

SMHS Bylaws Committee
November 28, 2023 – 12:00 pm
Zoom Conference

In Attendance: Gary Schindler, Corey Smith, David Schmitz, David Bradley. Renu Malhi, Julie Solberg, Shahram Solaymani-Mohammadi, Wanda Lauer

Absent: Motoki Takaku

Others in Attendance: Kristina Olofsson, Judy Solberg, Ken Ruit

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
Call the meeting to order—Dr. Schindler	Dr. Schindler called the meeting to order at 12:02pm	
Approve the minutes from September 26, 2023.	The minutes were provided prior to the meeting for review. Dr. Corey Smith asked that his pronunciation to be changed to he/his.	Corey Smith made a motion to approve the minutes from September 26, seconded by David Schmitz. The motion passed unanimously.
Policy 1.3, Policy on Policies	Drs. Takaku and Schindler were reviewing/editing Policy 1.3, Policy on Policies. The recommendation was that we shorten the name “School of Medicine and Health Sciences” to SMHS. Page 2: no significant change Page 3: we have a link issue. The contact details to be replaced to Kristina Olofsson. The format to match with the entire text.	Julie Solberg made a motion to approve Policy 1.3, Policy on policies, seconded by David Schmitz. The motion passed unanimously.
3.13 policy, Exposure to Environmental Hazards	Drs. Malhi and Solaymani-Mohammadi were reviewing and editing 3.13 Policy, Exposure to Environmental Hazards. The purpose of this policy is to provide a safe and secure environment for the students, faculty, and staff. <ul style="list-style-type: none"> • A few editorial changes that would make it much more accurate: under principles, page 4, remove the word "viable." <p>“For exposures to biohazardous agents such as viable infectious, pathogenic, or toxin-producing agents, prions,</p>	David Bradley made a motion to approve the 3.13 policy, Exposure to Environmental Hazards, seconded by Dr. Ruit. The motion passed unanimously.

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	<p>biologically-derived toxins or nucleic acid constructs, please consult the policy and procedures contained within the Institutional Biological Safety Policy at: https://und.policystat.com/policy/5550617/latest/ .”</p> <ul style="list-style-type: none"> • Under procedures, page 5, add “<u>or allergic materials, or allergens.</u>” <p>“Students who may come in contact with hazardous substances, <u>or allergic materials, or allergens</u> shall be provided information concerning the particular hazards which may be posed, and the methods by which they may deal with such hazards in a safe and healthful manner.”</p> <p>Contact details are to be changed to Kristina Olofsson.</p>	
Other Business:	N/A	
Adjournment	Adjourned at 12:46pm.	

Prepared by: Kristina Olofsson