

## **FACULTY GOVERNANCE**

### **UNIVERSITY OF COLORADO SCHOOL OF DENTAL MEDICINE**

#### **PART I**

#### **STRUCTURE OF FACULTY GOVERNANCE**

The faculty of the University of Colorado School of Dental Medicine (CUSDM) is a self-governing body which operates according to the Constitution of the Faculty Senate of the School of Dental Medicine and the Laws of the Regents of the University of Colorado.

This organization exists within a framework of faculty governance at the University of Colorado Denver | Anschutz Medical Campus (AMC). The framework provides for interaction within the School, at the campus level and at the system-wide level.

The system-wide level has two bodies which reports to the President of the University. One body is the system-wide Faculty Senate which consists of all faculty who meet membership requirements as defined in the Constitution of the University of Colorado Denver | AMC Faculty Senate. The second body is the Faculty Council, which is a representative body with members from each campus and each school.

The University of Colorado Denver has a representative body on the Anschutz Medical Campus (AMC) called the AMC Faculty Assembly of . This group has a set of officers and representatives from each school on the AMC-UCD campus. Individual membership in the AMC Faculty Assembly can be defined independently from the university-wide definition, but officers and representatives to the university-wide system must meet membership requirements of the university-wide constitution.

The CUSDM faculty governing body is called the CUSDM Faculty Senate with membership defined in the Constitution of the Faculty Senate of the School of Dental Medicine. Officers of the CUSDM Faculty Senate and representatives to the AMC Faculty Assembly and University-wide Faculty Council also must meet membership requirement of those bodies. Officers and Representatives of the CUSDM Faculty Senate are elected by the members of the CUSDM Faculty Senate.

## PART II

### CONSTITUTION OF THE FACULTY SENATE OF THE SCHOOL OF DENTAL MEDICINE

(Current document was approved by the Faculty Senate on July 6, 2022)

(All references to the Laws and Policies of the Regents are to the Laws and Policies adopted after a formal review process that began in 2015. For all updated Laws and Policies please refer to the Regents' website.)

#### ARTICLE I: ORGANIZATION

##### A. Department Organization

1. The School of Dental Medicine shall consist of the Department of Community Dentistry and Population Health, the Department of Craniofacial Biology, the Department of Diagnostic and Biological Sciences, the Department of Orthodontics, the Department of Restorative Dentistry, the Department of Pediatrics, and the Department of Surgical Dentistry.
2. In accordance with Regent Policy 44.A.1 each department shall be responsible for developing its own working structure and rules in consultation with the Dean, and in strict conformance with procedures approved by the Regents and by the School of Dental Medicine.
3. In accordance with Academic Policy Statement 1022, the entire School of Dental Medicine is defined as the primary unit for purposes of recommending and evaluating faculty being put forth for appointment, reappointment, promotion and tenure.

##### B. Administrative Organization

1. In accordance with Regent Policy 4.A.1, the Dean shall be the principal administrative officer of the School of Dental Medicine and shall be the presiding officer of its faculty. The Dean shall be responsible for the enforcement of admission requirements and for the general effectiveness of all departments within the School. They shall supervise and administer all matters pertaining only to the School of Dental Medicine, including budgetary planning and the allocation of available funds, faculty assignments and workloads, faculty and staff personnel policies and decisions (including promotions and salary increments), curriculum planning and revision, course changes, and the academic advising and progress of students. Departmental chairpersons and faculty members shall confer with the Dean about problems relating to all such matters. The Dean shall make regular reports to the President through the Chancellor of the Anschutz Medical Campus and to the Faculty of the School of Dental Medicine.
2. The administrator responsible for the Office of Academic Affairs shall have the responsibility for implementation and operation of all curricula of the School and for coordinating educational programs with the department chairpersons, including requests, allocations and revisions of the curriculum; and for maintaining academic standards detailed in the School's academic policies.

