

School of Public Health & Information Sciences (SPHIS) Summary of Changes in Proposed Bylaws

Recommended by SPHIS Faculty Council: [December 14, 2024](#)

Approved by SPHIS Faculty: [February 10, 2025](#)

There is one primary change to the current June 23, 2022, Board Approved SPHIS Bylaws.

1. Removal of all references to the Executive Committee. **This has been removed from all references on pages: 1, 9, and 11.**

The primary change on page 1 is shown below in red.

A. Executive Committee

Responsibility. The Executive Committee is responsible for advising the dean on all matters pertinent to development and implementation of policies and procedures and their communication to the faculty. The Executive Committee is advisory to the Dean in all administrative matters related to the mission of the school, and its implementation with the exception of recommendations regarding promotion and tenure (see *Section V.A.2*); and faculty grievances (*Redbook, Article 4.4*). The Executive Committee provides the structure for effective communication among the faculty, staff, its committees, and the administration.

Composition. The Executive Committee is composed of the Dean, Associate and Assistant Deans, Department Chairs, and other relevant appointments made by the Dean. The Dean serves as the Chair of the committee. The Executive Committee meets on a monthly basis or as often as needed by the Dean, and may request a meeting of the SPHIS Faculty in accordance with the Bylaws (see *Section IV.A*). The committee members are expected to balance advocacy for their constituents with the overall mission of the SPHIS. Minutes of meetings are recorded. An Administrative Assistant in the Dean's Office who does not hold membership on the committee will record the minutes.

The responsibility of this unelected committee overlapped with the officially elected Faculty Council (one of three Standing Committees), which *"is advisory to the Dean, and is responsible for review and interpretation of the Bylaws, and for reviewing SPHIS-wide policies and amendments developed by standing committees to be submitted to the Dean and voted on by the eligible faculty of the school."*

In reference to *"communication to the faculty"* noted above under **Responsibility**, the Dean has established meetings held with all constituencies relevant to SPHIS, including faculty, staff, students, student government association, committees, Department Chairs (group and one-on-one) and Dean's Office members. These will continue on a regular basis in keeping with the responsibilities and duties of the Dean as noted in the Bylaws on page 9.