COMMITTEE MEMBERSHIP
2012-2013

1 July 2012
Table of Contents

Authority 1
Selection of Student Members 1
Other University and School of Medicine Committees 1
Nomination/Election Process 1
Voting Privileges 2
Minutes of Committee and Subcommittee Meetings 2

Committees Related to the University of South Carolina 3

Committees Mandated by the University of South Carolina Faculty Manual 3
  Basic Science Unit Tenure and Promotion Committee 3
  Clinical Unit Tenure and Promotion Committee 3
  Medical Library Tenure Committee 3

Committees Related Directly to the Office of the Dean 3

Faculty Representation Committee 3
Executive Committee 4
Basic Science Advisory Committee 5
Biomedical Engineering Committee 5
Clinical Advisory Committee 6
Student Promotions Committee 6
  Academic Review Subcommittee 7
  Student Conduct Subcommittee 7
Academic Standards Committee 8
  Grade Change Subcommittee 8
Women in Science and Medicine Committee 9
Appointment and Promotion Committee for Non-Tenure-Track Basic Science Faculty 9
Appointment and Promotion Committee for Non-Tenure-Track Clinical Faculty 10

Committees Related to the Office of the Dean Through the Office of Medical Education and Academic Affairs (Offices of Admissions and Enrollment Services, Curricular Affairs and Media Resources, and Student and Career Services) and the Office of the Associate Dean for Research and Graduate Education 10

Through the Office of Admissions and Enrollment Services 10
  Admissions Committee 10

Through the Office of Curricular Affairs and Media Resources 11
  Curriculum Committee 11
    Standing Subcommittees 13
      M-I/M-II Subcommittee 13
      M-III/M-IV Subcommittee 14
    Interdepartmental/Interdisciplinary Integration Subcommittee 14
    Independent Learning Development and Implementation Subcommittee 15
    Ad Hoc Subcommittee 15
    Curriculum Accommodations Subcommittee 15
# Table of Contents

Through the **Office of the Associate Dean for Research and Graduate Education**  
15  
Biomedical Science Graduate Committee  
15  
Biomedical Science Graduate Nurse Anesthesia Subcommittee  
16  
Rehabilitation Counseling Graduate Subcommittee  
16  
Genetic Counseling Graduate Subcommittee  
16  
Graduate Curriculum Committee  
17  
Certificate Program Admissions Committee  
17

Through the **Office of Student and Career Services**  
17  
Leave of Absence Committee  
17  
Scholarship and Loan Committee  
18  
Student Services Committee  
18

Committees Related to the **Office of the Dean Through the Office of the Associate Dean for Research and Graduate Education**  
19  
Committee Mandated by Federal Regulations for Research  
19  
USC Institutional Animal Care and Use Committee  
19

Committees Related to the Office of the Dean Through the **Office of Administration and Finance**  
20  
Committees Related to the Health and Safety of SOM Faculty Members, Students, and Staff Members  
20  
Student/Employee Health Committee  
20  
Faculty/Staff Peer Advocacy Committee  
21  
Wellness Promotion Committee  
21

Committees Related to the Office of the Dean Through the **Office of Continuous Professional Development and Strategic Affairs**  
21  
Faculty Affairs Committee  
21  
USC SOM/PHR Continuing Medical Education Organization Steering Committee  
22

Committee Related to the Office of the Dean Through the **Office of Minority Affairs**  
23  
Minority Affairs Committee  
23

Committee Related to the Office of the Dean Through the **Medical Library**  
24  
Library Committee  
24

Committee Related to the Office of the Dean Through the **Office of Information Technology**  
24  
Information Technology Committee  
24

Members of the Faculty Senate  
25
University of South Carolina
School of Medicine

Committee Membership
2012-2013

Authority

Except as otherwise required by USC and/or LCME regulations and policies (e.g., the Student Academic Responsibility Committee, Admissions Committee), all committees and subcommittees are advisory to the Dean and operate in accord with the policies and procedures contained in the USC Faculty Manual.

Selection of student members

At the mid-point of the spring semester, the Director of Student and Career Services sends each enrolled medical student a memorandum in which student self-nominations for service on School of Medicine committees and subcommittees for the next academic year are sought. The Director of Student and Career Services, in consultation with other personnel in the Office of Medical Education and Academic Affairs, assesses each interested student’s eligibility for service, as well as his/her area of personal interest and ability and his/her willingness to serve prior to informing the Dean of eligible nominees. The Dean then selects student members of committees and subcommittees from the list of eligible nominees. To be eligible to serve on School of Medicine committees and subcommittees, a student must be currently enrolled and in good academic standing; no student repeating an academic semester or year is eligible for service on School of Medicine committees or subcommittees until the repeat semester/year has been completed successfully.

Other USC and SOM committees

The revised committee structure does not relate to membership on other committees of USC, the SOM Educational Trust, of SOM-affiliated hospitals, or the SOM strategic planning process. The process of selection for membership on these committees is distinct from the selection process for faculty, administrative, and joint faculty/administrative committees.

Nomination/election process

The Faculty Representation Committee is responsible for developing and administering the procedures for nomination and election of faculty members to committee and subcommittee places designated for elected members. The Faculty Representation Committee will advise the Dean on the selection of faculty members for committee and subcommittee places designated for appointees. It is expected that each faculty member under consideration for nomination for an elected committee and subcommittee position will, prior to the election, discuss his/her nomination with the chair of his/her department.
**Voting privileges**

All faculty, students, administrators, and non-faculty SOM staff members, who are members of SOM committees and subcommittees, whether elected, appointed, or ex-officio, are eligible to vote unless otherwise specified. Consultants and other individuals specifically identified as staff to committees and subcommittees are not eligible to vote.

[N.B. In the USC *Faculty Manual*, “faculty” is defined as “the President, the Provost and all academic vice presidents and academic associate and assistant vice-presidents; all deans, associate and assistant deans of all schools and colleges; professors, associate professors, assistant professors, all full-time academic instructors and full-time lecturers who are not degree candidates at the University of South Carolina; visiting faculty members, emeriti faculty members, the Vice-President for Student Affairs, Director of University Libraries, professional librarians, Director of Admissions, and such other persons as the faculty sees fit to elect.”

Additionally, “the following members of the faculty shall have the right to present motions and to vote: the President, the Provost, the academic vice presidents, the deans of schools and colleges, chairs of academic departments, professional librarians, full-time faculty in ROTC programs, and those regularly appointed professors, associate professors, assistant professors, and any administrative official who has tenure as a faculty member.”

Finally, "the faculty of a college, school, or department shall consist of all its members having the rank of professor, associate professor, assistant professor, and all full-time instructors and part-time lecturers. Voting rights within a college, school, or department are based upon the same standards as in the University faculty.”]

