



TITLE OF POLICY

Individualization Phase Committee Structure and Function

PURPOSE AND SCOPE

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

RESPONSIBLE PARTY AND REVIEW CYCLE

The Individualization 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.

Amended and approved by Education Committee on December 16, 2019.

POLICY

The charge of the Individualization Phase Committee is to monitor, evaluate, and modify operations and policies for the Individualization Phase to achieve school-established competencies. The Co-Directors of the Individualization Phase lead the Individualization Phase Committee. The Individualization 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. Campus Director and one additional faculty member from the Asheville Branch Campus
3. Campus Director and one additional faculty member from the Charlotte Branch Campus
4. Campus Director and one additional faculty member from the Wilmington Branch Campus
5. Acting Internship Director
6. AHEC Acting Internship Director
7. Critical Care/Emergency Care Director
8. Advanced Clinical Selective 1 and 2 Director
9. Social and Health Systems 5 Director



10. Science of Medicine Co-Directors
11. Electives Director
12. 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 Initiatives
8. Assistant Dean for Inclusive Excellence
9. Coil Directors
10. Administration Leadership and Staff (e.g., Director of Student Affairs, Director of Academic Affairs, and Director of the Clinical Skills Center)
11. Departmental Educational Leads
12. Course Coordinators (Chapel Hill and regional sites)
13. Foundation Phase Co-Directors
14. Application Phase Co-Directors

PROCEDURE(S):

NA

DEFINITION(S):

NA