



UNIVERSITY OF
South Carolina

School of Medicine Columbia

COMMITTEE MEMBERSHIP

2022-2023

1 July 2022

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University of South Carolina
School of Medicine

**Committee Membership
2020-2021**

Authority

Except as otherwise required by UofSC and/or LCME regulations and policies (e.g., the Student Academic Responsibility Committee, Admissions Committee, Curriculum Committee), all committees and subcommittees are advisory to the Dean and operate in accord with the policies and procedures contained in the UofSC *Faculty Manual*. All chairs of committees must be faculty.

Selection of student members

At the mid-point of the spring semester, the Associate Dean for Student Affairs sends eligible medical students a memorandum in which they may self-nominate themselves for service on School of Medicine committees for the next academic year. The Associate Dean for Student Affairs, in consultation with other personnel in the Office of Undergraduate Medical Education, assesses each interested student's eligibility for service. Except for Admissions Committee and the Curriculum Committee, students are selected by class ballot. Interviews are conducted for selection on the Admissions and Curriculum Committees by members of medical education and student affairs staff who then select the student nominees. To be eligible to serve on School of Medicine committees, a student must be currently enrolled and in good academic standing; no student repeating an academic semester or year is eligible for service on School of Medicine committees until the repeat semester/year has been completed successfully.

Other UofSC and SOM committees

The revised committee structure does not relate to membership on other committees of UofSC, the SOM Educational Trust, of SOM-affiliated hospitals, or the SOM strategic planning process. The process of selection for membership on these committees is distinct from the selection process for faculty, administrative, and joint faculty/administrative committees.

Nomination/election process

The Faculty Representation Committee is responsible for developing and administering the procedures for nomination and election of faculty members to committee and subcommittee places designated for elected members. The Faculty Representation Committee will advise the Dean on the selection of faculty members for committee and subcommittee places designated for appointees. It is expected that each faculty member under consideration for nomination for an elected committee and subcommittee position will, prior to the election, discuss his/her nomination with the chair of his/her department.

Voting privileges

All faculty, students, administrators, and non-faculty SOM staff members, who are members of SOM committees and subcommittees, whether elected, appointed, or ex-officio, are eligible to vote unless otherwise specified. Consultants and other individuals specifically identified as staff to committees and subcommittees are not eligible to vote.

[N.B. In the UofSC *Faculty Manual*, “faculty” is defined as “the President, the Provost and all academic vice presidents and academic associate and assistant vice-presidents; all deans, associate and assistant deans of all schools and colleges; professors, associate professors, assistant professors, all full-time academic instructors and full-time lecturers who are not degree candidates at the University of South Carolina; visiting faculty members, emeriti faculty members, the Vice-President for Student Affairs, Director of University Libraries, professional librarians, Director of Admissions, and such other persons as the faculty sees fit to elect.”

Additionally, “the following members of the faculty shall have the right to present motions and to vote: the President, the Provost, the academic vice presidents, the deans of schools and colleges, chairs of academic departments, professional librarians, full-time faculty in ROTC programs, and those regularly appointed professors, associate professors, assistant professors, and any administrative official who has tenure as a faculty member.”

Finally, “the faculty of a college, school, or department shall consist of all its members having the rank of professor, associate professor, assistant professor, and all full-time instructors and part-time lecturers. Voting rights within a college, school, or department are based upon the same standards as in the University faculty.”]

Minutes of committee and subcommittee meetings

The Chair of each committee and subcommittee will ensure that minutes of each meeting are kept and distributed to committee and subcommittee members. In addition, records of attendance at committee and subcommittee meetings should be kept for each member. July is designated the first month of the academic year, and June is designated the final month of the academic year.

I. Committees related to the University of South Carolina

Committees mandated by the University of South Carolina *Faculty Manual*

- A. **Basic Science Unit Tenure and Promotion Committee:** formulates specific criteria for tenure and promotion of faculty members in SOM basic science departments, assesses candidates for tenure and/or promotion, and makes recommendations to the SOM Dean.

CHAIR: Elected by members

TERM OF OFFICE: Continuous

MEETING FREQUENCY: As required

MEMBERS: All tenured faculty members in SOM basic science departments

- B. **Clinical Unit Tenure and Promotion Committee:** formulates specific criteria for tenure and promotion of faculty members in SOM clinical departments, assesses candidates for tenure and/or promotion, and makes recommendations to the SOM Dean.

CHAIR: Elected by members

TERM OF OFFICE: Continuous

MEETING FREQUENCY: As required

MEMBERS: All tenured faculty members in SOM clinical departments

- C. **Medical Library Unit Tenure Committee:** formulates specific criteria for tenure and promotion of SOM medical librarians, assesses candidates for tenure and/or promotion, and makes recommendations to the SOM Dean.

CHAIR: Elected by members

TERM OF OFFICE: Continuous

MEETING FREQUENCY: As required

MEMBERS: All tenured medical librarians in the SOM Medical Library

II. Committees related directly to the Office of the Dean:

- A. **Faculty Representation Committee:** coordinates the process of nomination and election of faculty members to SOM committees; advises the Dean on the appointment of faculty members to SOM and University committees; advises the Dean on the number and purpose of SOM committees and subcommittees; and clarifies, with elected and appointed committee chairs, the charges for each SOM committee and subcommittee; addresses with the Dean all matters referred to it by faculty members; and assists the Dean in obtaining faculty members' input into decision making. The members of the FRC elect 3 members (2 of whom must be from basic science departments) of this committee to represent the faculty on the Executive Committee and 3 members (2 of whom must be from basic science departments) to represent the faculty on the Student Promotions Committee.

