Office of Communications Records, 1962 - 2016
A Finding Aid
Lamar Soutter Library, Office of Medical History and Archives
University of Massachusetts Medical School

Descriptive Summary

Repository: Lamar Soutter Library, Office of Medical History and Archives,
University of Massachusetts Medical School

Identification: SC 18

Creator: Office of Communications

Title: Office of Communications Records

Date(s): 1962-2016

Quantity: 29 boxes including documents, photographs, negatives, contact prints, slides,
audio/visual items, oversized photographs, binders, and artifacts[^1].

Abstract: The Office of Communications is the official source of news and information at the
University of Massachusetts Medical School (UMMS). The records in this collection consist
mainly of Office of Communications documents, publications, and other materials created
between 1962 and 2016.

Access Restrictions: Access to most material in this collection is unrestricted. Access to
restricted material is accessible by permission of the Archivist and may be requested by
completing a “Restricted Records Access Request” form.

Preferred Citation: The proper citation format for any item from this collection is:
Office of Communications Records, University of Massachusetts Medical School Archives,
Lamar Soutter Library, University of Massachusetts Medical School, Worcester, Massachusetts.

Processing Information: This collection was partially processed by Alyssa Schaefers in
November 2017. Processing was completed by Kristine Sjostedt in December 2019.

Biographical Note: The Office of Communications is the official source of news and
information at the University of Massachusetts Medical School (UMMS). Originally named the
Office of Public Information and Development, its name changed to the Office of Public Affairs and
Publications in 1981. Its name changed again in 2010 to the Office of Communications.

Scope and Content: The Office of Communications Records span from 1962 to 2016 and
comprises publications such as UMMS catalogs, brochures, annual reports, and advertising. It also
contains news clips and press releases related to research, disease information, UMMS and University of Massachusetts Medical Center (UMMC) awards, and UMMS/UMMC building projects and campus development. Also included are records relating to UMMS history, UMMC and UMMS policies and department information, community outreach, foundations, and UMMS commencements. Materials include drafts, notes, memos, correspondence, press releases, news clips, advertisements, and reports.

**Series and Subseries in the Collection:** The collection is arranged in alphabetical and topical order. Boxes 1 through 10 have been kept in their original order and are arranged alphabetically by topic as follows:

A. Box 1: AAMC – Bone Marrow  
B. Box 2: Boston Globe – COMECC  
C. Box 3: Coming Together – Emergency Medical  
D. Box 4: Enterococcus – Heart Transplant  
E. Box 5: Higher Education – Massachusetts Corrections  
F. Box 6: Massachusetts Council – Pediatrics  
G. Box 7: Peoplesoft – Sexual Harassment  
H. Box 8: Shriver – UMass Memorial Brochures  
I. Box 9: UMass Memorial Foundation – University of Massachusetts  
J. Box 10: University of Massachusetts – Y.O.U., Inc.  

The remainder of the collection is arranged in eighteen series, with two of the series being further arranged into subseries. The contents within each series and subseries are arranged topically. The series are as follows:

Series 1: UMMS Founding and Early History, 1963-1993  


Subseries 1. Annual Reports  
Subseries 5. Reports and Other Publications: 1997-2004  

Series 3: Awards, 1990-2009  


Series 5: Convocation, Commencement, Investiture 1974-2007  

Series 6: UMMS/Memorial Merger, 1997-1999
Series 7: Facilities, Campus Modernization, 2002-2005

Series 8: Nobel Prize, Craig Mello, Ph.D., 2007

Series 9: Events

Series 10: Policies and Procedures

Series 11: Meetings and Retreats

Series 12: News Releases, News Clips and Media Relations

Series 13: Faculty and Administration

Series 14: Legal and Legislative

Series 15: Students/Alumni

Series 16: Worcester City Hospital

Series 17: Audio Visual

  Subseries 1: Contact Sheets

  Subseries 2: Photographs

  Subseries 3: Slides

  Subseries 4: Videos, Compact Disc (CD), Digital Video Disc (DVD)

  Subseries 5: Audio Cassettes, Floppy Disks

Series 18: Artifacts

Box 1 – 10 (arranged alphabetically by topic)

A. Box 1: AAMC – Bone Marrow
1. AAMC- Association of American Medical Colleges: 1997
10. Advertising Rates: Newspapers: 2004-2005
15. AFL-CIO: 1999
25. Association of Academic Health Centers: 1999
32. Bone Marrow: 1990-1994

B. Box 2: Boston Globe – COMECC
2. Brand Equity: 1998
7. Cancer Center: 2004
9. Cancer Center: Link Laboratories
13. Cardiovascular Medicine: 1994
16. Center for Professional Education: 1999
24. Child Care Center(s): 1990-1996
25. Children’s Medical Center: 1992
27. Children’s Medical Center: 1993-1995
29. Children’s Medical Center: 1997
30. Civility Statement: undated
31. Clark University: 1997
32. Clinical Systems: 1995
33. Clinton Hospital: 1994-2002
34. Clinton Hospital: 1995
35. Clinton Hospital: 1995-1996
36. COMECC: 1990-1993
37. COMECC: 1995-2000

