

5.8 BYLAWS OF THE HEALTH SCIENCES FACULTY

I) FUNCTIONS

The primary function of the Health Sciences Faculty shall be to authorize and supervise all courses and curricula for health science students and to advise the Vice Chancellor Health Sciences concerning various matters, including the resources necessary to perform its missions and to implement the curricula as part of the shared governance process of UCSD Health Sciences. The Faculty shall be responsible for determining the conditions for admission, testing, and promoting medical and pharmacy students, and determining the conditions for awarding the degree of Doctor of Medicine and the degree of Doctor of Pharmacy, and recommending to the President candidates for each degree.

The Faculty shall be responsible for selecting, training, and certifying students in Health Sciences Graduate Education Programs. The Faculty shall participate in selecting, training, and certifying health sciences graduate students to the Graduate Dean, for research degrees. The Faculty shall also participate in the training of other professionals.

The Faculty shall engage in research in biomedical science, health care, or related fields, to fulfill the responsibility of the University to develop, transmit, and apply new knowledge in the health sciences.

II) MEMBERSHIP

The members of the Health Sciences Faculty shall consist of:

- A) Those members of the San Diego Division of the Academic Senate who hold appointments in Departments of Health Sciences Schools or who hold an FTE, or portion thereof, assigned to the School of Medicine (SOM) or Skaggs School of Pharmacy and Pharmaceutical Sciences (SSPPS).
- B) Other Faculty and Academics, i.e., Clinical Professors, Adjunct Professors, Project Scientists, Research Scientists, Lecturers and any other series approved by Faculty Council, who have appointments in Health Sciences Departments and who devote 100% of their professional effort in support of the programs of the Health Sciences Schools.
- C) Other UCSD Faculty who devote a significant proportion of their professional effort to the programs of the School of Medicine or Skaggs School of Pharmacy and Pharmaceutical Sciences; subject to annual approval by the HS/Faculty Council on recommendation of the SOM/Nominating Committee, in consultation with the SSPPS/Nominating Committee, which shall solicit their nomination from Health Sciences Faculty.
- D) The Associate Faculty of the Health Sciences Schools shall be invited to attend all meetings of the General Faculty and to participate in all discussions. Associate members may also be appointed to serve as voting members of Standing Committees or Subcommittees of the Health Sciences Faculty, including the HS/Faculty Council, in which case voting privileges are restricted only as indicated in Bylaw paragraph III "Voting Membership", immediately below. [Am 5/25/10]

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III) VOTING MEMBERSHIP

The voting Members of the Health Sciences Faculty shall consist of those members of the School of Medicine and Skaggs School of Pharmacy and Pharmaceutical Sciences Faculty who are also members of the Health Sciences Compensation Plan (HSCP), salaried physicians, pharmacists, or academic staff at the VA who hold a faculty appointment in the SOM or SSPPS subject to academic review, academics in the Research Scientist series in the SOM or SSPPS who hold 51% or greater appointments, and SOM or SSPPS emeritus faculty; with the provision that voting privileges shall be exercised in compliance with Legislative Ruling 12.75. All members of the Faculty, as defined above, shall have the privilege of voting. To ensure compliance with any matter for the Academic Senate or advising in the name of the Senate, votes of Senate and non-Senate members shall be recorded separately and only votes of Senate members will be transmitted. Compliance with Legislative Ruling 12.75 allows that all eligible faculty can vote on questions that will be referred for final Senate action to another Senate agency, such as the campus Graduate Council. [Am 5/25/10]

IV) OFFICERS

The Officers of the Faculty shall consist of a Chair and a Vice-Chair.

- A) The Chair shall be assumed by the Vice-Chair of the preceding year. In case the Vice-Chair is not able to so serve, the Faculty shall elect a Chair from a slate of two nominees proposed by the SOM/Nominating Committee, in consultation with the SSPPS/Nominating Committee. Additional nominations may be made by petition of five members of the Faculty. The Chair of the Faculty shall serve also as Chair of the HS/Faculty Council. He/she shall serve ex officio without vote on the UCSD Medical Center Board of Governors. [Am 5/25/10]
- B) The Faculty shall elect the Vice-Chair of the Faculty each year. The SOM/Nominating Committee, in consultation with the SSPPS/Nominating Committee, shall propose two nominees. Additional nominations may be made by petition of five members of the Faculty. The Vice-Chair of the Faculty shall serve as Vice-Chair of the HS/Faculty Council. He/she shall become Chair of the Faculty at the end of his/her first year in office, or at any earlier time that the Chair should be vacated.
- C) The Vice Chancellor Health Sciences shall designate a Secretary of the HS/Faculty Council, annually from the Health Sciences Administrative staff. The Secretary shall not have the privilege of vote, and shall be responsible for the recording and distribution of Minutes.