CHAIR: Elected by members

TERM OF OFFICE: 3-year, staggered terms; other members are ex-officio

MEETING FREQUENCY: At least once annually in June and additional meetings as required

MEMBERS:

2 elected basic science faculty members:

Brandon Busbee, Pathology, Microbiology, and Immunology, 2021-2024

James Catroppo, Pathology, Microbiology, and Immunology, 2021-2024

2 elected clinical faculty members:

Renu Pokarna, Neurology, 2021-2024

Trey Brown, Pediatrics, 2022-2025

2 faculty members elected at large:

Kari-Claudia Allen, Family and Preventive Medicine, 2020-2023

Katie Stephenson, Pediatrics, 2020-2023

2 faculty members appointed by the Dean:

Erika Blanck, Cell Biology and Anatomy, 2022-2025

Norma Frizzell, Pharmacology, Physiology, and Neuroscience, 2022-2025

1 faculty member appointed by the Dean from the Florence Regional Campus

Wade Lamb, 2022-2025

Dean: Les Hall

Associate Dean for Academic Affairs: J. T. Thornhill

Associate Dean for Research and Graduate Education: Frank Spinale

Assistant Dean for Executive Affairs: Ruth Riley

Representative from the Columbia VA Health Care System: Michael Ryan

B. **Executive Committee:** advises the Dean about administration of the SOM.

CHAIR: Dean

TERM OF OFFICE: All positions are ex-officio

MEETING FREQUENCY: Monthly

MEMBERS:

Executive Dean: Les Hall (Chair)

Chairs of all departments:

Wayne Carver, Cell Biology and Anatomy

Jamee Steen, Family and Preventive Medicine

Sharon Weissman Internal Medicine

Souvik Sen, Neurology

Meera Narasimhan, Neuropsychiatry and Behavioral Science

Berry Campbell, Obstetrics and Gynecology

Chris Mazoue', Orthopedic Surgery

Mitzi Nagarkatti, Pathology and Microbiology

Caughman Taylor, Pediatrics

Marlene Wilson, Pharmacology, Physiology, and Neuroscience

Tripp Bell, Radiology

Julian Kim, Surgery (Interim)

1 member appointed from the Florence Regional Campus:

Ed Behling, 2022-2025

3 members elected from the FRC, 2 of whom should be from basic science departments:
Erika Blanck, Cell Biology and Anatomy, 2022-2025
Trey Brown, Pediatrics, 2022-2025
Norma Frizzell, Pharmacology, Physiology, and Neuroscience, 2022-2025

Faculty Senator Representative from the SOM (selected from among all SOM faculty senators by their vote): Kandy Velazquez

Associate Deans: Carol McMahon, J. T. Thornhill, Frank Spinale, Eric Williams, Carol Nichols, Chuck Carter, Matt Orr

Assistant Deans: Falcia Harvey, Robert Rhinehart, Brian Keisler, Ruth Riley, Derek Payne, Lindsie Cone, Alan Sechtin; James Cook

Director, Cardiovascular Research Center: Clinton Webb

Director of Educational Program Assessment and Quality Improvement: Mary Foertsch

Director of Human Resources: Susan Herndon

Director of Employee Development and Special Projects: Carla Harkness

Director, Legal Affairs: Craig Stanley

Director, Research Center for Transforming Health: Kevin Bennett

Columbia VA Health Care System ACOS for Education: James McCallum

Executive Director of Advancement: Kim Riggi

Director of Alumni Engagement and External Affairs: Holly Jefferson

Director of Communications and Marketing: Emily Miles

Academic Program Manager/Director of Reporting and Analysis: Gloria Johnson

UofSC Chief Operating Office: Jeff Perkins

- 1. Culture and Climate Committee:** Assesses and monitors the overall culture and climate within the SOM and recommends organizational strategies, policies, and practices that will enable a diverse, welcoming, and supportive working/learning environment that embodies the SOM values and builds a culture of civility, professionalism, inclusion and wellbeing. Reports through the SOMC Executive Committee. The Staff Council Subcommittee reports through the Culture and Climate Committee.

CHAIR: Faculty member appointed by the Dean

C0-CHAIR: Staff member appointed by the Dean

TERM OF OFFICE: 3-year, staggered terms

MEETING FREQUENCY: Monthly

MEMBERS:

6 faculty members appointed by the Faculty Representation Committee
Ana Pocivavsek, Pharmacology, Physiology, and Neuroscience, 2021-2025 (Chair)
Kandy Velazquez, Pathology, Microbiology, and Immunology, 2021-2024
Andrew Vaughan, Family and Preventive Medicine, 2021-2025
Kerry LaChance, Rehabilitation Counselling, 2021-2024
Cameron McCarthy, Cell Biology and Anatomy, 2022-2023
Pradeep Bollu, Neurology, 2022-2023

4 staff members appointed by the Dean:
Shantia Muller, Pharmacology, Physiology, and Neuroscience
Whitney Easaw, Human Resources
Heather Willingham, Cell Biology and Anatomy
Jessica Burchett, Research and Graduate Education

Medical Students:

Carolyn Gregorie, MIV
Boykin Carter, MIII
Evdokia Angelidis, MII
Caroline Kerrison, MII

Graduate Student:

Ethan Smallwood, PA Program

Post-doctoral Fellow:

Sarah Tryon (Kitty)

Resident:

(To be named later)

Strategic Advisor: Matt Orr, Continuous Professional Development and Strategic Affairs
(ex officio)

Employee Development: Carla Harkness

Director of Communications: Emily Milles

Staff Council Chair: Justin Griffis

- a. **Staff Council Subcommittee:** Reporting through the Culture and Climate Committee, the purpose of the Staff Council is to provide SOM staff with a formal representative body to ensure that their voice and interests are engaged and inform decisions and actions affecting the SOM workplace environment. The Staff Council provides a forum which facilitates inclusive communication and discussion of issues critical to the SOM staff experience.

CHAIR: Appointed by the Culture and Climate Committee with Approval from the Dean

TERM OF OFFICE: Open

MEETING FREQUENCY: Monthly

MEMBERS:

Gene Palmer, Office of Information Technology
Robbin Smith, Family and Preventive Medicine
Samantha White, Research Center for Transforming Health
Jon Crain, Facilities
Betty Phillips, Library
Andrenette Hudley, Cardiovascular Translational Research Center
Nicole Holt, Pathology, Microbiology, and Immunology
Justin Griffis, Human Resources (Chair)

- C. **Basic Science Advisory Committee:** advises the Dean about issues related to the basic sciences in the SOM.

CHAIR: Elected by members

TERM OF OFFICE: All positions are ex-officio

MEETING FREQUENCY: Quarterly

MEMBERS:

Executive Dean: Les Hall (Chair)

Chairs of all basic science departments:

Wayne Carver, Cell Biology and Anatomy

Mitzi Nagarkatti, Pathology, Microbiology, and Immunology

Marlene Wilson, Pharmacology, Physiology, and Neuroscience

Associate Dean for Research and Graduate Education: Frank Spinale

Assistant Dean for Preclinical Curriculum: Falcia Harvey

Associate Dean for Undergraduate Medical Education: Carol Nichols

Director of the Instrument Resource Facility: Bob Price

Director of the CV Translational Research Center: Clinton Webb

Associate Chief of Staff for Research, Columbia VA Med Center: Michael Ryan

- D. **Biomedical Engineering Committee:** advises the Dean on issues related to biomedical engineering in the SOM.

