

5.7 BYLAWS OF THE FACULTY OF THE SCHOOL OF MEDICINE

I) FUNCTION

The primary function of the Faculty of the UC San Diego School of Medicine (SOM) shall be to authorize, supervise, and implement all courses and curricula for medical students, and to advise the Dean of the SOM concerning various matters, including the resources necessary to perform its missions as part of the shared governance process of UC San Diego Health Sciences and the SOM. The SOM Faculty shall be responsible for determining the conditions for admission, assessment, and promotion of medical students, and determining the conditions for awarding the degree of Doctor of Medicine and recommending candidates for the degree.

The SOM Faculty shall also be responsible for selecting, training, and certifying SOM graduate students to the Dean of Graduate Education and Postdoctoral Affairs for other advanced degrees in the SOM. The SOM Faculty shall also participate in the training of other UC San Diego students, trainees, and professionals in partnership with faculty from other UC San Diego Schools.

II) MEMBERSHIP

The members of the SOM Faculty shall consist of:

- A) Those members of the San Diego Division of the Academic Senate who hold appointments in SOM Departments or who hold an FTE, or portion thereof assigned to the SOM, and who devote at least 51% of their professional effort in support of the programs of the SOM. For purposes of committee service as outlined in SOM bylaws, paragraph VI, "Committees," these are considered full-time SOM Faculty.
- B) Salaried HS Clinical Faculty, Adjunct Faculty and Professors of Practice who have appointments in SOM Departments and who devote at least 51% of their professional effort in support of the programs of the SOM. For purposes of committee service as outlined in SOM bylaws, paragraph VI, "Committees," these are considered full-time SOM Faculty.
- C) Emeritus faculty whose primary appointment was in SOM when they retired and Return to Active Duty (RTAD) faculty who have appointments in SOM Departments and who devote a significant proportion of their professional effort to the programs of the SOM. RTAD faculty are subject to annual approval by the SOM Faculty Council. For purposes of committee service as outlined in SOM bylaws, paragraph VI, "Committees," these are considered full-time SOM Faculty.
- D) Faculty from other UC San Diego Schools with academic appointments in SOM who devote a significant proportion of their professional effort to the programs of the SOM; subject to annual approval by the SOM Faculty Council on recommendation of the SOM Nominating Committee, which shall solicit their nomination from SOM Faculty. For purposes of committee service as outlined in SOM bylaws, paragraph VI, "Committees," these are not considered full-time SOM Faculty.

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The SOM Faculty shall be invited to attend and participate in all meetings of the SOM Faculty and serve as voting members of standing committees or subcommittees of the SOM Faculty, except in such cases in which voting privileges are restricted only as indicated in SOM bylaws, paragraph III, "Voting Membership," immediately below.

III) VOTING MEMBERSHIP

The voting members of the SOM Faculty shall consist of those who are also members of the Health Sciences Compensation Plan (HSCP); salaried physicians or academic staff at one of the University's major affiliates (e.g., Veterans Administration San Diego Healthcare, Rady Children's Hospital-San Diego) who hold a faculty appointment in the SOM, subject to academic review; and SOM emeritus faculty with the provision that voting privileges shall be exercised in compliance with Legislative Ruling 12.75 of the Academic Senate of the University of California.

All members of the SOM 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 transmitted as separated tallies.

IV) OFFICERS

The Officers of the SOM Faculty shall consist of a Chair and a Vice Chair, who are both members of the Academic Senate. The Chair and Vice Chair shall serve as Chair and Vice Chair of the SOM Faculty Council, respectively. Administrative Officers as defined in SOM bylaws, paragraph VII, "Participation of the Administration on Committees," shall be ineligible for nomination as either Chair or Vice Chair.

