TITLE OF POLICY
Foundation Phase Committee Structure and Function

PURPOSE AND SCOPE
To establish the charge, composition, and voting privileges of the Foundation Phase.

RESPONSIBLE PARTY AND REVIEW CYCLE
The Foundation Phase reviews the policy on an as needed-basis and Education Committee approves it.

LCME REFERENCE(S)
LCME 2.6: Functional Integration of Faculty
LCME 4.6: Responsibilities of Education Program Policies

HISTORY OF APPROVALS AND UPDATES
Approved by the Education Committee on April 16, 2018.
Revised for TEC 2.0 March 10, 2023
Approved by the Education Committee April 2023

POLICY
The charge of the Foundation Phase Committee is to monitor, evaluate, and modify operations and policies for the Foundation Phase to achieve school-established competencies. The Co-Directors of the Foundation Phase lead the Foundation Phase Committee. The Foundation Phase is comprised of voting and non-voting members listed below.

If a committee member holds two positions with voting privileges, the committee member can only vote once.

Voting Members include:
1. Phase Co-Directors (n = 2)
2. Course Co-Directors (n = up to 22)
3. Coil Directors (n = 10)
4. Student Representatives (Student Government Foundation Phase officers)
5. Medical Sciences Directors (n = 2)

Ex-Officio Non-Voting Members:
1. Vice Dean for Academic Affairs
2. Vice Dean for Strategic Initiatives
3. Senior Associate Dean for Medical Student Education
4. Associate and Assistant Deans for Curriculum

5. Associate and Assistant Deans for Student Affairs

6. Associate Dean for Foundational Sciences

7. Associate Dean for Admissions

8. Administration Leadership and Staff (e.g., Senior Director for Medical Student Education, Senior Director of Student Affairs, Senior Director of Curricular Affairs, and Director of the Clinical Skills Center)

9. Departmental Educational Leads

10. Course Coordinators

11. Application Phase Co-Directors

12. Individualization Phase Co-Directors

PROCEDURE(S):
NA

DEFINITION(S):
NA