3. The administrator responsible for the Office of Admissions and Student Affairs shall coordinate all aspects of student affairs, including student recruitment, admissions, advising, student governance, professionalism, and quality of student life.
4. The administrator responsible for the Office of Financial Affairs shall have the responsibility for coordinating and monitoring all budgetary and fiscal activities of the School of Dental Medicine. In consultation with the Dean, he/she shall be responsible for all budgets for the School and modifying them as required. This person is also be responsible for monitoring the expenditure of all funds within the School to assure compliance with established budgets and with relevant budget and fiscal policies and procedures. In the absence of the Dean, the administrator responsible for the Office of Financial Affairs acts in the Dean's behalf concerning all budgetary and fiscal affairs of the School of Dental Medicine.
5. The administrator responsible for the Office of Clinical Operations and Patient Services shall have the responsibility for coordinating all activities involving patient care for pre- and post-doctoral programs. This includes, but is not limited to, risk management, assignment of patients to students, monitoring students' clinical progress, monitoring patients' progress, development of patient management guidelines, and evaluation of patient management. In consultation with appropriate department and/or division chairpersons, he/she shall be responsible for the development and implementation of clinic policies, procedures, student requirements and shall schedule appropriate clinical time and faculty clinic coverage.
6. The administrator responsible for the Office of Diversity, Equity, and Inclusion shall have the responsibility for coordinating all activities focused on enhancing diversity, equity, and inclusion within our student body, as well as within our faculty, and staff. This includes, but is not limited to, ensuring appropriate training for admissions committee members, cultural competency initiatives within the curriculum, and appropriate training for faculty and staff in the areas of diversity and inclusion. The goal of the Office of Diversity, Equity, and Inclusion is to foster an inviting learning environment for the diverse students, faculty and staff who bring diverse perspectives to the School of Dental Medicine community. The administrator will be the School of Dental Medicine's representative on campus in all matters related to Diversity, Equity, and Inclusion.
7. A Chairperson shall be the principal officer of each department and shall be responsible for the effective and efficient administration of their department. The Chairperson shall have the responsibility for providing intellectual leadership toward achievement of the highest possible level of excellence in the teaching, research, and service activities of the department. With the advice and counsel of their departmental colleagues and acting under the rules of the department, the Chairperson shall be the department's representative and spokesperson. In implementing the rules of the department with respect to recommendations for faculty appointments, tenure and salary increases, the Chairperson may submit their own comments to the Dean in addition to the recommendations of the departmental faculty, but they may not overrule decisions of the department or its regularly-constituted committees. Administratively, the Chairperson shall be responsible to the Dean and to the department for carrying out all leadership and administrative roles and responsibilities identified in Appendix B of the Laws of the Regents.

#### C. Faculty

1. In accordance with Article 5, Part E.5 of the Laws of the Regents, the faculty of the School of Dental Medicine shall consist of all general members of the teaching and research staff holding the rank of instructor or above. The faculty shall have jurisdiction over all matters that concern only the School of Dental Medicine, such as educational policy, curriculum, including academic requirements for

admission, for continuance and for graduation. In addition, the faculty of the School of Dental Medicine shall have jurisdiction over matters of academic ethics under such procedures as may be approved by the Board of Regents.

The faculty of the University of Colorado School of Dental Medicine have elected to form the University of Colorado School of Dental Medicine Faculty Senate to facilitate self-governance.

## ARTICLE II: FACULTY SENATE

### A. Membership

1. All full-time members of the faculty, and part-time members who are appointed for 50% FTE or more, shall be entitled to voting membership in the Faculty Senate. All members of the part-time faculty who are appointed for less than 50% FTE may participate in the Faculty Senate as non-voting members, except those part-time faculty with current standing committee appointment, who shall also be voting members of the Faculty Senate.

### B. Officers and Representatives

1. The President of the Faculty Senate shall conduct the meetings of the Faculty Senate, shall represent the faculty on the Executive Planning Committee and the Student Professionalism and Integrity Committee (SPAIC) of the School of Dental Medicine and shall perform related duties as elected representative of the faculty.
2. The Vice President of the Faculty Senate, in the absence of the President, shall conduct the meetings of the Faculty Senate and shall represent the faculty on the Executive Planning Committee and the Student Professionalism and Integrity Committee (SPAIC) of the School of Dental Medicine. The Vice President shall also be responsible for overseeing the management and implementation of the Faculty Governance document.
3. The Secretary shall
  - send agenda and minutes at least one week prior to meetings
  - record the proceedings of all meetings of the Faculty Senate,
  - shall maintain permanent records of the minutes of all regular meetings of the Faculty Senate, and
  - shall maintain records and manage the Flower and Gift Fund.
4. The Parliamentarian shall assist the presiding officer in the conduct of the meetings of the Faculty Senate according to the prevailing rules of order.
5. Two Representatives of the CU SDM Faculty Senate (Delegates) shall serve as representatives to both the AMC Faculty Assembly and the University-wide Faculty Council.
6. The Director of Faculty Affairs shall be responsible for any administrative revisions, maintenance and preservation of the Faculty Governance document.
7. Other representatives to campus and university-wide committees shall be recommended by the President of the CU SDM Faculty Senate and/or the Dean of the School of Dental Medicine.

