

**THE CONSTITUTION OF THE OAKLAND UNIVERSITY WILLIAM BEAUMONT  
SCHOOL OF MEDICINE**

***HISTORY OF PRIOR ACTION***

*Ratified by the Faculty*

*October 1, 2009; revised January 11, 2010, February 3, 2010,  
May 21, 2010, November 1, 2010, March 27 2018*

*Approved by the Oakland University Senate*

*May 25, 2010, December 2, 2010, April 18, 2018*

*Approved by the Oakland University Board of Trustees*

*June 29, 2010, December 9, 2010, June 5, 2018*

**CONSTITUTION OF THE OAKLAND UNIVERSITY  
WILLIAM BEAUMONT SCHOOL OF MEDICINE**

**Approved by the Board of Trustees on June 29, 2010  
Amended by the Board of Trustees on (TBD)**

**Preamble**

***The constitution of the Oakland University William Beaumont School of Medicine addresses medical school governance in compliance with standards set forth by the Liaison Committee for Medical Education (LCME).***

***ARTICLE I: Name of the School***

The name is the *Oakland University William Beaumont School of Medicine* and is referred to as the "School of Medicine" in this Constitution.

***ARTICLE II: Membership, Faculty, Dean, Structure***

**A. Members**

1. The faculty, its administration, and students pursuing the degrees offered by the school of medicine comprise the School of Medicine.

**B. Faculty**

1. The term "faculty" refers to all individuals with the following academic titles who hold primary appointments in the School of Medicine:
  - (a). Professors, Associate Professors, Assistant Professors and Instructors
  - (b). Adjunct Faculty, Emeritus, Visiting and Clinical Faculty of any rank
  - (c). such other academic titles as may be used by the School of Medicine when authorized by the Dean consistent with standards set forth by the LCME.
2. The faculty of the School of Medicine exercises all powers accorded to organized faculties by the Constitution of the Oakland University Senate.
3. The faculty of the School of Medicine is empowered, subject to review by the University Senate, to develop programs of instruction leading to such degrees as may be authorized, and to establish and enforce degree requirements and such regulations as may be necessary for the discharge of its academic responsibility.

**C. Dean**

1. The Dean of the School of Medicine functions as the Chief Academic Officer of the School of Medicine.

2. The Dean shall be a tenured member of the faculty of the School of Medicine.
3. The Oakland University Board of Trustees shall appoint the Dean after consideration of the recommendation of the President and Chief Medical Officer of the hospital affiliates. The Senior Vice President for Academic Affairs and Provost shall consult with department chairs of the School of Medicine, the Faculty Assembly, and the School of Medicine's clinical and other affiliates before the President recommends appointment to the Board of Trustees.
4. The Senior Vice President for Academic Affairs and Provost and Chief Medical Officer of the hospital affiliates reviews the Dean's appointment at least every five years with input from the department chairs, the Faculty Assembly, and the School of Medicine's clinical and other affiliates. The Senior Vice President for Academic Affairs and Provost will present recommendations regarding reappointment to the President.

#### D. Structure

1. The School of Medicine is organized into department(s), which include departments established by the School of Medicine's affiliates that deliver clinical education and care.
2. The School of Medicine shall form transdisciplinary programs that advance its research, education, and service missions.
3. The formation, merger, reorganization, or elimination of transdisciplinary programs will be reviewed by the Faculty Assembly who will advise the Dean on such actions through a vote of the Faculty Assembly by those procedures set forth in the School of Medicine bylaws.
4. There shall be an Executive committee of the Faculty Assembly. The Faculty Assembly may from time to time, after consultation with the Dean, appoint, dissolve and change other standing and/or ad-hoc committees.

#### ***ARTICLE III: The School of Medicine Faculty Assembly: Responsibilities***

- A. The Faculty Assembly of the School of Medicine shall:
  1. Advise the Dean in all matters the Dean wishes to bring before it.
  2. Initiate proposals on all matters relevant to the general welfare of the School of Medicine.
  3. Vote to approve or not approve recommendations presented to it.
  4. Be consulted on all matters of academic importance to the School of Medicine.
  5. Take such actions as are necessary to exercise responsibilities stated elsewhere in this Constitution.
  6. Receive reports from the Dean and all standing and ad-hoc committees.
  7. Facilitate faculty objectives in regards to instruction, research, and service programs for which the faculty of the School of Medicine is responsible.