CHAIR: Elected by members every two year

TERM OF OFFICE: No term limit

MEETING FREQUENCY: As required

MEMBERS:

Faculty who have a research interest in biomedical engineering or who participate in the Biomedical Engineering Program.

Susan Lessner, Cell Biology and Anatomy

Jay Potts, Cell Biology and Anatomy

Bob Price, Cell Biology and Anatomy

David Mott, Pharmacology, Physiology, and Neuroscience

John Eberth, Cell Biology and Anatomy

Jason Kubinak, Pathology, Microbiology, and Immunology

Associate Dean for Research and Graduate Education: Frank Spinale

- E. **Student Promotions Committee:** advises the Dean about the academic standing of medical students enrolled in the SOM.

CHAIR: Elected by members annually in June

TERM OF OFFICE: All positions are ex-officio

MEETING FREQUENCY: Twice a year in May and December and additional meetings as required.

MEMBERS:

Chairs of all departments:

Wayne Carver, Cell Biology and Anatomy

Jamee Steen, Chair, Family and Preventive Medicine

Sharon Weissman, Interim Chair, Internal Medicine

Mitzi Nagarkatti, Pathology, Microbiology, and Immunology

Souvik Sen, Neurology

Meera Narasimhan, Neuropsychiatry and Behavioral Science

Berry Campbell, Obstetrics and Gynecology

Jack Wells, Ophthalmology

Chris Mazoue', Orthopedic Surgery

Caughman Taylor, Pediatrics

Marlene Wilson, Pharmacology, Physiology, and Neuroscience

Tripp Bell, Radiology (Chair)

Julian Kim, Surgery (Interim)

3 faculty members elected from the FRC, 2 of whom should be from basic science departments:

Erika Blanck, Cell Biology and Anatomy, 2022-2025

Trey Brown, Pediatrics, 2022-2025

Norma Frizzell, Pharmacology, Physiology, and Neuroscience, 2022-2025

staffed by Associate Dean for Student Affairs: Eric Williams

ex officio non-voting member: Associate Dean for Undergraduate Medical Education:
Carol Nichols

1. **Academic Review Subcommittee:** makes recommendations for consideration by the Student Promotions Committee regarding the academic standing of medical students enrolled in the SOM.

CHAIR: Chair of Student Promotions Committee

TERM OF OFFICE: 3-year, staggered terms for faculty members; Chair is ex-officio

MEETING FREQUENCY: Twice a year in May and December and additional meetings as required

MEMBERS:

4 elected faculty members:

Stacy Cobb, Pediatrics, 2020-2023

Robert Startz, Pathology, Microbiology, and Immunology, 2020-2023

Andrew Vaughan, Family and Preventive Medicine, 2021-2024

James Stallworth, Pediatrics, 2021-2024

Student Promotions Committee Chair: Tripp Bell

staffed by Associate Dean for Student Affairs: Eric Williams

2. **Honor Committee:** encourages the students of the UofSC SOM to uphold the highest standards of integrity; informs the students of the UofSC SOM of the expectations set forth by the written Honor Code; informs the students of the UofSC SOM of the process of the Honor Council; and serves as a pool of hearing panel members for the Honor Council.

CHAIR: Nicholas Harris

TERM OF OFFICE: 3-year, staggered terms for faculty advisors; 1 year for Chair (always an M-II)

MEETING FREQUENCY: As needed

MEMBERS:

2 faculty advisors appointed by the Dean:

Norma Frizzell, Pharmacology, Physiology, and Neuroscience, 2020-2023

Tisha Boston, Family and Preventive Medicine, 2021-2024

Medical Students:

2025

Andrew Neilson

Kylie Truong

Paul McQuillen, Chair 2022-2023

Sheldon Carpenter

MaryKathryn McGregor

2024

Joseph Henry

James Pratt

Sophia Papelis

Madisyn Currie

Alexis Clark

2023

Mikaela York

Sydney Rush

Nicolas Brandt

Carolyn Gregorie

Florence Regional Campus

Carra Lyons, Advisor 2022-2023

- F. **Academic Standards Committee:** is responsible for the maintenance of academic excellence in the SOM, establishes criteria for determination of satisfactory academic performance for promotion and graduation of medical students; establishes consistent standards for methods of assessing quality, assigning grades, and correcting academic deficiencies of medical students.

CHAIR: Dean

TERM OF OFFICE: 3-year staggered terms for faculty members and 1-year terms for medical students; other members are ex-officio

MEETING FREQUENCY: Twice a year and additional meetings as required

MEMBERS:

Dean: Les Hall (Chair)

5 elected faculty members:

James Gambrell, Pediatrics, 2020-2023

Wenbin Tan, Cell Biology and Anatomy, 2020-2023

Jodi Dingle, Pediatrics, 2021-2024

Reilly Enos, Pathology, Microbiology, and Immunology, 2021-2024

Joanna Appel, Pharmacology, Physiology, and Neuroscience, 2022-2025

Medical Students:

Rachel Duncan, MIV

Luke Mills, MIV

Associate Dean for Undergraduate Medical Education: Carol Nichols

Assistant Dean for Clinical Curriculum and Assessment: Brian Keisler

Registrar: Robert Rhinehart

Director of Program Assessment and Quality Improvement: Mary Foertsch

staffed by Assistant Dean for Preclinical Curriculum: Falicia Harvey

1. **Grade Change Subcommittee:** hears, assesses, and decides upon requests from faculty members for grade changes for medical students in courses, clerkships, and electives.

CHAIR: Associate Dean for Undergraduate Medical Education

TERM OF OFFICE: 3-year terms for faculty members; other members are ex-officio

MEETING FREQUENCY: As required

MEMBERS:

1 faculty member of the Academic Standards Committee selected by Academic Standards Committee members as the representative to the Grade Change Subcommittee: Wenbin Tan

3 elected faculty members:

Julia Balance, Pediatrics, 2020-2023

Kaustubh Joshi, Neuropsychiatry and Behavioral Science, 2022-2025

Mary Foertsch, Academic Affairs, 2022-2025

Associate Dean for Undergraduate Medical Education: Carol Nichols (Chair)

staffed by Director of Enrollment Services/Registrar: Robert Rhinehart

- G. **Women in Science and Medicine Committee:** advises the Dean on issues related to women students, faculty, and staff of the SOM.