#### C. Terms of Office

1. The officers of the Faculty Senate shall serve from October 1 of the year in which they are elected to September 30 of the following year. The President and Vice President may not be elected to more than three consecutive terms.

#### D. Election of Officers

1. Nominations for new officers shall be submitted to the incumbent officers during the month of August. Any member of the full-time faculty who meets membership requirements in the CU SDM Faculty Senate and the University of Colorado AMC Faculty Assembly may be nominated for an office. The names of all candidates who accept nomination shall be placed on the ballot; a candidate may accept nomination for only one office.
2. The incumbent officer shall conduct the election by secret electronic ballot during the month of September. Each member of the full-time faculty is entitled to one vote. A candidate shall be elected by receiving a majority of votes cast in the election. In the event that no candidate receives a majority of the first ballot votes, a run-off election will be held between the two candidates with the highest number of votes on the first ballot.

#### E. Meetings

1. The Faculty Senate shall meet upon the call of the Dean, the President, or by petition of one-third of the members of the Faculty Senate. A written announcement of meetings and a copy of the agenda shall be sent to all members of the Faculty Senate at least one week before each meeting.
2. A quorum shall consist of those members present unless otherwise specified in the Constitution of the Faculty Senate of the School of Dental Medicine.
3. The parliamentary authority for the meetings of the Faculty Senate and its committees shall be "Robert's Rules of Order" - most current edition, if the Constitution of the Faculty Senate of the School of Dental Medicine does not apply.

#### F. Standing Committees

1. The majority of the Faculty Senate's functions shall be performed by designated standing committees. Unless otherwise specified in this Constitution, the qualified members of each department shall elect their departmental representatives to each standing committee by a majority vote. The student body shall elect the representatives for each designated position from the appropriate classes. All members of the committees shall serve for two years from September 1 – August 31 of the second year following election.
2. Unless otherwise specified in this Constitution, each Standing Committee shall elect its own Chairperson, and the Chairperson may create subcommittees to facilitate the work of the Standing Committee. The Chairperson shall maintain minutes.

3. Standing Committees shall consider new business brought before them in writing by individual faculty members. The Chairperson of the Standing Committee shall report any recommendations of the majority of the committee members to the President, who shall bring the recommendation before the Faculty Senate at its next meeting. The power of accepting, amending or rejecting policies from Standing Committees is retained by the Faculty Senate.
4. Committee structure, function, and charge will be reevaluated every two years, or other interval as determined by the Faculty Senate.
5. The school-wide Standing Committees are of two types – Committees Responsible to the Faculty Senate and Committees Reporting to the Dean. Their function and their composition are described in the following pages.

### **Committees Responsible to the Faculty Senate**

#### **INSTITUTIONAL EFFECTIVENESS COMMITTEE**

The Institutional Effectiveness Committee shall have the responsibility, authority, and accountability for the Institutional Effectiveness Program of the School of Dental Medicine. The committee's responsibilities shall include the development of guidelines and procedures, implementation of a plan of outcomes assessment, coordination of effort and evaluating compliance. Specifically, the committee shall be responsible for designing a system of outcomes assessment for the programs of the School of Dental Medicine, evaluating and coordinating the measures used to make assessment, assuring compliance with the program, assuring data collection and analysis, and assuring the distribution of the data and recommendations to the responsible person(s) or committee(s) of the faculty, for action.

