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Owner Stephanie Decker
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Applicability Saint Louis University

School of Medicine Executive Committee Charter

Responsible University Official: Vice President for Medical Affairs/Dean School of Medicine

Policy Owner: Vice President for Medical Affairs/Dean, School of Medicine

Policy Contact: Chief of Staff to Vice President for Medical Affairs/Dean School of Medicine

Function

The School of Medicine shall have an Executive Committee of the Faculty to serve as an advisory and consultative body to the Dean.

As outlined in Article II of the Constitution, the School of Medicine will form an Executive Committee composed of School of Medicine leaders and elected faculty representatives.

Membership

The Executive Committee of the Faculty shall consist of the following members:

- A. All Department Chairs
- B. All Vice, Senior Associate and Associate Deans
- C. The Chair of the Executive Committee of the Faculty Assembly
- D. The Chair of the Appointment and Tenure Committee
- E. The Chair of the Nomination and Election Committee
- F. Three members elected from the ranked faculty as outlined in the School of Medicine Bylaws of the Faculty. Elected faculty will serve a three-year term, with eligibility for re-election for an additional term.

Meetings

The Committee shall meet once each month.

Meeting minutes shall be circulated to Executive Committee members for approval at the subsequent meeting. Minutes will be maintained in the Dean's office.

The Chief of Staff will facilitate the meeting.

The Dean will serve as the Chair of the Committee and will set the agenda in consultation with Committee members.

Approval Signatures

Step Description	Approver	Date
VP Medical Affairs	Christine Jacobs: None	5/17/2024
SOM of Policy and Procedure Review Committee	Stephanie Decker	5/17/2024

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