



FACULTY OF MEDICINE & DENTISTRY
Basic Chairs Committee

Most Recent Approval Date: May 11, 2020

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Office of Accountability:	Dean of Faculty of Medicine and Dentistry
Office of Administrative Responsibility:	Vice Dean Faculty Affairs
Approver:	Dean's Executive Committee
Scope:	Terms of Reference

Overview

The Basic Chairs Committee advises the Dean and the Faculty on matters related to faculty operations in the basic sciences mission.

1. Purpose

The purpose of this Committee is to facilitate the operations of the Faculty, specifically its basic science responsibilities and initiatives.

- 1.1. Has the overall responsibility of advising the Dean, on Faculty-wide basic operational matters.
- 1.2. Assumes those duties and functions as delegated by the Dean's Executive Committee or the Dean.

2. Responsibilities:

Provide guidance and efforts in the areas of:

- 2.1. Operational issues impacting the Faculty's basic science mission; as appropriate, develop and implement tactics to respond said to issues;
- 2.2. Regular reports from the Faculty's standing advisory committees, and from other constituencies as needed.
- 2.3. Policy review prior to submission to Faculty Council (as appropriate).
- 2.4. Disseminate information as appropriate to academic Basic Departments, and provide feedback from Basic Departmental faculty on relevant issues.

3. Composition:

- 3.1 Chair (Dean, Faculty of Medicine & Dentistry)
- 3.2 Basic Department Chairs

- 3.3 Vice-Dean, Faculty Affairs
- 3.4 Vice-Dean, Research
- 3.5 Vice-Dean, Education
- 3.6 Director of Finance & Senior Financial Officer

4. Meetings:

- 4.1 Meetings will be held monthly or at the call of the chair
- 4.2 A quorum will be the Chair (or a designated alternate) and 50% of members.
- 4.3 The Chair votes only in the event of a tie.

Basic Chairs Committee Membership

POSITION	MEMBER(S)
Chair (Dean)	Brenda Hemmelgarn
Voting Members - Ex-Officio:	
Chair, Biochemistry	Charles Holmes
Chair, Biomedical Engineering	Robert Burrell
Chair, Cell Biology	Andrew Simmonds
Chair, Med Microbiology/Immunology	Matthias Gotte
Chair, Pharmacology	Ross Tsuyuki
Chair, Physiology	James Young
Vice Dean, Faculty Affairs	Dennis Kunimoto
Vice Dean, Education	Shirley Schipper
Director of Finance & Senior Financial Officer	Li-Kwong Cheah

DEFINITIONS

Any definitions listed in the following table apply to this document only with no implied or intended institution-wide use. [\[▲Top\]](#)

Defined Term	There are no definitions for this Policy
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RELATED LINKS

No Related Links for this Procedure