#### **Chairperson**

#### **Administrators responsible for Mission Areas and Integrated Value Threads**

Education

Research

Patient Care

Community Outreach

Diversity, Equity, and Inclusion

Wellness of Resources

Innovation

#### **Elected Faculty Senate Officers**

President

Vice President

## **DENTAL CURRICULUM COMMITTEE**

The Dental Curriculum Subcommittee shall have the responsibility, authority, and accountability for the entire dental curriculum of the School of Dental Medicine. The subcommittee's responsibilities shall include determination of course offerings, assignment of courses to the appropriate department, approval of course content, coordination of the academic calendar and periodic evaluation of the curriculum.

### Co-Chairpersons:

Administrator responsible for Academic Affairs  
Director of Comprehensive Care Program

### One Representative from each of the following Departments:

Community Dentistry  
Diagnostic and Biological Sciences  
Surgical Dentistry  
Craniofacial Biology  
Orthodontics  
Restorative Dentistry  
Pediatric Dentistry  
ISP

### Four Dental Student Representatives

DS-4  
DS-3  
DS-2  
DS-1

### Two ISP Student Representatives

ISP 2  
ISP 1



## **DENTAL STUDENT PERFORMANCE COMMITTEE**

The Dental Student Performance Subcommittee shall be responsible for developing policies for the evaluation of dental student performance, including policies for grading, promotion, and graduation of students. It shall also be responsible for implementing and enforcing policies that have been approved by the Faculty Senate and it shall make recommendations to the dean and other parties regarding discipline, promotion, or graduation of each student. The subcommittee shall follow guidelines approved by the Faculty Senate in full accord with the Rule of the Regents and the requirements of due process.

Chairperson: Administrator Responsible for Academic Affairs

Administrator Responsible for Student Affairs (non-voting)

Administrator Responsible for Clinical Affairs (non-voting)

Administrator Responsible for Diversity and Inclusion (non-voting)

One Representative from each of the following Departments/Disciplines:

Community Dentistry

Craniofacial Biology

ISP

Endodontics

Periodontics

Diagnostic and Biological Sciences

Restorative

Oral and Maxillofacial Surgery

Orthodontics

Pediatric Dentistry

**COMPETENCY REVIEW BOARD COMMITTEE**

The CRB Subcommittee functions for the purpose of providing efficient clinical performance reviews of dental students and ISP students. Additional goals will include improving documentation of performance assessment and providing better, more immediate feedback to students. The CRB Subcommittee will monitor student progress of competency completions and provide feedback for ACTS and block rotation readiness. The CRB Subcommittee may report back to the Dental Student Performance Subcommittee when problems are identified that require DSPS action. (Committee structure revised by Faculty Senate vote 12/14/16.)

Chairperson: Administrator Responsible for Clinical Affairs

Chair of the Restorative Department

Chair of Community Dentistry (ACTS Director)

Chair of Surgical Dentistry Department

Chair of the Division of Periodontics or Designee

Chair of the Division of Oral and Maxillofacial Surgery

Chair of the Division of Endodontics

Chair of the Division of Operative Dentistry

Chair of the Division of Prosthodontics

Chair of the Division of Oral Medicine

Director of the International Student Program

Comprehensive Care Team Leaders

Administrators Responsible for Academic Affairs, Diversity and Inclusion, and Students Affairs (ad-hoc/non-voting)

Appropriate Comprehensive Care Faculty as required

## **STUDENT PROFESSIONALISM AND ACADEMIC INTEGRITY COMMITTEE**

The Student Professionalism and Academic Integrity Subcommittee shall be responsible for developing policies for the evaluation of dental student professional conduct and academic integrity issues. It shall also be responsible for implementing and enforcing student professional conduct and academic integrity policies that have been approved by the Faculty Senate and it shall make recommendations to the dean and other parties regarding discipline of each student. The subcommittee shall follow guidelines approved by the Faculty Senate in full accord with the Rule of the Regents and the requirements of due process.

Chairperson: Administrator Responsible for Student Affairs (non-voting)

Administrator Responsible for Academic Affairs (non-voting)

Administrator Responsible for Professionalism (non-voting)

Four (4) full-time faculty members (voting)

One Representative from each Dental/ISP Class (voting)

President of the Student Professionalism and Ethics Association in Dentistry (voting)

## **ADVANCED DENTAL EDUCATION OVERSIGHT COMMITTEE**

Oversight Subcommittees have responsibilities for student/resident admissions, curriculum management, academic performance and outcomes assessment, clinical performance and outcomes assessment, academic and clinical scheduling coordination, and other activities of the advanced dental education programs.

