

Proposed Amendments to the TH Chan School of Medicine Bylaws

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TH Chan School of Medicine Bylaws Revision Timeline

Date	Description
July- August 18, 2023	Review for revisions including committees & Lahey
Aug 21 – Sep 4, 2023	Route revisions to committees for final review/edits
September 21, 2023	Send proposed revisions to the Faculty Assembly members to review prior to meeting & ask to bring back any feedback
October 5, 2023	Presented at Faculty Assembly
October 5 – Nov 16	Legal Review
December 7, 2023	Final version presented at Faculty Assembly for Vote Final version presented at Faculty Council for endorsement
January 18, 2024	Final version presented at Executive Council for endorsement
January 22, 2024	Ballot sent to faculty-at-large (deadline February 5 th)
January 29, 2024	Reminder e-mail to all faculty (deadline February 5 th)
February 5 th	Ballot closes
February 6 th	Final document forwarded for administration approval

Governance Document of The University Of Massachusetts Worcester

(Doc. T03-035, as Amended by the Board of Trustees 9/18/13)

Any faculty member within a particular School may propose an amendment to that School's bylaws. A proposed amendment shall be handled as follows...

iii. The officers of that School's faculty Representative Body will finalize the language for the proposed amendment. During this time, the amendment will be transmitted to the Vice Provost for Faculty Affairs who shall facilitate **administrative and legal review**.

iv. At a future meeting of that **School's faculty Representative Body**, a vote will be taken on whether to recommend adoption of the amendment. Before such a vote is taken, the Office of the Dean may state its position on the amendment and the Vice Provost for Faculty Affairs may report on the results of the administrative and legal review.

v. A two-thirds majority vote to recommend adoption shall result in the proposed amendment being forwarded to the campus' Faculty Council and Executive Council for review and consultation. These two Councils may provide a recommendation (positive or negative) to the School's faculty Representative Body.

vi. The proposed amendment (including the recommendations, if any, of the Dean's Office and the Faculty and Executive Councils) shall be transmitted to the **Faculty-at-large** of that School for a vote on the amendment. A simple majority of votes cast shall be required for approval and adoption.

"Faculty-at-large" - the employed (full and part-time) faculty of UMW as defined in the appropriate School's Academic Personnel Policy.

Amendment # 1: Modify list of Basic Science Departments

ARTICLE II: DEPARTMENTS

A. Basic Science Departments

There are ~~eight (8)~~ basic science departments **within the T.H. Chan School of Medicine**. They are as follows:

- Biochemistry and Molecular Biotechnology
- **Genomics & Computational Biology**
- Microbiology and Physiological Systems
- Molecular, Cell and Cancer Biology
- Molecular Medicine
- Neurobiology
- Population & Quantitative Health Sciences
- RNA Therapeutics Institute
- Systems Biology

Amendment # 2: Include UMass Chan-Lahey Departments

C. Regional Campuses

There are departments in each Regional Campus in the T. H. Chan School of Medicine. They are as follows:

UMass Chan-Lahey Regional Campus

- Anesthesiology at UMass Chan-Lahey
- Emergency Medicine at UMass Chan-Lahey
- Medicine at UMass Chan-Lahey
- Neurology at UMass Chan-Lahey
- Pathology at UMass Chan-Lahey
- Psychiatry at UMass Chan-Lahey
- Radiology at UMass Chan-Lahey
- Surgery at UMass Chan-Lahey

Other such Regional Campus departments may be later established pursuant to and consistent with BOT Doc. T03-035, as amended.

Amendment # 3: Faculty Assembly

2. Membership

Additionally, up to three faculty members from **each Regional Campus** ~~UMass Chan Baystate~~ shall be elected by the Regional Campus faculty to serve as voting members of the T.H. Chan School of Medicine Faculty Assembly. Terms are for three years, staggered so that one should be elected each academic year.

5. Meetings

a. T.H. Chan School of Medicine Faculty Assembly meetings may occur ~~either at the conclusion of a~~ **during** a UMass Chan Medical School Faculty Council meeting (~~after adjournment thereof~~), or on some other regularly scheduled basis during the academic year.

**The rest of the committee as described in the current bylaws remains unchanged.

Amendment # 4: Educational Policy Committee Membership

2. Membership

ii. Up to three faculty representatives from **each of the T. H. Chan School of Medicine Regional Campuses**, selected by the Dean after consultation with the Regional **Campus** Executive Dean.

iv. Voting student membership shall consist of **four** students from the T.H. Chan School of Medicine (**including** one specifically from **each Regional Campus**). One alternate may be designated and shall have voting rights in the absence of a student voting member. Student representatives may be selected from any of the medical school classes and are appointed by the Student Body Committee.

