

ADDENDUM TO HANDBOOK ON COMMITTEES

College of Medicine at Chicago

The College of Medicine at Chicago Committee on Committees feels that it is important for faculty at the Chicago site to have a complete view of committee opportunities. The Handbook on Committees describes the work of College committees, expectation of members, and normal meeting times and dates. For further information, faculty should feel free to contact individual committee chairs.

Chicago Executive Committee (elected)

Chair: Mark I. Rosenblatt, M.D., Ph.D.

The Chicago Executive Committee considers issues of importance to the College of Medicine at Chicago and provides advice to the Dean. It receives reports and minutes from all Chicago standing committees and reviews and considers Collegewide issues identified to come before the College Executive Committee. Membership consists of the elected regular and alternate members from Chicago to the College of Medicine Executive Committee. The Committee meets approximately six times per year on the Friday preceding the College Executive Committee meeting from 1:00 - 2:00 P.M.

Committee on Committees (elected)

Chair: Gloria Elam, M.D.

The Committee on Committees is charged with observing and studying the roles and the activities of each of the standing committees of the College of Medicine at Chicago and recommending the creation or discontinuation of standing committees. In addition, it slates candidates to serve on Chicago committees and Chicago representatives to College committees. This committee also prepares slates for the election of Chicago representatives to the College Executive Committee and the UIC Senate. The Chicago Committee on Committees, whose members also serve on the College Committee on Committees, meets three to four times per year, usually in conjunction with the College Committee on Committees.

Chicago Student Promotions Committee (elected)

Chair: Keia Hobbs, M.D.

The charge to ChiSPC includes evaluating the fitness of freshman, sophomore, and junior students for promotion and of senior students for graduation from the College. The committee meets the 2nd Tuesday of each month from 1:00 to 3:00 p.m. or more frequently when the need arises.

ChiSPC recommendations are presented to the College Committee on Student Promotions which represents all four sites. CCSP actions ultimately determine progress, remediation or drop recommendations for all students in the College.

Committee on Continuing Medical Education (elected)

Chair: Carolyn Brecklin, M.D.

The Committee is charged with implementing continuing medical education activities in Chicago and reviewing and acting upon program proposals and program-end documentation for all programs for which Category I or Category 2 approval is sought. Each Committee member is expected to review and make recommendations on each proposed CME program. The Committee meets the 4th Thursday of each month from 12:00 to 1:00 p.m. However, if the need arises, it may meet more frequently.

COLLEGE OF MEDICINE STANDING COMMITTEES

<u>Committee</u>	<u>Number of Faculty Members</u>	<u>Election/Appointment Process</u>
Chicago Executive Committee	24	elected by faculty; membership consists of the regular and alternate Chicago members elected to the College Executive Committee
Chicago Committee on Committees	6	elected by faculty from a slate of 12
Student Promotions	23	elected by faculty after slating by Committee on Committees
Continuing Medical Education	23	elected by faculty after slating by Chicago Committee on Committees;