

UWSOM Curriculum Governance Committees Fact Sheet

What are the curriculum governance committees?

The curriculum governance committees (#1-4 below) are accountable for all curriculum-related components of the medical education program at UWSOM and are the main driver of curriculum improvement. The committees assure:

- The curriculum is delivered as planned
- Equivalency of the curriculum across sites
- Evaluation of student performance, congruent testing and grading decisions, teaching effectiveness, and curricular quality
- Adequate opportunities for dialogue among regional faculty, consensus-based decision-making, and sharing of successful educational practices
- Incorporation of cross-cutting themes.

1. Curriculum Committee

Curriculum Committee is delegated authority by the Dean of the School of Medicine and has oversight of learning objectives, curriculum implementation, and assessment and evaluation of the entire curriculum for the medical student program. Curriculum Committee serves as the Liaison Committee for Medical Education (LCME) mandated committee assuring continuous oversight and evaluation of the curriculum.

2. Foundations Phase Committee

The Foundations Phase Committee is delegated authority by Curriculum Committee and the Vice Dean for Academic, Rural and Regional Affairs (ARRA). The committee has oversight of Foundations Phase content and learning objectives; identifies opportunities for continuous curriculum improvement; and assures evaluation of student performance, teaching effectiveness, and curricular quality.

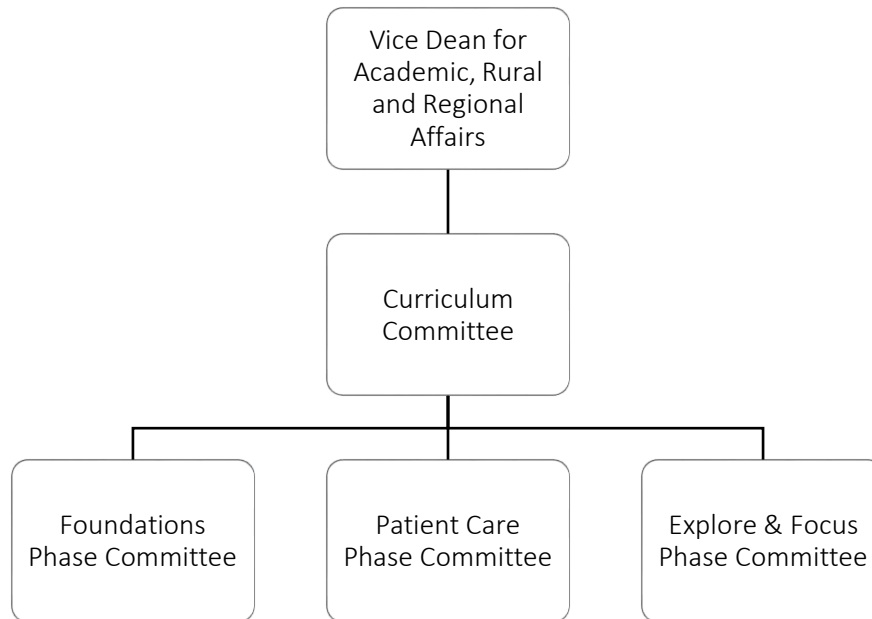
3. Patient Care Phase Committee

The Patient Care Phase Committee is delegated authority by Curriculum Committee and the Vice Dean for ARRA. The committee has oversight of Patient Care Phase content and learning objectives; identifies opportunities for continuous curriculum improvement; and assures evaluation of student performance, teaching effectiveness, and curricular quality.

4. Explore & Focus Phase Committee

The Explore & Focus Phase Committee is delegated authority by Curriculum Committee and the Vice Dean for ARRA. The committee has oversight of Explore & Focus Phase content and learning objectives; identifies opportunities for continuous curriculum improvement; and assures evaluation of student performance, teaching effectiveness, and curricular quality.

Committee Org Chart



Meetings

Each committee meets once a month, typically on Monday afternoons from 4-5:30PM PT.

Membership

The committees are made up of faculty and students selected through an annual recruitment process. Student members serve either a one-year term or a two-year term (depending on the committee).

The committees are designed to include strong representation from across UWSOM, including clinical, regional, and Foundations Phase faculty; experts in curriculum development and evaluation; and faculty and students from throughout the WWAMI region (see page 4 for a detailed breakdown of membership).

