



# UNIVERSITY OF ALBERTA

## FACULTY OF MEDICINE & DENTISTRY Social Accountability Steering Committee

**Original Approval Date:** June 15, 2023  
**Most Recent Editorial Date:** November 24, 2024  
**Most Recent Approval Date:** January 23, 2025

<b>Office of Accountability:</b>	Dean, Faculty of Medicine & Dentistry
<b>Office of Administrative Responsibility:</b>	Social Accountability Unit
<b>Approver:</b>	Social Accountability Steering Committee
<b>Scope:</b>	Terms of Reference

### Overview

The Social Accountability Steering Committee provides direction to the Social Accountability Lead on matters related to the design, implementation and evaluation of policies and practices that ensure the Faculty of Medicine & Dentistry meets its social accountability mandate.

#### 1. Purpose

1.1 The purpose of the Social Accountability Steering Committee is to provide guidance to the Faculty via the Social Accountability Lead on how to meet its social accountability mandate.

#### 2. Responsibilities

The Social Accountability Steering Committee will be responsible for:

2.1 Developing a community engagement strategy based on best practices

- 2.2 Identifying priority populations and tailoring engagement strategies to their unique needs and circumstances
- 2.3 Completing an inventory of existing work within the Faculty related to social accountability
- 2.4 Developing and supporting strategies that facilitate the implementation and dissemination of best practices related to social accountability
- 2.5 Developing and implementing an evaluation plan to track key outcome measures that are jointly determined by the Steering Committee and the community engagement process
- 2.6 Supporting the Social Accountability Lead in their work with the Office of Advancement to identify areas of philanthropic need related to social accountability

### **3. Governance and Reporting**

3.1 The Social Accountability Lead for the Faculty of Medicine & Dentistry reports to the Dean. The Social Accountability Lead will provide updates on behalf of the committee to the Dean's Executive Committee, Department Chairs and Faculty Council as required.

### **4. Composition**

#### 4.1 Chair (Appointed):

Social Accountability Lead, Faculty of Medicine & Dentistry

#### 4.2 Members (Appointed):

Social Accountability Lead, UME

Black Health Lead, UME or delegate

Wâpanachakos Indigenous Health Program, Executive Director or delegate

Wâpanachakos Indigenous Health Program, Clinician Lead, Education

Office of Rural and Regional Health, Director or delegate

Research representative

Vice President, Community Engagement, Medical Students' Association or delegate

Vice President, EDI, Medical Students' Association or delegate

School of Dentistry representative

Assistant Dean of Equity, Diversity and Inclusion, Faculty of Medicine & Dentistry

Director of EDI, PGME

## Social Accountability Program Coordinator, FoMD

### 4.3 Members (Selected):

Graduate Student  
PGME trainees (2)

### 4.4 Ad-hoc Members:

Assistant Dean, Development, Faculty of Medicine & Dentistry

## 5. Meetings

5.1 The Social Accountability Steering Committee will meet at pre-arranged times, with additional meetings at the discretion of the Chair

5.2 Meetings will be held approximately monthly

5.3 Meeting minutes will be retained

5.4 All decisions will be made by consensus; if consensus does not emerge through discussion, then a summary of the issue along with differing viewpoints will be submitted to the Dean for a final decision

## 6. Duration of term

6.1 Committee terms for selected members will be 3 years, with an option to renew for a second two year term.