



**Clinical Chairs Committee**

**Most Recent Approval Date: October 2, 2023**

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<b>Office of Accountability:</b>	Dean Faculty of Medicine & Dentistry
<b>Office of Administrative Responsibility:</b>	Vice Dean Faculty Affairs
<b>Approver:</b>	Dean’s Executive Committee
<b>Scope:</b>	<b>Terms of Reference.</b> Compliance with University policy extends to all members of the University community.

*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 Clinical Chairs Committee advises the Dean and the Faculty on matters related to faculty operations in the clinical service mission.

**1. PURPOSE**

The purpose of this Committee is to facilitate the operations of the Faculty, specifically its clinical service responsibilities and initiatives.

- 1.1 Has the overall responsibility of advising the Dean, on Faculty-wide clinical service 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’s clinical service mission; 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 Clinical Departments, and provide feedback from Clinical Departmental faculty on relevant issues.

### **3. COMPOSITION**

- 3.1 Chair (Dean, Faculty of Medicine & Dentistry)
- 3.2 Deputy Dean
- 3.3 Clinical Department Chairs
- 3.4 Vice-Dean, Faculty Affairs
- 3.5 Vice-Dean, Education
- 3.6 Vice-Dean, Research – Clinical
- 3.7 Senior Finance Partner
- 3.8 Faculty General Manager
- 3.9 Associate Dean, Clinical Faculty
- 3.10 Associate Dean, Postgraduate Medical Education (PGME)

### **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**

Any definitions listed in the following table apply to this document only with no implied or intended institution-wide use. [\[▲Top\]](#)

Defined Term	There are no definitions for this Policy

### **6. RELATED LINKS**

No Related Links for this Procedure