The College of Medicine is governed by the faculty through the Deans, the Council of Departmental Chairs and an Executive Committee which serves in a coordinating role and acts in a senior advisory capacity to the Dean. Several standing committees exist as outlined below.

**Dean’s Executive Committee:** This is the senior advisory committee to the Dean on all major policy decisions of the College of Medicine, including but not limited to budgetary allocation, space and personnel actions including initial faculty appointments, program development, and affirmative action. It is responsible for faculty affairs between semiannual meetings of the general faculty. The Dean serves as permanent, non-voting chair.

**Council of Departmental Chairs:** The Council of Departmental Chairs directs its deliberations primarily to program formulation and implementation in the College of Medicine and advises the Dean on all matters which it considers significantly related to the efficient and effective function of the College’s administrative and academic missions.

**Research Council:** This Council is composed of the Vice Chancellor for Academic Affairs, the Associate Dean for Research, the Associate Dean for Research for Arkansas Children’s Hospital, and the Associate Chief of Staff for Research for the V.A. Hospitals. This Council will help to determine College of Medicine strategy, development of policy and evaluate results in promoting research excellence.

**Arkansas Rural Medical Practice Student Loan & Scholarship Board:** Act 1058 of 2007 and Act 708 of 2009 increased the number of Board members from six to eight and changed who appoints some of the members to the Board. The Board is composed of the Dean (Chair), the Chancellor of UAMS, one representative of the College of Medicine appointed by the Dean (Secretary), three physicians appointed by the Arkansas Medical Society with one designated as Vice Chair, giving preference to physicians who received rural practice loans, community match loans, or income incentives, and two members appointed by the Arkansas Hospital Association. The Board is responsible for promulgating rules for determining the eligibility of applicants, naming the recipients for assistance, setting the amounts of each loan, for fiscal and administrative responsibility for disbursements and collections, granting special provisions and making compliance determinations.

**The Partnership Affiliations Council Executive Committee (formerly Dean’s Committee):** The membership of the committee is consistent with the VA regulations defining the composition of a “Dean’s Committee”; members serve by the nature of their primary appointments. The function is to coordinate the clinical and educational efforts of the VA Hospitals with those of the College of Medicine. To this end the committee has the responsibility for all appointments to the medical staff and housestaff of the VA Hospitals, and serves to recommend policies concerned with education, research and patient care.

**Medical Student Admissions Committee:** The make-up of this Committee changes yearly and is determined by the Board of Trustees acting upon recommendations by the Dean in compliance with applicable state law. A current list of the members of this Committee can be obtained at any time in the Office of Admissions in the College of Medicine. This Committee is responsible for the implementation of the policies of the College of Medicine including the evaluation of applicants’ files and the decision required to select an entering freshman class and “special students.” All recommendations for class positions are submitted to the Dean for final approval. The make-up of the Admissions Committee must comply with the Arkansas State Law.

**College of Medicine Appeals Board:** This Board represents a formal mechanism whereby any person (faculty, staff or student) may obtain a review of a complaint by an impartial group. This procedure shall not be used to question a rule, procedure or policy established by an authorized faculty or administrative body. Rather it shall be used for a hearing and due process for those who
believe that a rule, procedure or policy has been applied in an unfair or inequitable manner or that there has been unfair or improper treatment by a person or persons. An attempt shall be made to resolve the difficulties by referring the student or faculty member to the departmental chair or other administrative official, as appropriate. If unsuccessful at this point and deemed advisable by the Dean, a Board will be convened composed of at least six faculty members drawn at random from the above panel. The person appealing will be advised that he may bring to the hearing one student or faculty advocate, or legal counsel should he so desire. The recommendations of the Board will be transmitted to the Dean for the final decision. Terms of 1, 2 or 3 years each.

**Institutional Animal Care and Use Committee:** This committee is responsible for the review and approval of all proposed research, teaching and testing programs involving animals. The Committee meets the third Friday of each month. The Committee reviews twice yearly all animal care facilities and laboratories in which animals are used or maintained and provides the Dean a written report on the status of the laboratory animal care and use programs. The Committee performs other functions as required by PHS Policy on Humane Care and Use of Laboratory Animals, the Animal Welfare Act, state and local regulations and policies.

**Medical Student Promotions Committee:** The Promotions Committee shall evaluate and make recommendations for each student in accordance with the guidelines established and approved by the faculty. It shall evaluate unusual problems and assure that the guidelines are applied in a fair and equitable manner. It shall recommend promotion, non-promotion, probation or dismissal for cognitive (scholastic) and/or non-cognitive (non-scholastic) reasons. The Promotions Committee also has the special responsibility of reviewing the entire academic records of senior medical students in order to ascertain that each student has met all requirements for the degree of Doctor of Medicine. This certification serves as the validation presented by the Dean of the College of Medicine to the Chairman of the Board of Trustees during the Commencement ceremony. This Committee is re-formed each fall. The most up-to-date list can always be obtained from the Office of Academic Affairs.

**Medical Student Honors Council:** The Council functions under the Bylaws of the Honors System and consists of four representatives elected from each class; two to serve as trial members, one as an investigator and one as an alternate. The President and the Secretary for each academic year are elected by the members of the Council of the preceding year. Each serves an administrative function, conducting and recording the meetings respectively and without vote at meetings or trials. The Associate Dean for Academic Affairs meets with the Council ex officio, without vote. The objective is to establish and maintain ethical standards through regulatory self discipline, to uphold the letter and spirit of the honor pledge, to foster good will among medical students and to promote educational and societal principles of excellence for the medical profession in general. All recommendations for action of the Council are submitted to the Dean.