C. Box 3: Coming Together – Emergency Medical
  13. Continuing Medical Education: 1999
  15. Day Kimball Hospital: 1994
  27. Domestic Violence: 1995
  29. Early, Joseph D., Congressman: 1992
36. Employee Assistance Program

D. Box 4: Enterococcus – Heart Transplant
   2. Environmental Health and Safety: 2007
   7. Facilities Administration: Master Planning Site Plan
   9. Faculty
  10. Faculty Affairs: 1996-2000
  12. Fairlawn Hospital: 1986-1990
  15. Family Health and Social Service Center: 1998
  16. Family Issues
  21. Franklin County Health Center: 1995
  23. Free Care: 1996-1997
  29. Graduate Programs – Rankings: 1994
  30. Graduate School of Biomedical Sciences (GSBS): 1995-1999
  31. Graduate School of Nursing: 1997-2005
  33. Hahnemann: 1999
  34. Health Alliance: 1998
  35. Health Alliance: 1997-1999
  36. Health Alliance – Merger: 1997
  38. Health Foundation of Central Massachusetts, Inc.: 2000

E. Box 5: Higher Education – Massachusetts Corrections
3. Hotels
11. Incontinence: 1995 (slides housed in Series 17, Subseries 3, slide album)
14. Institute for Primary Care: undated
15. International Foundation at UMass Medical Center: 1993-1995
17. Internship Program: 2003-2005
21. Lamar Soutter Library: Newsletter, SoutteReview
22. Liaison Committee on Medical Education (LCME): Community Outreach Committee: 1996
23. Liaison Committee on Medical Education (LCME): Reports: 1996
24. Liaison Committee on Medical Education (LCME): Correspondence, Report: 1996
28. The Learning Center: 1997
29. Legislation Establishing University of Massachusetts Medical School: 1962
32. Mail Services: 1999
34. Maps and Directions: Various Places
44. Massachusetts, Commonwealth of – Campaign Finance Guide: undated
46. Massachusetts Corrections, Department of: News clips: 2002-2003

F. Box 6: Massachusetts Council – Pediatrics
2. Massachusetts Foundations
7. Medical Care: Free and Low Cost
8. Medical City: 1992
10. Medical School (General): 1994-1997
15. Meyers Primary Care Institute: 1994-2006
18. Mission, Objectives and Operating Principles-UMass Medical Center: 1990-1993
33. Office of Medical Education: 1997-1998
35. Organ Transplant: 1997
37. Pacheco Bill: 1995
38. PACSS: Program to Achieve Clinical System Superiority: 1995-1997
G. Box 7: Peoplesoft – Sexual Harassment

1. PeopleSoft: 2001
2. Pharmacy and Clinical Pharmacy Department: 1995
3. Planned Parenthood: 1995
10. President Search: University of Massachusetts: 2003
11. Primary Care Clinic: 1989-1994
15. Program in Molecular Medicine: 1990-1992
17. Psychiatric Treatment and Research Center (PTRC): Correspondence: 1991-1995
18. Psychiatric Treatment and Research Center (PTRC): Project Summary: Exhibits I – VI
19. Psychiatric Treatment and Research Center (PTRC): Project Summary: Exhibits VII-XIII; Legislation: 1993
27. Public Relations Directors: 1994
31. Public Relations Society of America: Central Massachusetts Chapter: 1996
36. Research: Reports, Correspondence: 1991-1993
37. Research: Reports, Correspondence: 1995-1996
39. Research: Reports, News Clipping, Correspondence: 1997-2000

H. Box 8: Shriver – UMass Memorial Brochures
2. Shriver Center Information: 2000
5. Slide Show: Board of Trustees Presentation: 1995
15. Surgery, Department of: 1990-2002
17. Survey Information: 1989
20. Survey Results: Inpatient Satisfaction: 1995
24. Thyroid Screening: 1995
27. Tobacco Study: Joseph DiFranza, M.D.: 1996
29. Trauma Center: 1980-1995
31. UMass Community Physicians: 1996
32. UMass Fallon Plan: 1998
33. UMass Hospital: News Clips, Correspondence: 1975-2002
34. UMass Lowell: Commencement: 1996
35. UMass Medical Center: Community Benefits Voluntary Report: 1995
36. UMass Medical Center Worcester: Audit Report, Yellow Book, Tuition & Fee Schedule,
Post-Graduate Positions: 1994-2002
37. UMass Medical School: News Clips, Journal Advertisement: 1999
38. UMass Memorial Board of Trustees: 2004
39. UMass Memorial: Brochures
40. UMass Memorial: Brochures, News Article

