



TITLE OF POLICY

Foundation Phase Committee Structure and Function

PURPOSE AND SCOPE

To establish the charge, composition, and voting privileges of the Foundation Phase.

RESPONSIBLE PARTY AND REVIEW CYCLE

The Foundation Phase reviews the policy on an as needed-basis and Education Committee approves it.

LCME REFERENCE(S)

LCME 2.6: Functional Integration of Faculty

LCME 4.6: Responsibilities of Education Program Policies

HISTORY OF APPROVALS AND UPDATES

Approved by the Education Committee on April 16, 2018.

POLICY

The charge of the Foundation Phase Committee is to monitor, evaluate, and modify operations and policies for the Foundation Phase to achieve school-established competencies. The Co-Directors of the Foundation Phase lead the Foundation Phase Committee. The Foundation Phase is comprised of voting and non-voting members listed below.

A quorum is defined as 50% +1 of the committee.

If a committee member holds two positions with voting privileges, he/she can only vote once.

Voting Members must be present or send a designee:

1. Phase Co-Directors
2. Course Co-Directors
3. Block Co-Directors
4. Coil Directors
5. Basic Science Thread Director
6. Patient Care Thread Director
7. Social and Health Systems Thread Director
8. Student Representatives (Whitehead Society officers)

Ex-Officio Non-Voting Members:

1. Vice Dean for Education



2. Vice Dean for Strategic Initiatives
3. Associate and Assistant Deans for Student Affairs
4. Associate Dean for Admissions
5. Assistant Dean for Curriculum and Evaluation
6. Assistant Dean for Clinical Education
7. Assistant Dean for Rural Initiative
8. Assistant Dean for Inclusive Excellence
9. Administration Leadership and Staff (e.g., Director of Student Affairs, Director of Academic Affairs, and Director of the Clinical Skills Center)
10. Departmental Educational Leads
11. Course Coordinators
12. Application Phase Co-Directors
13. Individualization Phase Co-Directors

PROCEDURE(S):

NA

DEFINITION(S):

NA