**Minutes of committee and subcommittee meetings**

The Chair of each committee and subcommittee will ensure that minutes of each meeting are kept and distributed to committee and subcommittee members. In addition, records of attendance at committee and subcommittee meetings should be kept for each member. July is designated the first month of the academic year, and June is designated the final month of the academic year.
I. Committees related to the University of South Carolina

Committees mandated by the University of South Carolina Faculty Manual

A. Basic Science Unit Tenure and Promotion Committee: formulates specific criteria for tenure and promotion of faculty members in SOM basic science departments, assesses candidates for tenure and/or promotion, and makes recommendations to the SOM Dean.  
   CHAIR: Elected by members  
   TERM OF OFFICE: Continuous  
   MEETING FREQUENCY: As required  
   MEMBERS: All tenured faculty members in SOM basic science departments

B. Clinical Unit Tenure and Promotion Committee: formulates specific criteria for tenure and promotion of faculty members in SOM clinical departments, assesses candidates for tenure and/or promotion, and makes recommendations to the SOM Dean.  
   CHAIR: Elected by members  
   TERM OF OFFICE: Continuous  
   MEETING FREQUENCY: As required  
   MEMBERS: All tenured faculty members in SOM clinical departments

C. Medical Library Unit Tenure Committee: formulates specific criteria for tenure and promotion of SOM medical librarians, assesses candidates for tenure and/or promotion, and makes recommendations to the SOM Dean.  
   CHAIR: Elected by members  
   TERM OF OFFICE: Continuous  
   MEETING FREQUENCY: As required  
   MEMBERS: All tenured medical librarians in the SOM Medical Library

II. Committees related directly to the Office of the Dean:

A. **Faculty Representation Committee**: coordinates the process of nomination and election of faculty members to SOM committees; advises the Dean on the appointment of faculty members to SOM and University committees; advises the Dean on the number and purpose of SOM committees and subcommittees; and clarifies, with elected and appointed committee chairs, the charges for each SOM committee and subcommittee; addresses with the Dean all matters referred to it by faculty members; and assists the Dean in obtaining faculty members’ input into decision making. The members of the FRC elect 3 members (2 of whom must be from basic science departments) of this committee to represent the faculty on the Executive Committee and 3 members (2 of whom must be from basic science departments) to represent the faculty on the Student Promotions Committee.  
   CHAIR: Elected by members  
   TERM OF OFFICE: 3-year, staggered terms; other member is ex-officio  
   MEETING FREQUENCY: At least once annually in June and additional meetings as required  
   MEMBERS:  
   2 elected basic science faculty members:  
   Jay Potts, Cell Biology and Anatomy, 2010-2013  
   Jim Augustine, Pharmacology, Physiology, and Neuroscience, 2012-2015 (Chair)  

   2 elected clinical science faculty members:  
   Kathryn Stephenson, Pediatrics, 2010-2013
Lisa Spiryda, Obstetrics and Gynecology, 2012-2015

2 faculty members elected at large:
  Trey Brown, Pediatrics, 2010-2013
  Suzanne McDermott, Family and Preventive Medicine, 2012-2015

2 faculty members appointed by the Dean:
  Janet Fisher, Pharmacology, Physiology, and Neuroscience, 2010-2013
  Stephen Greenberg, Internal Medicine, 2011-2014

Dean:  Richard Hoppmann

Associate Dean for Medical Education and Academic Affairs:  J. T. Thornhill

Interim Associate Dean for Research and Graduate Education:  Marlene Wilson

Assistant Dean for Executive Affairs:  Ruth Riley

Representative from the DVAMC:  Sue Haddock

B. **Executive Committee**: advises the Dean about administration of the SOM.
   CHAIR: Dean
   TERM OF OFFICE: All positions are ex-officio
   MEETING FREQUENCY: Monthly
   MEMBERS:
   Dean: Richard Hoppmann, Chair

   Chairs of all departments:
   James Sodetz, Biochemistry
   Joseph Janicki, Cell Biology and Anatomy
   Scott Strayer, Family and Preventive Medicine (Interim)
   Shawn Chillag, Internal Medicine
   Mitzi Nagarkatti, Pathology and Microbiology
   Souvik Sen, Neurology
   Meera Narasimhan, Neuropsychiatry and Behavioral Science
   Lenwood Smith, Neurosurgery
   Judith Burgis, Obstetrics and Gynecology
   **Vacancy**, Ophthalmology
   John Walsh, Orthopaedic Surgery
   Caughman Taylor, Pediatrics
   Marlene Wilson, Pharmacology, Physiology, and Neuroscience
   Francis Neuffer, Radiology
   Stephen Smith, Surgery

   3 members elected from the FRC, 2 of whom should be from basic science departments:
   Jay Potts, Cell Biology and Anatomy
   Kathryn Stephenson, Pediatrics
   Janet Fisher, Pharmacology, Physiology, and Neuroscience

   Associate Deans: Marion Burton, Jeff Perkins, J. T. Thornhill, Marlene Wilson (Interim), Fred Boykin (DVAMC), James Raymond (PHA)
Assistant Deans: Morris Blachman, Tad Pedigo, Lynn Thomas, Carol McMahon, Nancy Richeson, Ruth Riley

Director of Legal Affairs: Hedy Zaragoza

Director of Information Technology: Lindsie Cone

Senior Director of Development: Mechelle English

Assistant Dean for Medical Education (GHS): Paul Catalana

C. **Basic Science Advisory Committee**: advises the Dean about issues related to the basic sciences in the SOM.

**CHAIR**: Elected by members

**TERM OF OFFICE**: All positions are ex-officio

**MEETING FREQUENCY**: Quarterly

**MEMBERS**:
- Dean: Richard Hoppmann
- Chairs of all basic science departments:
  - James Sodetz, Biochemistry
  - Joseph Janicki, Cell Biology and Anatomy
  - Mitzi Nagarkatti, Pathology, Microbiology, and Immunology
  - Larry Reagan or Jim Fadel, Pharmacology, Physiology, and Neuroscience

Interim Associate Dean for Research and Graduate Education: Marlene Wilson

Assistant Dean for Preclinical Curriculum: Lynn Thomas

Associate Dean for Medical Education and Academic Affairs: J. T. Thornhill

D. **Biomedical Engineering Committee**: advises the Dean on issues related to biomedical engineering in the SOM.

**CHAIR**: Elected by members every two year

**TERM OF OFFICE**: No term limit

**MEETING FREQUENCY**: Quarterly

**MEMBERS**:
- Faculty who have a research interest in biomedical engineering or who participate in the Biomedical Engineering Program.
  - Susan Lessner, Cell Biology and Anatomy
  - Lucia Pirisi-Creek, Pathology, Microbiology, and Immunology
  - Jay Potts, Cell Biology and Anatomy
  - Richard Goodwin, Cell Biology and Anatomy
  - Joseph Janicki, Cell Biology and Anatomy
  - Bob Price, Cell Biology and Anatomy
  - David Mott, Pharmacology, Physiology, and Neuroscience
  - Frank Spinale, Cell Biology and Anatomy

Interim Associate Dean for Research and Graduate Education: Marlene Wilson
E. **Clinical Advisory Committee**: advises the Dean on issues related to the clinical sciences in the SOM.

