

**POLICY ON COMMITTEES
LSUHSC
SCHOOL OF MEDICINE - NEW ORLEANS**

1. The Dean is responsible for making committee assignments. Committees serve in an advisory capacity to the Dean.
2. The School of Medicine has both standing committees and ad hoc committees or task forces; the latter are appointed by the Dean for specific projects or current issues.
3. The School of Medicine has two broad forms of standing committees, those with member composition determined by specific role within the school or university and those with rotating volunteer committee members with finite terms of appointment. All committees will designate a chairperson and those with critical, time-sensitive responsibilities a vice-chairperson.
4. Terms of appointment for those committees with rotating membership are generally three years; reappointment is possible for members for superior performance or special interest.
5. Faculty committee composition is redefined annually. There are three mechanisms for identifying possible committee members: self-nomination; nomination by department head; and solicitation through the Faculty Assembly Delegation.
6. At least one member of the Faculty Assembly Delegation (including both the 24 regular delegates and six alternates) is assigned to each of the rotating standing and ad hoc committees of the School of Medicine.
7. Assistant and Associate Deans serve in an ex officio capacity on committees relevant to their administrative responsibilities.
8. Medical students and house officers are appointed to committees as appropriate.
9. All committees develop a mission statement and define objectives for the academic year.