

SMHS Bylaws Committee
May 2, 2024 – 10:00 am
Zoom Conference

In Attendance: Motoki Takaku, Corey Smith, Gary Schindler, Shahram Solaymani-Mohammadi, David Bradley, Ken Ruit

Absent: Wanda Lauer, Julie Solberg, Renu Malhi, David Schmitz

Others in Attendance: Judy Solberg, Nikki Voigt

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
Call the meeting to order— Gary Schindler	Gary Schindler called the meeting to order at 10:03 a.m.	
Approve the minutes from April 23, 2024.	The minutes were provided prior to the meeting for review.	David Bradley made a motion to approve the minutes from April 23, seconded by Corey Smith. The motion passed unanimously by the attending members.
3.6, Drug and alcohol screening and education program policy (Drs. Bradley and Smith)	<ul style="list-style-type: none"> • Update School of Medicine & Health Sciences to SMHS after first reference • Or other drugs that impair • Update incorrect page number in table of contents • Update two broken links • Move headings outside of tables to be consistent • Check if Jennifer Duffy is still correct contact • Update headings to lowercase for consistency • Update totally inclusive to exhaustive • Should policy be updated to include all SMHS students instead of just clinical? Look at the UND code of conduct and incorporate UND’s policy into this policy or reference them. • When Clinical Faculty • Clinical education faculty shall • Update has substantially deteriorated to substantial deterioration of • Update disconnected to tangential • Reformat department contacts page and add missing departments 	<ul style="list-style-type: none"> • Ken Ruit, David Bradley, Gary Schindler and Judy Solberg to look at UND’s code of conduct and update policy to be inclusive of all SMHS students. Once updated, meet again to discuss with committee. • Once approved by committee, it will need to be brought to Faculty Council.

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3.9, Student grievance policy back from legal	<ul style="list-style-type: none"> • A document • Add in specific requirements for what should be included in written grievance under Procedures II • Update is included to has been provided • If the appellant and/or a person representing • Each party may provide a closing statement • Within fifteen calendar days of the date of the report • Update other timelines in the policy to be consistent with this (of the date) 	David Bradley made a motion to approve the policy with the recommended changes, seconded by Motoki Takaku. The motion passed unanimously by the attending members.
Other Business:		
Adjournment	Meeting was adjourned at 10:44 p.m.	

Prepared by: Nikki Voigt