**CHAIR**: Elected by members – 2-year term - election to be held in September for the following calendar year

**TERM OF OFFICE**: All positions are ex-officio

**MEETING FREQUENCY**: Monthly

**MEMBERS**:
Dean: Richard Hoppmann

Chairs of all clinical departments:
- Scott Strayer, Family and Preventive Medicine* (Interim)
- Shawn Chillag, Internal Medicine*
- Souvik Sen, Neurology*
- Meera Narasimhan, Neuropsychiatry and Behavioral Science*
- Lenwood Smith, Neurosurgery*
- Judith Burgis, Obstetrics and Gynecology*
- *Vacancy*, Ophthalmology*
- John Walsh, Orthopaedic Surgery* (Chair)
- Caughman Taylor, Pediatrics*
- Francis Neuffer, Radiology*
- Stephen Smith, Surgery*

*Denotes voting members

Consultants (non-voting):
- Associate Dean for Clinical Affairs: Marion Burton
- Director of Legal Affairs: Hedy Zaragoza

F. **Student Promotions Committee**: advises the Dean about the academic standing of medical students enrolled in the SOM.

**CHAIR**: Elected by members annually in June

**TERM OF OFFICE**: All positions are ex-officio

**MEETING FREQUENCY**: Twice a year in June and January and additional meetings as required

**MEMBERS**:

Chairs of all departments:
- James Sodetz, Biochemistry
- Joseph Janicki, Cell Biology and Anatomy
- Scott Strayer, Family and Preventive Medicine (Interim)
- Shawn Chillag, Internal Medicine (Chair)
- Mitzi Nagarkatti, Pathology, Microbiology, and Immunology
- Souvik Sen, Neurology
- Meera Narasimhan, Neuropsychiatry and Behavioral Science
- Lenwood Smith, Neurosurgery
- Judith Burgis, Obstetrics and Gynecology
- *Vacancy*, Ophthalmology
- John Walsh, Orthopaedic Surgery
- Caughman Taylor, Pediatrics
- Marlene Wilson, Pharmacology, Physiology, and Neuroscience
- Francis Neuffer, Radiology
- Stephen Smith, Surgery
3 faculty members elected from the FRC, 2 of who should be from basic science departments:
  Jay Potts, Cell Biology and Anatomy
  Kathryn Stephenson, Pediatrics
  Janet Fisher, Pharmacology, Physiology and Neuroscience

staffed by Director of Student and Career Services: Don Kenney

ex officio non-voting member: Associate Dean for Medical Education and Academic Affairs:
  J. T. Thornhill

1. **Academic Review Subcommittee**: makes recommendations for consideration by the
   Student Promotions Committee regarding the academic standing of medical students
   enrolled in the SOM.
   CHAIR: Chair of Student Promotions Committee
   TERM OF OFFICE: 3-year, staggered terms for faculty members; Chair is ex-officio
   MEETING FREQUENCY: Twice a year in May/June and December/January and additional meetings as required
   MEMBERS:
   4 elected faculty members:
     Paul Housley, Pharmacology, Physiology, and Neuroscience, 2011-2013
     Tim Livingston, Pediatrics, 2011-2014
     Patricia Witherspoon, Family and Preventive Medicine, 2011-2014
     James Stallworth, Pediatrics, 2012-2015

   Student Promotions Committee Chair: Shawn Chillag

   staffed by Director of Student and Career Services: Donald Kenney

2. **Student Conduct Subcommittee**: makes recommendations to the Student
   Promotions Committee regarding non-academic issues of professionalism and student
   behavior.
   CHAIR: Member of the Student Promotions Committee (appointed by the Dean)
   TERM OF OFFICE: 3-year staggered terms for faculty members; 1-year for M-IV
   student; Chair is ex-officio
   MEETING FREQUENCY: As needed
   MEMBERS:
   3 elected faculty members
     Shawn Chillag, Internal Medicine, 2010-2013
     Janet Fisher, Pharmacology, Physiology, and Neuroscience, 2011-2014
     Angela Murphy, Pathology, Microbiology, and Immunology, 2012-2014

   1 M-IV student (1 M-IV alternate)
     Erica Lawlor, M-IV
     John Van Deman, M-IV

   Student Promotions Committee member (to serve as Chair): Judith Burgis

   Staffed by Director of Student and Career Services: Donald Kenney
G. **Academic Standards Committee**: is responsible for the maintenance of academic excellence in the SOM, establishes criteria for determination of satisfactory academic performance for promotion and graduation of medical students, establishes consistent standards for methods of assessing quality, assigning grades, and correcting academic deficiencies of medical students.

**CHAIR**: Dean

**TERM OF OFFICE**: 3-year staggered terms for faculty members and 1-year terms for medical students; other members are ex-officio

**MEETING FREQUENCY**: Twice a year and additional meetings as required

**MEMBERS:**
Dean: Richard Hoppmann, Chair

5 elected faculty members:
- Stephen Greenberg, Internal Medicine, 2010-2013
- Bethany Markowitz, Ophthalmology, 2010-2013
- Jeff Hall, Family and Preventive Medicine, 2011-2014
- Udai Singh, Pathology, Microbiology, and Immunology, 2012-2015
- Raj Vakani, Internal Medicine, 2012-2015

1 M-IV student (1 M-IV alternate)
- Emily Huggins, M-IV
- Erica Lawlor, M-IV (alternate)

Associate Dean for Medical Education and Academic Affairs: J. T. Thornhill

Assistant Dean for Clinical Curriculum and Assessment: Nancy Richeson

Registrar: Jeanette Ford (ex officio)

staffed by Assistant Dean for Preclinical Curriculum: Lynn Thomas

1. **Grade Change Subcommittee**: hears, assesses, and decides upon requests from faculty members for grade changes for medical students in courses, clerkships, and electives.

**CHAIR**: Associate Dean for Medical Education and Academic Affairs

**TERM OF OFFICE**: 1-year terms for faculty members; other member is ex-officio

**MEETING FREQUENCY**: As required

**MEMBERS:**
1 faculty member of the Academic Standards Committee selected by Academic Standards Committee members as the representative to the Grade Change Subcommittee

3 elected faculty members:
- Paul Housley, Pharmacology, Physiology, and Neuroscience, 2012-2015
- Karen McMullen, Library, 2012-2015

Associate Dean for Medical Education and Academic Affairs: J. T. Thornhill, Chair

staffed by Director of Enrollment Services/Registrar: Jeanette Ford
H. **Women in Science and Medicine Committee**: advises the Dean on issues related to women students, faculty, and staff of the SOM.

CHAIR: Elected by members

TERM OF OFFICE: 3-year, staggered terms for faculty and staff members and 1-year terms for graduate and medical students; other member is ex-officio

MEETING FREQUENCY: Monthly

MEMBERS:

2 elected faculty members from basic science departments:
- Erica Blanck, Cell Biology and Anatomy, 2012-2015

3 elected faculty members from clinical departments:
- Lisa Beth Spiryda, Obstetrics and Gynecology, 2010-2013
- Julia Ballance, Pediatrics, 2011-2014
- Anika Bradley, Ophthalmology, 2011-2014

1 representative appointed by the Dean:
- Carole Pillinger, Pathology, Microbiology, and Immunology 2012-2015

2 SOM alumni/ae appointed by the Dean:
- Mary Beth Poston (Chair)
- Julie Anderson

2 SOM non-faculty staff members appointed by the Dean:
- Karen David, Student and Career Services, 2011-2014
- Rachel Peters, Pediatrics, 2011-2014

Medical Students:
- Micheline Goulart, M-II
- Andreea Stoichita, M-II

Graduate Student:
- Pegah Mehrpooya

SOM Liaison Officers serve as ex officio, non-voting members: Suzanne McDermott, Family and Preventive Medicine; and Jeanette Jerrell, Neuropsychiatry and Behavioral Science

I. **Appointment and Promotion Committee for Non-Tenure-Track Basic Science Faculty**: evaluates the curriculum vitae and application materials for candidates requesting appointment at the Associate Professor or Professor level or promotion to the Associate Professor of Professor level and recommends to the Dean the appropriate faculty rank for the candidate.