I. Box 9: UMass Memorial Foundation – University of Massachusetts
   1. UMass Memorial Foundation: Emergency Care Campaign
   2. UMass Memorial Health Care: 1998-2001
   4. UMass Memorial Health Care: Community Benefit Report: FY 2003
   5. UMass Memorial Health Care: Community Benefit Report: FY 2004
   8. UMass Memorial: Lakeside Expansion Groundbreaking Ceremony: 9-8-2003
   10. UMass Memorial: Wing Memorial Hospital and Medical Center: Brochure
   12. UMMC Foundation: Meeting Minutes, Correspondence: 1990-1991
   13. UMMC Foundation: Meeting Minutes, Correspondence: 1992-1995
   15. UMMHC: System Leaders Meeting: 1999
   16. UMMS Merger Legislation: 1992
   17. Uncompensated Care Pool: 1997
   23. University of Massachusetts: All Campuses: Tuition and Fees: FY 1999
   30. University of Massachusetts Medical Center Foundation: 1988-1996
   31. University of Massachusetts Medical Center Foundation: 1991
   34. University of Massachusetts: Office of the President: 1997-2001

J. Box 10: University of Massachusetts – Y.O.U., Inc.
3. University of Massachusetts: University President Search: 1995
5. U.S. News and World Report: Article: Ranking Institutions
9. Women in Science: 1999
10. Women’s Health Center at UMMC: 1996
17. Worcester Communities of Care: 2000
24. Worcester District Medical Society: Worcester Medicine: Bicentennial issue
27. Worcester Foundation for Biomedical Research: 1997-1999
32. Worcester State Hospital: 1983-1993
34. Worcester Telegram & Gazette: 1999

Box 11

Series 1: UMMS Founding and Early History, 1963-1989
1. Worcester Area Chamber of Commerce document: March 1963
2. Site proposal, 1964-1965
3. Site evaluation: 1965
4. Evaluation of location for Medical School: 1964-1965
5. Land Acquisition: 1965-1967
8. Land and Building Acquisition: 1967-1972
10. Application for Joint Construction Grant: School, Research Facility, Library: 1968
11. Application for Joint Construction Grant: Hospital: 1968
12. Application for Joint Construction Grant: Hospital: 1968
14. Groundbreaking: Correspondence, invitations: 1969
22. Legislation: State Health Plan; Community Family Physicians Commission; Graduates required to work in state: 1974-1976
23. Orientation – 1975
24. Transcript: Interview with John Lederle: 1975
25. General Facts; Selected Major Programs, 1978; Narrative about UMMS, 1980


Subseries 1. Annual Reports
27. Chancellor’s Statement: FY 1985
28. University of Massachusetts Medical School: 1999
29. University of Massachusetts Medical School: 1999
30. University of Massachusetts Medical School: 1999
31. University of Massachusetts Medical School: 2000
32. University of Massachusetts Medical School: 2000-2002
33. University of Massachusetts Medical School: 2000-2002
34. University of Massachusetts Medical School: 2001

Box 12
1. University of Massachusetts Medical School: 2002
2. University of Massachusetts Medical School: 2002
3. University of Massachusetts Medical School: 2002
4. University of Massachusetts Medical School: 2003
5. University of Massachusetts Medical School: 2004
6. University of Massachusetts Medical School: 2004
7. University of Massachusetts Medical School: 2005
8. University of Massachusetts Medical School: 2006
9. University of Massachusetts Medical School: 2006
10. University of Massachusetts Medical School: 2006
15. Worcester Foundation for Biomedical Research: 2002
16. Worcester Foundation for Biomedical Research: 2002
17. Worcester Foundation for Biomedical Research: 2002
18. Department of Medicine: 1998
19. Department of Family Medicine and Community Health: 2002

**Subseries 2. Benefactor**

20. Spring 2001
21. Summer 2001
22. Summer 2001

**Box 13**

**Subseries 2, continued**

1. Joseph Lundy background material: 2002
2. Summer 2002
3. Summer 2002
5. Annual Report 2002
6. Annual Report 2002
7. Annual Report 2002

**Subseries 3. Vitae, 1999-2007**

8. Fall/Winter, 1999
9. Fall/Winter 1999
10. Fall/Winter 2000
11. Spring/Summer, 2001
12. Spring/Summer, 2001
14. Fall/Winter, 2001
15. Spring/Summer, 2002
16. Spring/Summer, 2002
17. Spring/Summer, 2002
18. Fall/Winter, 2002
19. Fall/Winter, 2002
20. Fall/Winter, 2002
21. Fall/Winter, 2002
22. Spring/Summer, 2003
24. Fall/Winter, 2003
25. Fall/Winter, 2003

**Box 14**
Subseries 3, continued
1. Spring/Summer, 2004
2. Spring/Summer, 2004
3. Fall/Winter, 2004
4. Fall/Winter, 2004
5. Spring/Summer, 2005
6. Spring/Summer, 2005
7. Fall/Winter, 2005
8. Fall/Winter, 2005
10. Spring/Summer, 2006
11. Fall/Winter, 2006
12. Fall/Winter, 2006
15. Fall/Winter, 2007
16. Fall/Winter, 2007

