

## **Annual Report of the Bylaws Committee 2007-2008**

The members of the Bylaws Committee for the 2007-2008 academic year were Vernard Adams, Orhan Arslan, Wei Qian, Allison Willing, and Marion Ridley.

The Bylaws Committee of the College of Medicine Faculty met twice during the 2007-2008 academic year. Two changes to the Bylaws were recommended:

1. A change in the name of the Continuing Education Professional Education Advisory Committee was requested by the Office of Continuing Professional Development to correspond to the new name of the Office. The Bylaws Committee concurred and recommended the name of the committee be changed to the Continuing Professional Development Committee.
2. A recommendation for a change in the composition of the Appointment, Promotion, and Tenure Committee by the Dean and the Executive Council. The change was ratified by the full Faculty Council. The matter was then submitted to the Bylaws Committee for recommendation and was approved. The revised portion of the Faculty Bylaws now reads (with changes underlined):

(1) College Appointment, Promotion, and Tenure Committee: The College Appointment, Promotion, and Tenure (APT) Committee consists of nine tenured members of the Core Faculty (at least two-thirds {2/3} of whom shall hold the rank of Professor) and two non tenure accruing faculty of advanced rank from other pathways (Associate Professor or Professor) appointed by the Dean under terms and conditions outlined in the College Faculty Bylaws. The Committee is responsible for reviewing all applications for appointment and promotion of Core and Collateral Faculty to the ranks of Associate Professor and Professor, as well as all applications for the award of tenure, and for making recommendations concerning these to the Dean. The Committee reviews all applications for promotion and tenure in the late Fall each year for Core Faculty, in order for them to become effective at the beginning of the following academic year. The Committee also reviews requests for Joint appointments as Associate Professor and Professor when the primary University department is not within the College of Medicine and provides a third year tenure review as a service to the faculty, and reviews all requests for sabbatical leave and makes recommendations about these to the Dean.

The Committee undertook a review the entire College of Medicine Bylaws of the Faculty with consideration of a major revision. Bylaws from other institutions were obtained and reviewed including those of the University of Florida, the University of Michigan, Johns Hopkins School of Medicine, and Columbia University. After review of these documents it was decided that the USF Bylaws compared favorably or were superior to those of these institutions. The final decision was to not recommend any further changes in the Bylaws at this time.

Marion B. Ridley, M.D.  
Chair, Bylaws Committee