Department Chairs and Administrative Officers of the Schools shall be ineligible for nomination as either Chair or Vice-Chair of the Faculty. All Officers of the Faculty as well as Chairs and members of the Faculty Committees (except those serving ex officio) shall serve from September 1 of each year.

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V) MEETINGS

The Faculty shall meet at least once during the academic year and, in addition, on written request by twenty of its members. Notice of a Faculty meeting must be given at least five days in advance of each meeting. The number equal to 25% of the Faculty shall represent a quorum. The Associate Faculty shall be invited to attend all Faculty meetings of the School. The HS/Faculty Council shall meet at least once during each month of the regular academic year.

VI) COMMITTEES

As required by Legislative Ruling 12.75, all votes conducted by any standing committee of the Health Sciences where non-Senate faculty have a vote will be submitted to the Health Sciences Faculty Council for final approval by its Senate membership. For all Standing Committees of the Faculty, a quorum shall consist of one half the voting membership, plus one. The Standing Committees of the Faculty shall consist of committees that are both common and specific to the individual schools, i.e., Medicine and Pharmacy and Pharmaceutical Sciences. Standing Committees common to the Health Sciences include:

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A) HS/Faculty Council

The HS/Faculty Council shall consist of the positions described herein below. [Am 5/25/10]

The HS/Faculty Council is composed of the Chair; the Vice-Chair (Chair-Elect); one member of the Associate Faculty nominated by the SOM/Nominating Committee, in consultation with the SSPPS/Nominating Committee, and approved by the balance of the Council; and six other members of the Faculty elected by ballot of the Health Sciences faculty. Not more than two of such six members may come from the same department. The ballot shall consist of a slate of two candidates for each open position proposed by the SOM/Nominating Committee, in consultation with the SSPPS/Nominating Committee, plus any nominations made by petition of five members of the Faculty following circulation of the proposed slate. Directly elected members of the HS/Faculty Council shall serve staggered three-year terms. [Am 5/25/10]

The HS/Faculty Council shall also include the Chairs of the following committees from SOM and SSPPS: SOM Committee on Educational Policy; both the SOM and SSPPS Committees on Academic Personnel and the SSPPS Educational Policy and Academic Oversight Committee (EPAOC). In addition, the HS/Faculty Council shall include the immediate past Chair of the HS/Faculty Council, the Chair of the SOM/Nominating Committee, Chair of the HS/Faculty Rights and Welfare Committee, and Chair of the HS/Planning and Budget Committee. [Am 5/25/10, Am 1/28/14]

The Dean for Medical Education, the Chair of the Board of Governors, the Chief of Staff Veterans Affairs San Diego Healthcare System, the Dean of the Skaggs School of Pharmacy and Pharmaceutical Sciences, the Associate Vice Chancellor for Academic Affairs, Health Sciences, and the Vice Chancellor Health Sciences shall also serve, ex officio without privilege of vote. In future, the HS/Faculty Council may approve more or different Committee Chairs as members of HS/Faculty Council as individual Schools evolve and change their Committee structure. [Am 1/28/14, Am 4/12/16]

The HS/Faculty Council shall advise the Vice Chancellor Health Sciences and represent the Faculty on matters related to the education, research, and service programs of the Schools. It shall review proposals for the creation of endowed chairs in the SOM. It shall also resolve all tie votes in connection with runoff elections specified by the HS/Bylaws. The HS/Faculty Council shall approve matters that must by regulation receive final action by the Academic Senate. [Am 5/25/10, Am 1/28/14]