**ARTICLE IV: The School of Medicine Faculty Assembly: Membership and Structure**

- A. The Faculty Assembly shall be comprised of the Dean, Associate and Assistant Deans, and the faculty of the School of Medicine. All meetings of the Faculty Assembly shall be open to all members of the faculty.
- B. Each faculty member listed under Article II, B.1 shall have full voting rights.
- C. All faculty members shall be eligible to serve on committees established by the Faculty Assembly and those committees required for accreditation purposes.
- D. The Faculty Assembly shall meet two times per year. Additional meetings, known as “Special Meetings” of the Faculty Assembly may be called by the President of the Faculty Assembly, the Executive Committee or the Dean, by the resolution made and approved in a regular meeting of the Faculty Assembly, or upon written receipt of a petition from 40% or more faculty who are entitled to vote. Additional meetings require written notification to the Faculty at least 15 University business days before the meeting is held.
- E. The officers of the Faculty Assembly shall consist of a President, Vice President and Secretary. None of these officers may be the Dean or an officer of a School of Medicine affiliate that delivers clinical education and care.
- F. The Vice President and Secretary shall be elected by electronic ballot of the Faculty Assembly. The term of office for the President and Vice President of the Faculty Assembly shall be one year. At the end of a President’s term, the Vice President shall become President of the Faculty Assembly. The Vice President shall act in the temporary absence of the President. Should the presidency become vacant permanently for any reason, the Vice President shall complete the President’s term and the succeeding term for which the Vice President is elected President. An interim Vice President shall be appointed by the Executive Committee to complete the term of the Vice President. A permanent Vice President shall be elected at the next regularly scheduled election of officers of the Faculty Assembly. In the case of a vacancy in the office of Secretary, the Executive Committee shall appoint a replacement to serve out the term. The President and Vice President will serve from alternating cohorts, for example, when the President is from a University department, the Vice President will be from a department established by a School of Medicine affiliate to deliver clinical education and care and vice versa.
- G. The Faculty Assembly President shall conduct the meeting of the Faculty Assembly. If the President is absent, the Vice-President shall conduct the meeting of the Faculty Assembly, followed by the Secretary, should the Vice-President also be absent.
- H. A quorum is achieved by the attendance of 40% of the faculty members listed under Article II, B.1.(a) from University department(s) and 3% of the faculty of faculty members listed under Article II, B.1.(a) from the departments established by the School of Medicines Affiliates that deliver clinical education and care. These percentages do not include faculty members who are on leave. Provision for telecast and/or electronic exchange of information, and electronic exchange of information and balloting for those faculty members listed under Article II,

B.1.(a), may be used to facilitate member presence and voting at Faculty Assembly meetings. However, in the absence of a quorum, those present shall act as a committee of the whole, and actions of the committee of the whole shall be reviewed by the full assembly at the next full meeting and such actions will be subject to ratification by that body.

- I. The Faculty Assembly, in consultation with the Dean, shall recommend other standing and ad hoc committees, as deemed necessary. The School of Medicine shall also have such additional committees as expected of schools of medicine in the United States and Canada, especially those committees required for accreditation purposes. Each committee shall report on its activities to the Faculty Assembly at least annually at one of the two regularly scheduled Faculty Assembly meetings. Committees should refer their recommended actions to the Faculty Assembly for approval. These approved actions are then directed to the appropriate Associate and Assistant Deans for implementation by those procedures set forth in the School of Medicine's bylaws. All standing and ad hoc committees shall submit minutes and reports to both the Faculty Assembly and the Executive Committee of the Faculty Assembly.

***ARTICLE V: The School of Medicine Faculty Assembly: The Executive Committee***

The Executive Committee of the Faculty Assembly shall be composed of six members who are elected by the Faculty Assembly. Three members shall come from a University department and three shall come from departments established by School of Medicine affiliates that deliver clinical education and care. Elections for the Executive Committee shall be held in the Spring of the calendar year for service to commence in the subsequent academic year. The number of members to the Executive Committee and the apportionment between the University departments and departments established by the School of Medicine affiliates that deliver clinical education and care may be amended by the Faculty Assembly by those procedures set forth in the School of Medicine's bylaws.

- A. The Executive Committee considers issues of importance to the Faculty Assembly and the School of Medicine and provides advice to the Dean. The Executive Committee receives reports and minutes from all standing and ad hoc committees. The Executive Committee meets every other month except in the calendar months of July and August.
- B. The Executive Committee shall receive communications from the University Senate and present to and advise the Faculty Assembly and the Dean on all matters of academic importance.

***ARTICLE VI: Faculty Senate Representation***

The School of Medicine shall be represented in the University Senate by Senators elected in accordance with provisions of the Constitution of the Oakland University Senate. Only those non-clinical, University employed faculty members listed in Article II, B.1.(a) are eligible for election to serve as University Senators. The number of University Senators elected to represent the School of Medicine will be determined by the formula to apportion Senate seats based on the number of School of Medicine non-clinical, University employed faculty listed in Article II, B.1.(a).

***ARTICLE VII: Amendment to the School of Medicine Constitution***

Amendments to this Constitution shall originate as motions of the Faculty Assembly. The School of Medicine requires ratification by a simple majority of the members of the Faculty Assembly through a referendum. Amendments must be approved by the University Senate and then forwarded for approval by the Board of Trustees. An amendment shall be effective following approval by the Board of Trustees.

***ARTICLE VIII: Revision of the School of Medicine Constitution***

This Constitution shall remain in effect until superseded by a revised Constitution ratified by the Faculty Assembly, consistent with the School of Medicine's Bylaws approved by the University Senate and approved by the Board of Trustees.

***Ratified by the Faculty on October 1, 2009 and revised January 11, 2010, February 3, 2010, and May 21, 2010; approved by the Oakland University Senate on May 25, 2010; and approved by the Oakland University Board of Trustees on June 29, 2010***

***Amended by the Faculty on November 1, 2010; approved by the Oakland University Senate on December 2, 2010; and approved by the Oakland University Board of Trustees on December 9, 2010***

***Amended by the Faculty on March 27, 2018; approved by the Oakland University Senate on April 18, 2018; and approved by the Oakland University Board of Trustees on June 5, 2018.***