


<p><b>Name of Policy:</b> <u>Bylaws Committee</u></p> <p><b>Policy Number:</b> 3364-87-23</p> <p><b>Approving Officer:</b> Chief of Staff Chief Executive Officer - UTMC</p> <p><b>Responsible Agent:</b> Chief Medical Officer</p> <p><b>Scope:</b> All University of Toledo Campuses</p>	 <p>Effective Date: 10/20/2020</p> <p>Initial Effective Date: 03/14/01</p>
<input type="checkbox"/> New policy proposal	<input type="checkbox"/> Minor/technical revision of existing policy
<input type="checkbox"/> Major revision of existing policy	<input checked="" type="checkbox"/> Reaffirmation of existing policy

(A) Policy statement

It is the policy of the University of Toledo Medical Center and its Medical Staff that a Bylaws Committee will be appointed as defined below.

(B) Purpose of policy

To define the composition, functions and responsibilities of the Bylaws Committee.

(C) Procedure

(1) Functions and Responsibilities

The Bylaws Committee will regularly review the Bylaws and Rules & Regulations of the Medical Staff to assure that they properly reflect purposes and policies of the University of Toledo Medical Center, meet appropriate needs for the governance of the Medical Staff and promote excellence in medical care and medical education.

The Committee will review and propose amendments or modifications to the Bylaws and Rules & Regulations of the Medical Staff, at least every two years.

The Bylaws Committee shall review, evaluate, and make recommendations regarding suggestions submitted by members of the Medical Staff pertaining to the Bylaws and Rules & Regulations.

(2) Composition

The Chief of the Medical Staff shall be the Chairperson of the Committee. The members of the Medical Executive Committee will also serve as members of the Bylaws Committee. A representative of the General Counsel of the University of Toledo Medical Center will serve as an *ex officio* member. The Vice President for Medical Affairs will serve *ex officio*.

(3) Meetings

The Committee shall meet as often as necessary to accomplish the functions and duties outlined above, and at least annually.

<p>Approved by:</p> <p><u>/s/</u>          Andrew Casabianca, MD, DMD          Chief of Staff</p> <p><u>11/09/2020</u>          Date</p> <p><u>/s/</u>          Richard P. Swaine, CPA          Chief Executive Officer - UTMC</p> <p><u>11/09/2020</u>          Date</p> <p><i>Review/Revision Completed by:          Medical Executive Committee</i></p>	<p><b>Policies Superseded by This Policy:</b></p> <ul style="list-style-type: none"> <li>• <i>MS-023 Bylaws Committee</i></li> </ul> <p><b>Review/Revision Date:</b> 11/19/03          01/10/07          02/23/11          04/27/11          04/23/14          05/01/17          10/01/20</p> <p><b>Next review date: 10/01/2023</b></p>