

School of Public Health & Information Sciences (SPHIS)

Summary of Changes in Proposed Bylaws

Recommended by SPHIS Rules Policies & Credentials Committee: May 18, 2018

Recommended by SPHIS Faculty Forum: June 15, 2018

1. Clarification of the language regarding the reporting line for the Dean: to the Executive Vice President and University Provost (EVPUP) through the Office of the Executive Vice President for Health Affairs (EVPHA). (II.A, page 1).
2. Clarification of Articles from the 2002 Bylaws based on a reorganization, rewrite, and integration of these sections into the appropriate section of the revised Bylaws for specific articles (*i. preface; ii. faculty membership & privileges; iii. executive faculty; iv. faculty forum; v. administrative units; vi. administrative officers; viii. election of representatives to faculty senate & university-wide committees; ix. bylaws amendment and voting procedures*), and removal of two articles (*vii. council of chairs and deans; x. miscellaneous provisions during initial phase of school*) (previously in 2002 document - pages 1-7).
3. Clarification and consolidation of voting eligibility, as noted: *“It is the responsibility of all eligible faculty members to participate in the affairs of the SPHIS. All eligible full-time faculty members whose primary academic appointment is in the SPHIS may participate in SPHIS committees, represent the SPHIS on university committees, and vote on all issues brought before them, unless otherwise noted in these Bylaws. Unless otherwise exempted, faculty members in Phased Retirement retain voting privileges. Faculty members do not have voting privileges if they are a joint member with a primary appointment in another unit, or if they are part-time, emeritus, adjunct, or temporary full-time contracted for one year or less. Voting members on leave do not vote unless they inform the Office of the Dean in writing that they wish to vote during their leave. Voting is conducted by secret ballot and may take place by electronic ballot or by paper ballot; the latter are collected by the appropriate Administrative Assistant(s) and tallied by two staff members. Although records are kept on whether a faculty member voted, the result of their vote is anonymous. When feasible, faculty members have five (5) working days after the distribution of ballots to submit votes via mail, or electronically, depending on the manner in which the ballots were distributed.”* (III.C, page 3).
4. Change in number of faculty meetings from three to two per year (*fall and spring semester*) (IV, page 3).
5. Clarification of language regarding standing committees with a reorganization resulting in three committees, Faculty Council (*previously Faculty Forum*), Promotion and Tenure, and Student Grievance. (V.A, pages 5-7).
6. Change in name of Faculty Forum to Faculty Council with clarification of responsibilities (*from timely action on policy recommendations & action of Executive Faculty committees to review and interpret bylaws when requested or needed; review that changes in school-wide policies, operations or structure are in accordance with the bylaws & propose recommendations; and assist with oversight of SPHIS-wide elections*), composition (*from six to ten with equal representation of all departments*), and term (*from three years to two*). (V.A.1, pages 5-6).
7. Addition of a backup procedure when there are no eligible faculty members in a department to serve on the PAT Committee, which allows for a vote between at least two outside department faculty who are tenured at the rank of Professor. (V.A.2, Composition, paragraph 3, page 6).
8. Clarification regarding eligibility for membership on the Student Academic Grievance Committee for both faculty and students. (V.A.3, Composition, paragraph 1 & 2, page 7).
9. Clarification on how a majority vote for changes to the policy document is defined. (VII, page 8).
10. Insertion and integration of descriptions from appendices (*1-officers of the executive committee; 2-action committees; 3-faculty forum; 4-departmental listing; 7-council of chairs and dean; 8-faculty senators, 9-other committees*) into the main policy when appropriate, with retention of the appendices on the responsibilities and duties of the dean and of the department chairs (Appendix A & B, pages 9-11).