

**SMHS Bylaws Committee**  
**December 15, 2021 - 12:00pm**  
**Zoom Conference**

In Attendance: Drs. Thad Rosenberger, Gary Schindler, Stephen Tinguely, Abe Sahmoun, Shahram Solaymar, Julie Solberg & Emily Henneman


Absent: Dr. Bibhuti Mishra

Others in Attendance: Drs. Ken Ruit & Judy Solberg and Jeanette Gratton

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
Call to Order	Meeting was called to order by Dr. Thad Rosenberger.	
Review and approval of November 15, 2021, minutes	Noted changes in absent/present listing.	Motion made by Dr. Schindler, seconded by Dr. Tinguely, to approve the minutes as amended. Motion passed unanimously.
School-wide policy review	<p><b>2.4/3.3 Conflict of Interest</b>  <i>Reviewed by Drs. Rosenberger, Sahnoun, and Tinguely</i></p> <p>Major change is how to define a conflict of interest. Discussed if there was another way to review if the conflict of interest is not clear. This is described in 3.3.</p> <p>Policy Statement for 2.4 and 3.3:            All UND SMHS committees shall execute a process by which committee member conflicts of interest are identified and managed.</p> <p>This policy ensures proper identification and management of conflicts of interest for the Faculty Council (FC), FC standing committees, programmatic committees and other SMHS committees to ensure the integrity of committee deliberations, actions, and decision-making processes.</p> <p>In the new format for policies, principles will not be included, these items will be listed in procedures as needed.</p>	<p>Policy 2.4/3.3 Conflict of Interest will be returned to the sub-committee for suggested edits.</p> <p>Motion by Dr. Tinguely, second by Dr. Sahnoun to approve the reviewed items on the marked-up copy of the conflict of interest policy, return it to the sub-committee and then review the clean copy again.            Motion passed unanimously.</p> <p>Dr. Rosenberger will set up a Teams site for the committee to review/edit one single document.</p> <p>Motion by Dr. Tinguely and second by Dr. Rosenberger for Dr. Ruit, as our committee's advisor, to review and provide edits/feedback for policy 3.12, Student Mistreatment.</p>

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Adjournment: 1:22 PM		
Next Meeting:	TBD - Discussed meeting more frequently for review of these policies.	Doodle the committee for more frequent meeting dates in the next semester.

  
Thad Rosenberger, Ph.D., Chair

12/15/2021  
Date