CHAIR: Elected by members

TERM OF OFFICE: 3-year, staggered terms for faculty and staff members and 1-year terms for graduate and medical students; other members are ex-officio

MEETING FREQUENCY: Monthly

MEMBERS:

2 elected faculty members from basic science departments:

Carole Oskeritzian, Pathology, Microbiology, and Immunology, 2021-2024
Christine Wheeler, Pathology, Microbiology, and Immunology, 2021-2024

3 elected faculty members from clinical departments:

Zoe Foster, Family and Preventive Medicine, 2020-2023
Megan Weis, Family and Preventive Medicine, 2021-2025
Bandana Paudyal-Nepal, Pediatrics, 2022-2025

1 representative appointed by the Dean:

Mary Foertsch, Curricular Affairs, 2020-2023

2 SOM alumni/ae appointed by the Dean:

Jennifer Hucks, Internal Medicine, 2020-2023
Suchita Pancholi, Internal Medicine, 2022-2025

2 SOM non-faculty staff members appointed by the Dean:

Kim Riggi, Development, 2020-2023
Natalie Hawkins, Surgery, 2022-2025

Medical Students:

Rae Anderson, MIV
Megan Douglas, MII
Sydney Garner, MIV

PA Students:

M'Kayla Alston
Crystal Valente

Graduate Students:

Patrice Cunningham
Kasie Roark

SOM's AAMC Women's Liaison Officer serve as ex officio, non-voting member: Jennifer Hucks

- H. **Appointment and Promotion Committee for Professional-Track Basic Science Faculty:** evaluates the curriculum vitae and application materials for candidates requesting appointment at the Associate Professor or Professor level or promotion to the Associate Professor of Professor level and recommends to the Dean the appropriate faculty rank for the candidate.

CHAIR: Elected by members

TERM OF OFFICE: 3-year, staggered terms

MEETING FREQUENCY: As required

MEMBERS: Associate Professor or Professor (non-tenure track) from each basic science department appointed by the Faculty Representation Committee; Professor (tenure track or non-tenure track) from each basic science department appointed by the Department Chair

Faculty members appointed by the Faculty Representation Committee

Britt Wilson, Pharmacology, Physiology, and Neuroscience, 2020-2023

Bob Price, Cell Biology and Anatomy, 2020-2023 (Chair)
James Catroppo, Pathology, Microbiology, and Immunology, 2022-2025
Kevin LeBlanc, Nurse Anesthesia Program, 2022-2025

Faculty members appointed by the Department Chair

Claudia Grillo, Pharmacology, Physiology, and Neuroscience, 2020-2023
Erika Blanck, Cell Biology and Anatomy, 2020-2023
Carol McMahon, Pathology, Microbiology, and Immunology, 2021-2024

I. **Appointment and Promotion Committee for Professional-Track Clinical Faculty:**

evaluates the curriculum vitae and application materials for candidates requesting appointment at the Associate Professor or Professor level or promotion to the Associate Professor of Professor level and recommends to the Dean the appropriate faculty rank for the candidate.

CHAIR: Elected by members

TERM OF OFFICE: 3-year, staggered terms for departments with more than one full professor

MEETING FREQUENCY: As required

MEMBERS: Associate Professor or Professor (non-tenure track) appointed by the Department Chair from each clinical department

Chuck Carter, Family and Preventive Medicine, 2021-2024

Jeff Guy, Orthopedic Surgery, 2022-2025

Bill Tillis, Internal Medicine, 2022-2025

Jesse Clanton, Surgery, 2022-2025

Kaustubh Joshi, Neuropsychiatry and Behavioral Science, 2022-2025

Swamy Venkatesh, Neurology, 2022-2025

David Rotholz, Pediatrics, 2022-2025 (Chair)

Berry Campbell, Obstetrics and Gynecology (temporarily)

William Hester, Florence Regional Campus

J. **Conflict of Interest Committee:** addresses situations when outside financial interests may overlap or conflict with their activities at the UofSC SOM and manage compliance with University, SOM, and national policies regarding intellectual or financial conflicts of interest. The committee will provide oversight for recognizing the importance of the research and educational missions to the University and acknowledge that it is enhanced when members of the University community interact with other groups and organizations, including businesses, government entities, not-for-profit groups, professional societies, and other academic institutions, and reasonably address potential conflicts of interest.

CHAIR: Elected by members

TERM OF OFFICE: 3-year, staggered terms for appointed faculty members; all other members are ex officio

MEETING FREQUENCY: As needed. Since the group meets via email and most issues are clinical, most of the COI questions get sent to the Medical Group, which has some overlap with the SOM. If there is COI question that is strictly SOM, then it will be sent to the SOM Conflict of Interest Committee.

MEMBERS:

2 faculty members from clinical departments appointed by the Dean after consultation with the FRC:

Kaustubh Joshi, Neuropsychiatry and Behavioral Science, 2022-2025

Cory Jones, Pediatrics, 2022-2025

2 faculty members from a basic science department appointed by the Dean after consultation with the FRC:

Deepak Bhare, Pathology, Microbiology, Immunology 2022-2025
Frank Spinale, Cell Biology and Anatomy, 2022-2025

Director of Legal Affairs: Craig Stanley

Associate Dean for Continuous Professional Development and Strategic Affairs: Matt Orr

III. Committees related to the Office of the Dean through the Office of Medical Education and Academic Affairs (Offices of Admissions and Enrollment Services, Curricular Affairs and Media Resources, Graduate Studies, and Student and Career Services):

Through Office of Admissions and Enrollment Services:

A. **Admissions Committee:** establishes application/admissions policies and procedures for the SOM; evaluates and recommends to the Dean applicants for admission.

