

Proposed Revisions to Educational Policy Committee (EPC) within School of Dentistry (SOD)

CURRENT

7.2.3 Educational Policy Committee

7.2.3.1 Membership. The Educational Policy Committee will consist of at least six members, including a Chair and a Vice Chair. At least one member shall serve from each department. The Dean or his/her designate will serve as an ex-officio member.

7.2.3.2 Functions

- a. Maintain continuous record of the curricula for Doctor of Dental Surgery, Bachelor of Science in Dental Sciences, and Bachelor of Science in Dental Hygiene.

PROPOSED

7.2.3 Educational Policy Committee

1. 7.2.3.1 Membership. The Educational Policy Committee will consist of at least six members, including a Chair and a Vice Chair. At least one member shall serve from each department. The Dean or his/her designate will serve as an ex-officio member. This committee will meet at least three hours per quarter. At least once each year, the committee shall meet with representatives of the student body.

7.2.3.2 Functions

- b. This committee is charged with the continuous study of the long-range plans of the School as related to the profession of dentistry and the education programs leading to the Doctor of Dental Surgery (DDS) degree. This includes but is not limited to a quality improvement process for evaluation of individual DDS core courses and the faculty who lead or direct them.
- c. It will maintain liaison with other long-range educational planning bodies within the School and University, as relevant.
- d. This committee shall review and make recommendations regarding the DDS curricula and subsidiary questions including the initiation or discontinuation of courses of instruction. It will also review alteration to courses when they require a minor or major course form change.
 1. All proposed significant changes to the DDS curricula must be submitted to the Committee for approval.
- e. The Committee shall also consider any matters in the jurisdiction of the Faculty submitted to it by the Faculty, any officer or committee of the Faculty, the Dean, or any Department.
 1. The Committee shall report its findings and recommendations to the Faculty at each regular meeting.
 2. All substantive actions of the Committee require approval by the Faculty and must be submitted to the membership of the Faculty in writing at least five days prior to Faculty action.
 3. Approval requires an affirmative vote by the majority of faculty (electronic vote)."

Justification

These revisions are proposed to bring the current bylaws in line with the approved December 2015 charge.

- Removed was the original bylaw 7.2.3.2.a. which made reference to *maintaining continuous record of the curricula for DDS, BDDS, and BS-Dental Hygiene*. The last two programs haven't been offered at UCSF for at least ten years.

Modifications from the original charge* were:

- To remove reference to post-graduate curricula and post-graduate programs. These are addressed by the separate ad hoc Postgraduate Education Curriculum (PECC) standing Committee. (7.2.3.2.a, 7.2.3.2.c, and 7.2.3.2.c(1))
- To include reference to the continuous quality improvement process EPC is involved in to evaluate and modify where necessary core courses within the DDS Program for which they have data. Any revisions to courses within the Masters in Dental Hygiene continue to go through the EPC Committee.
- The EPC doesn't examine PhD programs within individual SOD departments.
- Minor grammatical changes.

* Original 2015 Charge:

a. This committee is charged with continuous study of the long-range plans of the School as these relate to the profession of dentistry and the education program leading to the Doctor of Dental Surgery (DDS) degree, as well as post-graduate programs.

b. It shall maintain liaison with other long-range educational planning bodies within the University.

c. This committee shall review and make recommendations regarding the DDS and post-graduate curricula and subsidiary questions including the initiation, alteration, or discontinuation of courses of instruction.

1. All proposed significant changes to the DDS and post-graduate curricula must be submitted to the Committee for approval.

d. The Committee shall also consider any matters in the jurisdiction of the Faculty submitted to it by the Faculty, any officer or committee of the Faculty, the Dean, or any Department.

1. At least once each year, the committee shall meet with representatives of the student body.

2. The Committee shall report its findings and recommendations to the Faculty at each regular meeting.

3. All substantive actions of the Committee require approval by the Faculty and must be submitted to the membership of the Faculty in writing at least five days prior to Faculty action.

4. Approval requires an affirmative vote by the majority of faculty (electronic vote).