 25  
**Practice Plan inception. 1963-1972.**

Box 1, Folder 26  
**Practice Plan guidelines and amendments. 1972; 1984-1986.**

Box 1, Folder 27  
**Private Practice arrangements. 1954-1978.**

Box 1, Folder 28  
**Group Practice Plan statement of operations (cash basis). 1974-1987.**
Box 1, Folder 29  Practice Committee meeting agendas. 1977-1983.
Box 2, Folder 1  Practice Committee meeting minutes. 1982-1987.
Box 2, Folder 2  Practice Committee meeting minutes. 1977-1982.
Box 2, Folder 3  Cedars-Sinai affiliation. 1968-1978.
Box 2, Folder 4  Harbor General Hospital association. 1961-1981.

Scope and Contents note
Includes draft of materials for Institutional Review Board (IRB) regarding embryo transfer proposal (in vitro fertilization, or IVF).

Box 2, Folder 5  Kern Medical Center association. 1971-1976.
Box 2, Folder 6  Martin Luther King, Jr. General Hospital affiliation. 1969-1979.
Box 2, Folder 7  Olive View Medical Center program planning. 1969-1986.
Box 2, Folder 8  San Bernardino County General Hospital association. 1968-1981.
Box 2, Folder 9  Ad Hoc Committee to Review the Possibility of Establishing an Outpatient Surgical Unit for Our Service - recommendations. 1985.

Box 2, Folder 10  Educational Policy and Curriculum Committee minutes and reports. 1965-1984.
Box 2, Folder 13  Patient Care Committee minutes. 1969-1985.
Box 2, Folder 14  Recovery Room/Outpatient Surgical Unit Ad Hoc Committee. 1977-1978.
Box 2, Folder 16  Gynecology Division meetings. 1976-1983.
Box 2, Folder 17  Hospice Task Force. 1984.
Box 2, Folder 18  Medical Group. 1966-1981.
Box 2, Folder 20  Faculty Appointments Committee - meeting minutes. 1967-1978.
Box 3, Folder 1  Title IX. 1976.
Box 3, Folder 4  Department of Anatomy - chairman search. 1972.
Box 3, Folder 7  Faculty roster. c.1990.
Box 3, Folder 8  Faculty rosters and assignments. 1968-1988.
Box 3, Folder 9  Clinical faculty. 1986.
Box 3, Folder 10  Faculty issues. 1969-1991.

Scope and Contents note
Regarding title series, employment status, Faculty Career Development Awards, and the “eight year rule.”

Box 3, Folder 11  Faculty-Resident Administrative meeting minutes. 1976.
Box 3, Folder 12  Monthly Faculty Meeting minutes. 1984-1986.
Box 3, Folder 13  Tuesday Staff Conference minutes. 1969-1970.
Box 3, Folder 14  Research activities and projects. 1961; 1966.
Box 3, Folder 15  Non-academic staff. 1968-1988.
Box 3, Folder 18  Ob/Gyn secretarial staff. 1978.
Box 3, Folder 19  Secretaries meeting minutes. 1980-1981.
Box 3, Folder 20  Housestaff. 1971-1983.
Box 3, Folder 22  Biomedical Library. 1968-1979.
Box 3, Folder 26  Hospital Bio-Medical Engineering Department (BME). 1970.
| Box 3, Folder 28 | House Staff Wives Clinic. 1968. |
| | Scope and Contents note |
| | Regarding animal testing. |
| Box 3, Folder 30 | Nursing service. 1980-1983. |
| Box 3, Folder 31 | Primary Care. 1974-1975. |
| Box 3, Folder 33 | University Hospital Chaplaincy Service. 1969-1986. |
| | Scope and Contents note |
| | Includes data, medical staff rosters, and statistical reports. |
| Box 4, Folder 3 | Graduates of medical schools outside of the United States and Canada ("alien physicians"). 1972-1977. |
| Box 4, Folder 4 | Chapman Room. 1968; 1987. |
| | Scope and Contents note |
| | Regarding a multi-purpose meeting room in the Medical School Building named for Assistant Professor of Obstetrics and Gynecology and Assistant Dean, Dr. Eugene Chapman. |
| Box 4, Folder 5 | Perinatal Unit planning. 1968-1973. |
| Box 4, Folder 6 | Perinatal Unit planning. 1970-1975. |
| Box 4, Folder 8 | Second floor remodeling project. 1981-1986. |
| Box 4, Folder 10 | Annual statistics. 1956-1978. |
| Box 4, Folder 11 | California Medical Practice laws and changes. 1977. |
| Box 4, Folder 12 | County of Los Angeles Department of Health Services - Master Plan for Health Services - Progress Report. 1974. |
| | Scope and Contents note |
| | Regarding Regents vs. DBO. |
| Box 4, Folder 14 | Electronic mail and telephone services. 1978-1981. |
| | Scope and Contents note |
| | Regarding a potential writing project of department history. |
| Box 4, Folder 19 | Medical record deficiencies. 1984-1985. |
| Box 4, Folder 20 | Off campus patient/family housing. 1976; 1983. |
| Box 4, Folder 21 | Olympics. 1984. |
| | Scope and Contents note |
| | Regarding the use of the University Hospital as an official "Olympics Hospital." |
| Box 4, Folder 25 | Proposed MEDDETS (Medical Detachments) Program. 1983. |


Faculty Home Loan Program and other housing programs. 1979-1982.

Scope and Contents note
Regarding the Faculty Home Loan Program, First Trust Deed Loans, the Second Trust Deed Loan Program, UC Home Mortgage Program, UC Short-Term Housing Loan Program, UCLA Mortgage Interest Differential Allowance (MIDA) Program, and services offered by the UCLA Housing Office.