**Faculty Group Practice:** This group is responsible to the Dean for the faculty group practice organization. The FPG Board and its Executive Committee supervise management of all business matters relating to faculty practice, including billing, collection and distribution of funds, compliance, professional liability, and referring physician relations. In addition, the group is responsible for setting and enforcing professional standards of patient care at UAMS.

**Graduate Medical Education Committee:** The purpose of this committee is periodic review of each clinical program, including the appraisal of: (1) the goals and objectives of each program; (2) instructional plans formulated to achieve these goals; (3) the effectiveness of each program in meeting its goals; and (4) the effectiveness of utilization of the resources provided.

**Committee on Academic Standards:** This committee shall evaluate the policies of the College of Medicine pertaining to medical student evaluation, progress, promotion, non-promotion and dismissal and shall make recommendations to the general faculty about the needs for change. The committee will work closely with the Promotions Committees and teaching faculty and will assist in delineating all approved policy options for any given student. The committee will consist of eight members (four each from the clinical and preclinical faculty) plus the chairman. In addition, the immediate past chairman and the chairman of the Promotions Committee will serve as ex-officio members without vote.

**Faculty Promotion and Tenure Committee:** The committee will review all candidates under consideration for promotion and tenure each year and shall make recommendations, as appropriate, for changes in the faculty policies for promotions and tenure. All recommendations from the committee are submitted to the Dean, who appoints its members from the full time professorial ranks of the College. The term of service is four years.

**Curriculum Committee:** The Curriculum Committee is the policy making authority for the College of Medicine. This committee is charged to: (1) define issues relating to curriculum that need to be addressed, (2) route these issues for study to appropriate working committees of the College or to create ad hoc committees as required, and (3) to analyze and deliberate the findings of the various working committees and to recommend policy regarding curriculum to the faculty. Committee members serve three years.
Student Financial Aid Advisory Committee: The purpose of this advisory committee is to assist the Office of Student Financial Aid for the College of Medicine in the recommendation and selection process of medical students for scholarship awards. In addition, the Committee will serve as an appeals panel for students who have a grievance with the Office of Student Financial Aid. There are no term limits.

MD/PhD Advisory Committee: This committee is responsible for reviewing applications to the MD/PhD program and recommending scholarship awards. The committee is composed of four basic scientists and four clinical scientists.

Human Research Advisory Committee (IRB): The IRB is actually composed of four separate committees (Week 1 Committee, Week 3 Committee, Week 2 and 4 Committee, and the Behavioral and Social Science Committee). The membership of these committees is appointed and maintained by the Vice-Chancellor for Academic Affairs and the listing is available through that office. The rosters are maintained by ORSP/IRB.

Student Discrimination Grievance Committee: This committee represents a formal mechanism for student complaints alleging discrimination.

Residency Position Allocation Committee: The purpose of this committee is to determine the procedures for allocation of financial and other resources to support residents and to determine the apportionment of resident positions among the training programs. The committee is chaired by the Dean, College of Medicine, has the support of the clinical chairs and includes representatives from the major teaching hospitals with the authority to commit that hospital's resources, the appropriate dean's office support staff, and representatives from the faculty who voice the need for educational consideration in allocating positions and resources for the support of graduate medical education. The committee examines the resident FTE requests submitted by Training Program Directors and makes determinations concerning allocation of resources and positions when the requests exceed the money available.

Distinguished Faculty Scholar/Dean's Lecture Selection Committee: In the fall of 1992 the College began a series of lectureships to enhance the academic environment at UAMS. The Distinguished Faculty Lectureship is given on an annual basis by that UAMS faculty member chosen for his or her accomplishments while in academic medicine. For the Dean's Hour, a distinguished visitor will be invited to the campus each quarter to give a lecture and serve as Visiting Professor. This committee will be responsible for choosing both the recipient of the Distinguished Faculty Lectureship and the four Dean's Hour distinguished lecturers.

Transfer Committee: The committee will review transfer applications per the transfer policy available in the Office of Admissions. Recommendations by the Transfer Committee will be submitted to the Dean who will make the final decision. The Transfer Committee is composed of the Executive Associate Dean for Academic Affairs, the Associate Dean for Undergraduate Medical Education, the Assistant Dean of Admissions and Financial Aid, the Chair of the Admissions Committee, and two members of the Admissions Committee to be named by the Chair.

The Criminal Background Check Review Committee (CBCRC): The committee was established to review the findings of criminal background checks conducted on all accepted applicants and alternates to the College of Medicine. The Chair of the College of Medicine Admissions Committee will serve as chair of the CBCRC. The committee consists of two components: (1) the Preliminary Review Committee (PRC) who will review initial criminal background check findings to determine whether a report should be referred to the full committee for review, and (2) the Criminal Background Check Committee (CBCRC) who will consider any and all adverse findings of a criminal background check. The committee will vote to make a recommendation to the Dean whether to rescind a conditional offer of acceptance or to dismiss a conditionally accepted applicant. The policy and committee composition is available in the Office of Admissions.