- A) The SOM Nominating Committee shall propose at least three nominees to the SOM Faculty for Chair and Vice Chair of the SOM Faculty each year, as needed. Additional nominations for either role may be made by petition of at least five members of the SOM Faculty. When a Vice Chair is in place to assume the Chair position, then the slate will be used only to select a new Vice Chair.
- B) Typically, the Vice Chair shall become Chair of the SOM Faculty at the end of their first year in office, or at any earlier time should the Chair become vacated. In cases where the Vice Chair is not able to so serve, the SOM Faculty shall elect a Chair from a slate of at least three nominees proposed by the SOM Nominating Committee, which shall solicit their nominations from the SOM Faculty. Additional nominations may be made by petition of at least five members of the SOM Faculty.
- C) All Officers of the SOM 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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- D) The Dean of the SOM is requested to designate an administrative staff member to provide support for the SOM Faculty Council, including maintaining proper records, sending advance notice (call) for meetings and/or presentations to the SOM Faculty with adequate information regarding matters to be considered, recording and distributing the minutes of each meeting, conducting all elections and keeping a valid roster of voting members of the SOM Faculty. The administrative staff are not officers and shall not have the privilege of vote.
- E) Duties: The Chair shall preside at all meetings of the SOM Faculty and SOM Faculty Council and shall serve as liaison officer of the Faculty to the Dean of the SOM. The Vice Chair shall preside in the absence of the Chair at meetings of the SOM Faculty and SOM Faculty Council.

V) MEETINGS

The SOM Faculty shall meet at least once during the academic year and, in addition, on written request by at least twenty of its members. Notice of an SOM Faculty meeting must be given at least five calendar days in advance of each meeting. Twenty members of the SOM Faculty constitute a quorum.

VI) COMMITTEES

Each standing committee will have a Chair and Vice Chair, and the Vice Chair will fulfill the responsibilities of the Chair in the absence of the Chair. Each committee Chair and Vice Chair appointed shall serve a two-year term, with the possibility of reappointment to one additional term, unless otherwise specified in the bylaws.

Each standing committee shall meet at least once during the academic year and, in addition, on written request to the committee chair by a majority of its total members. A committee quorum shall consist of one-half the voting membership plus one.

Standing committees common to the SOM include:

- A) SOM Faculty Council (hereinafter called the Faculty Council)

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a) Voting Membership:

1. Elected Members: The Faculty Council shall consist of a Chair, Vice Chair, and at least six full-time SOM Faculty members who shall be elected by the SOM Faculty (at least two of whom must be members of the Academic Senate and no more than two of whom should be from the same Department)
2. Ex Officio Members: The Faculty Council shall also include, by virtue of position, the immediate past Chair of the Faculty Council and the Chairs of the SOM Nominating Committee, SOM Committee on Academic Personnel, and SOM Committee on Education Policy.

An ex officio committee chair may be replaced at a Faculty Council meeting by the Vice Chair or another designated member of that committee. Elected members of the Faculty Council may not send substitutes to meetings.

SOM Faculty elected to the Faculty Council may serve concurrently on the Health Sciences Faculty Council.

b) Non-Voting Membership:

1. The Chair of the UC San Diego Health Board of Governors; Dean of the SOM; and Vice Chancellor for Health Sciences may serve as ex officio.
2. The Dean of the SOM may invite a representative from the Veterans Administration San Diego Healthcare and Rady Children's Hospital-San Diego to serve as ex officio.
3. The Faculty Council may approve additional Committee Chairs (e.g. Chair of Graduate Programs Education Committee) as members of the Faculty Council, and may also approve additional ex officio members, subject to annual renewal.

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c) Duties:

The Faculty Council may act for the SOM Faculty with respect to any subject delegated to it by the SOM Faculty and may advise the Dean of the SOM on policy, governance, or other matters upon request. The Faculty Council, on recommendation of the SOM Nominating Committee, shall appoint all Chairs, Vice Chairs and committee members as outlined in the SOM bylaws, paragraph IX, "Elections," unless otherwise specified in the bylaws.

The appointment of Chairs, Vice Chairs and members of standing committees is subject to approval by a majority of the Faculty Council. The Faculty Council shall also nominate at least two candidates for each existing or pending vacancy on the School of Medicine Nominating Committee.

Special committees or task forces of the faculty may be authorized by the Faculty Council. Such special committees members shall be appointed by the Faculty Council, and shall be inclusive of Senate and non-Senate faculty representation.

The Faculty Council may establish and maintain liaison with the Faculties of other UC San Diego Schools.

The Faculty Council shall report to the SOM Faculty at least annually at a meeting of the SOM Faculty, which may be in conjunction with a meeting of the Health Sciences Faculty.

