



Texas Tech University
HEALTH SCIENCES CENTER

PRESIDENT'S COMMITTEE FOR WOMEN IN HEALTH SCIENCES

BYLAWS OF THE COMMITTEE FOR WOMEN IN HEALTH SCIENCES

I. Mission Statement

The mission of the President's Committee for Women in Health Sciences ("Committee") is to promote academic leadership, scholarship, and career development among women faculty in the health sciences.

II. Charge

The Committee is charged with developing leadership, diversity, and academic potential for women faculty of Texas Tech University Health Sciences Center ("TTUHSC") through active involvement in the TTUHSC community and through input and recommendations to the President of TTUHSC. The Committee has the authority to plan, direct, organize, and participate in activities related to its mission.

III. Membership

Committee members are responsible for advocating the needs of women faculty and creating and improving the academic environment of TTUHSC for all women faculty through program delivery and collaboration with TTUHSC administration and faculty.

- The Committee shall consist of one senior faculty member (associate or full professor) representative from each School of TTUHSC: School of Allied Health Sciences, School of Medicine, School of Nursing, School of Pharmacy, and the Graduate School of Biomedical Sciences.
- Committee appointments are made by the President of TTUHSC upon recommendation by each respective Dean. Deans shall recommend faculty members that have direct knowledge of faculty issues and are representative of the faculty at large.
- Initially, the School of Allied Health Sciences representative will serve three years, the School of Medicine representative for three years, the School of Nursing representative two years, the School of Pharmacy representative two years, and the Graduate School of Biomedical Sciences representative one year. Thereafter, Committee appointments shall be for three years; new appointee terms will begin on the first day of September. If a committee

appointment is vacated prior to fulfilling the complete term, the President will appoint another faculty member from the respective School to fill the remaining time of the vacated appointment. In no case will the number of committee members exceed one from each School to ensure equal representation of all Schools.

- Terms of appointees will be limited to two consecutive three-year terms.
- Members will participate in all meetings of the Committee and will perform duties as determined by the Chair and a consensus of the members. If a member is unable to attend a meeting, the Chair should be notified prior to the meeting, and if possible, a representative should attend in place of the appointed member.
- Members will communicate with faculty of their respective Schools on an annual basis to inform these them of the activities of the Committee.

IV. Leadership

Leadership of the Committee shall consist of a Chair who will be appointed by the President of TTUHSC. The duties of the Chair shall be those customarily assigned to this position. At the end of the three year appointment period, the President shall appoint a new Chair based on recommendation of the Committee.

V. Meetings

Meetings of the Committee will generally be held once every six weeks or as needed at the call of the Chair. Special meetings may be called at any time by the Chair or by the request of two or more Committee members. Notice of special meetings shall be made not less than one week in advance of the called meeting time.

VI. Operating Procedures

The Committee shall determine the rules regarding its internal functioning.

VII. Amendment of Bylaws

Amendment or revision of the Committee By-laws may be made only after having been read at one Committee meeting followed by a majority affirmative vote of the Committee membership.

ADOPTED THIS 28th DAY OF November, 2006.