

## Faculty of Medicine Bylaws Committee Annual Report to Faculty Council, AY 2023-24

### Elected members

Elvera L. Baron, MD, PhD (Dept. of Anesthesiology & Perioperative Medicine, VA)

Piet de Boer, PhD (Dept. of Molecular Biology & Microbiology), Chair

Heather Gornik, MD (Dept. of Medicine, UH)

Peter Harte, PhD (Dept. of Genetics & Genome Sciences)

Mamta (Mimi) Kailash Singh, MD (Dept. of Medicine, VA)

Meghan Newcomer, PhD (Dept. of Anatomy)

### Ex officio appointed member

Nicole Deming, J.D., M.A. (Office of Faculty Affairs)

The Bylaws Committee (BC) met 10 times from September 2023 through June 2024, 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, the Faculty Council, the Office of Faculty, standing committees, the Dean, the Vice Dean for Medical Education, the Associate Dean for Admissions and/or other School of Medicine (SOM) faculty members. These included:

- Article 6 of the Faculty of Medicine bylaws mandates that the BC conducts a review of these bylaws every five years. We started this review cycle in the fall of 2022 by soliciting suggestions from members of the Faculty Council and other SOM faculty members for improvement of the bylaws document using a Qualtrics survey. We received numerous suggestions from faculty members and the Dean, and incorporate these in our deliberations as we systematically review each bylaw article.
- As part of the 5 year review, we updated the text of articles 2.3 (Authorities and Powers of the Faculty of Medicine), 2.4 (Meetings of the Faculty of Medicine), 2.5 (Voting Privileges) and 2.6 (Standing Committees of the Faculty of Medicine), and presented this at the April 15, 2024 Faculty Council meeting.
- As part of the 5 year review, we also organized and expanded the text of article 6 (AMENDMENT OF THE BYLAWS) to facilitate understanding of the amendment process, and presented this at the June 17, 2024 Faculty Council meeting.
- To harmonize the Faculty of Medicine bylaws with the Faculty Handbook and the Faculty Senate bylaws, we proposed a modification of article 3.2 stating that the SOM senator on the University Senate's executive committee shall be an ex officio voting member of the SOM Faculty Council, and presented this at the December 18, 2023 Faculty Council meeting.
- A request by the Faculty Council to generate a section of the bylaws prompting the Nomination and Elections Committee to make efforts to ensure that at least two "basic science" department and at least two "clinical" department faculty member serve on the

faculty senate. We proposed relevant new language in article 3.6b, and presented this at the December 18, 2023 Faculty Council meeting.

- A request by the Faculty Council to generate bylaws language to "include faculty input in the 5 year appraisal / reappointment process of all SOM academic department chairs". Lacking sufficient knowledge on this appraisal / reappointment process, the BC members felt unqualified to do so and recommended that the Faculty Council and the dean collaborate on generating appropriately precise language for further scrutiny by this committee.
- A request by the Office of Faculty to include the special faculty category 'research' in the Faculty of Medicine bylaws. This category will constitute temporary positions to benefit certain newly hired full time faculty members. We proposed appropriate new text in articles 2.1, 2.5 and 5.1, and presented this at the June 17, 2024 Faculty Council meeting.
- A request by the Faculty Council and the standing 'Committee on Medical Students' (COMS) to change the committee's name in the bylaws to 'Committee on Medical Student Promotion and Advancement' (CMSPA). We proposed the corresponding changes in articles 2.6 and 3.1, and this was presented at the May 9, 2024 Faculty Council meeting.
- A request by the Faculty Council to generate new language for article 5.7 (Tenure Salary Guarantee). We have discussed this and started working on new language. But we also realized that this is not a trivial matter which requires some additional research to understand better. Hopefully, new text can be presented to the Faculty Council in the fall of 2024.
- Collaboration with the Committee on Medical Education (CME) to modify their charge document in harmony with bylaws prescriptions. Presented at the May 9, 2024 Faculty Council meeting by the CME chair (Corinne Bazella).
- Collaboration with the Medical Student Admissions Committee (MSAC) to modify their charge document in harmony with bylaws prescriptions. Presented at the June 17, 2024 Faculty Council meeting by the Associate Dean for Admissions (Lina Mehta).
- Collaboration with the Committee on Medical Student Promotion and Advancement (CMSPA) to modify their charge document in harmony with bylaws prescriptions. Expected to be presented to Faculty Council by the CMSPA chair (Sarah Augustine) in the fall of 2024.