

USF Morsani College of Medicine

Faculty Bylaws

Proposed Amendment

February 2016

Article VIII: Administrative Committees

Section 2. Committee on Medical Student Selection

Recommended changes in red:

The Committee on Medical Student Selection shall review all applications for admission to the College and shall determine a list of candidates and alternate candidates for admission. **The final decision to accept medical college applicants rests with the Committee on Medical Student Selection.** The Committee shall also review ~~and make recommendations to the Dean concerning~~ procedures by which applicants are screened, interviewed and selected.

The Committee shall be composed of nine core clinical faculty, seven core basic science faculty, and four faculty from the USF-Lehigh Valley campus to be nominated by the Faculty Council. The Committee will also include a faculty member involved with diversity and minority affairs and up to three additional faculty members-at-large to be appointed by the Vice Dean for Educational Affairs. The Medical Student Council, in cooperation with the Associate Dean for Student Affairs, selects six senior medical student members: four from the Core program and two from the SELECT program. Of these students, three (two from Core and one from SELECT) are designated as voting members of the Committee and three are designated as alternates. The alternate representative members will be ex-officio, non-voting members of the Committee unless the active member(s) is (are) not in attendance. The Committee will be supported by faculty interviewers designated annually by the Vice Dean for Educational Affairs. The Dean appoints the Committee Chairperson, who shall be a core faculty member. Committee members (with the exception of medical students) are appointed for three-year overlapping terms. The Associate Dean for Student Affairs shall be a non-voting, ex-officio member.

Approved by Faculty Council: March 22, 2016

Approved by Executive Council: May 18, 2016

Approved by Core Faculty: May 27, 2016

Approved by Dean: May 31, 2016

Section 3. Academic Performance Review Committee

Recommended changes in red:

The Academic Performance Review Committee (APRC) shall review the academic and clinical performance of each medical student and make ~~recommendations to the~~ ~~Dean~~decisions regarding graduation, advancement, dismissal and readmission. It also acts directly to place students on probation and design remediation for deficiencies.

The APRC shall be chaired by the Chief Academic Officer, or his or her designee, and shall be composed of all required Core and SELECT course/clerkship directors, and seven faculty members who are not course or clerkship directors and who hold the rank of Associate Professor or Professor – five (5) of these shall be from the USF-Tampa campus and two (2) year terms shall be appointed by the Faculty Council.

Thirteen voting members will be selected for one-year terms. All members should have a voting role during any two- to three-year cycle. Voting members include:

One (1) Year 1 course director

One (1) Year 2 course director;

The Pre-Clerkship Faculty Curriculum Director

Two (2) Year 3 clerkship directors from USF-Tampa

One (1) Year 3 clerkship directors from USF-Lehigh Valley

The chair of the Committee of Clerkship Directors from USF-Tampa

The chair of the Clerkship Council from USF-Lehigh Valley

One (1) SELECT program course director

Three (3) non-course/clerkship director faculty members from USF-Tampa

One (1) non-course/clerkship director faculty member from USF-Lehigh Valley

When a voting member is not present, an alternate from the same year of the curriculum, or campus site for faculty, shall vote as designated. The Associate Dean for Undergraduate Medical Education and the Associate Dean for Student Affairs will serve as ex-officio, non-voting members. All members, voting and non-voting, are expected to attend all APRC meetings in order to contribute to discussion, present information about students with deficiency in their course/clerkship, and maintain familiarity with all committee proceedings.

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