CHAIR: Director of Admissions and Enrollment Services

TERM OF OFFICE: 3-year, staggered terms for faculty members and 1-year terms for medical students; other members are ex-officio

MEETING FREQUENCY: Weekly from September through March

MEMBERS:

Up to 24 members appointed by the Dean, 1 of which should be from the Florence Regional Campus

Ioulia Chatzistamou, Pathology, Microbiology, and Immunology, 2020-2023

Jack Goldsmith, Cell Biology and Anatomy, 2020-2023

Donna Ray, Internal Medicine, 2020-2023

Christine Wheeler, Pathology, Microbiology, and Immunology, 2020-2023

Michelle Stanek, Family and Preventive Medicine, 2020-2023

Kerry Sims, Obstetrics and Gynecology, 2020-2023

James McCallum, VA Representative, 2020-2023

Tanya Dillihay, Retired Faculty Member, 2022-2023

Donald Wouri, Retired Faculty Member, 2022-2023

Myron Bell, Community Representative, 2022-2023

Nosizwe Sellers, Community Representative, 2022-2023

Kari-Claudia Allen, Family and Preventive Medicine, 2022-2025

Alric Blake, Retired Faculty Member, 2022-2023

Medical Students:

Sheldon Carpenter, MII

Justin Davidson, MIV

Arianna Douglas, MIV

Mattie Kennedy, MII

Cody King, MIV

Buckley McCall, MIV

Sydney Rush, MIV

Eric Veytsman, MIV

Associate Dean for Academic Affairs: J. T. Thornhill

Associate Dean for Diversity and Inclusion: Carol McMahon

Director of Medical Student Recruitment: James Stallworth

Director of Enrollment Services/Registrar: Robert Rhinehart (Chair)

Through Office of Curricular Affairs and Media Resources:

B. **Curriculum Committee:** is responsible for the development of and oversight over the content, structure, and pedagogy of the curriculum leading to the M.D. degree and for ensuring that students learn the knowledge, skills, attitudes, and behaviors necessary for the successful practice of medicine.

CHAIR: Elected by members

TERM OF OFFICE: 3-year, staggered terms for faculty members and 1-year terms for medical students; other members and consultants are ex-officio

MEETING FREQUENCY: Monthly

MEMBERS:

1 faculty member from each clinical department, 2 faculty members from each basic science department, and 1 faculty member from the Florence Regional Campus.

Tripp Bell, Radiology

Britt Wilson, Pharmacology, Physiology, and Neuroscience, 2020-2023

Jim Fadel, Pharmacology, Physiology, and Neuroscience, 2020-2023

Kaustubh Joshi, Neuropsychiatry and Behavioral Science, 2020-2023

Holly LaVoie, Cell Biology and Anatomy, 2020-2023

David Giovaninni, Internal Medicine, 2020-2023

Erika Blanck, Cell Biology and Anatomy, 2020-2023

Souvik Sen, Neurology, 2021-2024 (Interim)

Ioulia Chatzistamou, Pathology, Microbiology, and Immunology, 2021-2024

Dan Brown, Pediatrics, 2021-2024

Alexa Gandy, Pathology, Microbiology, and Immunology, 2022-2025 (Chair)

Andrew Vaughn, Family and Preventive Medicine 2022-2025

James Cook, Obstetrics and Gynecology, 2022-2025

Michael Moran, Surgery, 2022-2025

John Walsh, Orthopedic Surgery, 2022-2025

Marwan Elya, Florence Regional Campus, 2022-2025

Medical Students:

Clint Farve, MII

Jaclyn Meyer, MII

Bailey Alkhatib, MIV

Madelyn Welch, MIV

Associate Dean for Undergraduate Medical Education: Carol Nichols (non-voting)

Associate Dean for Academic Affairs: J. T. Thornhill (non-voting)

Assistant Dean for Preclinical Curriculum: Falcia Harvey (non-voting)

Assistant Dean for Clinical Curriculum and Assessment: Brian Keisler (non-voting)

Assistant Dean for Medical Student Education (Florence): Alan Sechtin (non-voting)

Consultants:

Director Faculty Development: Donna Ray
Associate Dean for Student Affairs: Eric Williams

Director of Library Services: Ruth Riley

Assistant Dean for Information Technology and Chief Information Officer: Lindsie Cone

Director of Enrollment Services and Registrar: Robert Rhinehart

Associate Dean for Diversity and Inclusion: Carol McMahon

Director of Educational Development – GME: Renee Connolly

Director of Educational Program Assessment and Quality Improvement: Mary Foertsch

staffed by Administrative Coordinator, Office of Curricular Affairs and Media Resources:
Amorita McClam

1. Standing subcommittees:

- a. **M-I/M-II Subcommittee:** is responsible for periodic review and update of all required M-I and M-II courses.
CHAIR: Elected by members
TERM OF OFFICE: 1-year terms for faculty members and 1-year terms for medical students; other members are ex-officio
MEETING FREQUENCY: Called at the discretion of the chair or at the direction of the chair of the Curriculum Committee.
MEMBERS:
At least 4 faculty members appointed by the Curriculum Committee Chair from a roster of basic science and clinical Curriculum Committee members who have expressed interest in this subcommittee:

Erika Blanck
James Catroppo
Ioulia Chatzistamou
Lindsie Cone
James Cook
Jim Fadel
Alexa Gandy
Edie Goldsmith
Holly LaVoie
Larry Reagan
Britt Wilson
Jack Goldsmith

Medical Students:
Clinton Favre, M-II

Jaclyn Meyer, M-II

Assistant Dean for Preclinical Curriculum: Falcia Harvey (ex officio)

Course Directors (ex officio)

Representation from both basic science and clinical departments is essential; the subcommittee may also invite as members other faculty members who are not Curriculum Committee members. With the approval of the Subcommittee chair, minutes will be taken and distributed by the Assistant Dean for Preclinical Curriculum.

- b. **M-III/M-IV Subcommittee:** is responsible for the periodic review and update of all required M-III and M-IV courses.

CHAIR: Elected by members

TERM OF OFFICE: 1-year, terms for faculty members and 1-year terms for medical students; other members are ex-officio

MEETING FREQUENCY: Called at the discretion of the chair or at the direction of the chair of the Curriculum Committee.

MEMBERS:

At least 4 faculty members appointed by the Curriculum Committee Chair from a roster of basic science and clinical Curriculum Committee members who have expressed interest in this subcommittee:

Tripp Bell
Dan Brown
Renee Connolly
David Giovaninni
Kaustubh Joshi
Michael Moran
Phillip Prest
Souvik Sen
Andrew Vaughan
Andrew Sides

Medical Students:

Ionut Puazon, M-IV (Florence)
Madelyn Welch, M-IV

Assistant Dean for Clinical Curriculum and Assessment: Brian Keisler (ex officio)

Assistant Dean for Medical Education (Florence): Alan Sechtin (ex officio)

Clerkship Directors (ex officio)

Representation from both basic science and clinical departments is essential; the subcommittee may also invite as members other faculty members who are not Curriculum Committee members. With the approval of the Subcommittee chair, minutes will be taken and distributed by the Assistant Dean for Clinical Curriculum.