17. Graduate School of Biomedical Sciences: Catalog: 2000-2002
18. Graduate School of Biomedical Sciences: Catalog: 2002-2004
19. Graduate School of Biomedical Sciences: Catalog: 2002-2004
20. Graduate School of Biomedical Sciences: Catalog: 2004-2006
22. Graduate School of Biomedical Sciences: Viewbook: 2002
    Brochures: Program in Molecular Medicine; Interdisciplinary Graduate Program in Biomedical Sciences
23. Graduate School of Biomedical Sciences: Viewbook: 2003

Box 15
Subseries 4, continued
1. Graduate School of Biomedical Sciences: Viewbook: 2005
2. Graduate School of Nursing: Catalog: 2001-2003
3. Graduate School of Nursing: Catalog: 2001-2003
4. Graduate School of Nursing: Catalog: 2004-06
5. Graduate School of Nursing: Viewbook: 2006
6. Graduate School of Nursing: Brochures: 2006
7. School of Medicine: Catalog: 1999-2001
8. School of Medicine: Catalog: 2001-2003
9. School of Medicine: Catalog: 2003-2005
10. School of Medicine: Catalog 2005-2007
11. School of Medicine: Catalog 2005-2007
12. School of Medicine: Catalog 2005-2007
13. Graduate Medical Education: Brochure 2006
15. Standardized Patient Brochure 2005
16. Institutions Overview Brochure 2005
19. Program in Molecular Medicine: Brochure: 2000
20. UMass Medical Center Experts: April 1997
21. Brochure: The Learning Center
22. Achieving a Dream, A Commemorative: 1982
23. George F. and Sybil H. Fuller, Their Legacy: 1999

Box 16

Subseries 5: Reports and Other Publications

2. University of Massachusetts Medical Center: Overview, 1974-1984
5. Economic Impact Study: 1992
6. Economic Impact Study: 1992
7. Report on Trauma: 1990
11. Calendar: 2004-2005
12. Calendar: 2006
13. Graduate School of Biomedical Sciences: Newsletters and other material: 1987-1993
14. UMass Medical Center Study Group: 1988
16. Resources for Optimal Care of the Injured Patient
17. Folder Inserts: 2006
18. Folder Inserts: 2006
19. Recruitment Poster: Graduate School of Biomedical Sciences: 2004
20. Posters: Graduate School of Biomedical Sciences: 2004
22. Diabetes Book: 2004-2005
23. Folder Inserts, Calendars: 2004-2006
28. Posters: EPC Competencies: 2004
29. Posters: EPC Competencies: 2004
30. Mission / Values
31. Clinical Trials Fact Card: 2004
32. UMass Memorial Medical Group Directory: 2002

Box 17
Series 3: Awards, 1990-2009

1. Award from the National Committee for Employer Support of the Guard and Reserve, 1984
2. Manuel Carballo Governor’s Award for Excellence in Public Service: 2007

10. Correspondence, news clips: 2007
6. Folder labeled “Lazare Stuff”

The University of Massachusetts Medical School – The Years 1990-2000: Draft: 2001


15. Convocation: 2001
17. Commencement: 1974
18. Commencement: 1999
22. Commencement: 2003
23. Commencement: 2004
24. Commencement: 2005
25. Commencement: 2006
27. Investiture: 2002
28. Investiture: 2003

Series 6: UMMS/Memorial Merger, 1997-1999

31. Fact Sheet
33. Commonwealth of Massachusetts Act authorizing merger of UMMS and Memorial Healthcare: document
35. The Vision: Presentation slides
36. Presentation slides: 1997
37. Presentation slides: 1997
38. Presentation slides: 1997
40. Presentation slides: 1997
41. Editorial Board presentation: 1997
42. *Centerscope*: 1997
43. *Centerscope*: Department head meeting: 1997
44. *Centerscope*: UMass Board of Trustees: 1997
45. Communications plan: 1997
47. Presentation to UMass Board of Trustees: 1997
48. Presentation to UMass Employees: April 1997
49. Presentation to Legislators: Department Heads meeting: 1997
50. Communications Management: Trustees dinner: 1997

**Box 18 (Series 6, continued)**
1. Legislation: 1997
2. Correspondence: 1997
3. Correspondence: 1997
4. Steering Committee and Work Groups: 1997
5. Letters to Legislature, Employees, Alumni, Donors: 1997
8. Publication: *UMass Medical Center-In Brief*: 1996
9. Biographies: Aaron Lazare; Arthur Russo
10. Special Information meetings: 1997
12. Steering Committee and Work Groups: 1997
22. Staff Transition Plan for Clinical Systems Employees: 1997
23. Correspondence: Merger Approval Votes: Community Groups: 1997
25. Steering Committee: 1997
27. Clinical Faculty: 1997
31. Position statement
32. Presentation: Media: 1997
34. Study: Employee Attitudes Toward merger: 1997
35. Presentation to Legislators: Community Outreach: 1997
36. Legislation and FAQ’s
37. Legislation signing event, correspondence: 1997
38. Legislation draft, correspondence: 1997
40. Legislation support efforts: 1997
41. Legislative Public hearings: 1997
42. Legislative Public hearings: 1997
43. Correspondence: 1997
44. Correspondence: Meetings with various committees: 1997
46. Physician Questions: 1997
47. Questions and Answers: 1997
57. Call sheet, Joint Committee on Healthcare, Union Election notice
58. Questions and Answers: March 1997
60. Market Street Research: 1997
62. UMass Staff Transition Plan: Presentation: April 1997