CHAIR: Elected by members

TERM OF OFFICE: 3-year, staggered terms

MEETING FREQUENCY: As required

MEMBERS: Associate Professor or Professor (non-tenure track) from each basic science department appointed by the Faculty Representation Committee; Professor (tenure track or non-tenure track) from each basic science department appointed by the Department Chair
Faculty members appointed by the Faculty Representation Committee
Narendra Singh, Pathology, Microbiology, and Immunology, 2012-2013
Shekhar Patel, Cell Biology and Anatomy, 2012-2014
Britt Wilson, Pharmacology, Physiology, and Neuroscience, 2012-2015

Faculty members appointed by the Department Chair
Tad Pedigo, Pharmacology, Physiology, and Neuroscience, 2012-2013
Bob Price, Cell Biology and Anatomy, 2012-2014
Juhua Zhou, Pathology, Microbiology, and Immunology, 2012-2015

J.  ***Appointment and Promotion Committee for Non-Tenure-Track Clinical Faculty:*** evaluates the curriculum vitae and application materials for candidates requesting appointment at the Associate Professor or Professor level or promotion to the Associate Professor of Professor level and recommends to the Dean the appropriate faculty rank for the candidate.
CHAIR: Elected by members
TERM OF OFFICE: 3-year, staggered terms for departments with more than one full professor
MEETING FREQUENCY: As required
MEMBERS: Associate Professor or Professor (non-tenure track) from each clinical department

John Walsh, Orthopaedic Surgery
Richard Frierson, Neuropsychiatry and Behavioral Science, 2010-2013
James Nottingham, Surgery, 2010-2013
Ali Rizvi, Internal Medicine, 2010-2013
Luther Williams, Pediatrics, 2012-2015 (Chair)
Judith Burgis, Obstetrics and Gynecology, 2012-2015
Patricia Witherspoon, Family and Preventive Medicine, 2012-2015
Vacancy, Ophthalmology, 2012-2015
Vacancy, Neurology, 2012-2015
Vacancy, Neurosurgery, 2012-2015

III. Committees related to the Office of the Dean through the Office of Medical Education and Academic Affairs (Offices of Admissions and Enrollment Services, Curricular Affairs and Media Resources, Graduate Studies, and Student and Career Services):

Through Office of Admissions and Enrollment Services:

A.  ***Admissions Committee:*** establishes application/admissions policies and procedures for the SOM; evaluates and recommends to the Dean applicants for admission.
CHAIR: Associate Dean for Medical Education and Academic Affairs
TERM OF OFFICE: 3-year, staggered terms for faculty members and 1-year terms for medical students; other member is ex-officio
MEETING FREQUENCY: Twice monthly in September and October and weekly from November through March
MEMBERS:
Up to 12 faculty members elected at large:
Sarah Fletcher, Library, 2010-2013
Anna-Kathryn Rye, Pediatrics, 2010-2013
Angie Harper, Neuropsychiatry and Behavioral Science, 2010-2013
Rodney Reid, Internal Medicine DVAMC, 2010-2013
Shawn Chillag, Internal Medicine, 2011-2014
Everett Dargan, Community Representative, 2011-2014
Jeanette Jerrell, Neuropsychiatry and Behavioral Science, 2011-2014
Steedman Sarbah, Internal Medicine, DVAMC, 2011-2014
James Nottingham, Surgery, 2012-2015
Stephen Smith, Surgery, 2012-2015
Paul Housley, Pharmacology, Physiology, and Neuroscience 2012-2015

Up to 6 faculty members appointed by the Dean after consultation with the FRC:
Eugene Mayer, Emeritus Faculty Member, 2010-2013
O'Neill Barrett, Emeritus Faculty Member, 2010-2013
J. O'Neal Humphries, Emeritus Faculty Member, 2010-2013
Donna Ray, Continuous Professional Development and Strategic Affairs, 2011-2014
Warren Derrick, Emeritus Faculty Member, 2011-2014

Medical Students:
Eric Schrandt, M-II
Ashley Williams, M-II
Joe Collins, M-IV
Jodi Dingle, M-IV
Patrick Jackson, M-IV
Jeremy Loberger, M-IV

Assistant Dean for Minority Affairs: Carol McMahon (ex officio)
Director of Medical Student Recruitment: James Stallworth (ex officio)
staffed by Director of Enrollment Services/Registrar: Jeanette Ford

Through Office of Curricular Affairs and Media Resources:

B. *Curriculum Committee*: is responsible for the development of and oversight over the content, structure, and pedagogy of the curriculum leading to the M.D. degree and for ensuring that students learn the knowledge, skills, attitudes, and behaviors necessary for the successful practice of medicine.
CHAIR: Elected by members
TERM OF OFFICE: 3-year, staggered terms for faculty members and 1-year terms for medical students; other members and consultants are ex-officio
MEETING FREQUENCY: Monthly
MEMBERS:
1 faculty member from each clinical department, 2 faculty members from each basic science department, and 1 faculty member from Biochemistry elected by the faculty of the department:
Francis Neuffer, Radiology
Lenwood Smith, Neurosurgery, 2010-2013
Ugra Singh, Pathology, Microbiology, and Immunology, 2010-2013
Davit Mratashvili, Neurology, 2010-2013
Kerry Sims, Obstetrics and Gynecology, 2010-2013 (Chair through 2013)
Davinder Lally, Internal Medicine, 2010-2013
Leigh Watson (GHS), 2010-2013
Wendy Cornett (GHS), 2010-2013
James Sodetz, Biochemistry, 2011-2014
Holly LaVoie, Cell Biology and Anatomy, 2011-2014
James Catroppo, Pathology, Microbiology, and Immunology, 2011-2014
Shawn Chillag, Internal Medicine, 2011-2014
Tad Pedigo, Pharmacology, Physiology, and Neuroscience, 2011-2014
Jim Augustine, Pharmacology, Physiology, and Neuroscience, 2011-2014
Gregory Grabowski, Orthopaedic Surgery, 2011-2014
Bethany Markowitz, Ophthalmology, 2012-2015
Robin Welsh, Pediatrics, 2012-2015
Richard Frierson, Neuropsychiatry and Behavioral Science, 2012-2015
Jim Morrison, Surgery, 2012-2015
Erika Blanck, Cell Biology and Anatomy, 2012-2015
Brian Keisler, Family and Preventive Medicine 2012-2015

Medical Students:
  Scott Davis, M-II
  James Weinberg, M-II
  Emily Sturkie, M-IV
  John Van Deman, M-IV
  Lesley Osborn, M-IV (GHS)

Associate Dean for Medical Education and Academic Affairs:  J. T. Thornhill
Assistant Dean for Preclinical Curriculum:  Lynn Thomas
Assistant Dean for Clinical Curriculum and Assessment:  Nancy Richeson
Consultants:
  Director Faculty Development:  Donna Ray
  Director of Student and Career Services:  Donald Kenney
  Director of Library Services:  Ruth Riley
  Director of Information Technology:  Lindsie Cone
  Director of Enrollment Services and Registrar:  Jeanette Ford
Executive Director of the South Carolina Area Health Education Consortium:  David Garr
Assistant Dean for Minority Affairs:  Carol McMahon
PHR Vice President for Graduate Medical Education:  Kathy Stephens

staffed by Administrative Coordinator, Office of Curricular Affairs and Media Resources: Angelica Naso
1. Standing subcommittees:

   a. **M-I/M-II Subcommittee**: is responsible for periodic review and update of all required M-I and M-II courses.
      