B) School of Medicine Nominating Committee (SOM/NC)

- a) Voting Membership: The SOM/NC shall consist of a Chair, Vice Chair, and nine full-time SOM Faculty members (at least five of whom must be members of the Academic Senate and no more than two of whom should be from the same Department) who shall be elected by the SOM Faculty from among those nominated by the Faculty Council.

The current members of the SOM/NC shall elect the Chair and Vice Chair from among its membership each year. Committee members shall serve staggered three-year terms.

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- b) Duties: The SOM/NC shall nominate all Chairs, Vice Chairs, and committee members for SOM standing committees, in consultation with the current committee Chairs and relevant School administrators (e.g. Dean of the SOM), except those specified to be elected by the SOM Faculty as a whole, or as otherwise specified in the bylaws. [Am 2/6/18]

Upon request of the Dean of the SOM, the SOM/NC shall also recommend the names of SOM Faculty for service on administrative committees. It shall make other nominations from time to time as requested by the Faculty Council or the Dean of the SOM.

The SOM/NC may remove any appointed member of a standing or special committee of SOM for cause before the end of that member's appointment by a two-thirds vote, provided that a statement of the reason or reasons is sent to the member proposed for removal at least fourteen calendar days before the vote is taken. The member proposed for removal shall be given an opportunity to be heard by the SOM/NC before the vote is taken.

C) School of Medicine Committee on Academic Personnel (SOM/CAP)

- a) Voting Membership: The SOM/CAP shall consist of a Chair, Vice Chair, and seven full-time SOM Faculty members (all holding at least Associate rank and five of whom must be members of the Academic Senate) appointed as specified in Article VI.B (paragraph 2).

The Chair and Vice Chair shall be Senate members. Committee members are limited to three consecutive, one-year terms, and initial terms will be staggered. [Am 4/13/21, Am 1/14/25]

- b) Duties: The SOM/CAP shall review all salaried SOM Faculty in the Health Sciences Clinical and Clinical X series for appointments, accelerations, appraisals, career reviews, promotions, or terminations. The committee also reviews the non-salaried Health Sciences Clinical Faculty for appointment and promotion, when proposed at the Associate or Full Professor rank. The committee then makes recommendations to the Assistant/Associate Vice Chancellor for Academic Affairs in Health Sciences based on these reviews. Faculty in the Clinical X series are then reviewed by the Committee on Academic Personnel for the UC San Diego Division of the Academic Senate before review and approval from the Executive Vice Chancellor for Academic Affairs. [Am 1/14/25]

The committee reviews and revises as necessary the criteria for appointment and advancement for the SOM Faculty series in its purview in alignment with APM-275 and APM-278.

The committee reports to the Faculty Council annually.

E) School of Medicine Graduate Programs Education Committee (SOM/GPEC)

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- a) Voting Membership:
1. Elected Members: The SOM/GPEC shall consist of a Chair, Vice Chair, and a minimum of three at-large members, all of whom must be full-time SOM Faculty, appointed as specified in Article VI.B. (paragraph 2).
 2. Ex Officio Members: The Vice Dean for Graduate Education may serve as an ex officio member. Elected committee members shall serve staggered three-year terms.
- b) Non-Voting Membership:
1. A Health Sciences representative to the Divisional Academic Senate Graduate Council may serve as ex officio.
 2. At the request of SOM/GPEC, additional ex officio members may be invited to serve one-year, renewable terms.
- c) Duties: The SOM/GPEC shall monitor and make recommendations on support of SOM graduate programs; the learning environment for SOM graduate students, postgraduate academic trainees and medical students pursuing research; and new SOM graduate programs or major changes or expansions in existing programs. These recommendations and proposals will be presented to the Faculty Council.
- Proposals for new or changed/expanded graduate programs shall be submitted to Graduate Council. The committee reports to the Faculty Council annually for approval and action.
- The SOM/GPEC shall perform reviews of new and existing SOM graduate courses that would pertain only to graduate students, and not medical students. The Chairs of the SOM/EC, SOM/GPEC, and the Associate Dean for Undergraduate Medical Education will determine which graduate courses should be referred to the SOM/GPEC for review, as described in Article VI.D.c.2.
- [Am 1/28/14]**
- Periodic reviews of graduate programs involving the SOM are conducted by the Division of Graduate Education and Postdoctoral Affairs on behalf of Graduate Council. The SOM/GPEC is available as needed to assist in these reviews.
- d) The Chair of the SOM/GPEC may appoint an ad hoc subcommittee to solicit expertise to review parts of programs that have components outside of the scope of the typical review (e.g., clinical rotations, practical applications of trade).