Box 19 (Series 6, continued)
2. News clippings, correspondence, meetings: 1997
3. Correspondence: 1997
4. Correspondence: 1997
5. Meetings, Questions about Merger: 1997
8. Correspondence, Massachusetts Nursing Association (MNA) Negotiations: 1997
11. Correspondence, Strategy, Questions and Answers: 1997
12. Correspondence, Strategy: 1997
13. Correspondence, Hearing information: 1997
14. Correspondence, Hearing information: 1997
17. Correspondence, Hearing information: 1997
18. Correspondence, Hearing information: 1997
19. Correspondence, Hearing information, Questions and Answers: 1997
22. Pension Information meeting, Questions and Answers: 1997
23. Correspondence, MNA Amendments, Questions and Answers: 1997
24. Correspondence, Signing Celebration: 1997
27. Event Correspondence: 1998
31. UMass Memorial Foundation: Fundraising Initiatives: 1999

**Series 7: Facilities, Campus Modernization, 1983 – 2005 (Box __: Folders ___)**
32. Filtration System: 1983
33. Correspondence: Granite Panels Repair: 1998
34. Project Planning meeting: 2002
35. Executive Team meeting minutes: 2002
38. Facilities presentations: Architects & Engineers: 2003
39. Project Team meeting minutes: 2003
40. Campus Revampus newsletters: 2003-2004
41. Updates, correspondence: 2003-2005
42. Printed material costs: 2002-2004
43. Email updates: 2002-2004
44. Lakeside Expansion: 2003
45. Parking: 2003
46. Fact Sheets: 2002-2003
47. Notes and Memos: 2002-2003
48. Façade Project: 2003
49. Media: 2003

**Box 20 (Series 7, continued)**
2. Relocation packets: 2003
3. Emergency Services campaign: 2002-2005
4. Exhibit and Traveling Boards: 2003
5. Hospital South Lobby: September 20, 2004

Series 8: Nobel Prize, Craig Mello, Ph.D., 2007 (Box __: Folders ___)
10. Speaking Requests, Correspondence: 2006-2007
11. Speaking Requests, Correspondence: 2006-2007
12. Speaking Requests, Correspondence: 2006-2007
15. Speaking Requests, Correspondence: 2006-2007
16. Speaking Requests, Correspondence: 2007
17. Speaking Requests, Correspondence: 2007
18. Speaking Requests, Correspondence: 2007
19. Speaking Requests, Correspondence, Events: 2007
20. Speaking Requests, Correspondence, Foundation Visits: 2007
22. Speaking Requests, Correspondence: 2007-2008
23. Speaking Requests, Correspondence: 2007-2008
24. Speaking Requests, Correspondence: 2007-2008
25. Speaking Requests, Correspondence: 2007-2008
26. Speaking Requests, Correspondence: 2008
27. Speaking Requests, Correspondence: 2008
28. Speaking Requests, Correspondence: 2008
29. Speaking Requests: Correspondence: 2007
30. Speaking Requests: Correspondence: 2007
31. Speaking Requests: Correspondence: 2007
32. Speaking Requests: Correspondence: 2007
33. Speaking Requests: Correspondence: 2007
34. Speaking Requests: Correspondence: 2007
35. Speaking Requests: Correspondence: 2007
36. Speaking Requests: Correspondence: 2007
37. Speaking Requests: Correspondence: 2007
38. Speaking Requests: Correspondence: 2007

Box 21 (Series 8, continued)
1. Speaking Requests: Correspondence: 2007
2. Speaking Requests: Correspondence: 2007
3. Speaking Requests: Correspondence: 2007
4. Speaking Requests: Correspondence: 2008
5. Speaking Requests: Correspondence: 2008

**Series 9: Events**

    (videos in Audio-Video subseries)
17. Fitchburg Family Practice Relocation Reception: 1996
22. Earth Awareness Week Events: 1990
27. Children’s Holiday Party: 1992
34. Children’s Holiday Party: 1999

**Box 22 (Series 9, continued)**

1. Benedict Building Dedication: 1993
13. Sweetgall, Robert: 1985
14. Liberty Day: 1986
15. Media Luncheons: 1984
17. Media Luncheons: 1990
18. Garage Groundbreaking: 1985
24. Health Alliance Boards Dinner: 1998
27. JCAHO Commendation Celebration: 1996
29. UMass Community Physicians-Shrewsbury Center: Open House: 1996
32. Board of Library Commissioners: Massachusetts Health Reference Institute: 1996
33. Trustees Dinner: 1996
34. Tri-River Family Health Center: Groundbreaking: 1978
35. Worcester Air Show: 1996
37. Lupus Foundation Dinner: 1996
38. UMass Medical School: Twenty-fifth Anniversary: 1994-1995
40. UMass Medical School: Twenty-fifth Anniversary: 1994-1995
41. Norton Company Reception: 1992
42. UMass Community Physicians at Shrewsbury: Opening: 1995-1996
44. Tri-River Family Health Center: 1978-1993