      **CHAIR**: Elected by members
      
      **TERM OF OFFICE**: 1-year terms for faculty members and 1-year terms for medical students; other members are ex-officio
      
      **MEETING FREQUENCY**: Called at the discretion of the chair or at the direction of the chair of the Curriculum Committee.
      
      **MEMBERS**:
      
      At least 4 faculty members appointed by the Curriculum Committee Chair from a roster of basic science and clinical science Curriculum Committee members who have expressed interest in this subcommittee:
      
      - Norman Pedigo, Pharmacology, Physiology, and Neuroscience (Chair)
      - Lindsie Cone, Family and Preventive Medicine
      - Caroline Powell, Internal Medicine
      - Ugra Singh, Pathology, Microbiology, and Immunology
      - Jim Sodetz, Biochemistry
      - Britt Wilson, Pharmacology, Physiology, and Neuroscience

      Medical Students:
      
      - Scott Davis., M-II
      - James Weinberg, M-II
      - Emily Sturkie, M-IV

      Assistant Dean for Preclinical Curriculum: Lynn Thomas (ex officio)

      Representation from both basic science and clinical science departments is essential; the subcommittee may also invite as members other faculty members who are not Curriculum Committee members. With the approval of the Subcommittee chair, minutes will be taken and distributed by the Assistant Dean for Preclinical Curriculum.

   b. **M-III/M-IV Subcommittee**: is responsible for the periodic review and update of all required M-III and M-IV courses.
      
      **CHAIR**: Elected by members
      
      **TERM OF OFFICE**: 1-year, terms for faculty members and 1-year terms for medical students; other members are ex-officio
      
      **MEETING FREQUENCY**: Called at the discretion of the chair or at the direction of the chair of the Curriculum Committee.
      
      **MEMBERS**:
      
      At least 4 faculty members appointed by the Curriculum Committee Chair from a roster of basic science and clinical science Curriculum Committee members who have expressed interest in this subcommittee:
      
      - Kerry Sims, Obstetrics and Gynecology
      - Jeanette Ford, Admissions
      - Katherine Stephens, Palmetto Health
      - Davinder Lally, Internal Medicine (Chair)
      - Charles Blake, Cell Biology and Anatomy
      - Jim Morrison, Surgery
      - Davit Mrelashvili, Neurology
David Koon, Orthopaedic Surgery  
Leigh Watson, GHS  
Robin Welsh, Pediatrics

Medical Students:  
John Van Deman, M-IV  
Lesley Osborn, M-IV (GHS)

Assistant Dean for Clinical Curriculum and Assessment: Nancy Richeson (ex officio)

Assistant Dean for Medical Education (GHS): Paul Catalana (ex officio)

Representation from both basic science and clinical science departments is essential; the subcommittee may also invite as members other faculty members who are not Curriculum Committee members. With the approval of the Subcommittee chair, minutes will be taken and distributed by the Assistant Dean for Clinical Curriculum.

c. *Interdepartmental/Interdisciplinary Integration Subcommittee: is responsible for the periodic review and update of vertical curricula and for the integration of interdepartmental and interdisciplinary educational efforts.  
CHAIR: Elected by members  
TERM OF OFFICE: 1-year terms for faculty members; other members are ex-officio  
MEETING FREQUENCY: Called at the discretion of the chair or at the direction of the chair of the Curriculum Committee.  
MEMBERS:  
At least 3 faculty members appointed by the Curriculum Committee Chair from a roster of basic science and clinical science Curriculum Committee members who have expressed interest in this subcommittee:  
Donna Ray, Faculty Development (Chair)  
Donald Kenney, Student and Career Services  
Wendy Cornett, GHS  
Holly Lavoie, Cell Biology and Anatomy  
Carol McMahon, Minority Affairs  
Francis Neuffer, Radiology  
Lenwood Smith, Neurosurgery

Vertical curriculum directors serve as ex officio, non-voting members: Lynn Thomas, Nutrition; Sarah Schumacher, Geriatrics; Shekhar Patel, Genetics; Ashley Jones, Substance Abuse; Allan Brett, Bioethics and Professionalism; Victor Rao, Ultrasound

Associate Dean for Medical Education and Academic Affairs: J. T. Thornhill

Representation from both basic science and clinical science departments is essential; the subcommittee may also invite as members other faculty members who are not Curriculum Committee members. With the approval of the Subcommittee chair, minutes will be taken and distributed by the Assistant Dean for Preclinical Curriculum.
d. **Independent Learning Development and Implementation Subcommittee:** is responsible for developing and implementing Curriculum Committee recommendations in the area of independent learning and selects the medical student recipient of the annual Student Independent Learning Project Award.

**CHAIR:** Elected by members

**TERM OF OFFICE:** Members are appointed annually by the Curriculum Committee chair

**MEETING FREQUENCY:** Called at the discretion of the chair or at the direction of the chair of the Curriculum Committee.

**MEMBERS:**
At least 3 faculty members appointed by the Curriculum Committee Chair from a roster of basic science and clinical science Curriculum Committee members who have expressed interest in this subcommittee:
- Ruth Riley, Library
- Shilpa Srinivasan, Neuropsychiatry and Behavioral Science (Chair)
- Brian Keisler, Family and Preventive Medicine

Representation from both basic science and clinical science departments is essential; the subcommittee may also invite as members other faculty members who are not Curriculum Committee members.

2. **Ad hoc subcommittees**

   a. **Curriculum Accommodations Subcommittee:** establishes policies and procedures for testing under non-standard conditions, reviews applications, and selects qualifying students.

   **CHAIR:** Assistant Dean for Preclinical Curriculum

   **TERM OF OFFICE:** 1-year terms for faculty member; other member is ex-officio

   **MEETING FREQUENCY:** Once per year in July/August and additional meetings as required

   **MEMBERS:** Appointed as needed

   Assistant Dean for Preclinical Curriculum: Lynn Thomas, Chair

Through **Office of the Associate Dean for Basic Science**:

C. **Biomedical Science Graduate Committee:** establishes policies and procedures for the Biomedical Science Graduate Program consistent with USC and SOM guidelines. Ensures that program requirements are met by departments, research focus groups, and students.