Chairperson: Administrator Responsible for Advanced Dental Education

Administrator Responsible for Academic Affairs

Administrator Responsible for Clinical Affairs

Director of Graduate Periodontics

Director of General Practice Residency

Director of Graduate Orthodontics

Director of Pediatric Dentistry

**STUDENT AFFAIRS COMMITTEE**

The Student Affairs Committee will be responsible for oversight of predoctoral student life at the School of Dental Medicine. This shall include oversight of predoctoral admissions, student organizations, student government, and other student activities.

**Chairpersons****One Representative from each of the Division and/or Departments**

Community Dentistry  
Craniofacial Biology  
ISP  
Endodontics  
Periodontics  
Diagnostic and Biological Sciences  
Restorative  
Oral and Maxillofacial Surgery  
Orthodontics  
Pediatric Dentistry

**One Representative from each Dental and ISP Class**

DS 4	DS 1
DS 3	ISP 1
DS 2	ISP 2

### **DENTAL ADMISSIONS COMMITTEE**

The Dental Student Admissions Committee shall develop admissions policies for the program in dentistry. It shall also conduct the admissions process and select those applicants most qualified for admission to the program.

Chairperson: Administrator Responsible for Admissions

Director of Post-Baccalaureate Program

Full-Time Faculty (the total number of committee members of full-time and non-full-time faculty members shall not be less than 10)

Non-Full-Time Faculty

Staff Representative

Dental Student Representative at the DS-2, DS-3, or DS-4 level (The activity of the dental student representative shall be determined by the Admissions Subcommittee.)

Prior to the start of each admissions cycle, the Chairperson of the Admissions Subcommittee shall recommend to the Faculty Senate the composition of the Dental Admissions Subcommittee for concurrence by the Faculty Senate.

### **INTERNATIONAL STUDENT PROGRAM ADMISSIONS COMMITTEE**

The International Student Program Admissions Committee shall develop admissions policies for the program. It shall also conduct the admissions process and select those applicants most qualified for admission to the program.

2 Chairpersons (Co-Chairs): Director and Assistant Director of the International Student Program

Faculty Members

**RESEARCH COMMITTEE**

The Research Committee shall be responsible for stimulating and assisting research activities by making available financial support for small faculty research projects. The committee's charge shall be reviewing the scientific merit and fiscal propriety of each application and making recommendations concerning funding to the Dean. The committee shall provide guidance to faculty during the early phases of preparation of applications, and help investigators seek other funds by reviewing and offering advice on applications to be submitted to external granting bodies. In addition, committee members shall provide advice on research design and promising avenues for research.

Chairperson – Senior Associate Dean for Research

One Representative from each of the following Departments

Community Dentistry

Diagnostic and Biological Sciences

Surgical Dentistry

Orthodontics

Craniofacial Biology

Pediatric Dentistry

Restorative

Administrator Responsible for Educational Research

Faculty Advisor of the Student Research Group, Colorado Chapter of AADR

President of the Colorado Chapter of AADR

One Dental Student Representative (Student Research Group of Colorado, Chapter of AADR)

President of the Student Research Group

**FACULTY AFFAIRS COMMITTEE**

The Faculty Affairs Committee is concerned with policies and procedures that influence the personal and professional welfare of the faculty. Activities of the Committee include examining all policies and procedures of the University which influence the professional and personal welfare of the faculty, and to recommend improvements in the design and implementation of faculty personnel policies, including such matters as tenure and promotion (in conjunction with the Tenure Committee), salary and benefits, faculty development, and hiring and retirement alternatives. The Chairperson will serve a three-year term.

Chairperson

Members determined by the Faculty Senate

## **FACULTY DEVELOPMENT COMMITTEE**

The Faculty Development Subcommittee shall assist in promoting faculty development in the School of Dental Medicine. The subcommittee will identify mechanisms and provide assistance to help faculty, department chairs, and other mentors develop in teaching, service and scholarly activities. Further, the subcommittee shall serve as a resource to faculty, department chairs, and other mentors in instructing faculty on institutional processes.

