Observations on the College of Human Medicine Bylaws

1.2.1 Consultation. Faculty discusses with and informs the dean. The faculty does not function as a deliberative body; there is no vote. Rather, the faculty expresses its views to inform the dean's decision. [clarify]

To simplify, should this state that the faculty operates in an advisory mode to the dean? And / or does this conflict with description of the CAC’s role in 4.1.4.6. [does this determination of who is granted a right to vote require a basis for determination in the bylaws?]

2.1.2. and 2.2.2 In spite of the emergency nature of these meetings, should some form of time frame be specified in the bylaws for distribution of agenda (24 hours)—what about calling an “emergency” meeting and having critical issues decided without some advance notice of the meeting and agenda?

2.2.3 Outline of what will be in meetings, should this conform to Robert’s Rules of Order?

:2.3.1. “For purposes of conducting business, a quorum will be defined as those voting faculty members of the college present at a meeting. Passage of any measure will require a simple majority of the votes of the eligible faculty members present at a meeting with the exception of amendments to or revision of these bylaws (7.2.).” [Does this require greater numbers? Especially for emergency meetings] should be a proportion of those in membership in the organization?

4.1.4.2. “The College Advisory Council shall represent the faculty of the College of Human Medicine with respect to any and all matters that bear upon the teaching, research and service programs of the college. It shall receive and consider, in the manner described in these bylaws, proposals, complaints, inquiries from the faculty and students and render advice to the dean on such matters. In like manner, the council shall be responsive to the dean and will take under consideration and advise the dean on those issues that s/he submits to the council.” [Clarify? The manner in which this is written if the dean chooses not to bring issue to the council and faculty that are relevant to the body he/she will receive no advice on those topics?]

4.1.4.6. The College Advisory Council shall have shared responsibility with the dean in preparing the agenda for the college faculty meetings.” [does this contradict above discussion of the advisory role of the CAC as described in 1.2.1 ]

can be appealed to the University Committee on Academic Governance.

4.1.4.15. The College Advisory Council shall [oversee grievance procedures consistent with 6.6.1] have shared responsibility with the dean for prescribing procedures for the
hearing and resolution of significant and serious complaints from faculty [and students who have pursued complaints without satisfaction at the unit level. [Grievance procedure? Should this be referenced or should the procedure be the same as that outlined in the FGO guidelines] [see 6.3 for students]

5.1.3.2. “Each standing committee of the college will report on its activities to the faculty at least once a year.” [how often will they meet? If they meet at least once a month is this reporting in addition to minutes?

5.1.3.3. “Each standing committee will forward its official proposals to the College Advisory Council for consideration and recommendation prior to presentation to the faculty of the College of Human Medicine.” [rather laborious process? Consider implications]

5.2.1.2 "The second function of the faculty members of the Admissions Executive Subcommittee is to recommend to the dean specific individuals for admission to the College of Human Medicine.”

However, the LCME Standard MS-4 reads as follows: “The final responsibility for selecting students to be admitted for medical study must reside with a duly constituted faculty committee. So since 5.2.1.2 gives the power of admissions to the dean on the recommendation of the committee, the dean’s role on the committee violates MS-4. It is suggested that the sentence in 5.2.1.2 be amended to read: “The second function of the faculty members of the Admissions Executive Sub-Committee is to offer admission to the College of Human Medicine to specific individuals. The Admissions Committee has final authority for selecting students for medical study.”

5.2.5.1. “The Curriculum Committee will consist of a parent committee and four subsidiary committees (representing Blocks I, II, III of the curriculum and the Prematriculation Program).” [clarify or define]

5.2.8.1 “The Dean’s Student Advisory Committee is comprised of elected student representatives from years 1 and 2, and year 3 and 4 representatives from each of the communities.” [clarify] specify