

No.	Section	Current/Proposed Language	Rationale
1.	Section III C. 2. c. Page 5	<p><b>Current:</b> c. <u>Membership</u></p> <p>All members are full professors, and appointed by the Dean. The chair is appointed annually by the Dean. The membership shall initially be eleven (11), five (5) from basic science departments and six (6) from clinical departments. If the total number of members is changed, it shall be done by adding or removing one basic science member and one clinical member simultaneously. In addition, 11 to 14 alternate committee members will be appointed.</p> <p>Terms are of three (3) years duration. Consecutive terms may be served.</p> <p><b>Proposed:</b> c. <u>Membership</u></p> <p>All members and alternates are full professors and are appointed by the Dean. The Chair(s) are appointed annually by the Dean. There shall be at least eleven (11) members, five (5) from basic science departments and six (6) from clinical departments. If the total number of members is changed, it shall be done by maintaining the percentage from the basic science or clinical departments each at a minimum of forty percent (40%) of the total. No more than two (2) from the same department may serve as members, and a maximum of three (3) departments may have 2 members. In addition, at least fourteen (14) alternates will be appointed.</p> <p>The number of members and alternates shall change based on the estimated workload. Adjustments to the size of the SAPC shall be made periodically based on the workload over the prior several years and projected workload over the next several years.</p> <p>Terms are of three (3) years duration. Consecutive terms may be served.</p>	<p>The proposed revisions address the increasing demands on the SAPC due to the significant increase in the number of promotion and appointment nominations as a result of:</p> <ol style="list-style-type: none"> <li>1. The increasing number of in-residence and tenure track faculty needed to: (a) meet the aims of the SOM's initiatives; (b) meet the need from increased patient care operations; and (c) keep up with the significant growth of the medical student body.</li> <li>2. The increase in the number of affiliated hospitals that are responsible for a significant and increasing proportion of additional promotions and appointments.</li> </ol> <p>The proposed revisions to the Bylaws are intended to:</p> <ol style="list-style-type: none"> <li>(a) provide the SAPC with an adequate membership size to fulfill its responsibilities in keeping with University deadlines.</li> <li>(b) provide the Dean greater flexibility in appointing SAPC members based on department membership.</li> <li>(c) allow appropriate representation of large academic departments.</li> <li>(d) reconsider current SAPC recusal rules in relation to (b) and (c) above.</li> </ol>
2.	Appendix B. Section II. A. 4. Page 37	<p><b>Current:</b></p> <p>4. For each nomination for promotion, the Chair(s) of SAPC will choose one member of the SAPC as principal reviewer, and one alternate member of the Committee will serve as a secondary reviewer. All written material pertinent to a nomination will be distributed by the Chair(s) to all Committee members.</p> <p><b>Proposed:</b></p> <p>4. For each nomination for promotion, the Chair(s) of SAPC will choose one member of the SAPC as <b>primary reviewer, and one alternate will serve as secondary reviewer.</b> All written material pertinent to a nomination will be distributed by the Chair(s) to all Committee members <b>and to the alternate who will be reviewing that nomination.</b></p>	

3.	Appendix B. Section II.B. 1-4 Page 37	<p><b>Current:</b></p> <ol style="list-style-type: none"> <li>1. At least seven members of the 11 total, one of whom may be an alternate, must be present and voting for business to be conducted.</li> <li>2. Committee members who hold primary appointments in the nominee's primary department of appointment will not receive the written materials and will not be present during discussion by the reviewers, nor be eligible to vote.</li> <li>3. Alternate members shall be used as secondary reviewers. Alternate members may, at the discretion of the Chair(s), observe the proceedings of the SAPC meetings. Such use of alternate members is designed to provide a pool of qualified Professors for subsequent appointment by the Dean as regular members.</li> <li>4. All votes will be cast by secret written ballot.</li> </ol> <p><b>Proposed:</b></p> <ol style="list-style-type: none"> <li>1. At least sixty percent (60%) of the members, one of whom may be the alternate who serves as the secondary reviewer, must be present and voting for business to be conducted.</li> <li>2. Committee members who hold primary appointments in the nominee's primary department of appointment will not receive the written materials and will not be present during discussion by the reviewers, nor be eligible to vote.</li> <li>3. Alternates may, at the discretion of the Chair(s), observe the proceedings of the SAPC meetings. Such use of alternates is designed to provide a pool of qualified professors for subsequent appointment by the Dean as regular members.</li> <li>4. All votes will be cast by secret written ballot.</li> </ol>	
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**Bruce T. Liang, MD, FACC**  
Interim Chief Executive Officer and  
Executive Vice President for Health Affairs  
Dean, UConn School of Medicine

April 1, 2022

Marc Hansen, Ph.D.  
Chair, Oversight Committee  
UConn School of Medicine

Dear Dr. Hansen,

I have reviewed the Oversight Committee's recommended revisions to the School of Medicine Bylaws (Sections III, C. 2. c., Appendix B. Section II. A. 4., and Appendix B, Section II.B.1-4) regarding membership and meetings of the Senior Appointments and Promotions Committee (SAPC). I enthusiastically endorse these proposed changes.