### 2 Chairpersons (Co-Chairs)

#### One Representative from each of the following Departments:

Restorative Dentistry

Diagnostic and Biological Sciences

Orthodontics

Pediatric Dentistry

Surgical Dentistry

Craniofacial Biology

Community Dentistry

#### Director of Faculty Affairs and Development (ex-officio)

## **FACULTY CALIBRATION COMMITTEE**

The Faculty Calibration Subcommittee shall be responsible for developing programs and policies to improve faculty knowledge of course content, standardize clinical evaluations and clinical competency examinations evaluations, introduce new digital technologies, disseminate information regarding school policies and procedures, and familiarize faculty with all other areas that enhance teaching and learning, among other topics. The Subcommittee shall ensure the continuous calibration of all full-time, part-time, and volunteer/preceptor faculty members.

Chairperson

Co-Chairperson

All Discipline Coordinators from the following Departments:

Community Dentistry

Craniofacial Biology

Diagnostic and Biological Sciences

Orthodontics

Pediatric Dentistry

Restorative Dentistry

Surgical Dentistry

Director of Faculty Development (ex officio)



## **FACULTY PROMOTION, TENURE AND POST-TENURE REVIEW COMMITTEE**

The School of Dental Medicine Faculty, Promotion, Tenure and Post-Tenure Review Subcommittee shall review and evaluate all recommendations for promotion, tenure, and post-tenure review, and part-time/volunteer faculty appointments, except those full-time new appointments recommended by search committees appointed by the Dean. This subcommittee shall review all documents submitted to support a recommendation, in order to assure that all documentation is complete and current and to evaluate each recommendation in terms of the degree to which the faculty member's achievements are consistent with School-wide and University criteria for the recommended rank or tenure. This subcommittee forwards all of its recommendations to the Dean's Review Committee. The Chairperson will serve a 3-year term.

Chairperson of the subcommittee shall be a tenured faculty member at the professor level, elected by the Faculty Senate.

Only full-time, tenured or clinical track faculty members at the associate professor level or above should comprise the committee membership.

Selection of committee members will be by department chairs (1 person per department) with ratifying vote and continued oversight by officers of the Faculty Senate.

### Departments represented:

Restorative Dentistry

Diagnostic and Biological Sciences

Orthodontics

Community Dentistry

Surgical Dentistry

Pediatric Dentistry

Craniofacial Biology

## **FACULTY GRIEVANCE COMMITTEE**

The Faculty Grievance Subcommittee shall review and evaluate grievances brought forth by a faculty member and shall submit a recommendation concerning the grievance to the dean. Grievances relating to work assignments, work schedules, annual evaluations, annual salary increments, or similar matters may be brought before the Faculty Grievance Subcommittee by a faculty member. The Faculty Grievance Committee will not, however, review any grievances relating to promotion or denial of promotion in academic rank or reappointment. These would be referred to the Dean's Review Committee. The Faculty Grievance Committee shall have the authority to determine if a grievance should be heard or processed through alternative channels. (The administrator shall serve as chairperson.)

One Administrator

Two Department Chairpersons

Three Full-time Faculty at the Level of Associate Professor or Above

Dean's Designated "Appointing Authority"

## **Committees Responsible to the Dean**

### **EXECUTIVE PLANNING COMMITTEE**

The Executive Planning Committee is the executive body of the School of Dental Medicine. It shall advise and assist the dean in administrative aspects of the School of Dental Medicine's operations and review key performance indicator outcomes as presented by the Institutional Effectiveness Committee, identifying institutional changes where/when needed. (Dean shall serve as chairperson.)

#### **Dean**

##### **Administrators**

Academic Affairs

Financial Affairs

Clinical Affairs

Student Affairs

Diversity and Inclusion

Research

##### **Department Chairpersons**

Community Dentistry

Diagnostic and Biological Sciences

Surgical Dentistry

Orthodontics

Restorative Dentistry

Craniofacial Biology

Pediatric Dentistry

##### **Faculty Senate President**

**CONTINUING EDUCATION COMMITTEE**

The Continuing Education Advisory Committee, under the Chairmanship of the Director, CE/ES, advises the dean and the director on policies relating to continuing education. This includes short and long-term planning, all types and locations of courses to be offered, as well as guidelines concerning honoraria to be paid to speakers and fees to be charged to participants. It also advises the director concerning the appropriateness of individuals who are being considered as possible speakers.