**CHAIR:** Academic Director for Biomedical Science Graduate Program

**TERM OF OFFICE:** All members are ex-officio

**MEETING FREQUENCY:** As required

**MEMBERS:**
All directors of SOM basic science department graduate programs and research focus groups:
- Wayne Carver, Cell Biology and Anatomy
- Kim Creek, Molecular Oncology
- Larry Reagan, Neuroscience

Interim Associate Dean for Research and Graduate Education: Marlene Wilson

Academic Director for Biomedical Science Graduate Program: Wayne Carver
Consultant: Jerel Arceneaux, Assistant Director of Student and Career Services

D. **Biomedical Science Graduate Nurse Anesthesia Subcommittee**: establishes policies and procedures for the Biomedical Science Graduate Nurse Anesthesia Program consistent with USC and SOM guidelines. Ensures that program requirements are met.

CHAIR: Academic Director of Graduate Nurse Anesthesia Program
TERM OF OFFICE: All members are ex-officio
MEETING FREQUENCY: Twice per year and additional meetings as required
MEMBERS:
Academic Director of Graduate Nurse Anesthesia Program: Tad Pediago, Chair
Clinical Director of Graduate Nurse Anesthesia Program: Tab King
Clinical Coordinator: Kevin Leblanc

E. **Rehabilitation Counseling Graduate Subcommittee**: establishes policies and procedures for the Biomedical Science Graduate Rehabilitation Counseling Program consistent with USC and SOM guidelines. Ensures that program requirements are met.

CHAIR: Rehabilitation Counseling Graduate Program Director
TERM OF OFFICE: All members are ex-officio
MEETING FREQUENCY: As required
MEMBERS:
Director: Kerry Lachance, Neuropsychiatry and Behavioral Science, Chair
3 appointed faculty members:
   Michael Walsh, Neuropsychiatry and Behavioral Science
   Karin Brockelman, Neuropsychiatry and Behavioral Science
   Robert Breen, Neuropsychiatry and Behavioral Science

Consultant: Jerel Arceneaux, Assistant Director of Student and Career Services

F. **Genetic Counseling Graduate Subcommittee**: establishes policies and procedures for the Biomedical Science Graduate Genetic Counseling Program consistent with USC and SOM guidelines. Ensures that program requirements are met.

CHAIR: Genetic Counseling Graduate Program Director
TERM OF OFFICE: All members are ex-officio
MEETING FREQUENCY: As required
MEMBERS:
Director: Janice Edwards, Director
4 appointed faculty members:
   Richard Ferrante, Director, University Affiliated Programs, Pediatrics
   Andrea Sellers, Obstetrics and Gynecology
   Victoria Vincent, Obstetrics and Gynecology
   Peggy Walker, Obstetrics and Gynecology

Consultant: Jerel Arceneaux, Assistant Director of Student and Career Services
G. **Graduate Curriculum Committee:** develops and oversees the content, structure, and pedagogy of the curriculum leading to the M.S., Ph.D., and Post-Baccalaureate Certificate in Biomedical Sciences degrees and for ensuring that students have solid knowledge and skills in biomedical sciences.

   CHAIR: Elected by members
   TERM OF OFFICE: 3-year, staggered terms for faculty members
   MEETING FREQUENCY: Monthly
   MEMBERS
   6 appointed faculty members:
   Wayne Carver, Cell Biology and Anatomy, 2010-2013
   Jim Fadel, Pharmacology, Physiology, and Neuroscience, 2010-2013
   Shekhar Patel, Cell Biology and Anatomy, 2010-2013
   Larry Reagan, Pharmacology, Physiology, and Neuroscience, 2010-2013 (Chair)
   Jennifer Nyland, Pathology, Microbiology, and Immunology, 2012-2015
   Edie Goldsmith, Cell Biology and Anatomy, 2012-2015

H. **Certificate Program Admissions Committee:** establishes admissions policies/procedures and evaluates applications for the Post-Baccalaureate Certificate in Biomedical Sciences at the SOM; makes recommendations to the Dean for admission of students.

   CHAIR: Associate Director of the Certificate Program
   TERM OF OFFICE: 3-year, staggered terms for faculty members
   MEETING FREQUENCY: Once every two months
   MEMBERS
   3 appointed faculty members representing each of the three Basic Science departments:
   David Mott, Pharmacology, Physiology, and Neuroscience, 2010-2013
   Ashok Chauhan, Pathology, Microbiology, and Immunology, 2012-2015
   Erika Blanck, Cell Biology and Anatomy, 2012-2015

   Associate Director of the Certificate Program: Shekhar Patel

Through Office of Student and Career Services:

I. **Leave of Absence Committee:** makes recommendations to the Dean regarding leaves of absence from the SOM for medical students.

   CHAIR: Elected by members
   TERM OF OFFICE: 3-year, staggered terms for faculty members
   MEETING FREQUENCY: As required
   MEMBERS:
   4 elected faculty members:
   Alexander McDonald, Pharmacology, Physiology, and Neuroscience, 2010-2013
   Carla Roberts, Pediatrics, 2010-2013
   Cara O’Neill, Pediatrics, 2011-2014
   Cory Robinson, Pathology, Microbiology, and Immunology, 2011-2014

   1 appointed faculty member in the Department of Neuropsychiatry and Behavioral Science: Nikki Campbell, Neuropsychiatry and Behavioral Science, 2012-2015 (Chair)

   staffed by Director of Student and Career Services: Donald Kenney
J. ***Scholarship and Loan Committee:*** awards all SOM scholarships and awards all long-term loans administered by the SOM.

**CHAIR:** Elected by members

**TERM OF OFFICE:** 3-year, staggered terms for faculty members and 1-year terms for medical students; other members and consultants are ex-officio

**MEETING FREQUENCY:** Twice a year in the Spring and Fall semesters

**MEMBERS:**

5 elected faculty members:
- Andrea Maas, Internal Medicine, 2010-2013
- Erika Blanck, Cell Biology and Anatomy, 2011-2014
- Karen McMullen, Library, 2011-2014
- Emily Lowell, Pediatrics, 2012-2015
- Andy Sides, Internal Medicine, 2012-2015

Medical Students:
- Christopher Clarke, M-II
- Sara Sheehan, M-IV

Consultants:
- Bank of America Representative: Pam Carroll
- Douglas Scholarship representative: Claude Smith
- Cantey Scholarship representative: William Cantey

Chief Business Officer and Senior Director of Budget, Finance, Facilities, and Research Administration: Jeff Perkins

Senior Director of Development: Mechelle English

staffed by Director of Student and Career Services: Donald Kenney and Assistant Director of Student Affairs/Financial Aid: Jerel Arceneaux

K. ***Student Services Committee:*** makes recommendations to the Director of Student and Career Services-Columbia on ways to improve or implement services to students; selects recipients of annual SOM student awards; makes recommendations to the Director of Student and Career Services-Columbia and the Associate Dean for Medical Education and Academic Affairs regarding SOM student publications and the SOM *Bulletin*; hears appeals regarding student assignment to Greenville program and lottery issues.