Member Expectations

Service on the committees requires a commitment to continuous curriculum improvement and the advancement of medical education at the UWSOM. Members are expected to:

- Review meeting materials and come prepared to discuss, ask questions, and vote on a variety of topics impacting the curriculum.
- Although members are elected to ensure broad representation of the UWSOM, members have a responsibility to function as “members of the whole,” working to optimize the curriculum, rather than represent the interests of a particular constituency.
- Provide information to the committee chairs on emerging curricular issues.
- Serve on ad hoc subcommittees as requested.
- Attend at least two-thirds of the scheduled meetings per academic year (July – June).

Recruitment Process

1. Annually, the Curriculum Office will recruit student candidates for open seats. Interested individuals are asked to complete a survey to apply.
2. A Student Nominating Committee will review all the applications and select candidates for the open seats.
3. Students selected for the phase committees (Foundations, Patient Care, and Explore & Focus) are reviewed and elected by a vote of the Curriculum Committee. Students selected for Curriculum Committee are elected by a vote of the entire student body. The candidate who receives the greatest number of votes in each category will join the Curriculum Committee.

FAQs (Frequently Asked Questions)

QUESTION: What is the time commitment for a voting member?

ANSWER: Voting members are asked to attend one meeting a month that is scheduled for an hour and a half. Additionally, voting members are asked to review handouts and supporting materials before the meeting (these usually take about a half an hour to look over). However, students are not expected to attend every committee meeting. We understand and fully support students prioritizing classes, required activities, studying, etc.!

There will be volunteer opportunities to join ad hoc subcommittees/workgroups to work on issues of importance and develop recommendations for the committee to review and approve. The time commitment will vary for these opportunities.

Q: What kinds of issues do the committees vote on?

A: The committees vote on a wide range of curricular issues, for example: changes to learning objectives, new clerkship applications, grading and assessment policies, pathways, and more!

Q: Can I attend committee meetings as a guest?

A: Absolutely! Meetings are open to anyone in the UWSOM community. Guests are invited to listen in and participate in discussions, however guests **do not** vote on issues requiring committee approval.

If you want to join one of the committee listservs to receive meeting invites and agendas, reach out to the Curriculum Office at somgov@uw.edu.

Q: Who are the members of the Student Nominating Committee that select candidates for open seats?

A: A Student Affairs Dean; a Regional Assistant Dean; the Director of Educational Evaluation; and two Medical Student Association representatives (one from the WWAMI region and one from Seattle).

Q: How can I find out more about the committees?

A: Visit the [governance webpage](#) for committee bylaws, membership rosters, meeting schedules, and meeting minutes.

Membership Details (Per Committee Bylaws)

Curriculum Committee

- Four clinical faculty
- Four basic science faculty
- Four faculty from the WWAMI region
- The Four Academic Co-Chairs of the Phase (Foundations, Patient Care, and Explore & Focus) committees
- Three students in the Foundations Phase (two from the WWAMI region and one from Seattle)
- Two students in the clinical phases (one who completed Foundations in the WWAMI region and one who completed Foundations in Seattle).

Foundations Phase Committee

- Seven block faculty representatives
- Five representatives of the longitudinal curricular components (FCM, threads, themes, and Integrations Weeks)
- One self-nominated member from the Patient Care Phase Committee
- One self-nominated member from the Explore & Focus Phase Committee
- One self-nominated member from the Themes Committee
- One self-nominated member from the Program Evaluation & Assessment Committee (PEAC)
- Two students in the Foundations phase (one in Seattle and one in the WWAMI region)
- Two students in the clinical phases (one who completed Foundations in the WWAMI region and one who completed Foundations in Seattle).

Patient Care Phase Committee

- Five required clerkship representatives
- One self-nominated member from the Foundations Phase Committee
- One self-nominated member from the Explore & Focus Phase Committee
- One self-nominated member from the Themes Committee
- One self-nominated member from PEAC
- Five faculty from the region
- Two general faculty members
- One student who has completed Patient Care Phase via traditional clerkships
- One student who has completed Patient Care Phase via the WWAMI Track program
- One student who has completed Patient Care Phase via a LIC.

Explore & Focus Phase Committee

- Ten faculty responsible for the required components of the Explore & Focus Phase
- One elective clerkship representative
- One UWSOM career advisor
- One self-nominated member from the Foundations Phase Committee
- One self-nominated member from the Patient Care Phase Committee
- One self-nominated member from the Themes Committee
- One self-nominated member from PEAC
- Two faculty from the WWAMI region
- Three students who have completed the Patient Care Phase.