FoMD Executive Council

Most Recent Approval Date: October 2, 2023
Most Recent Editorial Date: March 1, 2024

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<th>Office of Accountability:</th>
<th>Dean Faculty of Medicine &amp; Dentistry</th>
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<td>Office of Administrative Responsibility:</td>
<td>Vice Dean Faculty Affairs</td>
</tr>
<tr>
<td>Approver:</td>
<td>Dean’s Executive Committee</td>
</tr>
<tr>
<td>Scope:</td>
<td>Terms of Reference. Compliance with University policy extends to all members of the University community.</td>
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This document is the parent policy for any associated procedures or appendices. Questions regarding this policy should be addressed to the Office of Administrative Responsibility.

OVERVIEW

The FoMD Executive Council advises the Dean and the Faculty on matters related to faculty operations.

1. PURPOSE

The purpose of this Council is to facilitate the operations of the Faculty, specifically its academic responsibilities and initiatives.

1.1 Has the overall responsibility of advising the Dean, on Faculty-wide academic operational matters.

1.2 Assumes those duties and functions as delegated by the Dean’s Executive Committee or the Dean.

2. RESPONSIBILITIES

Provide guidance and efforts in the areas of:

2.1 Operational issues impacting the Faculty; as appropriate, develop and implement tactics to respond to said issues;

2.2 Regular reports from the Faculty’s standing advisory committees, and from other constituencies as needed;
2.3 Policy review prior to submission to Faculty Council (as appropriate);
2.4 Disseminate information as appropriate to academic Departments, and provide feedback from Departmental faculty on relevant issues.

3. **COMPOSITION**

3.1 **Chair** (Dean)

3.2 **Ex-Officio (Voting):**
   - Deputy Dean
   - Chair, Anesthesiology & Pain Medicine
   - Chair, Biochemistry
   - Chair, Biomedical Engineering
   - Chair, Cell Biology
   - Chair, Critical Care Medicine
   - Chair, Dentistry
   - Chair, Emergency Medicine
   - Chair, Family Medicine
   - Chair, Laboratory Medicine & Pathology
   - Chair, Medical Genetics
   - Chair, Medical Microbiology/Immunology
   - Chair, Medicine
   - Chair, Obstetrics & Gynecology
   - Chair, Oncology
   - Chair, Ophthalmology & Visual Sciences
   - Chair, Pediatrics
   - Chair, Pharmacology
   - Chair, Physiology
   - Chair, Psychiatry
   - Chair, Radiology/Diagnostic Imaging
   - Chair, Surgery
   - Vice Dean, Faculty Affairs
   - Vice Dean, Education
   - Vice Dean, Research - Basic
   - Vice Dean, Research - Clinical
   - Senior Finance Partner
   - Faculty General Manager
   - Associate Dean, Advocacy and Wellbeing
   - Associate Dean, Clinical Faculty
   - Associate Dean, Faculty Development
   - Associate Dean, Lifelong Learning and Physician Learning Program
   - Associate Dean, MD Program
   - Associate Dean, PGME
   - Associate Dean, Professionalism
   - Associate Dean, Research - Graduate Programs
   - Director, Alberta Diabetes Institute
   - Director, Alberta Transplant Institute
   - Director, CRINA
3.3 Ex-Officio (Non-Voting):
Assistant Dean, Advancement

4. **MEETINGS**

4.1 Meetings will be held monthly or at the call of the chair.
4.2 A quorum will be the Chair (or a designated alternate) and 50% of members.
4.3 The Chair votes only in the event of a tie.

5. **DEFINITIONS**

<table>
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<tr>
<th>Defined Term</th>
<th>There are no definitions for this Policy</th>
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Any definitions listed in the following table apply to this document only with no implied or intended institution-wide use. [▲Top]

6. **RELATED LINKS**

No Related Links for this Procedure