A member of the HS/Faculty Council who holds a position by virtue of being a Chair of a Committee of the Faculty may be replaced at a HS/Faculty Council meeting by the Vice-Chair of that committee or another member designated by the committee, who will have the right to vote under the Voting regulations detailed in paragraph III above. Elected members of the HS/Faculty Council may not send substitutes to meetings. [Am 5/25/10]

The HS/Faculty Council shall be responsible for coordinating and integrating the activities of the other Faculty Committees. To facilitate this, the minutes of each of the other Committees shall be distributed to

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the HS/Faculty Council. The HS/Faculty Council shall be the final decision making body of the Health Sciences Faculty for all matters save those requiring full Faculty vote. At any given time, no less than nine members of HS/Faculty Council must be Senate faculty. [Am 5/25/10]

B) Health Sciences Committee on Planning and Budget (HS/CPB)

The HS/Committee on Planning and Budget shall consist of a Chair and Vice-Chair, and two other members selected in accordance with SOM Bylaws Article VI.F. (paragraph 3). The Deans of the School of Medicine and Skaggs School of Pharmacy and Pharmaceutical Sciences, or their representatives shall serve ex-officio, without vote. The members shall serve staggered 3-year terms.

The HS/Planning and Budget Committee shall provide faculty input on resources necessary for the Faculty to fulfill its missions. This committee shall review and comment on Administration plans in regard to School of Medicine and Skaggs School of Pharmacy and Pharmaceutical Sciences budgets, plans for new and existing programs and facilities, and other resources that affect the functioning of the Faculty.

C) Health Sciences Faculty Rights and Welfare Committee (HS/FRWC)

The HS/Faculty Rights and Welfare Committee shall consist of six full-time Health Sciences faculty members proposed by the SOM/Nominating Committee, in consultation with the SSPPS/Nominating Committee, and elected by the Faculty in accordance with Article VI.A. To ensure broad representation on the HS/FRWC, the SOM/Nominating Committee, in consultation with the SSPPS/Nominating Committee, shall, when possible, consider nomination of individuals from all faculty series. The Chair and Vice-Chair of the Committee shall be selected in accordance with VI.A. The Assistant Vice Chancellor for Faculty Affairs, Health Sciences, and the Associate Dean for Academic Affairs of SSPPS serve ex-officio without vote. The members shall serve staggered 4-year terms. [Am 4/12/16]

The HS/FRWC shall consider and make recommendations to the HS/Faculty Council on matters pertaining to the welfare of the Health Sciences Faculty in general or of specific faculty groups having shared concerns. The HS/Faculty Council will develop specific charges as issues arise. While individual faculty members may propose such issues, it is not intended that the HS/FRWC act as a grievance committee for individual problems.

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D) Special Committees, Commissions and Task Forces

From time to time HS/Faculty Council may create special Committees, Commissions, or Task Forces to address issues that either do not fall under the jurisdiction of standing committees, or which require effort, resources, or expertise beyond the capabilities of standing committees. Such bodies shall be created by vote of the HS/Faculty Council, and their terms shall normally not exceed three years without re-authorization by the HS/Faculty Council. Depending on circumstances, HS/Faculty Council may appoint the Chair of the Special Committee, Task Force, or Commission to the HS/Faculty Council as either a voting or nonvoting member.

VII) ELECTIONS

Except for special elections, election of Officers of the HS/Faculty for any given academic year will be held in the spring quarter of the preceding academic year. Terms of office shall commence September 1 of each year. In the election of the Vice-Chair/Chair-Elect of the Faculty, or membership on the HS/Faculty Council, whenever there are more than two candidates and no candidate obtains a majority of the votes cast, a runoff election shall be conducted between the two candidates with the greatest number of votes.

VIII) AMENDMENTS

Initiative for amendment of the Bylaws may be taken either by the HS/Faculty Council or by petition signed by thirty-five (35) or more members of the Faculty. Such amendments are to be submitted to the Faculty in writing at least five days prior to a meeting, but approval of the amendment requires a two-thirds majority vote of those faculty members responding to a ballot.

At the request of thirty-five (35) members of the faculty, submitted in writing to the Chair of the Health Sciences Faculty Council within ten calendar days after the posting of the minutes of a Council meeting to the Council's website, any action of the Council shall be submitted to the vote of the full faculty of the Health Sciences. The results of any such referendum are conclusive, and the matter may not be reconsidered for a period of 50 days.