Recognizing the challenges the SAPC is facing as it manages the vetting of increasingly larger volumes of nominations for academic appointments/promotions to senior rank and tenure, I charged a task force this past winter with developing amendments to the SOM Bylaws that will provide the SAPC the membership size and composition necessary to fulfil its responsibilities, while allowing appropriate representation of large departments. I am appreciative the task force has completed its work and brought forward its recommendations for SOM Bylaws amendment to the Oversight Committee in short order, and that the Oversight Committee has done the same.

I have no doubt the continued growth we see in the number of School of Medicine (SOM) faculty across all tracks – employed, affiliated, and community – will persist as we strive happily and successfully to meet our growing needs in the academic, research, and clinical realms. In response to this growth, we want to ensure we are equipped to continue effective and efficient support of our faculty in the academic advancement process. I believe implementing these amendments to the School of Medicine Bylaws as proposed will allow the School to further support the SAPC in its role in the academic advancement process. For these reasons, I am pleased to fully support the Bylaws amendments as proposed by the Oversight Committee.

Sincerely,

Bruce Liang, M.D.  
Dean, School of Medicine  
Interim CEO, UConn Health  
Ray Neag Distinguished Professor of Cardiovascular Biology and Medicine

## MEMORANDUM

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TO: MEMBERS OF THE OVERSIGHT COMMITTEE  
FROM: EDUCATION COUNCIL  
SUBJECT: MEMBERSHIP OF SENIOR APPOINTMENTS AND PROMOTIONS COMMITTEE  
DATE: MAY 10, 2022  
CC: DR. MARC F. HANSEN

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### Background

At the Education Council meeting of April 21, 2022, the proposed bylaws amendments that increase membership of the Senior Appointments and Promotions Committee (SAPC), which would allow the SAPC to effectively respond to a larger workload created by the increasing size of the faculty were reviewed. The members of the Education Council voted unanimously to *approve* and submit the following position statement:

### Position Statement

The Education Council is supportive of implementation of amendments to Section III C.2.c, Appendix B, Section II.A.4 and Appendix B, Section II.B.1-4 of the SOM bylaws as proposed.



Dean's Council Position Statement

The Dean's Council reviewed the request from Oversight Committee for Bylaws Revision at their April 18, 2022 meeting. The council reviewed the School of Medicine Bylaws (Sections III, C. 2. c., Appendix B, Section II. A. 4., and Appendix B, Section II.B.1-4) regarding membership and meetings of the Senior Appointments and Promotions Committee (SAPC).

Overall the Dean's Council recognizes the challenges faced by SAPC with an increasing volume of senior rank appointments and promotions both of employed faculty and affiliated faculty and unanimously supported the recommended revisions.

A handwritten signature in black ink that reads "David W. McFadden". The signature is written in a cursive style with a large, stylized initial "D".

*David W. McFadden, M.D., Chair  
Dean's Council*



RESEARCH COUNCIL

**Position Statement:**

Proposed amendments to SOM  
Bylaws regarding increasing  
demands on the SAPC

April 11, 2022

Voting Members Present: Ernie Canalis, Emily Germain-Lee, Laurinda Jaffe, Eric Levine, Pedro Mendes, Carla Rash, David Steffens, Anthony Vella

Non-Voting Members Present: Thomas Agresta, Wesley Byerly, Kimberly Dodge, Victor Hesselbrock

At the Research Council meeting on April 11, 2022, the members of the Research Council unanimously approved the proposed amendments to the School of Medicine Bylaws that address the increasing demands on the SAPC due to the significant increase in the number of promotion and appointment nominations.

Respectfully submitted on behalf of the Research Council,

A handwritten signature in black ink that reads "Emily L. Germain-Lee". The signature is written in a cursive style with a large initial "E".

Emily L. Germain-Lee, M.D.  
Chair of Research Council

Clinical Council Statement of Support for Bylaws changes.

The Clinical Council met on April 26<sup>th</sup> 2022 and discussed the proposed bylaws changes regarding the membership of the SAPC and reviewer designation for each nomination. The Clinical Council had unanimous support for the proposed changes.