**CHAIR:** Director of Student and Career Services-Columbia

**TERM OF OFFICE:** 3-year, staggered terms for faculty members, 1-year terms for medical students; other members are ex-officio

**MEETING FREQUENCY:** As needed or twice a year in the Spring and Fall semesters

**MEMBERS:**

5 elected faculty members:
- Julie Anderson, Pediatrics, 2010-2013
- Sarah Fletcher, Library, 2010-2013
- Andrew McGown, Orthopaedic Surgery, 2010-2013
- Daping Fan, Cell Biology and Anatomy, 2011-2014
- Scott Carney, Pediatrics, 2012-2015
Medical Students:
   Donna Phu, M-II
   Katie Langley, M-IV

Assistant Dean for Medical Education (GHS): Paul Catalana

Director of Student and Career Services: Donald Kenney, Chair

Assistant Director of Student and Career Services/Financial Aid: Jerel Arceneaux

Consultants: Director of Alumni Affairs: Debbie Truluck

IV. Committee related to the Office of the Dean through the Office of the Associate Dean for Basic Science:

Committees mandated by federal regulations for research:

A. USC committee administered in the SOM

   *USC Institutional Animal Care and Use Committee*: provides oversight for the care and use of animals in teaching and research, regardless of funding source, for the entire USC-Columbia campus, with responsibilities specified in the PHS Policy on Humane Care and Use of Laboratory Animals and the 1987 amendments to the Animal Welfare Act.

   CHAIR: Elected by members
   TERM OF OFFICE: 3-year, staggered terms for faculty and staff members and community representatives and 1-year terms for graduate students; other members are ex-officio
   MEETING FREQUENCY: Monthly
   MEMBERS:
   At least 4 SOM faculty members recommended by the Dean after consultation with the FRC and appointed by the President:
      Greg Brower, Medicine (Cell Biology and Anatomy)
      Edie Goldsmith, Medicine (Cell Biology and Anatomy, Chair
      James Fadel, Medicine (Pharmacology, Physiology, and Neuroscience)
      David Mott, Medicine (Pharmacology, Physiology, and Neuroscience (alternate for Fadel)

   2 faculty members from the Department of Biological Sciences appointed by the President:
      Marj Pena
      Gabor Szalai

   1 faculty member from the Department of Psychology appointed by the President:
      Steven Harrod

   1 faculty member from Environmental Health Sciences appointed by the President:
      David Volz

   1 faculty member from the School of Pharmacy appointed by the President:
      Theresa Smith
      Lorne Hofseth (alternate)
2 members who are community representatives not affiliated with the University appointed by the President:
   Antonia Forsthoefel
   Marli Drum

1 student member
   Roshni Rao (Medicine)

University Veterinarian:
   Shayne Barlow, School of Medicine (ex officio)

Consultants:
   Thomas Coggins, Sponsored Programs and Research

Contact:
   Stephanie Cook, IACUC Administrator, Office of Research Compliance

V. Committees related to the Office of the Dean through the Office of Administration and Finance:

   Committees related to the health and safety of SOM faculty members, students, and staff members:

   A. **Student/Employee Health Committee**: develops policies and monitors activities regarding health and safety issues for SOM faculty and staff members and students, including its positions on infectious disease and employee health issues.

      **CHAIR**: Elected by members
      **TERM OF OFFICE**: 3-year staggered terms for faculty members and 1-year terms for medical students; other member is ex-officio; consultant is appointed annually
      **MEETING FREQUENCY**: As required
      **MEMBERS**: 2 faculty members from clinical science departments appointed by the Dean after consultation with the FRC:
         Anna-Kathryn Rye, Pediatrics, 2010-2013
         Suzanne Hardeman, Neuropsychiatry and Behavioral Science, 2012-2015

      Medical Students:
         Anna Hang, M-II
         Savannah Long, M-II

      Graduate Student:
         Ashlie Evans

      1 non-faculty SOM staff member appointed by the Dean: Glenda McAlister

      Director of Medical Student and Employee Health: Joshua Mann

      Administrative Director for Department of Family and Preventive Medicine: Brad Cole

      Consultant: Representative of USC Health and Safety Office: Shealy McCoy
B. **Faculty/Staff Peer Advocacy Committee**: provides, upon referral, SOM faculty and staff members with employee assistance information.

**CHAIR**: Elected by members  
**TERM OF OFFICE**: 3-year, staggered terms  
**MEETING FREQUENCY**: As required  
**MEMBERS**:  
3 faculty members appointed by the Dean after consultation with the FRC (one with expertise in substance abuse issues and 1 with expertise in assessment and psychotherapy):  
  - Jeanette Jerrell, Neuropsychiatry and Behavioral Science, 2011-2014  
  - Felicia Yeh, Library, 2011-2014  
  - Sara Lindsey, Pediatrics, 2012-2015  

1 non-faculty SOM staff member appointed by the Dean:  
  - Karen David, Student and Career Services 2012-2015

C. **Wellness Promotion Committee**: coordinates and promotes wellness activities for SOM faculty, staff, and students.

**CHAIR**: Elected by members  
**TERM OF OFFICE**: 3-year, staggered terms for faculty and staff members, 1-year terms for medical and graduate students  
**MEETING FREQUENCY**: Six times per year  
**MEMBERS**:  
3 faculty members appointed by the Dean after consultation with the FRC:  
  - James Wells, Cell Biology and Anatomy, 2010-2013  
  - Duncan Howe, Office of the Dean, 2010-2013  
  - Suzanne Bertollo, Family and Preventive Medicine, 2012-2015  

3 non-faculty SOM staff members appointed by the Dean:  
  - Leslie Lind, Human Resources, 2010-2013  
  - Alison Hanna, Pediatrics, 2011-2014  

**Medical Students**:  
  - Thomas (Bo) Bryan, M-II  
  - Jennifer Kraft, M-II

**Graduate Student**:  
  - David Elliott

VI. Committees related to the Office of the Dean through the Office of Continuous Professional Development and Strategic Affairs:

A. **Faculty Affairs Committee**: advises the Dean on issues concerning the faculty to include professional development and mentorship, recruitment and diversity, SOM/USC policy impact on faculty, and recognition and/or rewards for faculty for teaching/research/clinical excellence. (The committee does not address issues of Tenure/Promotion.)  
**CHAIR**: Member of the Executive Committee (appointed by the Dean)  
**TERM OF OFFICE**: 3-year staggered terms for faculty members; other members are ex-officio  
**MEETING FREQUENCY**: Quarterly
MEMBERS:
3 elected faculty members
   Trey Brown, Pediatrics, 2010-2013
   Olga Rosa, Pediatrics, 2011-2014
   Suzanne McDermott, Family and Preventive Medicine, 2012-2015

2 faculty members appointed by the Dean after consultation with the Faculty Representation Committee
   Lucia Pirisi-Creek, Pathology, Microbiology, and Immunology, 2011-2013
   Kevin Bennett, Family and Preventive Medicine, 2012-2015

Executive Committee member (to serve as chair): Caughman Taylor
Associate Dean for Medical Education and Academic Affairs: J. T. Thornhill (ex officio)
Assistant Dean for Minority Affairs: Carol McMahon (ex officio)
Assistant Dean for Continuous Professional Development and Strategic Affairs: Moss Blachman (ex officio)
Director, Faculty Development: Donna Ray (ex officio)

staffed by the Office of Continuous Professional Development and Strategic Affairs

B. ***USC SOM/PHR Continuing Medical Education Organization Steering Committee:*** establishes policies and procedures for joint USCSOM and PHR continuing medical education organization.

