

Bylaws Committee  
SMHS  
September 26, 2016

Attending: Breann Lamborn, Dr. Thad Rosenberger, Dr. Jeanie McHugo, Dr. Jane Dunlevy, Dr. Susan Splichal, Dr. Arielle Selya, and Dr. Min Wu

Absent: Dr. Jay MacGregor, Dr. Cindy Janssen

Others in Attendance: Dr. Ken Ruit, Judy Solberg

Recorder: Mary Johnson

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
Welcome/Call to order	Judy Solberg welcomed everyone to the meeting.	
Approval of April Minutes	Minutes from April 12, 2016 and April 27, 2016 were reviewed.	There was a motion made by Dr. Jeanie McHugo to approve the minutes as presented, seconded by Breann Lamborn. Motion passed.
Introduction of New Members	All committee members introduced themselves.	
Election of chair	There was a call for chair nominees. Dr. Susan Splichal nominated Dr. Cindy Janssen. It was seconded by Breann Lamborn. Dr. Jane Dunlevy nominated Dr. Jeanie McHugo. It was seconded by Dr. Thad Rosenberger. Nominations were closed.	There was a motion to open nominations for the Chair. Dr. Cindy Janssen and Dr. Jeanie McHugo were nominated. Five were in favor of Dr. Cindy Janssen and three were in favor of Dr. Jeanie McHugo.  Discussion on whether or not to have a vice chair was to be held at the next meeting.
New Business	<p>Dr. Kim Becker requested the membership of GMEC be changed to:</p> <p style="margin-left: 40px;">A. Membership:</p> <p style="margin-left: 80px;">1. Voting Membership: Voting members shall reflect the number of residency programs sponsored by the School, shall comply with the requirements of the ACGME and shall be composed of at least the following:</p>	Dr. Jane Dunlevy made a motion to approve the requested changes to the Bylaws as submitted by Dr. Kim Becker. Dr. Thad Rosenberger seconded the motion. The motion was unanimous.

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	<p>a. The Designated Institutional Official (DIO), appointed by the Dean. The DIO shall be the Chair of the Committee.</p> <p>b. The program director from each of its ACGME-accredited programs or assistant/associate program director when program director is absent.</p> <p>c. One resident/fellow or one resident/fellow alternate of each ACGME-accredited residency/fellowship program, elected by the residents/fellows of each program.</p> <p>2. Nonvoting Membership/Advisory:</p> <p>a. The program coordinator of each sponsored residency program.</p> <p>b. Associate or Assistant Deans, as appointed by the Dean.</p> <p>c. One member representing each major participating site will be offered the opportunity to serve on GMEC, appointed by the chief executive of the participating site.</p>	
Adjournment	The meeting adjourned at 2:00 PM	
Next Meeting	Wednesday, November 16, 2016	

*Cindy (Helinda) Jensen*

Signature

11-29-16

Date Approved