**The rest of the committee as described in the current bylaws remains unchanged.

Amendment # 5: Admissions Committee

1. Duties

d. Review and propose procedures appropriate for consideration and selection of applicants, including **criteria to regional campus tracks**.

- ~~i. Activities related to the recruitment of students and the dissemination of admissions information throughout undergraduate or secondary school campuses; and~~
- ~~ii. Procedures for identification and recruitment of applicants from groups underrepresented in medicine and from disadvantaged backgrounds in compliance with the American Medical College Application Service (AMCAS) and consistent with Trustee Policy on Affirmative Action and Equal Opportunity (Doc. T92-034, as amended).~~

2. Advising and Reporting

a. The Admissions Committee shall advise and consult with the Representative Bodies ~~in particular~~ **with** respect to any proposals to be forwarded by the Committee to the Dean and Provost.

Amendment # 5: Admissions Committee cont.

3. Membership

- a. Voting membership of the Admissions Committee shall consist of the following sixty voting members:
 - i. ~~Associate Dean for Admissions, who shall serve as Chair.~~
 - ii. **Up to** fifty-one (51) Faculty members from both the UMass Chan Medical School basic science and UMass Chan – UMass Memorial Health clinical science departments, each as recommended by the Associate Dean for Admissions and appointed by the Dean. Within this number of fifty-one includes the following:
 - a. Up to ~~eight (8)~~ **four (4)** members shall be from the MD/PhD program, upon consultation with the MD/PhD Program Director and the Senior Associate Dean for Educational Affairs; and
 - b. Up to ~~three (3)~~ **four (4)** members shall be from **each Regional Campus**, upon consultation with the **campus** Regional Executive Dean.
 - iii. Up to ~~eight (8)~~ **twelve (12)** students from the T.H. Chan School of Medicine, as recommended by the Student Body Committee and appointed by the Associate Dean for Admissions.
 - iv. **Up to** one (1) T.H. Chan School of Medicine medical alumnus representative, appointed by the Associate Dean for Medical School Admissions upon recommendation by the T.H. Chan School of Medicine Alumni Council.
- b. Non-voting membership shall consist of the following:
 - i. **Associate Dean for Admissions, who shall serve as Chair.**
 - ii. The Director of Admissions and Vice Provost for Educational Affairs. Additional non-voting members may be added and shall be appointed annually by ~~majority vote of the Admissions Committee~~ **the Associate Dean of Admissions and approved by the Dean.**
 - iii. Alternate members may be designated as defined in the Admission Committee's bylaws. These members may attend and participate without vote.

Amendment # 6: Graduate Medical Education Committee

1. Duties

The Graduate Medical Education Committee (GMEC) shall establish and implement policies and procedures regarding the quality of education and the work environment, including ~~duty~~-work hours, for residents in all GME programs (ACGME-accredited and Non-standard training program) within the T.H. Chan School of Medicine Sponsoring Institution and the participating sites. **The GMEC** shall demonstrate effective oversight of ACGME-accreditation status of the Sponsoring Institution and its ACGME-accredited programs; review and approve annual stipends and benefits; and review and approve all changes in programs requiring communication with the ACGME. The duties of the committee include but are not limited to all responsibilities of the GMEC as stated in the ACGME Institutional and Common Program Requirements.

2. Advising and Reporting

b. The Dean and **Senior** Associate Dean for Graduate Medical Education shall consult with the GMEC on matters related to graduate medical education.

Amendment # 6: Graduate Medical Education Cont.

3. Membership

- a. Voting membership of the GMEC shall consist of the following:
 - i. The **Senior** Associate Dean for Graduate Medical Education, who shall serve as Chair.
 - ii. The Chief Medical Officer of **UMass Memorial Medical Center (UMMMC)**, who shall serve as Vice-Chair.
 - iii. The Chief Quality Officer of UMMC.
 - iv. One program director from each ACGME-accredited residency and fellowship program with a second voting representative from the Departments of Surgery and Medicine, **after consultation with the Dean**.
 - v. Six resident or fellow representatives elected by their peers.
 - vi. Two residency or fellowship program coordinators, self- or peer- nominated, and elected by the Program Coordinator Advisory Council.

- b. Non-voting membership of the the committee may consist of members of the Tan Chingfen Graduate School of Nursing, UMMH and any affiliated hospitals, as appointed by the Dean or **Senior** Associate Dean for Graduate Medical Education.