D) School of Medicine Committee on Educational Policy (SOM/CEP)

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a) Voting Membership:

1. Elected Members: The SOM/CEP shall consist of a Chair; Vice Chair; the Chairs or representatives of the SOM/Core Curriculum Committee, SOM/Electives Committee, SOM/Recruitment and Admissions Committee, Comprehensive Longitudinal Equitable Assessment and Reporting Committees A and B, Standards Committee, and SOM/Student Affairs Committee; and three at-large SOM Faculty members appointed as specified in Article VI.B. (paragraph 2).
2. Ex Officio Members: The SOM/CEP shall also include at least four course or clerkship directors who are recommended by the Associate Dean for Undergraduate Medical Education and appointed as specified in Article VI.B. (paragraph 2).

The Chair shall be a past Chair of the Core Curriculum Committee, Electives Committee, Standards Committee, or someone who has served on SOM/CEP for a minimum of two years. The Vice Chair shall be the current Chair of the Core Curriculum Committee, Electives Committee, or Standards Committee. At any given time, no less than eight members must be members of the Academic Senate. Committee members shall serve staggered three-year terms.

b) Non-Voting Membership:

1. The Vice Dean of Medical Education and SOM Faculty holding Assistant or Associate Dean positions may serve as ex officio.
2. At the request of SOM/CEP, additional ex officio members may be invited to serve one-year, renewable terms. {0}
3. Medical student representatives, one from each class year (four total) may serve one-year, renewable terms.

These student representatives shall be elected by their peers. [Am 1/28/14, Am 2/21/23, Am 6/11/24]

- c) Duties: The SOM/CEP shall represent the SOM Faculty in all educational matters relating to undergraduate medical education. The SOM/CEP shall have the responsibility and final authority for the overall design, management, integration, evaluation, and enhancement of a coherent and coordinated curriculum for medical students.

The SOM/CEP reviews and approves all policies relevant to medical student education. The SOM/CEP shall ensure that the medical student curricula are aligned with the Medical Education Program Objectives (MEPOs) and accreditation standards.

The SOM/CEP shall establish liaison and coordination with the Academic Senate Educational Policy Committee, Graduate Council, and appropriate student organizations.

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- d) The SOM/CEP shall have the following subcommittees:
- 1) School of Medicine Core Curriculum Committee (SOM/CCC)
 - a) Voting Membership: The SOM/CCC shall consist of a Chair, Vice Chair, and a minimum of twelve other members, at least ten of whom must be full-time SOM Faculty, appointed as specified in Article VI.B. (paragraph 2).

Committee members are limited to three consecutive, one-year terms, and initial terms will be staggered.

- b) Non-Voting Membership: SOM Faculty holding Assistant or Associate Dean positions may serve as ex officio.

At the request of SOM/CCC, additional ex officio members may be invited to serve one-year, renewable terms. [Am 2/6/18, Am 2/21/23]

Medical student representatives, one from each class year (four total) may serve one-year, renewable terms.

These student representatives shall be elected by their peers. Students may be awarded privilege of vote as specified in Article VIII.

- c) Duties: The SOM/CCC shall recommend to the SOM/CEP that curriculum which shall be required of all undergraduate medical students. The SOM/CCC shall oversee the design, management, integration, evaluation, and continuous quality improvement of the core curriculum, including all required courses and clerkships. The SOM/CCC shall identify the time that shall be allocated to each required course or clerkship. The SOM/CCC shall approve a Course Chair, who will act as the instructor of record and provide oversight for each required course or clerkship. The SOM/CCC shall regularly review the medical education program at the course, phase, and whole curriculum levels to ensure adequate horizontal and vertical integration, and that core competencies and Medical Education Program Objectives (MEPOs) can be met.