Chairperson

Faculty

One DDS Part-time Faculty/Private Practitioner who is a member of the CDA

**DEAN'S REVIEW COMMITTEE**

The Review Committee shall assist the dean in the evaluation of recommendations for reappointment, promotion and/or tenure received from the primary unit Evaluation Committee (Promotion and Tenure Committee). (Chairperson appointed by the Dean) (Term limits should apply)

Chairperson

Campus Representative (optional)

Faculty (appointed at the discretion of the Dean)

**CREDENTIALING COMMITTEE**

The Credentialing Committee is concerned with policies and procedures of faculty credentialing at the School of Dental Medicine. Activities of the Committee include establishing faculty credentialing policies and procedures that comply with University and Colorado State licensure boards, and recommend improvements in the design and implementation of the SDM policies to the Dean and faculty. The Committee will review any adverse actions pertaining to an individual applying for a faculty appointment during the credentialing process and make recommendations to the Dean and Promotion and Tenure Subcommittee regarding faculty appointments and awarding of clinic privileges.

Chairperson - School of Dental Medicine's Representative on the University of Colorado Hospital's Credentialing Committee

Chair of the Faculty Affairs Committee

Chair of the Promotion and Tenure Committee

Director of Faculty Affairs and Development (ex officio)

## **OPERATIONS COMMITTEE**

The Operations Committee shall be advisory to the dean with responsibilities including oversight of patient care, facilities, equipment, instruments, IT, and the patient management system. The Committee shall assist the dean by suggesting strategies for improving didactic, preclinical and clinical education environments, and patient care.

Chairperson

Faculty

Staff

One Staff Representative from Each Floor

Class Pres from DS3, DS4, ISP1, ISP2

## **AxiUm Operations Subcommittee**

2 Chairpersons (Co-Chairs)

Faculty

Staff

## **INNOVATION COMMITTEE**

The Innovation Committee assists the dean in ensuring the school's Innovation Agenda is contemporary in setting innovation priorities in education, collaborative science and patient care. Through faculty expertise team leads, the Committee reviews investments in emerging technologies and reviews requests for Innovation Project funds. On an annual basis, the Innovation Committee members will report to the Faculty Senate on progress in innovation areas, and serve as champions of innovation for the school. The committee shall inspire, guide, support, and sustain innovation in the School of Dental Medicine.

Chairperson – Administrator responsible for Innovation

Faculty

Staff

## **INSTITUTIONAL QUALITY COMMITTEE**

The Institutional Quality Committee (Quality Committee) is responsible for guiding and advancing quality and performance outcomes as a means to improve the quality of oral health and patient care, institutional quality and patient safety, and student and resident education and training. The Quality Committee is responsible to create a culture and environment that fosters excellence in quality and service through commitment to the principles and practices of continuous performance improvement by all administrators, staff, faculty, residents and students and to create a culture of safety. This committee is the central coordinating body for all performance improvement and patient safety activities within the school. This committee is the governing body for the CLIA-waived equipment (Clinical Laboratory Improvement Amendments – CLIA).

Chairperson - Administrator responsible for Clinical Affairs

Co-chair – Director of Quality and Patient Safety

Associate Dean of Budgets, Finance, and Strategic Projects

Director of Graduate Periodontics Program

Director of General Practice Residency Program

Director of Dental Faculty Practice

Chair or representatives from:

Endodontics

Oral Surgery

Orthodontics

Restorative

Surgical Dentistry

Staff

Student Representatives

### **Patient Safety Subcommittee**

The Patient Safety Committee is charged with oversight of the patient safety program. This committee assesses for and promotes the school-wide culture of safety. The Patient Safety Committee reviews all sentinel patient safety events, never events such as falls, near misses and any other significant patient safety events. The committee reviews patient safety events for trends, suggests improvement strategies, and tracks and re-evaluates strategies for improvements.

