

Student Status Committee: The Role of the Chair

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Student Status Committee (SSC) - Role of the Chair

The School of Dentistry (SoD) Student Status Committee (SSC) is the primary entity charged with globally assessing each learner's progress through the Doctor of Dental Surgery curriculum. Global Assessments are longitudinal assessments by the SoD SSC of a student's progress and clinical competency, and are based on data and general impressions collected over a period of time. This is a powerful tool as multiple faculty members provide input and evaluation of a student's performance. For further information, see the [Student Status Committee and Global Assessment](#) section of the SOD Education Handbook.

The Chair of the SSC is appointed by the SoD Faculty Council. They follow a cohort of students from entry to graduation, which can be two to four years depending on the cohort. The Chair's duties and responsibilities include but are not limited to the following:

- Knowledge of the [UCSF Senate Regulations](#) and [School of Dentistry By-laws and Regulations](#)
- SOD [grading policies and procedures](#), [remediation and student progression](#).
- [Student Status and Global Assessment](#) policies and procedures.

- In consultation with the Learner Success Center (LSC) Director of Student Affairs, ensure dates, times, and locations for meetings are scheduled.
- Officiate and conduct meetings accordance with [the School of Dentistry By-laws and Regulations](#)
- In consultation with the Director of Student Affairs, ensure course grades are submitted by the given deadline.
- In consultation with the Director of Student Affairs, establish an agenda for each meeting and ensure all relevant documents are made available to members.
- Review qualitative data (Student Performance Review comments and Daily Feedback/Feedforward cards) in order to compile and present the Qualitative Data. Report at the meeting (data is provided by the LSC, Office of Curriculum Support).
- Provide leadership and ensure that the committee members are aware of their obligations and the committee complies with its responsibilities including all committee members signing a Confidentiality Form at the beginning of each quarter.
- Ensure that discussion on agenda items is on topic, productive, and professional, and that there is sufficient time during the meeting to fully discuss agenda items.
- Ensure that committee members take ownership in desired outcomes by inviting them to do something in support of the committees' goals
- Lead the relevant Course Director(s) and faculty in the development of [Formal Guidance Plans](#) (for students who have not successfully passed remediation and have one quarter to make good any deficit)
- Support the Director of Student Affairs in developing appropriate letters. The Chair is responsible for signing all disciplinary letters.
- Support the Ass Dean of Ed. to implement disciplinary action according to the SOD Bylaws and Regulations.
- Support the Associate Dean for Education & Student Affairs in confirming the graduating cohort list to be presented to Faculty Council.
- Celebrate student attainment and success and recognize the work of Course Directors, faculty, and staff.

Additional support, guidance, and training is provided by the SOD Learner Success Center.