

SMHS Bylaws Committee
September 25, 2019, 12:00pm
SMHS Room E493, Video to Fargo 140

In Attendance: Drs. Thad Rosenberger, Cindy Janssen, Jay MacGregor, Kim Becker, Bibhuti Mishra, and Emily Henneman, PT


Absent: Drs. Gary Schindler, Jyotika Sharma, Stephen Tinguely

Others in Attendance: Dr. Ken Ruit, Judy Solberg, and Mary Johnson

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
Call to Order: Dr. Thad Rosenberger	Meeting was called to order by Dr. Thad Rosenberger	
Update on governance restructuring involving reporting committees	MCC will be called UMEC. UMEC, GMEC, BHSEC will be reporting committees to FAC. Deadline to forward Bylaws updated to FAC is October 30, 2019.	Update given by Dr. Thad Rosenberger
Approval of Meeting Minutes	Approval of meeting minutes from July 17, 2019.	Motion made by Dr. Kim Becker to approve minutes. Motion was seconded by Dr. Cindy Janssen. Motion was passed unanimously.
<p>Bylaws changes due to governance restructuring Page 1 – Mission Statement</p> <p>Page 2 – Voting Faculty</p>	<p>Information that the school does not have a Mission Statement but does have a Purpose Statement was given to the committee. Discuss held as to whether or not to update Bylaws to reflect this.</p> <p>Subsection One – Voting Faculty—</p> <p>Voting membership of the Faculty shall be those persons holding the rank of Professor, Associate Professor, Assistant Professor, Instructor, Clinical Professor, Clinical Associate Professor, Clinical Assistant Professor, Clinical Instructor, Research Professor, Research Associate Professor, or Research Assistant Professor.</p>	<p>Motion made by Dr. Cindy Janssen to change mission statement to purpose statement as is reflected in the Strategic Plan. Dr. Bibhuti Mishra seconded this motion. Motion passed unanimously.</p> <p>Motion made by Dr. Cindy Janssen to change Subsection One – Voting Faculty as follows:</p> <p>Voting membership of the Faculty shall be those persons holding the rank of Professor, Associate Professor, Assistant Professor, Instructor, Clinical Professor, Clinical Associate Professor, Clinical Assistant Professor, Clinical Instructor, Research Professor, Research Associate Professor, or Research Assistant Professor, or</p>

<p>Page 6 – Subsection Five – Faculty Assembly</p>	<p>Subsection Five – Faculty Assembly</p> <ol style="list-style-type: none"> 1. The faculty shall meet at least annually at a time and place set by the Dean of the School. 2. The faculty shall receive an annual report from the Dean and the Faculty Academic Council on the State of the School. The Dean shall circulate a written agenda to all Faculty members at least one week prior to a scheduled meeting. Such a gathering will be called the Faculty Assembly. 3. Electronic means may be used, where appropriate to enable the annual meeting to be held simultaneously in multiple sites. 4. The Dean, or the Dean’s designee, shall serve as the presiding officer at all meetings of the Faculty Assembly. 5. Meetings of the faculty may be called by the Dean or by petition of at least 30 voting members of the Faculty. 6. The voting Faculty is the sole body empowered to approve the Bylaws of the School and to ratify amendments to the Bylaws. 	<p>Research Assistant Professor, Teaching Professor, Teaching Associate Professor, Teaching Assistant Professor, Teaching Instructor.</p> <p>Dr. Kim Becker seconded this motion. Motion passed unanimously.</p> <p>Motion made by Dr. Kim Becker to change Subsection Five – Faculty Assembly as follows:</p> <p>Subsection Five – Faculty Assembly</p> <ol style="list-style-type: none"> 1. The faculty shall meet at least annually at a time and place set by the Dean. Such a gathering will be called the Faculty Assembly. 2. The faculty shall receive an annual report from the Dean on the State of the School. The Dean shall provide notification to all Faculty members at least one week prior to scheduled Faculty Assembly. 3. Electronic means may be used, where appropriate to enable the annual meeting to be held simultaneously in multiple sites. 4. The Dean, or the Dean’s designee, shall serve as the presiding officer at all meetings of a Faculty Assembly. 5. A Faculty Assembly may be called by the Dean or by petition of at least 30 voting members of the Faculty.
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New Business	<p>Dr. Thad Rosenberger and Dr. Stephen Tinguely will highlight what must be completed in Bylaws document prior to FAC's meeting.</p> <p>Discussion held as to how Reporting Committees will be populated.</p>	
Adjournment: 1:10 PM		
Next Meeting:	October 16, 2019 at 12:00 PM	


 Thad Rosenberger, Ph.D., Chair

10-16-19
 Date