

## **Strand Director Committee**

### **Membership:**

- Voting members of the Strand Directors (SD) Committee shall consist of all strand directors
- Non-voting advisory members shall consist of the Senior Associate Dean for Medical Education, Chair of the Medical Arts and Sciences Committee (MASC), Chair of the Clinical Experiences Committee (CEC), Chairs of the Assessment Committee, and Associate Director of the Pre-clinical Curriculum.
- Ad hoc members may be appointed by the Chair of the SD Committee or the Senior Associate Dean for Medical Education.

### **Officers:**

- The Chair will be appointed by the SD Committee.
- A secretary will be appointed by OSAC and will be responsible for recording and distributing the minutes of the meetings in a timely fashion as well as maintaining records of the committee activities.

### **Charge to the Strand Directors Committee:**

- Develop the sequence of content and integration of content within concurrent courses and across the 4-year curriculum, informed by reviews of phase and curriculum outcomes.
- Develop and maintain curriculum maps for documentation.
- Collaborate with the Assessment Committee on developing and reviewing the collegiate learning objectives.
- Review and recommend changes to course and clerkship directors regarding their learning objectives (to ensure these are useful in curriculum mapping).
- Periodically review strand content and anticipate future needs in emerging content areas.
- Respond to requests from members of the faculty, students, or others to include significant new curricular content, or significantly alter existing content, so that content changes are systematic.
- Serve on any ad hoc committees formed by CCOM leadership concerning curriculum content.
- Manage the Curriculum Repository and other curricular content mapping tools.
- Advise the deans/administration regarding the resources and tools required by the SD in order to perform its duties.
- Develop portions of the institutional self-study documents for accreditation.
- Coordinate with the Assessment Committee regarding curriculum assessment.

### **Authority of the Strand Directors Committee:**

- Each preclinical course will be assigned to one of the three strands to form Strand Subcommittees. Course directors/co-directors and curriculum managers will be members of the subcommittees, directed by the strand director (co-director). The subcommittees will meet on a regular schedule, determined by the strand director. The purpose of these subcommittees will be to coordinate the design and implementation of the preclinical curriculum.
- Each core and selective clerkship will incorporate aspects of the 3 curricular strands (MOHD, MAS, CAPS). The strand directors will meet regularly with core and selective

clerkship directors to coordinate the design and implementation of clinical curriculum and the vertical integration with the preclinical curriculum.

**Duties and responsibilities of the Strand Directors Committee include but are not limited to:**

- The Chair of the SD committee will be a voting member of the MEC.
- All Strand Directors will be non-voting advisory members on MASC and CEC.
- A Strand Director will be a voting member on the Assessment Committee (AC). This assignment will be determined by the SD committee and the designee will be responsible for sharing information from the Strand Directors to inform the work of the AC and to report the work of this committee back to Strand Directors.
- The Chair will ensure that SD decisions and needs are communicated to the appropriate OSAC Dean or staff member.
- Communicate regularly with course and clerkship directors regarding strand content and integration.
- The committee will respond to matters assigned to it by MEC, report to MEC on regular basis regarding curriculum reviews, update and new initiatives and seek approval from MEC as needed.
- The committee will submit an annual summary report and presentation to MEC on its activities during the preceding year.
- The committee, with assistance from OSAC, will maintain a central repository (e.g., SharePoint site) to record committee work. Access to the repository will be available to strand directors, designated OSAC staff, deans, and other committee chairs as determined by MEC.
- Maintain ongoing communications with the Assessment Committee on projects/needs related curricular assessments.