- c. **Interdepartmental/Interdisciplinary Integration Subcommittee:** is responsible for the periodic review and update of vertical curricula and for the integration of interdepartmental and interdisciplinary educational efforts.
CHAIR: Elected by members
TERM OF OFFICE: 1-year terms for faculty members; other members are ex-officio
MEETING FREQUENCY: Called at the discretion of the chair or at the direction of the chair of the Curriculum Committee.
MEMBERS:
John Walsh
Donna Ray
Robert Rhinehart
Eric Williams

Medical Student:
Bailey Alkhatib, M-IV

Ex Officio Voting Members
James Cook – Assistant Dean for Clinical Learning
Jack Goldsmith – Evidence in Medicine (ACE)
Chris Goodman – Health and Society
Ashley Jones – Screening and Treatment of Substance Use Disorders
James Cook – Health Systems Science
Robert Haddad – Integrated Ultrasound
Alexa Gandy – Nutrition

- d. **Core Student Assessment Subcommittee:** is responsible for serving as consultants for assessment projects and otherwise serving as leaders to support a culture of assessment throughout the SOM; regularly reviewing SOM assessment policies and procedures and recommending improvements to the SOM Curriculum Committee supporting SOM assessors with information and resources, including technology recommendations, to maintain and carry out assessment plans--this includes recommending or providing assistance in the development of specific assessments of student learning outcomes.
CHAIR: Elected by members
TERM OF OFFICE: Chairs of the curriculum committee's four subcommittees will serve 3-year staggered terms. The medical student will serve a 1-year term. The assistant deans and director of program assessment are ex-officio.
MEETING FREQUENCY: Called at the discretion of the chair or at the direction of the chair of the Curriculum Committee.
MEMBERS: Chairs of the subcommittees:
Renee Connolly
Mary Foertsch
Jim Fadel – Chair, MI/MII Subcommittee

Andy Sides – Chair, MIII/MIV Subcommittee
Donna Ray – Chair, Interdisciplinary/Interdepartmental Integration Subcommittee

Medical Students:
Madelyn Welch, M-IV
Jaclyn Meyer, M-II

Assistant Dean for Preclinical Curriculum: Falcia Harvey (ex officio)
Assistant Dean for Clinical Curriculum and Assessment: Brian Keisler (ex officio)

Assistant Dean for Medical Student Education-Florence: Alan Sechtin (ex officio)

2. *Ad hoc* subcommittees

- a. **Curriculum Accommodations Subcommittee:** establishes policies and procedures for testing under non-standard conditions, reviews applications, and selects qualifying students.
CHAIR: Assistant Dean for Preclinical Curriculum
TERM OF OFFICE: 1-year terms for faculty member; other member is ex-officio
MEETING FREQUENCY: Once per year in July/August and additional meetings as required
MEMBERS: Appointed as needed

Assistant Dean for Preclinical Curriculum: Falcia Harvey (Chair)

Through Office of the Associate Dean for Research and Graduate Education:

- C. **Graduate Education Committee:** Oversees all of the Graduate Programs in the SOM. Establishes policies and procedures for the graduate programs consistent with UofSC and SOM guidelines.
CHAIR: Elected by members
TERM OF OFFICE: All members are ex-officio
MEETING FREQUENCY: As required
MEMBERS:

All directors of SOM graduate programs
Edie Goldsmith, Biomedical Science Graduate Programs
Kevin LeBlanc, Nurse Anesthesia Program
Kerry Lachance, Rehabilitation Counseling Programs
Janice Edwards, Genetic Counseling Program
Rita Dixon, Physician Assistant Program

Associate Dean for Research and Graduate Education: Frank Spinale

- D. **Biomedical Science Graduate Subcommittee:** Develops and oversees the content, structure, and pedagogy of the curriculum leading to the M.S. and Ph.D. in Biomedical Sciences degrees and for ensuring that students have solid knowledge and skills in biomedical sciences. Ensures that program requirements are met by departments, research focus groups, and students.
CHAIR: Academic Director for Biomedical Science Graduate Programs
TERM OF OFFICE: All faculty members are ex-officio

MEETING FREQUENCY: As required

MEMBERS:

Academic Director for Biomedical Science Graduate Program: Edie Goldsmith

2 appointed representatives from each basic science department:

Holly LaVoie, Cell Biology and Anatomy

Angela Murphy, Pathology, Microbiology, and Immunology

Jason Kubinak, Pathology, Microbiology, and Immunology

David Mott, Pharmacology, Physiology, and Neuroscience

Claudia Grillo, Pharmacology, Physiology, and Neuroscience

Camilla Wenceslau, Cell Biology and Anatomy

Associate Dean for Research and Graduate Education: Frank Spinale

Director of the Health Professional Track Masters of Biomedical Science Program: Ioulia Chatzistamou

Consultant: Jerel Arceneaux, Assistant Director of Student and Career Services

- E. **Nurse Anesthesia Graduate Subcommittee:** establishes policies and procedures for the Graduate Nurse Anesthesia Program consistent with UofSC and SOM guidelines. Ensures that program requirements are met.

CHAIR: Academic Director of Graduate Nurse Anesthesia Program

TERM OF OFFICE: All faculty members are ex-officio

MEETING FREQUENCY: Twice per year and additional meetings as required

MEMBERS:

Academic Director of Graduate Nurse Anesthesia Program: Kevin LeBlanc (Chair)

Assistant Program Director – Columbia Site: Catherine Gutshall

Assistant Program Director – Greenville Site: Richard Wilson

Faculty of Graduate Nurse Anesthesia Program: Tab King and Marc Benz

Nurse Anesthesia Program Clinical Coordinator (Columbia): Catherine Rhea

Consultant: Jerel Arceneaux, Assistant Director of Student and Career Services

- F. **Rehabilitation Counseling Graduate Subcommittee:** establishes policies and procedures for the Graduate Rehabilitation Counseling Program consistent with UofSC and SOM guidelines. Ensures that program requirements are met.