The SOM/CCC shall have joint responsibility with the SOM Electives Committee for those courses that fulfill the requirements for direct patient care responsibility, as described in Article VI.D.c.2.

- 2) School of Medicine Electives Committee (SOM/EC)

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- a) Voting Membership: The SOM/EC shall consist of a Chair, Vice Chair, and a minimum of twelve other members, at least ten of whom should be full-time SOM Faculty, appointed as specified in Article VI.B. (paragraph 2).

Committee members are limited to three consecutive, one-year terms, and initial terms will be staggered.

- b) Non-Voting Membership: SOM Faculty holding Assistant or Associate Dean positions may serve as ex officio.

At the request of SOM/EC, additional ex officio members may be invited to serve one-year, renewable terms. [Am 2/16/18]

Medical student representatives, one from each class year (four total) may serve one-year, renewable terms.

These student representatives shall be elected by their peers. Students may be awarded privilege of vote as specified in Article VIII.

- c) Duties: The SOM/EC shall make recommendations to the SOM/CEP concerning elective courses and administration of the undergraduate requirement for satisfactory completion of the elective component of the curriculum. The SOM/EC shall regularly review new and existing preclinical electives, third-year selectives, fourth-year electives, elective concentrations and SOM graduate course proposals that pertain to medical students. The Chairs of SOM/EC, SOM/GPEC, and the Associate Dean for Undergraduate Medical Education will determine which graduate course proposals are appropriate for SOM/EC review. [Am 1/28/14, Am 2/21/23]

Those graduate courses in which there is a clear time conflict that would prohibit medical students from enrolling in the courses or are deemed to be specialized to the point that medical students would not enroll except in rare and specialized situations will be reviewed by the School of Medicine Graduate Programs Education Committee.

- F) School of Medicine Recruitment and Admissions Committee (SOM/RAC)

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a) Voting Membership:

1. Elected Members: The SOM/RAC shall consist of a Chair, Vice Chair, and fourteen at-large SOM Faculty members nominated by the Associate Dean for Student Affairs and Admissions and reviewed and appointed by the Faculty Council.
2. Ex Officio Members: Up to two SOM Faculty holding Assistant or Associate Deans positions may be nominated by the Vice Dean for Medical Education to serve as ex officio for one-year, renewable terms.

Elected committee members may serve a four-year term, renewable once, subject to approval by the Faculty Council. Faculty members may restart the limit on service if they are not members of the SOM/RAC for two years. Ex officio members shall be reviewed and appointed by the Faculty Council.

b) Non-Voting Membership

1. At the request of SOM/RAC, additional ex officio members (e.g., PRIME Director) may be invited to serve one-year, renewable terms.
2. Students, residents, and fellows in good standing may be invited by the SOM/RAC to serve one-year, renewable terms.

- c) Duties: The SOM/RAC shall have the responsibility and final authority for accepting medical students into the undergraduate medical education program, including any special programs (e.g., Medical Scientist Training Program). The SOM/RAC shall determine the conditions for admission of medical students, including but not limited to educational requirements, policies and procedures for selection, sequence for admission of candidates, and all other aspects of the admissions process. The SOM/RAC shall determine which applicants will be granted immediate acceptance, which will be placed on the waitlist (and where on the waitlist each applicant resides), and which will not be offered admission.

The SOM/RAC may delegate authority for specific operational aspects of waitlist decision-making to the Associate Dean for Admissions and Student Affairs, the Assistant Dean for Admissions, or to an admissions subcommittee, such as the Medical Scientist Training Program admissions committee, or ad hoc subcommittee of SOM/RAC.

The SOM/RAC is responsible for ensuring that there are no conflicts of interest in the admission process and that no admission decisions are influenced by political or financial factors.

- G) School of Medicine Comprehensive Longitudinal Equitable Assessment and Reporting Committees (SOM/CLEAR A and SOM/CLEAR B)

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- a) Voting Membership: The SOM/CLEAR A and SOM/CLEAR B shall each consist of a Chair, Vice Chair, and twenty at-large SOM Faculty members, appointed as specified in Article VI.B. (paragraph 2).

No faculty member may serve as a voting member on both SOM/CLEAR A and SOM/CLEAR B in the same academic year, nor may they serve on School of Medicine Standards Committee in the same academic year as they have served on SOM/CLEAR A or SOM/CLEAR B. Committee members are limited to three consecutive, one-year terms, and initial terms will be staggered.

