
**PRE-CLINICAL COMPETENCY COMMITTEE
CHARTER****A. Membership**

The committee shall consist of a chair and co-chair (voting members) appointed by the Dean (one Basic Sciences Faculty and one Clinical Sciences faculty):

- a. One course director from each pre-clinical course, including Molecular Medicine, Anatomy, all systems courses, PCS, FMHC and OPP– voting members (Course directors will choose among themselves who will represent the course. If course directors cannot choose a primary representative, then Dean's Cabinet will appoint one course director to the committee.)
 - i. Course directors may represent more than one course at a time. However, each faculty member will have only one vote.
 - ii. There will only be one faculty member voting per course.
 - iii. If the primary course representative is unable to attend a meeting, the alternate course director may attend and vote in that member's place.
 - iv. Attendance at meetings is necessary when a director's course is currently in progress or recently concluded and is recommended but optional for other course directors.
 - v. A course director who also serves in an ex-officio non-voting member position may vote as a course director.
- b. The current chair and co-chair of Clinical Competency Committee (for continuity) – voting members
- c. Director of Academic Support – voting member
- d. Assistant Dean of Academic & Career Support – voting member
- e. Senior Assistant Dean of Student Advancement – ex-officio non-voting member
- f. Associate Dean of Clinical Sciences – ex-officio non-voting member
- g. Associate Dean of Anatomy and Molecular Medicine – ex-officio non-voting member
- h. Vice President of Institutional Effectiveness – ex-officio non-voting member
- i. Associate Dean of Student Services – ex-officio non-voting member
- j. Associate Dean of Clinical Resources – ex-officio non-voting member
- k. Associate Dean of Medical Education– ex-officio non-voting member
- l. Pre-Clinical Curriculum Manager – staff support non-voting member
- m. Pre-Clinical Curriculum Coordinator – staff support non-voting member
- n. Director of Evaluation and Outcomes Assessment – voting member

B. Membership Terms

- a. Chair and co-chair will serve a three (3) year term. There is no limit to the number of terms served.
- b. Course Directors will serve a one-year term from July 1 to June 30, which may be renewed with no limit on the number of terms.
- c. All other members will serve indefinitely by virtue of their positions.

C. Purpose and Responsibilities

- a. The committee will ensure ACOM OMS-I and OMS-II students reach the highest level of competitiveness in preparation for the Clinical years (OMS-III and OMS-IV) and future residency placement and performance.
 - i. The committee will meet at least twice per semester.
 1. A quorum shall constitute one-half of the voting members plus one, including the chair or co-chair, plus one staff member for recording purposes.
- b. The committee will identify and track students at-risk of not passing COMLEX I, placing them at jeopardy to continue into their clinical training using criteria reviewed and adjusted each academic year, including but not limited to the following:
 - i. Foundational and/or System course failures
 - ii. Clinical Course Performance (PCS, OPP)
 - iii. COMSAE scores
 - iv. Recommendations and feedback from Course Directors
 - v. All OMS-I and OMS-II students on academic probation
- c. The committee will make recommendations for individual student success, based upon identified competencies in which the student needs to improve.
- d. The committee will refer to Student Services any students who do not follow these recommendations and do not improve in the identified competencies.

Approved by: Compliance Committee 5/19/2022, Dean's Cabinet 6/15/2022