Box 23 (Series 9, continued)
1. UMass Hospital’s 300th Bed Celebration: 1981
2. UMass Hospital’s Tenth Anniversary: 1985-1987
3. Excellence in Primary Care Medicine Dinner Gala: 1996
4. Student Body Meeting with President Bulger: 1997
5. Governors Cabinet Meeting: 1996
6. University of Massachusetts Medical Center (UMMC) Foundation: Central
   Massachusetts Legislative Caucus: 1994-1995
7. Legislative Luncheons: 1995
8. Legislative Orientation: 1995
9. Legislative Orientation: 1995
12. Legislative Luncheon: Senators Mark Montigney and Marc Pacheco: 1995
13. State Auditor’s Training: 1995
15. Third Annual UMass State House Day: 1995
16. Movie Premier: Two if By Sea: Children’s Medical Center at UMass Medical
    Center: 1996
18. Office of Health and Human Services meeting: 1995
20. Announcement: Graduate School of Nursing: Doreen Harper, Dean: 2000
21. Twenty-fifth Anniversary: Graduate School of Biomedical Sciences: 2004
22. Schwartz Center Award: Video: 2005

Series 10: Policies and Procedures
34. Human Resources Policy Manual: Labor & Employee Relations; Payroll: 1999
43. Payroll Time and Attendance Procedure Manual: Glossary; Forms: 1985
44. Quality Improvement Team: Room Reservations Survey: 1992
45. Quality Improvement Team: Room Reservations Survey: 1992
46. Quality Improvement Team: Room Reservations Survey: 1992
47. Quality Improvement Team: Room Reservations: 1992-1993
48. Quality Improvement Team: Room Reservations: 1992
49. Quality Improvement Team: Room Reservations: 1992
51. Quality Improvement Team: Room Reservations: 1992
52. Total Quality Improvement: Quality Improvement Team: Room Reservations: 1992
53. Endowment Definitions: 1999
54. Work Action Contingency Plan: 1983
55. Magazine Survey Results: 1995

Box 24
Series 11: Meetings, Retreats, Presentations
1. Special Boards Retreat UMass Memorial Foundation and -Worcester Foundation for Biomedical Research 2004
2. Y2K Steering Committee: 1999
3. Presentation: Commonwealth Medicine

Series 12: News Releases, News Clips and Media Relations
11. News clippings, media relations: 1993
21. Media relations: Hospital affiliations: 1993
23. Sources: 1985

Box 25: (Series 12, continued)
5. News clips: Graduate School of Nursing: 1986
11. News clips: Dr. Paul Janssen Award for Biomedical Research: Craig C. Mello: 2006
38. News clips: UMass Memorial Medical Group: advertisement
40. News clips: Medical City: 1996
41. News clips: Medical City: 1996
42. News clips: Medical City: 1996
43. News clips: Uncompensated Care Pool, Medical City: 1996
47. News clips: University of Massachusetts Medical Center and Memorial Hospital alliance, University of Massachusetts Medical Center and Worcester Foundation for Biomedical Research merger: 1997
48. News clips: University of Massachusetts Medical Center and Memorial Hospital merger: 1998
49. News clips: University of Massachusetts Medical Center and Memorial Hospital merger: 1998
50. News clips: St. Vincent Hospital – Medical City: 1998
51. News clips: Biotech companies: undated
56. News clips: Metro West Medical Center: 1998
57. News clips: Medical system flaws: 1999
63. Media Relations: 1986
64. Media Relations: Advertising: 2006
66. Haidak Endowed Professorships: 1985


**Series 13: Faculty and Administration**

71. Chancellor’s Forum minutes: 2000-2005
72. Chancellor’s Forum preparation: September 2004
73. Chancellor’s Forum preparation: December 2004
74. Chancellor’s Forum preparation: January 2005
75. Chancellor’s Forum preparation: March 2005
76. Chancellor’s Forum preparation: June 2005
77. Chancellor’s Forum preparation: FY 2001
78. Chancellor’s Forum preparation: FY 2002

**Box 26 (Series 13, continued)**

3. Chancellor’s Forum survey: 1999
5. Department Head meetings: June – December 2004
6. Department Head meetings: January – March 2005
7. Department Head meetings: April – June 2005
8. Department Head meeting: September 2005
9. Department Head meetings: October – December 2005
10. Department Head meetings: January – March 2006
12. Department Head meetings: June – December 2006
13. Department Head meetings: January – March 2007
15. Department Head meetings: June – December 2007
16. Department Head meetings: January – March 2008
17. Department Head meetings: April – June 2008

Series 14: Legal/Legislative
18. Group Practice Plan: 1974, 1984

Series 15: Students / Alumni
27. List of Students: Class of 1979
28. List of Students: Class of 1980
29. Class of 1974 Information, Alumni Profile: UMass Medical Center Quarterly, 1985
32. Class of 1974: Tenth Class Reunion: 1984

