

## SOM Bylaws Committee

### Annual Report to Faculty Council, AY 2021-22

#### Elected members

Darin Croft, Ph.D. (Dept. of Anatomy), Chair until Jan 1<sup>st</sup>.  
Piet de Boer, Ph.D. (Dept. of Molecular Biology & Microbiology), Chair from Jan 1<sup>st</sup>.  
George Dubyak, Ph.D. (Dept. of Physiology & Biophysics)  
Stephen Fink, Ph.D. (Case Comprehensive Cancer Center)  
Peter Harte, Ph.D. (Dept. of Genetics & Genome Sciences)  
Mamta (Mimi) Kailash Singh, M. D. (Dept. of Medicine, VA)

#### Ex officio member

Nicole Deming, J.D. (Assistant Dean, Faculty Affairs & Human Resources)

The Bylaws Committee met 10 times from September 2021 through June 2022, with meetings generally lasting 1.5 hours in duration.

We addressed several issues identified by ourselves or brought before us by the Faculty Council Steering Committee, Faculty Council, SOM standing committees and/or SOM faculty members. These included:

- A proposed amendment by faculty members to clarify the roles of the Faculty Council Nominations and Elections Committee (NEC) in nominating slates of candidates for various offices, as described in Article 3.6b. We recommended a modified version of this amendment and presented it to Faculty Council at the January 24 2022 Faculty Council meeting.
- At the same meeting, we also recommended that the NEC formulate procedures that are not already described in the bylaws in a separate charge document.
- A query by Faculty Council Steering Committee and Faculty Council if extending the terms of Faculty Council chair and vice-chair, due to unusual circumstances, would be in violation with current bylaws. We presented our opinion at the January 24 2022 Faculty Council meeting.
- A request by Faculty Council to draft an amendment to the School of Medicine Bylaws that details procedures for dealing with a premature vacancy in the position of Faculty Council chair. We drafted a more comprehensive proposal that deals with situations where the chair, vice-chair, or immediate past chair of Faculty Council fail to complete their term, and will present this to Faculty Council early in the next academic year.
- Evaluations of the nomenclature and charge documents of SOM standing committees, followed by consultations with the committees on suggested modifications of either or both.
- Establishment of the Program Review Committee as a new SOM standing committee by Faculty Council on February 22, 2022 required amendment to Bylaws Article 2.6. We took this opportunity to more accurately name and describe all SOM standing committees in Article 2.6 and proposed these changes at the February 28 2022 Faculty Council meeting.

- Collaboration with the Medical Student Admissions Committee (MSAC) to modify their charge document. Presented to Faculty Council at the April 18, 2022 Faculty Council meeting by the MSAC chair (Julian Stelzer).
- Collaboration with the Program Review Committee (PRC) to modify their charge document. Presented to Faculty Council at the May 16, 2022 Faculty Council meeting by the PRC chair (Marvin Nieman).
- Collaboration with the Committee on Women and Minority Faculty to modify their charge document. Effort still ongoing.

We will continue this work and also start the regular 5-year review of our bylaws as mandated in Article 6 of the bylaws.