CHAIR: Co-chaired by the Dean and PH Chief Medical Officer

TERM OF OFFICE: Appointed members serve 3-year, staggered terms; other members are ex-officio

MEETING FREQUENCY: As Needed

MEMBERS:
   Linda Bell, SC DHEC
   Jenny Bloom, Higher Education & Student Affairs - USC
   Eric Brown, Simulation Center - PHR
   Chuck Carter, Family Medicine - PHR
   Edward Catalano, Lab & Pathology - PHR
   Shawn Chillag, Internal Medicine - SOM
   Cheryl Coble, Clinical Integration - PHR
   Lindsie Cone, Information Technology - SOM
   Mike Dunphy, SC College of Pharmacy
   Teri Evans, CPD & Strategic Affairs – SOM/PHR
   Rick Foster, SC Hospital Association
   Lorri Gibbons, SC Hospital Association (Invited Guest)
   Stan Hickson, Administration - PHR
   Sandy Hyre, DMH
   Mac Knight, Ambulatory Services - PHR
   Mark Mayson, Administration - PHB
   Hedy Zaragoza, Legal Affairs - SOM
   Joel Nesbitt, Clinical Quality and Patient Safety - PHR
   Carole Pillinger, DVAMC
   Jan Probst, Public Health
Donna Ray, CPD & Strategic Affairs - SOM/PHR
Ruth Riley, Medical Library/Executive Affairs – SOM
John Singerling, Administration - PHR
James Stallworth, Pediatrics - SOM
Kathy Stephens, Medical Education - PHR
Pamela Stephens, PHB (Invited Guest)
N. John Stewart, Emergency - PHR
Shawn Stinson, Clinical Quality and Patient Safety - PHR
Carolyn Swinton, Patient Care Administration - PHR
Wanda Taylor, Corporate Compliance – PHR
Cindy Voris – SC College of Pharmacy

Dean: Richard Hoppmann, Co-Chair

PH Chief Medical Officer: James Raymond, Co-Chair

Assistant Dean for Continuous Professional Development and Strategic Affairs: Morris Blachman

VII. Committee related to the Office of the Dean through the Office of Minority Affairs:

A. ***Minority Affairs Committee***: plans and implement means of increasing the number of students from groups under-represented in the medical profession who are prepared for, recruited to, matriculate at, and graduate from the SOM and who continue their training in residency programs available throughout the state of South Carolina and plans and implements means of increasing the number of under-represented minority faculty in the SOM.

CHAIR: Assistant Dean for Minority Affairs

TERM OF OFFICE: 3-year, staggered terms for faculty members, alumni, and HBCU, community, and AHEC representatives; 1-year terms for medical students; other member is ex-officio

MEETING FREQUENCY: As Needed

MEMBERS:

1 clinical faculty member appointed by the Dean after consultation with the Assistant Dean for Minority Affairs:

Anika Bradley, Ophthalmology, 2011-2014

1 basic science faculty member appointed by the Dean after consultation with the Assistant Dean for Minority Affairs:

Paul Housley, Pharmacology, Physiology, and Neuroscience, 2011-2014

2 minority SOM alumni/ae appointed by the Dean:

Crystal Johnson
Cedric Rivers

1 representative of Historically Black Colleges and Universities (HBCUs) appointed by the Dean:

Karen Rutherford, Benedict College

1 community representative appointed by the Dean:

Everett Dargan
1 representative of the SC Area Health Education Consortium: 
Angelica Christie

Medical Students:
Megan Busch, M-II
Shelly Ross, M-II
Nadya Toubou-Fackche, M-II

Assistant Dean for Minority Affairs: Carol McMahon, Chair

VIII. Committee related to the Office of the Dean through the Medical Library:

A. *Library Committee*: advises Director of Library Services on policy matters, especially relating to the collection and staffing of the Medical Library.

CHAIR: Elected by members

TERM OF OFFICE: 3-year, staggered terms for faculty members and 1-year terms for graduate and medical students; other member is ex-officio

MEETING FREQUENCY: Twice per year with other meetings as required

MEMBERS:
7 elected faculty members:
Jason Hawn, Pediatrics, 2010-2013
Sharon Kaminer, Pediatrics, 2010-2013
Christopher Mazoué, Orthopaedic Surgery, 2010-2013
Scott Carney, Pediatrics, 2011-2014
Jeff Patton, Pathology, Microbiology, 2011-2014
Mark Posey, Pediatrics, 2011-2014
John Baynes, Pharmacology, Physiology, and Neuroscience, 2012-2015

Medical Student:
David Nguyen, M-II

Graduate Student:
Michelle Francese

Director of Library Services: Ruth Riley

Director of Information Technology: Lindsie Cone, ex officio

IX. Committee related to the Office of the Dean through the Office of Information Technology:

A. *Information Technology Committee*: advises the Director of Computer and Communication Resources on policy matters, especially relating to computer needs of students and faculty as they relate to educational programs and research activities and to the structure and function of the SOM computer network and communication systems.

CHAIR: Elected by members

TERM OF OFFICE: 3-year, staggered terms for faculty members and 1-year terms for medical students; other member is ex-officio

MEETING FREQUENCY: Monthly
MEMBERS:
5 elected faculty members:
   Roz McConnaughy, Library, 2010-2013
   William Anderson, Family and Preventive Medicine, 2011-2014
   Christine Whitaker, Library, 2011-2014
   John Baynes, Pharmacology, Physiology, and Neuroscience, 2012-2015
   Lisa Spiryda, Obstetrics and Gynecology, 2012-2015

Medical Students:
   Joseph Cao, M-II
   Andrew Barnes, M-IV

Assistant Dean for Preclinical Curriculum: Lynn Thomas
Assistant Dean for Clinical Curriculum and Assessment: Nancy Richeson
Director of Information Technology: Lindsie Cone
Manager of Computer Resources: Robert Watson
Director of Library Services: Ruth Riley, ex officio

X. Members of the Faculty Senate

Faculty Senate: 10 SOM tenure-track faculty members are elected to the Faculty Senate of the USC.
CHAIR: None
TERM OF OFFICE: 3-year, staggered terms
MEETING FREQUENCY: Monthly
MEMBERS:
   Susan Lessner, Cell Biology and Anatomy, 2010-2013
   Jeffrey Patton, Pathology, Microbiology, and Immunology, 2010-2013
   Sarah Fletcher, Library, 2010-2013
   Walden Ai, Pathology, Microbiology, and Immunology, 2011-2014
   Karen McMullen, Library, 2011-2014
   Angela Murphy, Pathology, Microbiology, and Immunology, 2011-2014
   Lucia Pirisi-Creek, Pathology, Microbiology, and Immunology, 2012-2015
   Jay Potts, Cell Biology and Anatomy, 2012-2015
   Cory Robinson, Pathology, Microbiology, and Immunology, 2012-2015

* Faculty committee
** Administrative committee
*** Faculty/administrative committee