

 <p>DALHOUSIE UNIVERSITY FACULTY OF HEALTH</p> <p>Terms of Reference: Practice Education Committee (PEC)</p>	<p><i>Policy Sponsor:</i> Dean</p>	<p><i>Approval Date:</i> Faculty Council, Nov 22, 2007</p>
	<p><i>Responsible Unit:</i> Faculty Council</p>	<p><i>Amendments:</i> Revisions approved January 28, 2010 Reviewed August 2011; March 2014 Formatting March 2018</p>

The Practice Education Committee (PEC) is an interprofessional Committee that provides mutual support and information sharing related to practice education placements (also known as practicum, fieldwork, internship) of students in their programs. The members believe that interprofessional consultation among Units is both effective and efficient in advancing the professional practice education of students in the Faculty of Health. This is a standing committee of the Faculty of Health and reports to Faculty Council.

ROLES and FUNCTION

1. to enhance practice education through information sharing and problem solving; to provide a forum for further discussion and action within the respective programs.
2. to act in an advisory role to Programs and the Office of the Dean.
3. to identify needs and provide education and resources for practice educators.
4. to develop interprofessional and other practice education models for students in practice education.
5. to liaise with the Office of the Dean or delegate as necessary.
6. to work with legal counsel on all issues regarding students in clinical practice and any issues arising therein.

MEMBERSHIP

The Coordinators of practice education from each Unit in the Faculty of Health and the Interprofessional Experience Coordinator; a Unit may have more than one member. The members will take in turn the responsibilities of Chair and Secretary. Decisions and recommendations are normally reached by consensus.

Members will fulfill the following additional roles within the committee, responsible for coordinating activities or liaising with appropriate individuals:

1. Dean's Office and Faculty council (chair)
2. Legal Counsel and Risk Management (vice chair)
3. Website maintenance
4. Preceptor education
5. HSPnet

MEETINGS

The Committee will meet no less than six times per calendar year.

AUTHORITY

The Committee members are responsible and accountable to their individual Unit Directors, and to that end, copies of minutes of meetings will be circulated to Directors through the Office of the Dean. The Committee will report annually to Faculty Council and to the Office of the Dean.