

FACULTY HANDBOOK COMMITTEE

1. Purpose

The purpose of the Faculty Handbook Committee is to review and revise the faculty handbook as needed.

2. Membership

The Vice Chair of the Faculty Assembly shall serve as the Chair of the Faculty Handbook Committee. There will be six (6) regular voting full-time faculty members including:

- A. Three (3) basic medical sciences
- B. Three (3) clinical faculty

3. Membership Terms

- A. Members will be recommended by the faculty Assembly and appointed by the Faculty Assembly Officers.
- B. Membership term shall be for one (1) year.
 - a. Terms for members are renewable with no limit to the number of renewals.

4. Responsibilities

- A. The committee will meet at least once a year as called by the Chair.
- B. The committee will review the Faculty Handbook and make recommendations of changes or amendments to the Faculty Assembly.
- C. Any proposed changes or amendments should be presented to the Assembly for a formal vote. The approved version shall be submitted to the Dean and Dean's Cabinet.