

Re: Department of Medicine Graduate Program Council (DoM-GPC)
Terms of Reference:
(September 10, 2019)

The main purpose of the **DoM-GPC** is to have sufficient, highly qualified chairs for graduate student Thesis Defence and Candidacy examinations (as outlined in the Faculty of Graduate Studies and Research guidelines), and to adjudicate award competitions for our DoM graduate students.

1. Membership

- 1.1. Supervisors within the DoM who have graduated a MSc and/or PhD graduate student.
- 1.2. Supervisors within the DoM who currently have a graduate student enrolled in the program.

2. Objectives

- 2.1. To chair 1-2 graduate examinations (thesis defense or candidacy) per year.
- 2.2. To adjudicate and rank graduate applications for one competition per year.
- 2.3. To provide feedback and advice to the Graduate program and the Department Chair on matters affecting the Graduate Program in the Department of Medicine.

Information Sharing: Detailed information relating to the role of the Chair of examinations will be provided to each Examination Chair in advance of the examination.

Meetings: Meetings of ad hoc adjudication committees will be chaired by the Graduate Studies Coordinator or Associate Graduate Studies Coordinator.

Reporting: With respect to the duties as Examination Committee Chair, Members of the DoM-GPC will report directly to the DoM Graduate Studies Coordinator. Matters that cannot be resolved between the Graduate Studies Coordinator and the DoM-GPC member will be resolved at the level of the Department Chair.