CHAIR: Rehabilitation Counseling Graduate Program Director

TERM OF OFFICE: All faculty members are ex-officio

MEETING FREQUENCY: As required

MEMBERS:

Academic Director of Rehabilitation Counseling Graduate Program: Kerry Lachance, Neuropsychiatry and Behavioral Science (Chair)

3 appointed faculty members:

Michael Walsh, Neuropsychiatry and Behavioral Science

Robert Dawson, Neuropsychiatry and Behavioral Science

David Leach, Neuropsychiatry and Behavioral Science

Consultant: Jerel Arceneaux, Assistant Director of Student and Career Services

- G. **Genetic Counseling Graduate Subcommittee:** establishes policies and procedures for the Biomedical Science Graduate Genetic Counseling Program consistent with UofSC and SOM guidelines. Ensures that program requirements are met.
CHAIR: Genetic Counseling Graduate Program Director
TERM OF OFFICE: All faculty members are ex-officio
MEETING FREQUENCY: As required
MEMBERS:
Director: Janice Edwards (Chair)

4 appointed faculty members:

Richard Ferrante, Research Professor Pediatrics
Whitney Dobek, Obstetrics and Gynecology
Amy Wardyn, Obstetrics and Gynecology
Jessica Fairey, Obstetrics and Gynecology

Consultant: Jerel Arceneaux, Assistant Director of Student and Career Services

- H. **Physician Assistant Graduate Subcommittee:** establishes policies and procedures for the Physician Assistant Program consistent with UofSC and SOM guidelines. Ensures that program requirements are met.
CHAIR: Physician Assistant Program Director
TERM OF OFFICE: All faculty members are ex-officio
MEETING FREQUENCY: As required
MEMBERS:
Director: Rita Dixon (Chair)

4 appointed faculty members:

Pamela Wilson, Director of Didactic Education
Lisa Myrick, Director of Clinical Education
James Stallworth, PA Program Medical Director
Frank Spinale, Associate Dean for Research and Graduate Education

Consultant: Jerel Arceneaux, Assistant Director of Student and Career Services

Through Office of Student and Career Services:

- I. **Leave of Absence Committee:** makes recommendations to the Associate Dean for Medical Education regarding leaves of absence from the SOM for medical students.
CHAIR: Elected by members
TERM OF OFFICE: 3-year, staggered terms for faculty members
MEETING FREQUENCY: As required
MEMBERS:
4 elected faculty members:
Norma Frizzell, Pharmacology, Physiology, and Neuroscience, 2020-2023
Melanie Blackburn, Pediatrics, 2020-2023
Garrett Helms, Family and Preventive Medicine, 2022-2025
Karen McMullen, Library, 2022-2025 (Chair)

1 appointed faculty member in the Department of Neuropsychiatry and Behavioral Science:
Christine Sacco-Bene, Rehabilitation Counseling, 2022-2025

staffed by Associate Dean for Student Affairs: Eric Williams

- J. **Scholarship and Loan Committee:** awards all SOM scholarships and awards all long-term loans administered by the SOM.
CHAIR: Elected by members
TERM OF OFFICE: 3-year, staggered terms for faculty members and 1-year terms for medical students; other members and consultants are ex-officio
MEETING FREQUENCY: Twice a year in the spring and fall semesters
MEMBERS:
5 elected faculty members:
 Scott Carney, Pediatrics, 2020-2023
 Fiona Hollis, Pharmacology, Physiology, and Neuroscience, 2020-2023
 Joseph McQuail, Pharmacology, Physiology, and Neuroscience, 2021-2024
 Donna Ray, Internal Medicine, 2021-2024
 Brandon Busbee, Pathology, Microbiology, and Immunology, 2022-2025
- Medical Students:
 Ryan Bloomquist, MII
 Chandler Melton, MIV
- Consultants:
Bank of America Representative: Pam Carroll
- Douglas Scholarship Representative: Claude Smith
- Cantey Scholarship Representative: William Cantey
- Educational Foundation Representative: Susan Butler
- Assistant Dean for Administration and Finance: Derek Payne
- Office of Admissions Representative: Robert Rhinehart
- Staffed by Associate Dean for Student Affairs: Eric Williams and Assistant Director of Student Affairs/Financial Aid: Jerel Arceneaux
- K. **Student Services Committee:** works with the Assistant Dean for Student Affairs to advocate for, promote, and implement opportunities in order to improve the culture and collaboration among all UofSC SOMC students and enhance the student experience. The Student Services Committee strives to preserve and promote students' physical, social, emotional, and cognitive wellness. Tasks of the committee include, but are not limited to, awarding travel grants; choosing recipients of select annual SOMC M.D. student awards; and hearing appeals regarding student assignment to the Florence program.
CHAIR: Associate Dean for Student Affairs Columbia
TERM OF OFFICE: 3-year, staggered terms for faculty members and 1-year terms for medical students; other members are ex-officio
MEETING FREQUENCY: As needed or twice a year in the Spring and Fall semesters

MEMBERS:

5 elected faculty members:

Christine Sacco-Bene, Neuropsychiatry and Behavioral Science, 2021-2024
Julie Anderson, Pediatrics, 2022-2025
Edie Goldsmith, Cell Biology and Anatomy, 2022-2025
Victor Jenkinson, Library, 2022-2025
Lisa Myrick, PA Program, 2022-2025

Medical Students:

Shelby Smith, MII
Gage Branham, MIV
Julia Thoppil, MII

Graduate Students:

Emily Waigi
KeAnjane' Govan

Associate Dean for Student Affairs: Eric Williams (Chair)

Graduate Programs Staff Liaison: Brianna Newton

Assistant Director of Student and Career Services/Financial Aid: Jerel Arceneaux

Consultant: Assistant Director for Alumni and Student Engagement: Paige Stiles

IV. Committees related to the Office of the Dean through the Office of Administration and Finance:

Committees related to the health and safety of SOM faculty members, students, and staff members:

A. **Wellness Promotion Committee:** coordinates and promotes wellness activities for SOM faculty, staff, and students.

CHAIR: Elected by members

TERM OF OFFICE: 3-year, staggered terms for faculty and staff members, 1-year terms for medical and graduate students

MEETING FREQUENCY: Six times per year

MEMBERS:

2 elected faculty members

Brandon Busbee, Pathology, Microbiology, and Immunology, 2022-2024
Kandy Velazquez, Pathology, Microbiology, and Immunology, 2022-2025

1 appointed faculty member

Ben Hawfield, Cell Biology and Anatomy, 2022-2025

3 non-faculty SOM staff members appointed by the Dean:

Shelley Streeter, Admissions, 2020-2023
Debra Poston, Pharmacology, Physiology, and Neuroscience, 2020-2023
Cameron Holbrook, Student Success and Wellness Center, 2021-2024

Medical Students:

Riley Brents, MII
Matthew Staub, MII
Jay Lucas, MIV

Graduate Students:
Brooke Bullard
Cinnamon Kiser

Director of the Student Success and Wellness Center: Falcia Harvey (ex officio)

V. Committee related to the Office of the Dean through the Office of Diversity and Inclusion:

A. **Diversity and Inclusion Committee:** plans and implement means of increasing the number of students from groups underrepresented in the medical profession who are prepared for, recruited to, matriculate at, and graduate from the SOM and who continue their training in residency programs available throughout the state of South Carolina and plans and implements means of increasing the number of under-represented minority faculty in the SOM.