Series 16: Worcester City Hospital
33. Worcester City Hospital Campus Plan: Skilled Nursing Facility, Ancillary Services, Support Services: 1991
34. Worcester City Hospital Campus Plan: Facility Options: 1991
35. Worcester City Hospital Campus Plan: Overall Financial Viability, Next Steps: 1991
36. Worcester City Hospital Campus Plan: Administration and Finance: meeting minutes:1992
37. Worcester City Hospital Campus Plan: Conversion: Correspondence: 1990-1991
38. Worcester City Hospital Campus Plan: Worcester City Campus Corporation: March 2000
39. Worcester City Hospital Campus Plan: Conversion: Correspondence, meeting minutes, reports: 1991-1992
40. Research Bureau Report, Part II
41. Worcester City Hospital Campus Plan: News clippings: 1990-1992
42. Worcester City Hospital Campus Plan: Memo of Understanding, correspondence: 1990-1992
Box 27 (Series 16, continued)

1. Worcester City Hospital Campus Plan: Presentation to Board of Trustees: 1991
2. Worcester City Hospital Campus Plan: Steering Committee: 1991
3. Worcester City Hospital Campus Plan: Steering Committee: 1991
5. Worcester City Hospital Campus Plan: Management Board update: 1991
7. Worcester City Hospital Campus Plan: Correspondence: 1991
8. Worcester City Hospital Campus Plan: Final Plan: 1991
10. Worcester City Hospital Campus Plan: City Hospital Employees: Job Fair: 1991
11. Worcester City Hospital Campus Plan: Executive Summary: 1991
12. Worcester City Hospital Campus Plan: Planning Effort, Recommended Option: 1991
13. Worcester City Hospital Campus Plan: Family Health and Social Service Center: 1991
14. Worcester City Hospital Campus Plan: Satellite Emergency Department, Institute of Mental Disease: 1991

Series 17: Audio-Visual
Subseries 1  Contact Sheets & Negatives

Box 1

1. First Class-Tenth Reunion: 1984
3. Voice: June: 1984
4. Voice: July/August: 1984
5. Voice: September: 1984
10. Voice: April: 1985
11. Voice: May: 1985
12. Voice: June: 1985
16. Voice: July/August: 1986
17. Voice: September/October: 1986

Box 2

5. Voice: February/March: 1990
7. Voice: Fall: 1990
12. Voice: Spring: 1992
13. Voice: Summer: 1992
15. Voice: Fall: 1992
17. Negatives: Miscellaneous
20. Medical School groundbreaking
21. Aerial view of medical school site
22. First class of medical students
23. Signing of merger legislation
24. Registration Day: Class of 1995
25. Miscellaneous

Subseries 2: Photographs

Box 1

1. Groundbreaking, October 24, 1969
   7. Foley, D.J., Sargent, F. W., Conte, J.J.
   8. Sargent, F.W., Soutter, L., Loughlin, J.
   1. Edgar E. Smith; Michael S. Dukakis
   2. Lamar Soutter
   3. Administration, Trustees, Faculty
   4. Michael S. Dukakis
   5. Robert C. Wood
   6. Lamar Soutter
   7. Lamar Soutter and unidentified
   8. Roger Bulger


8. Class of 1977: Graduation: group photo, date unknown

9. Class of 1978: Graduation: group photo, date unknown

10. Class of 1979: Graduation: group photo, date unknown

11. Class of 1980: Graduation: group photo, date unknown

12. Class of 1981: Graduation: group photo, date unknown

13. Class of 1982: Graduation: group photo, date unknown

14. Class of 1983: Graduation: group photo, date unknown

15. Class of 1984: Graduation: group photo, date unknown

16. Class of 1985: Graduation: group photo, date unknown

17. Class of 1975: Graduation, May 24, 1975

18. Class of 1975: Graduation, May 24, 1975

19. Class of 1977: Graduation

20. Graduation, undated: Roger Bulger, unidentified, Lamar Soutter, Robert Wood

21. UMass/Memorial merger signing, November 25, 1997

22. Document signing, 1971
   1. unidentified, Albert Gammall, Jr., Lamar Soutter
   2. seated: Albert Gammall, Jr., Lamar Soutter
      standing: John Macginnis, unidentified
   3. unidentified, Albert Gammall, Jr., Lamar Soutter
   4. seated: unidentified, Albert Gammall, Jr., Lamar Soutter
      standing: unidentified, John Macginnis, unidentified
   5. seated: unidentified, Albert Gammall, Jr., Lamar Soutter
      standing: unidentified, John Macginnis, unidentified

23. Garage groundbreaking, 1985
24. Medical School site
25. Campus Revamps - compact disc of images housed in subseries 4

   1. Aaron Lazare, Joseph and Mary Benedict: 1993
   2. Aaron Lazare with students: undated
   3. Aaron Lazare: undated
   7. Jack Blais, Aaron Lazare: undated
   8. Jack Blais, Aaron Lazare: undated

27. Aaron Lazare
   1. Recognition plaque: 1992
   2. Celia and Isaac Haidak Professorship in Medical Education medal
   3. Aaron Lazare with faculty

