
SOM Committee on Student Promotions and Academic Achievement Charge

School of Medicine

Charge

The Committee on Student Promotions and Academic Achievement (“MDPC”) is a standing faculty committee of the School of Medicine (“SOM”) as codified in the Baylor College of Medicine (“BCM”) Faculty Bylaws and clarified further by the Establishment and Operation of Institutional & School Committees Policy (1.2.01). The following charge describes delegated functions of the MDPC, which participates in the implementation of the [SOM Student Progression and Adverse Action Policy \(28.1.05\)](#).

- I. **Purpose.** To ensure that every medical student completes each required SOM curricular element in a satisfactory and timely manner, meets all requirements for promotion to the next phase and year of training, and satisfies all academic and technical requirements for the Doctor of Medicine (“MD”) degree.
- II. **Responsibilities.** The Committee carries out the following SOM priorities:
 - a. Establishes specific academic standards and technical requirements necessary for progress, promotion, and graduation;
 - b. Ensures each student meets SOM academic and technical standards established in the SOM Technical Standards Policy;
 - c. Recommends qualified students for promotion to the next phase (i.e., from Foundational Sciences to Clinical Sciences) and year of training;
 - d. Assigns the status of “at risk” to students whose current academic performance indicates a high risk of future academic struggle but does not rise to the level of an Adverse Action;
 - e. Initiates Adverse Action, as defined in the SOM Student Progression and Adverse Action Policy (28.1.05), against students whose academic record or behavior, whether professional or personal, is sufficiently deficient as to meet criteria for an Adverse Action;
 - f. Mandates remediation plans for students struggling to meet the academic or technical standards of the SOM curriculum;
 - g. Determines appropriate accommodations and other administrative actions in response to novel circumstances, in consultation with appropriate administrators (e.g., Deans in the Office of Curriculum, Student Disabilities Coordinator), by modifying a student’s curricular plan in a manner responsive to the needs of both the student and institutional policies and stakeholders;
 - h. Effectuates personal accountability for a student experiencing a lapse in professionalism in the learning environment, including a student’s failure to

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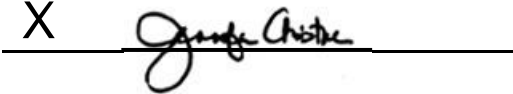
recognize self-impairment, whether due to substance use or other physical or psychological factors;

- i. Recommends award of the M.D. degree to qualified students;
 - j. Designates exceptional achievement for academic work after completion of the Foundational Sciences curriculum;
 - k. Designates award of the M.D. degree with Highest Honors, High Honors, or Honors for exceptionally meritorious academic achievement in the Clinical Sciences curriculum;
 - l. Implements the approved student performance evaluation system (i.e., grading policies and narrative summaries);
 - m. Promulgates and implements appropriate procedures to ensure the fair and consistent operation of the Committee; and
- III. **Routine / Periodic Activities or Tasks.** Committee tasks include, but are not limited to:
- a. Annually (or more frequently if needed), reviewing the system of evaluation of student performance (i.e., grading system and narrative summaries) as established by the SOM Curriculum Committee;
 - b. Annually (or more frequently if needed), reviewing the SOM curriculum as established by the SOM Curriculum Committee;
 - c. Annually (or more frequently if needed), reviewing and amending Committee procedures to remain in compliance with institutional policies and values, prevailing standards for the practice of medicine, and all applicable laws, regulations, and accreditation standards.
 - d. Annually, requiring Committee members to attest to their understanding and compliance with the SOM Conflict of Interest policy;
 - e. Annually, reviewing the attendance and participation of each Committee member to ensure that members are attending at least 50% of meetings to maintain membership on the Committee;
 - f. As needed, responding to vacancies on the Committee by publishing an open call to all SOM faculty and conferring with the Faculty Senate to solicit applications for Committee membership and then voting on new members as the need arises;
 - g. At every meeting, inquiring if Committee members have a conflict of interest with a student under discussion and requiring such members to abstain from participating in any discussions or deliberations about that student or voting on that student's status.

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Committee Charge Approval

Committee Charge Sponsor Name, Title:	Joseph Kass, MD, Assoc. Dean, Student Affairs
Approval Authority:	 X _____ Dean, School of Medicine
Date Signed by Approval Authority:	7/31/2019

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