



**California Health Sciences University**  
COLLEGE OF OSTEOPATHIC MEDICINE  
GOVERNING STATUTE NUMBER 3B  
COLLEGE GOVERNANCE AND ROLES OF THE FACULTY

**PURPOSE**

The purpose of this governing statute is to provide operating policies for the governance of the College of Osteopathic Medicine (COM). Specifically, this governing statute will delineate the nature and form of shared governance within the COM. The role of this governing statute is to define guidelines and procedures for the organization and governance of the COM so that members of the faculty may understand their responsibilities and be able to perform their duties with respect to education, research, service, patient care and administration. This governing statute is in place to foster and promote excellence in the academic environment at the COM. All CHSU COM personnel should execute their duties in a collegial and collaborative manner.

**SCOPE**

This policy applies to all faculty, administrative personnel, and committees within the California Health Sciences University (CHSU) College of Osteopathic Medicine (COM).

**POLICY STATEMENT**

The CHSU College of Osteopathic Medicine (COM) is committed to shared governance, collaboration, and excellence in teaching, research, service, patient care, and administration. This policy defines the organizational structure, roles, and responsibilities of faculty, administration, and committees to promote transparency, accountability, and inclusivity in decision-making.

By fostering a collegial and collaborative environment, this framework supports the COM's mission to prepare exceptional osteopathic physicians while maintaining accreditation standards and advancing healthcare education.

**A. Rights and Responsibilities of Faculty**

1. The faculty shall advise the Dean and COM-CAC on matters directly related to the educational program, including:
  - i. Admission requirements, curriculum, graduation requirements, and other educational matters within the purview of faculty committees.
  - ii. Matters requested by the Dean.

The faculty may make recommendations to the COM-CAC by submitting proposals through the appropriate faculty committee. The appropriate faculty committee shall then determine whether to present the proposal to the COM-CAC, as described above.



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2. The Voting Faculty shall meet, review, and vote to approve the granting of the degree of Doctor of Osteopathic Medicine to those students who have fulfilled the requirements for that degree set by CHSU and the COM.

### B. Faculty Assembly

The Faculty Assembly is composed of all faculty, including voting and non-voting members. The Faculty Assembly shall meet in open session at least once in the fall and once in the spring. Deans and Department Chairs are welcome to attend and may request to address the Faculty Assembly. As this is a “town-hall” type forum, a summary will be composed and shared with those not in attendance.

### C. Faculty Council

#### Composition

The Faculty Council is an elected body composed of:

1. Two (2) faculty members elected from the Biomedical Education Department.
2. Two (2) faculty members elected from the combined Clinical Departments.
3. A Faculty Council Chair elected by the entire Voting Faculty.

Only members of the Voting Faculty, except department chairs and deans, are eligible to serve on the Faculty Council.

#### Responsibilities

The Faculty Council serves as a representative forum for faculty participation for the free exchange of ideas and concerns. It:

Advises the COM-CAC on faculty priorities and goals.

1. Reviews and provides feedback on revisions to governing documents and policies.
2. Acts as a liaison between faculty and COM leadership.
3. Shares faculty concerns and recommendations.
4. Facilitates communications and compliance with University policies.
5. Forms working groups for specific issues at the Dean's direction.

#### Terms

1. Faculty Council members serve **two-year terms**.
2. The Faculty Council Chair is elected annually.

Elections will be anonymous, overseen by the COM Manager of Business Affairs and Administration (or designee), and completed by May 30. Terms coincide with the academic year (July 1 – June 30).

**Special Elections:** Vacancies may be filled through special elections. Members may be recalled by a **two-thirds majority vote**.



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### RESPONSIBILITIES

A. Dean of the College of Osteopathic Medicine is responsible for implementing this policy.

### HISTORY (R\*)

Approval Date:

01/31/2025

08/18/2021

Revision Date(s):

01/09/2025

08/02/2021

Reviewed Date(s):

01/22/2025

### RACI

**R:** Dean of the College of Osteopathic Medicine

**A:** Dean of the College of Osteopathic Medicine

**C:** Associate and Assistant Deans of COM and CHSU Legal

**I:** COM Faculty