



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: Function and Integration of Faculty

LCME 4.6: Responsibilities of Education Program Policies

HISTORY OF APPROVALS AND UPDATES

Approved by Individualization Committee in November, 2023

Approved by the Education Committee January 22, 2024

DEFINITION(S)

NA

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. Asheville Campus Director + 1
3. Charlotte Campus Director + 1
4. Wilmington Campus Director + 1
5. Greensboro Site Director + 1
6. Raleigh Site Director + 1:
7. Acting Internship Director
8. Critical Care Director
9. Advanced Clinical Care Director
10. Social and Health Systems 5 Director
11. Science of Medicine Director
12. Transition To Residency Director



13. Electives Director
14. Student Representatives (2)

Non-Voting Members:

1. Vice Dean for Academic Affairs
2. Vice Dean for Strategic Initiative
3. Associate and Assistant Deans for Student Affairs
4. Associate and Assistant Dean for Admissions
5. Associate Dean for Curriculum
6. Assistant Dean of Preclinical Curriculum
7. Assistant Dean for Clinical Curriculum
8. Associate Dean for Educational Effectiveness-
9. Senior Associate Dean for Medical Student Education
10. Director for Rural Initiatives-
8. Vide Dean for Diversity, Equity, and Inclusion
9. Coil Directors
10. Administration Leadership and Staff
 - Sr. Director Student Affairs
 - Sr. Director Curricular Affairs
 - Sr. Director Admissions
 - Director of Operations, Simulation, Experiential Learning, and Training (SET) Center
11. Departmental Educational Leads
12. Indy Phase Campus and Site Coordinators
13. Foundation Phase Co-Directors
14. Application Phase Co-Directors