

Schulich Clinical Faculty Mentorship Oversight Committee

Purpose:

The Schulich Clinical Faculty Mentorship Oversight Committee is responsible for providing oversight of the implementation and associated work of the Schulich Mentorship Program for faculty members.

The committee will:

- Report to the Vice Dean Clinical Faculty Affairs
- Provide recommendations with respect to how the Schulich faculty mentorship policy can be implemented consistently to faculty members across all clinical departments at Schulich
- Provide recommendations with respect to faculty development for mentors to the Office of Continuing Professional Development
- Provide recommendations with respect to recognition of faculty mentors
- Periodically review and revise the Schulich Faculty Mentorship Program
- Identify and promote scholarly opportunities in mentorship on a provincial, national and international level.
- Prioritize committee strategic objectives and identify operational strategies to achieve objectives
- Oversee the contents of the Schulich Faculty Mentoring website.

Membership:

The Schulich Faculty Mentorship Oversight Committee will be comprised of:

- Assistant Dean, Faculty Wellbeing – Chair
- Representative from Windsor Campus
- Mentorship Lead for faculty mentorship is appointed from each Clinical Department in accordance with each department's process for nomination and selection
- Department Administrative Executive Champion (appointed by the Assistant Dean, Faculty Wellbeing and respective Department Chair)
- Chair of the Schulich Nominating Committee
- Mentorship Lead from Dentistry
- Ex officio - Vice Dean, Clinical Faculty Affairs

When not able to attend, non-ex officio members are expected to notify the Chair and when appropriate, identify an appropriate designate.

Administrative Support:

Administrative assistance for scheduling of meetings, minutes and action items will be provided by administrative staff from Clinical Faculty Affairs.

Agenda:

The agenda will be organized according to the following format:

- Review of Agenda
- Review of Minutes including Updates on Action Items from Minutes
- New Business
- Any Other Business

A call for agenda items will be sent to members 10 working days prior to the intended meeting. The materials for the meeting will be sent to members five working days before the intended meeting.

Meeting Frequency:

The Schulich Clinical Faculty Oversight Committee will meet quarterly from September to June. Special meetings will be at the call of the Chair.

Term:

Membership of committee members is a three year term, renewable once.

Quorum:

Decisions will generally be made by consensus. In instances where voting is required, fifty percent plus one of the voting membership will constitute a quorum.

Approved at Clinical Chairs Committee November 6, 2020