28. Wiles Lecture
   1. Michelle Petri: 1994

29. University of Massachusetts Medical Center Foundation
   1. John H. Dickson, President (2 photos)
   2. William Kelleher, Board of Trustees

Box 2

1. Students’ headshots: Class of 1974-1976
2. Students’ headshots: Class of 1978-1979
4. Students’ headshots: Class of 1985
5. Students’ headshots: Class of 1974
   1. Julia Marks, Sandy Marks, Bill Estabrook
   2. Betsy Saunders, Dick Saunders, Bill Estabrook, Gary Winzelberg
   1. Gary Winzelberg, Ken Kornetsky, Muriel Sawyer
   2. Muriel Sawyer, Frank Chlapowski, Sue Chlapowski, Sue Walton, Dick Walton,
       Mary Soutter, Sandy Marks, Lamar Soutter, Julia Marks, Betsy Saunders, Dick
       Saunders, Mayre Coulter
   1. Len Finn, Jody Abbott, Don Abbott
   2. Rachel and Ken Kornetsky
   1. Mayre Coulter, Robert Schell

   2. Lamar Soutter and the “First Sixteen” suspenders


12. Financial Aid Office: undated

13. Coleen Marren: undated (from Central Massachusetts Chapter-Public Relations Society of America)


15. Calendar: 2005


17. Display Case: 2007


22. “Voice”: July/August 1986

**Box 3**


3. Children’s Holiday Party: 1990: *Access Restricted*


5. Lazare Research Building: Groundbreaking: 1999

6. Board of Trustees: Worcester Foundation for Biomedical Research: undated

7. Fred Fay, Ph.D.: 1985

8. Unidentified

9. Woods Hole Oceanographic Institute


**Box 4**
1. Holiday Party: 1990: *Access Restricted*

2. Employees Children’s Holiday Party (2 packs): undated: *Access Restricted*
3. Employees Children’s Holiday Party: 1988: *Access Restricted*
5. Employees Children’s Holiday Party: 1990: *Access Restricted*
7. Employees Children’s Holiday Party (3 packs): 1993: *Access Restricted*

**Oversize**
1. Campus: oversized (16” x 20”) (2)
2. Model of building (11” x 14”)

**Subseries 3: Slides**
1. University President’s Public Service Award Winners – slides of posters

**Slide Album**
- Page 1. UMass Amherst Presentation
- Page 2. UMass Amherst Presentation
- Page 4. Roger Davis, Davis Lab: November 17, 1997
- Page 5. Miscellaneous
- Page 7. Dr. Rossini, Rossini Lab: November 17, 1997
- Page 10. Miscellaneous
- Page 11. Miscellaneous
- Page 12. Miscellaneous
- Page 13. Miscellaneous and Students/Alumni: Class of 1974 students
- Page 14: Incontinence: 1995 (from Box 5, Folder 11)
- Page 15: Incontinence: 1995 (from Box 5, Folder 11)
Box 28
Subseries 4. Videos, Compact Discs (CD), Digital Video Discs (DVD)

   University Wide Posters, 2004-2009
3. Campus Modernization, May 15, 2004
4. Campus Revampus
6. Walk to Cure Cancer: September 1999
7. Schwartz Video: May 31, 2005
8. A Musical & Theatrical Review presented by The UMass Medical School Class of 2004
10. A Nobel Prize Community Celebrates: 2007
11. “Chronicle” – WCVB-TV Channel 5 Boston: 1990 (2 copies)
12. “Chronicle” - WCVB-TV Channel 5 Boston: 1995 (2 copies)
13. “Good Morning America” – Dr. Aaron Lazare: September 27 & 28
14. The University of Massachusetts Medical School – A History

Subseries 5. Audio Cassettes, Floppy Disks

1. Lazare Interview: July 2016
2. Policies and Procedures: Quality Improvement Team – Room Reservations
4. UMass Medical Graduation: 1986
5. UMass Medical Graduation: Tape 1: 1988
6. UMass Medical Graduation: Tape 2: 1988
7. UMass Medical Graduation: Tape 1: 1989
8. UMass Medical Graduation: Tape 2: 1989
9. UMass Medical School Commencement: Tape 1 and 2: 1990
10. UMass Medical School Commencement: Tape 3: 1990
11. UMass Medical Commencement: Tape 1: 1991
12. UMass Medical Commencement: Tape 2: 1991
13. UMass Medical Convocation: 1987 (2 Tapes)
14. UMass Medical Convocation: 1988
15. UMass Medical Convocation: 1991
16. Medical Center Forum: 1992
18. Tsongas: 1989 (2 Tapes)

**Box 29**
**Series 18: Artifacts**

1. Pen used in UMass/Memorial merger signing
2. Graduate School of Biomedical Sciences diploma (blank)

**Oversize**

3. UMMC 25th Anniversary nylon banner
4. “I ❤️ UMASS MED CENTER”: two vinyl banners
5. Poster: 2003 Manuel Carballo Award winner: John L. Sullivan, M.D.