

College of Medicine Constitution

Frequently Asked Questions:

Questions about the “who, what, and why” of the constitution

What is shared governance?

Shared governance related to the missions of the College of Medicine is collaborative participation of administrators and faculty in the decision and policy making process. The purpose of shared governance is to provide avenues for College improvement and productivity through the creation of a partnership based on mutual respect and collaboration.

Why are we writing a Constitution?

The University of Florida Faculty Senate and Administration have tasked every college to develop a constitution in order to describe the interactions and processes of shared governance for each particular college.

Don't we already have a Constitution already?

No. The College of Medicine had a much looser set of Bylaws that had less detail describing interactions between the Faculty and Administration.

How will shared governance function across the two campuses – Gainesville and Jacksonville?

The Gainesville and Jacksonville campuses of the College of Medicine will both be governed by this Constitution. Each campus has independent Faculty Councils to engage in these interactions between faculty and administration, and the two councils will work together on issues affecting both campuses. Each campus will have its own bylaws.

Is approval dependent on the majority of those voting or the majority of the Faculty?

The Constitution will become active after a majority of the Faculty (50% plus one of all of the Faculty) has approved the document (not a majority of those voting). For that reason, an abstention is functionally a vote against approval. So, the Faculty Councils and the Deans' Offices will be actively seeking your participation in voting – either “yes” or “no”.

Who wrote the Constitution?

The document was developed and written over the past year by members of the faculty and administration from both Gainesville and Jacksonville. Many of the members participated in a series of workshops on Shared Governance sponsored by the Provost's Office. A more detailed list of participants is available on this website: <http://www.med.ufl.edu/work/fc/index.html>. During the drafting process, feedback was solicited from departments through meetings with department faculty and department chairs. In addition, the UF General Counsel's office has reviewed several drafts of the Constitution to ensure that it is consistent with the UF Constitution and Regulations.

What is the difference between the Constitution and the Bylaws?

The purpose of the Constitution is to set forth the procedures and principles by which the College of Medicine is governed. Although the Constitution may be amended by a two-thirds vote of the Faculty, it is designed to be general and flexible enough (while still proving a useful guiding framework) that it need only be changed infrequently. The Bylaws of the College will detail the specific rules by which the College is run within the

guiding framework of the Constitution. Because of their more detailed nature, Bylaws are likely to be amended more frequently than the Constitution.

There are three levels of interaction defined in Article I, Section 2 – determination, recommendation, and consultation. What does “determination” mean? Is this inconsistent with “shared” governance?

The use of the term “determination” should not to be confused with day-to-day leadership, planning or management. Where the Faculty is to “determine” is not intended to indicate a taking over by the COM Faculty Council or to indicate management by committee or management by majority rule. COM Faculty determination indicates an area where an approval is required by the COM Faculty Council in matters involving significant change or in the establishment of new policy in certain areas in which the faculty have expertise. In keeping with the core principle of shared governance, determination by faculty necessarily includes recommendation or consultation by administration (just as determination by administration includes recommendation or consultation by faculty).

Can the faculty “determine” educational curricula? Is this allowed under LCME regulations?

The LCME standards require that the faculty and curriculum committee have a primary role in determining individual course and overall curriculum content. The standards can be found in the document “Functions and Structure of a Medical School,” (<http://www.lcme.org/pubs.htm#fands>) Paragraph ED-34 of the standards states: “The program’s faculty must be responsible for the detailed design and implementation of the components of the curriculum.” Paragraph ED-35 states: The objectives, content, and pedagogy of each segment of the curriculum, as well as for the curriculum as a whole, must be subject to periodic review and revision by the faculty.” However, the dean (or delegate) is responsible for managing the curriculum. Paragraph ED-36 states: “The chief academic officer must have explicit authority to ensure the implementation and management of the educational program, and to facilitate change when modifications to the curriculum are determined to be necessary.” Therefore, faculty primacy in curricular decisions (in consultation with the administration) is envisioned by the LCME regulations.

How can the faculty have a “determination” role in promotion and tenure decisions?

There are established criteria and processes set forth at the university level (through the Faculty Senate) regarding promotion and tenure. Within the college, the faculty through the Faculty Council can be involved in the determination of guidelines for evaluating and nominating candidates for tenure in the College of Medicine. These guidelines cannot be in conflict with the university constitution that defines tenure and its process. The drafting committee has been consulting with the UF General Counsel’s office during this process to ensure that the COM Constitution is not in conflict with the UF Constitution or other rules and regulations of the university.

Are search committees required for Chairs, Senior Associate, Associate and Assistant Deans, Directors of Centers, Programs or Curricula?

The Dean may appoint Department Chairs, Senior Associate, Associate and Assistant Deans, Directors of Centers, Programs or Curricula with or without a Search Committee.

A. **Appointment without a Search Committee.** In the event that a Search Committee is not formed, Department Chairs, Senior Associate, Associate and Assistant Deans, Directors of Centers, Programs or Curricula are to be appointed by the Dean after formal consultation with the Faculty Council (the department faculty are also included in the formal consultation for a chair appointment).

- B. Appointment with a Search Committee.** Department Chairs, Senior Associate, Associate and Assistant Deans, Directors of Centers, Programs or Curricula may be appointed by the Dean after formal consultation with the Search Committee. The Search Committee shall be comprised of members nominated by the College of Medicine Faculty Council and the Dean. The Faculty Council and the Dean will each offer nominations for Search Committee membership. The Faculty Council President and the Dean will jointly review the nominations to ensure a balanced and representative committee. The Dean will formally appoint the search committee Chair and members.

For more information, go to the COM Faculty Council website:

Gainesville: <http://www.med.ufl.edu/work/fc/index.html>

Jacksonville: <http://www.hscj.ufl.edu/medicine/fc/default.asp>