

## **AFFILIATE CLINICAL PROMOTIONS SUBCOMMITTEE CHARTER**

### **A. Purpose**

The Affiliate Clinical Promotions Subcommittee (ACPS) aims to oversee all aspects of ACOM Affiliate Clinical Faculty promotions. The promotion of Affiliate Clinical Faculty is intended to recognize their tangible contributions to the teaching, scholarship, and service missions of ACOM.

The ACPS supports the Committee on Appointment, Promotion, and Rank in fulfilling the charge in COCA element 8.1 [“A COM must have clear policies and procedures in place for faculty appointment, renewal of appointment, promotion...and remediation.”].

### **B. Membership**

The ACPS shall consist of at least six (6) voting members, including the Chair. The Chair shall be the Associate Dean of Clinical Resources. The remaining voting members will be appointed by the Dean.

#### **Voting Membership**

- The Chair shall be the Associate Dean of Clinical Resources
- At least two (2) members shall be Medical Education Directors
- At least one (1) member shall be clinical faculty
- At least one (1) member shall be basic sciences faculty
- One (1) regional coordinator

#### **Non-Voting Membership**

- Executive Director of Clinical Resources (ex-officio, non-voting)

### **C. Membership Terms**

- a. Members will be appointed for staggered three-year terms.
- b. Terms for the members are renewable with no limit to the number of renewals.

### **D. Responsibilities**

- a. Work closely with the Committee on Appointment, Promotion, and Rank and vet ideas when assigned.
- b. Make recommendations to the Committee on Appointment, Promotion, and Rank on promotion of Affiliate Clinical Faculty as outlined in the Affiliate Clinical Faculty Appointment, Reappointment, and Promotion Procedure.
- c. Ensure promotions are within guidelines as outlined in the Affiliate Clinical Faculty Appointment, Reappointment, and Promotion Policy.
- d. Advise on revisions and updates on Affiliate Clinical Faculty promotions policy.

## **E. Governance**

ACPS meetings will be held as needed and will require a quorum.

- a. A quorum is defined as at least 51% of voting membership in attendance.
- b. ACPS minutes will require at least 51% of voting membership review and approval to be accepted.
- c. ACPS motions will require support from at least 51% of the voting membership to move forward to the Committee on Appointment, Promotion, and Rank as a recommendation.