CHAIR: Associate Dean for Diversity and Inclusion

TERM OF OFFICE: 3-year, staggered terms for faculty members, alumni, and HBCU, community, and AHEC representatives; 1-year terms for medical students; other members are ex-officio

MEETING FREQUENCY: As Needed

MEMBERS:

1 clinical faculty member appointed by the Dean after consultation with the Associate Dean for Diversity and Inclusion:

Sunita Paudyal, Internal Medicine, 2022-2025

1 basic science faculty member appointed by the Dean after consultation with the Associate Dean for Diversity and Inclusion:

Ioulia Chatzistamou, Pathology, Microbiology, and Immunology 2022-2025

2 minority SOM alumni/ae appointed by the Dean:

Crystal Johnson

Cedric Rivers

1 representative of Historically Black Colleges and Universities (HBCUs) appointed by the Dean:

Karen Rutherford, Benedict College

1 community representative appointed by the Dean:

Everett Dargan

1 representative of the SC Area Health Education Consortium:

Angelica Christie

Medical Students:

Sreeja Varanasi, MII

Rodrigo Encinas, MIV

Associate Dean for Diversity and Inclusion: Carol McMahon (Chair)

Assistant Dean for Diversity and Inclusion: Robert Rhinehart

VII. Committee related to the Office of the Dean through the Medical Library:

- A. **Library Committee:** advises Director of Library Services on policy matters, especially relating to the collection and staffing of the Medical Library.

CHAIR: Elected by members

TERM OF OFFICE: 3-year, staggered terms for faculty members and 1-year terms for graduate and medical students; other members are ex-officio

MEETING FREQUENCY: Twice per year and as needed

MEMBERS:

7 elected faculty members:

Shilpa Shivakumar, Pediatrics, 2020-2023

Heather Staples, Pediatrics, 2020-2023

Juan Camps, Surgery, 2021-2024

Robert Dawson, Rehabilitation Counseling, 2022-2025

Emily Lowell, Pediatrics, 2022-2025

Manoj Nepal, Pediatrics, 2022-2025

Christine Wheeler, Pathology Microbiology, and Immunology 2022-2025

Medical Student:

John Kerley, MIV

Malone Locke, MII

Graduate Student:

None

Director of Library Services: Ruth Riley

Assistant Dean for Information Technology and Chief Information Officer: Lindsie Cone (ex officio)

VIII. Committee related to the Office of the Dean through the Office of Information Technology:

- A. **Information Technology Committee:** advises the Assistant Dean for Information Technology and Chief Information Officer on policy matters, especially relating to computer needs of students and faculty as they relate to educational programs and research activities and to the structure and function of the SOM computer network and communication systems.

CHAIR: Elected by members

TERM OF OFFICE: 3-year, staggered terms for faculty members and 1-year terms for medical students; other members are ex-officio

MEETING FREQUENCY: Twice per year and as needed

MEMBERS:

5 elected faculty members:

Kevin Bennett, Family and Preventive Medicine, 2020-2023
Nick Patel, Internal Medicine, 2020-2023
Eric Williams, Medical Education and Academic Affairs, 2020-2023
Brandon Busbee, Pathology, Microbiology, and Immunology, 2020-2023
Scott Carney, Pediatrics, 2021-2024

Medical Students:

McLean Beson, MIV
Alec Giakas, MIV
Noah Hyduke, MIV

Assistant Dean for Preclinical Curriculum: Falcia Harvey

Assistant Dean for Clinical Curriculum and Assessment: Brian Keisler

Assistant Dean for Information Technology and Chief Information Officer: Lindsie Cone

Manager of Computer Resources: Robert Watson

Director of Library Services: Ruth Riley (ex officio)

IX. Members of the Faculty Senate

Faculty Senate: 5 SOM tenure-track faculty members and 3 clinical faculty members are elected to the UofSC Faculty Senate.

CHAIR: None

TERM OF OFFICE: 3-year, staggered terms

MEETING FREQUENCY: Monthly

MEMBERS:

Helmut Albrecht, M.D., Internal Medicine, 2020-2023 (Tenure Track)
Mohamad Azhar, Ph.D., Cell Biology and Anatomy, 2020-2023 (Tenure Track)
Kandy Velazquez, Ph.D., Pathology, Microbiology, and Immunology, 2020-2023 (Tenure Track)
Fiona Hollis, Ph.D., Cell Biology and Anatomy, 2022-2025 (Tenure Track)
Clinton Webb, Ph.D., Cell Biology and Anatomy, 2022-2025 (Tenure Track)
Catherine McClung-Smith, M.D., Surgery, 2021-2024 (Clinical Professional Track)
Sharon Weissman, M.D. Internal Medicine, 2021-2024 (Clinical Professional Track)
J. T. Thornhill, M.D., Neuropsychiatry and Behavioral Science, 2022-2025 (Clinical Professional Track)

APPENDIX 1

SOM Committee Membership Recusal Policy May 2015

Purpose: The purpose of this policy is to formally state those instances when committee members should recuse themselves from voting on actions specifically aimed at applicants and current students in the School of Medicine.

Rationale: While participation, particularly of faculty, on SOM committees is not only encouraged, but necessary for the SOM to function and conduct business; there are instances, specifically involving actions concerning applicants or current students, where the faculty member is expected to recuse his/herself from voting. This is necessary to protect the applicant/student from unfair bias in the process. While the list of committees and potential conflicts is not meant to be all inclusive it is expected that committee members will exercise good judgement and will recuse themselves from the committee prior to the discussion of the applicant/student. A faculty member's recusal should be noted as part of the official minutes of the committee meeting.

Academic Review Committee

- Close personal relationship with the student
- Current course/clerkship director of student
- Relative of student

Admissions Committees

- Current or former close personal relationship with applicant
- Current professor of applicant
- Relative of applicant

Honor Committee

- Close personal relationship with the student
- Current course/clerkship director of student
- Relative of student

Leave of Absence Committee

- Close personal relationship with the student
- Current course/clerkship director of student
- Relative of student

Student Promotions Committee

- Close personal relationship with the student
- Current course/clerkship director of student
- Relative of student

Student Services Committee

- Close personal relationship with the student
- Current course/clerkship director of student
- Relative of student

Endorsed by the Faculty Representation Committee – 5/29/15; Approved by the Executive Committee – 7/07/15