

Cellular and Molecular Medicine Specialization

By-laws

Preamble

The purpose of these bylaws is to elaborate the governing structure for the cellular and molecular medicine specialization, which is offered by the participating joint CSU/CCF doctoral programs within the framework of the CCF-CSU Agreement. The purpose of the Specialization is to provide a common identity and structure for CSU and CCF faculty and doctoral students pursuing basic and applied biomedical research that addresses the cellular and molecular mechanisms of disease.

I. CCF-CSU Agreement

- A. These bylaws are subject to the provisions of the AGREEMENT BETWEEN THE CLEVELAND CLINIC FOUNDATION AND CLEVELAND STATE UNIVERSITY On Joint Doctoral Degree Programs and the Doctoral Cellular and Molecular Medicine Specialization (the “CCF-CSU Agreement”).

II. Name

- A. The name of the Specialization is the Cellular and Molecular Medicine Specialization (CMMS).

III. Membership

A. Programs

1. As specified by the CCF-CSU Agreement, each joint CSU-CCF Doctoral Program shall offer a specialization in cellular and molecular medicine within the structure of the program’s degree requirements and participate in the governance of the Cellular and Molecular Medicine Specialization.
2. A program may withdraw from active participation if it no longer offers the specialization. Withdrawal requires modification of the CCF-CSU Agreement; upon approval by the program and notification of the CMMS Coordinating Committee, no new students or faculty from this program shall be admitted to the specialization and the withdrawal will take effect when the last student from the program either completes the specialization or leaves the program.

B. Faculty

1. CSU and CCF faculty who are members of one or more of the participating doctoral programs, who have CSU graduate faculty status, and whose research is in an appropriate area are eligible to join the specialization according to procedures established by the Cellular and Molecular Medicine Coordinating Committee (CMMCC).
2. Membership continues as long as Graduate Faculty status and membership in a participating department continue.

C. Students

1. Doctoral students within each participating doctoral program whose Major Advisor or Research Advisor is a member of the Cellular and Molecular Medicine Specialization are eligible to join the CMMS according to procedures established by the Cellular and Molecular Medicine Coordinating Committee.
2. Student members are presumed to be seeking to fulfill requirements for the specialization in addition to those for their respective doctoral programs. Completion of the specialization shall be noted on the student's doctoral diploma.
3. Only members of the specialization are eligible for CMMS graduate assistantships and travel awards.

IV. Cellular and Molecular Medicine Coordinating Committee (CMMCC)

A. The CCF-CSU Agreement specifies the composition and duties of the CMMCC as follows.

1. The Coordinating Committee shall consist of the CSU Graduate Program Directors or their designees for each participating program and the CCF Cellular and Molecular Medicine Specialization Coordinator for each participating program plus, if not from this group, the Director of the CMMS. If active in an appropriate area of research, the Director of BAHI is a member of the Coordinating Committee; otherwise, the Director of BAHI is an ex officio member.
2. The committee shall be responsible for:
 - a) Selecting from its members a director for the specialization;
 - b) Maintaining and coordinating the policies and procedures for the Cellular and Molecular Medicine Specialization, including the requirements for students to earn the Specialization;
 - c) Publishing the criteria for faculty and student membership in the CMMS;
 - d) Reviewing applications for and making awards of Graduate Assistantships under the Cellular and Molecular Medicine specialization;
 - e) Subject to the standard procedures for course and curricular changes at CSU, coordinating the requirements for students to earn the Specialization within each program and working

to establish a common set of courses to be included in the specialization requirements to the maximum extent possible; and

- f) In coordination with the Departments, the Graduate College and the Office of Public Relations, producing, reviewing and publishing advertising and recruiting materials for the CMMS.
3. A quorum shall consist of a simple majority of members as long as each participating program has one representative.

V. Curriculum

- A. Curricular requirements for the Cellular and Molecular Medicine Specialization shall be set according to the bylaws of the participating programs, their departments and Colleges, and CSU.

VI. GENERAL PROVISIONS

A. Modifications

1. These by-laws may be modified upon approval by the Coordinating Committee and by each of the participating departments, whereby CCF faculty shall vote with the CSU department that they identify as their primary department for the CMMS and subject to departmental by-laws.
2. The CMMCC and each of the participating doctoral programs separately may propose changes. These must be approved first by the CMMCC and then by all participating departments.
3. Department by-laws will govern the criteria for departmental approval, including definition of the required majority.
4. Modifications affecting the CCF-CSU Agreement must be sent to all parties to the Agreement for approval and revision of the Agreement as necessary.
5. Modifications will take effect when approved by all participating programs, or, if the proposed modification requires modifications to the CCF-CSU Agreement, when such modifications have been approved.