

**Bylaws Committee**  
SMHS  
February 17, 2017

**In attendance:** Drs. C. Janssen, T. Rosenberger, A. Selya, J. McHugo, J. MacGregor, M. Wu, and B. Lamborn

**Others in attendance:** M. Johnson and J. Solberg

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
Welcome/call to order	Dr. Janssen welcomed everyone to the meeting.	
Minutes	The Minutes of December 12, 2016 and February 3, 2017 were reviewed.	There was a Motion made by Dr. Rosenberger and seconded by Dr. McHugo to approve the minutes of December 12, 2016 and February 3, 2017. The Motion was approved.
Updates	<p>Dr. Janssen provided an update to the Committee on the following matters:</p> <ul style="list-style-type: none"> <li>•The Bylaws have been sent to the Office of General Counsel for review.</li> <li>•Suggested changes for the Medical Curriculum Committee (MCC) section of the Bylaws are in-process at the Committee level.</li> <li>•Suggested changes for the Committee on Promotion and Tenure (CPT) section of the Bylaws are in-process at the Committee level.</li> <li>•Suggested changes for the Medical Student Academic Performance Committee (MSAPC) of the Bylaws were provided to the Bylaws Committee. Discussion was had regarding these suggested changes.</li> </ul> <p>This is an editorial change to the Bylaws.</p>	There was a Motion made by Dr. McHugo to change the language of the Bylaws, MSAPC, C, 1,c to read, "Four members of the medical student body, one appointed from each class and approved by the Associate Dean for Student Affairs and Admissions." The Motion was seconded by Dr. Rosenberger. It passed unanimously.
Review and correct typos/wording in Bylaws document		This will be postponed until the next Bylaws Meeting.

Committee on Resources in Education (CoRE) membership	Discussion was had regarding the membership of CoRE. The recommendation from CoRE is to add the Associate Dean for Teaching and Learning as a non-voting/advisory member. CoRE membership has also requested that two members from the Biomedical and Health Sciences Curriculum Committee be added. One member representing Biomedical Sciences and one member representing Health Sciences.	There was a Motion made by Dr. Thad Rosenberger to change the following language under the Committee on Resources in Education, C, 1, a, to “Two members from the Biomedical and Health Sciences Curriculum Committee; one member representing Basic Sciences and one member representing Health Sciences.” The Motion was seconded by Ms. Lamborn and passed with one abstention.
Make edits to Biomedical Science Department	There was discussion regarding how to label “basic sciences” versus “biomedical sciences” within the Bylaws document.	Due to time constraints, the discussion will be carried forward.
Next meeting	The next meeting will be March 3, 2017 at 3:00 PM.	
Adjournment	The meeting was adjourned.	

*Cindy Janssen* 3-3-17  
Cindy Janssen, Ph.D., Chair