

Master of Physician Assistant Studies Program Committee

Terms of Reference

Role

The Master of Physician Assistant Studies (MPAS) Program Committee oversees on all matters pertaining to the development, approval, and implementation of the MPAS education program. This includes MPAS-specific policies and procedures, admissions, curriculum, program assessments and student progress and support. It ensures that the program follows Dalhousie University Faculty of Medicine and Faculty of Graduate Studies operational policies and adheres to standards set by EQual Canada Accreditation for physician assistant training programs.

The MPAS Program Committee is a Standing Committee of the Faculty of Medicine and shall operate as per the terms and conditions outlined in Section 3.0 - "Standing Committees" of the Faculty's procedural framework unless otherwise stated in these terms of reference. Section 3.0 provides information on the establishment of standing committees, accountability to Faculty Council, delegation to sub-committees, membership, etc. The Chair is responsible for ensuring the procedural framework is followed.

Membership

a) Chair

The Assistant Dean, Master of Physician Assistant Studies

b) Elected Voting Members

- i. One student (or an alternate) from each academic year elected by the students in each cohort at the commencement of their first academic year. Students will be expected to maintain membership throughout the two years of MPAS training where possible. Vacancies will be filled by a new election by students in the year in which the vacancy arises.
- ii. One community Physician Assistant appointed by the Chair. The community PA will hold their role for a term of three years, eligible for renewal.

c) *Ex Officio* Voting Members

- i. Assistant Dean, Master of Physician Assistant Studies
- ii. Chair of each subcommittee established by the Program Committee
- iii. Head of each academic unit (Medical Foundations, Professional Competencies, Skilled Clinician, Research in Medicine, and Clerkship)

d) *Ex Officio* Non-Voting Members

- i. Associate Dean of Undergraduate Medical Education, Faculty of Medicine
- ii. Associate Dean Scholarships and Programs, Faculty of Graduate Studies
- iii. Manager, Master of Physician Assistant Studies

Responsibilities

The MPAS Program Committee is responsible for the following:

- a) Ensuring compliance with the accreditation standards for Physician Assistant studies.
- b) Oversight of all MPAS curricular design, content, and implementation
- c) Identifying new or changing resource requirements that may affect delivery and/or support of the MPAS program.
- d) Provide input and support to Faculty development needs as identified.
- e) Submitting names of approved graduates of the MPAS program to Senate on behalf of Faculty Council
- f) Submitting annual report to Faculty Council for recommendation concerning remediation and/or dismissal from MPAS program.

Reporting

The MPAS Program Committee shall report annually to the Faculty Council

Special Procedures

a) Voting

The Committee will strive to reach decisions by consensus or through majority vote by voting members. The Chair will not vote except in cases of a tie. Should there not be enough voting members present at time of vote, the decision will be circulated via email and approved by the Chair except in cases of confidentiality.

Periodic Review

The MPAS Program Committee terms of reference will be reviewed on an annual basis.

Faculty Council Approved: Click or tap to enter a date.

Date of Next Review: Click or tap to enter a date.