- b) Non-Voting Membership:

1. SOM Faculty holding Assistant or Associate Dean positions may serve as ex officio.

2. At the request of the SOM/CLEAR A and SOM/CLEAR B, additional ex officio members (e.g., Director of Wellness Initiatives) may be invited to serve one-year, renewable terms.

- c) Duties: SOM/CLEAR A reviews the academic performance of students expected to graduate in odd numbered calendar years. SOM/CLEAR B reviews the academic performance of students expected to graduate in even numbered calendar years. SOM/CLEAR A and SOM/CLEAR B make decisions regarding their respective students' academic standing (i.e., good standing or probation). Using all available data on their respective students' performance, SOM/CLEAR A and SOM/CLEAR B are charged with determining whether each student under their charge is ready for promotion to subsequent years.

If SOM/CLEAR A or SOM/CLEAR B has persistent concerns regarding one of their respective students' abilities to successfully meet MD program requirements or the SOM's Technical Standards, that committee shall refer the student to the SOM/Standards Committee for further review.

- d) SOM/CLEAR A and SOM/CLEAR B shall examine the records of each of their respective students prior to graduation and recommend to the SOM/Standards Committee those students who have met the requirements for the MD degree. [En 2/21/23, Am 6/11/24]

H) School of Medicine Standards Committee (SOM/SC)

- a) Voting Membership: The SOM/SC shall consist of a Chair, Vice Chair, and fourteen at-large faculty members, appointed as specified in Article VI.B. (paragraph 2).

Committee members are limited to three consecutive, one-year terms, and initial terms will be staggered.

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- b) Non-Voting Membership:
 1. SOM Faculty holding Assistant or Associate Dean positions may serve as ex officio.
 2. At the request of SOM/SC, additional ex officio members may be invited to serve one-year, renewable terms. {0}
- c) Faculty currently serving in Core Course leadership roles are ineligible to serve on SOM/SC to avoid any conflict of interest for reviewed students. [Am 1/28/14, Am 2/6/18, Am 2/21/23, Am 6/11/24]
- d) Duties: The SOM/Standards Committee reviews the academic performance of students who may be at risk of not meeting MD program requirements or the SOM's Technical Standards. The SOM/SC has the final authority to make decisions regarding sanctions or adverse actions, including dismissal/denial of further registration. Any appeals are referred to the Dean of the SOM. All decisions require a quorum as specified in Article VI (paragraph 1). For dismissal, a two-thirds majority vote is required. The SOM/SC also has the final authority to certify candidates for the MD degree to the Dean of the SOM for graduation. [Am 2/21/23, Am 6/11/24]

SOM/CLEAR A or SOM/CLEAR B or two or more Associate or Assistant Deans may refer students to the SOM/SC for review. Student appeals concerning SOM/CLEAR A and SOM/CLEAR B decisions are also referred to the SOM/Standards Committee.

- I) School of Medicine Student Affairs Committee (SOM/SAC)
 - a) Voting Membership: The SOM/SAC shall consist of a Chair, Vice Chair, and five other at-large faculty members, appointed as specified in Article VI.B. (paragraph 2).

Committee members are limited to three consecutive, one-year terms, and initial terms will be staggered.
 - b) Non-Voting Membership:
 1. SOM Faculty holding Assistant or Associate Dean positions may serve as ex officio. The Associate Dean for Admissions and Student Affairs may also appoint an Academic Community Director as ex officio for one-year, renewable terms.
 2. At the request of SOM/SAC, additional ex officio members may be invited to serve one-year, renewable terms {0}
 3. Medical student representatives, one from each class year (four total) may serve one-year, renewable terms. These student representatives shall be elected by their peers. Students may be awarded privilege of vote as specified in Article VIII.

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- c) Duties: The SOM/SAC shall provide oversight of wellness initiatives, student health and mental health support, academic communities, advising, learning environment optimization, student welfare, resiliency, professional development opportunities, access to resources and facilities, and milestone events (e.g., White Coat Ceremony, Match Day, Graduation). The SOM/SAC will hear issues raised by students and work with other units toward solutions.