Chairperson - Administrator responsible for Clinical Affairs

Co-chair – Director of Quality and Patient Safety

Chair or representatives from:

Community Dentistry

General Practice Residency

Oral Surgery

Orthodontics

Periodontics

Prosthodontics

Restorative

Surgical Dentistry

Director of Dental Faculty Practice

Director of Heroes Clinic

Staff

Student Representatives

## **Sedation Subcommittee**

The Sedation Committee oversees the use of moderate and deep sedation and general anesthesia in the care and treatment of patients. The committee reviews a random sample of sedation electronic health records compared to data from the PIXIS machine (storage and dispensing of narcotics and controlled substances); committee reviews this data for trends, and suggests and monitors improvements to the findings. The committee reviews medications and supplies related to surgery and sedation/anesthesia. The Sedation Committee reviews all patient safety-related sedation events to include any use of a reversal agent; events may be referred for a resident and faculty-oriented Morbidity and Mortality (M&M) session. The Sedation Committee is responsible for the review of all medical emergencies and the critique of each Rapid Response Team (RRT) event.

Chairperson - Administrator responsible for Clinical Affairs

Co-chair

Recorder – Director of Quality and Patient Safety

Chair of Surgical Dentistry

Representatives from:

Oral and Maxillofacial Surgery

Graduate Periodontics

General Practice Residency

Restorative sedating faculty

Director of Dental Faculty Practice

Staff

Graduate Periodontics residents, General Practice Residency residents, and OMFS residents



**Infection Control and Life Safety Subcommittee**

The Infection Control and Life Safety Committee is responsible to review infection prevention practices and products that involve hand hygiene, personal protective equipment, disinfection and sterilization, dental unit water quality, bloodborne pathogen exposures, and infectious diseases. The committee recognizes guidance and requirements of professional organizations such as the Centers for Disease Control and Prevention (CDC), The Organization for Safety Asepsis and Prevention (OSAP) and Colorado Dental Association (CDA), among others. This committee is responsible to review life safety (fire safety) and the other elements of the environment of care to include general safety, security, hazardous materials and communication, emergency preparedness, equipment management and utilities management.

Chairperson - Administrator responsible for Clinical Affairs

Co-chair – Director of Quality and Patient Safety

Representatives from:

Community Dentistry (ACTS clinics)

General Practice Residency

Heroes Clinic

Periodontics

Restorative

Staff

Student Representatives

### **Laser Safety Subcommittee**

The Laser Safety Committee provides oversight for laser use. Lasers are available in Orthodontics and Graduate Periodontics for treatment of hard or soft tissue. The Laser Safety Committee reviews an annual report by the Laser Safety Officer, policies, procedures, continuing education, fire safety, and laser safety regulatory requirements written by the Colorado Department of Regulatory Affairs for Dentistry and the Approved American National Standard (ANSI) for Laser Use and Safety.

Chairperson - Administrator responsible for Clinical Affairs

Co-chair – Chair (Interim) of Surgical Dentistry

Recorder – Director of Quality and Patient Safety

Representatives from:

Graduate Periodontics

Orthodontics

Restorative

Staff

### **SCHOLARSHIP COMMITTEE**

The Scholarships, Awards and Financial Aid Committee is responsible to the dean for determining the recipients of School of Dental Medicine predoctoral scholarship awards. The committee recommends the individuals who will receive awards and the level of each award.

Chairperson

Administrator Responsible for Student Affairs

Faculty

Student Representatives (1 from each DS Class)

DS 4

DS 3

DS 2

DS 1

Administrative Support Staff

### ARTICLE III: AMENDMENTS

1. The Constitution of the Faculty Senate of the School of Dental Medicine may be amended by a two-thirds vote of the faculty of the School of Dental Medicine.
2. Amendments may be proposed by any member of the faculty and shall be distributed in writing to all members no later than two weeks prior to the meeting at which they are to be considered.
3. Amendments which are approved shall become effective immediately upon passage unless otherwise stated in the amendment.

### ARTICLE IV: POLICIES AND PROCEDURES OF THE FACULTY

Operating policies and procedures of the faculty which are not specified by the Constitution of the Faculty Senate of the School of Dental Medicine may be created by regular vote of the Faculty Senate and shall be followed provided that they do not contradict the provisions of the Constitution of the Faculty Senate of the School of Dental Medicine or the Laws of the Regents.

### ARTICLE V: RATIFICATION

Upon approval of two-thirds of the members of the Faculty Senate, the academic and administrative functions of the Faculty shall be conducted according to this Constitution. All previous Articles of Governance of the School of Dental Medicine (excluding policies and procedures of the faculty) are nullified by the passage of this Constitution.