J) School of Medicine Associated Health Professions Education Committee (SOM/AHPEC)

a) Voting Membership:

1. Elected Members: The SOM/AHPEC shall consist of a Chair, Vice Chair, and four other at-large SOM Faculty members, appointed as specified in Article VI.B (paragraph 2).
2. Ex Officio Members: The Director of the Department of Nursing at UC San Diego Health; Chief of Staff of the Veterans Affairs San Diego Healthcare System; and Dean of the SOM; or their respective representatives may serve as ex officio members.

Typically, the Vice Chair shall become Chair of the SOM/AHPEC at the end of their first year in office, or at any earlier time that the Chair should be vacated. In cases where the Vice Chair is not able to so serve, the Faculty Council shall elect a Chair from among the other members of SOM/AHPEC. The Vice Chair shall be appointed by the SOM/NC from among the other members of SOM/AHPEC.

Committee members are limited to three consecutive, one-year terms, and initial terms will be staggered.

- b) Non-Voting Membership: Additional ex officio members may be appointed by the Dean of the SOM to provide expertise in contracts and other issues regarding specific sites and affiliates for one-year, renewable terms as needed.

At the request of SOM/AHPEC, additional ex officio members may be invited to serve one-year, renewable terms.

- c) Duties: The SOM/AHPEC performs the academic review of existing and new programs for education in the associated health professions which do not grant degrees in the School and are not part of a UC San Diego graduate medical education program. The committee assesses each program's quality and its impact on other medical education programs, both existing and new.

The committee advises the Chief Executive Officer of UC San Diego Health, Dean of the SOM, or other appropriate officials regarding the impact of these programs on UC San Diego clinical facilities. The committee reports to the Faculty Council annually.

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VII) PARTICIPATION OF THE ADMINISTRATION ON COMMITTEES

The Dean of the SOM may appoint members of their staff to serve on standing committees of the SOM Faculty. These appointments may be made annually in consultation with the Chair-Elect of the SOM Faculty Council and the Chairs of the respective committees.

Any faculty holding one of the following administrative titles in any of the Health Sciences Schools or Office of the Vice Chancellor for Health Sciences shall be deemed an Administrative Officer:

- a. Vice Chancellor
- b. Associate/Assistant Vice Chancellor
- c. Dean
- d. Department Chair
- e. Vice Dean
- f. Associate/Assistant Dean

VIII) PARTICIPATION OF STUDENTS ON SOM COMMITTEES

Students in good standing may be elected by their peers to represent their class as members of SOM/CEP, SOM/CCC, SOM/EC, and SOM/SAC. [2/6/18 Am]

The privilege of voting on a committee may be awarded each year to student members on the basis of a majority vote by the faculty members of that committee or subcommittee, unless otherwise specified in the bylaws. The faculty members shall determine the number of student votes appropriate to each committee each year. Voting privileges shall be exercised in compliance with Legislative Ruling 12.75 of the Academic Senate of the University of California.

IX) ELECTIONS

Except for special elections, election of Officers of the Faculty for any given academic year will be held no later than March 31 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 Faculty Council, if 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.

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X) AMENDMENTS

Initiative for amendment of the bylaws may be taken either by the Faculty Council or by petition signed by five or more members of the SOM Faculty. Amendments must be submitted to the SOM Faculty via the Faculty Council in writing at least five calendar days prior to a Faculty Council meeting.

The Chair and Vice Chair of the Faculty Council will determine if the request is for a minor or major amendment. Approval of a minor amendment (e.g., changing the number of committee members) requires two-thirds of the voting members of Faculty Council. Approval of a major amendment (e.g., adding an SOM standing committee) must be presented to the entire SOM Faculty requires two-thirds vote of those members responding to the ballot. No change in the bylaws may be made that will conflict with the bylaws, regulations, or legislative rulings of the Academic Senate.

At the request of thirty-five members of the SOM Faculty, submitted in writing to the Chair of the Faculty Council within ten calendar days after the posting of the minutes of a Faculty Council meeting to its website, any action of the Faculty Council shall be submitted to the vote of the full SOM Faculty. The results of any such referendum are conclusive, and the matter may not be reconsidered for a period of fifty calendar days.