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**Governing Council**

TERMS OF REFERENCE

The Centre for Collaborative Health Professional Education (the “Centre”) Governing Council (the “Council”) shall be appointed in accordance with the following terms:

**A. COMPOSITION**

1. The Council shall be comprised of:
   1. Deans of the Faculties of Education, Medicine, Nursing, and Science, the Schools of Human Kinetics and Recreation, Pharmacy, and Social Work and/or delegate;
   2. Director of the Student Wellness and Counselling Centre and/or delegate;
   3. Associate Dean, Educational Development, Faculty of Medicine
   4. Director of the Centre (non-voting member); and
   5. CCHPE’s IPE Coordinator, whose role will be to provide administrative support (non-voting member).
2. The Chair of the Council shall be elected by the members of Council and will rotate biannually.
3. The quorum for the Council shall be four, three of whom must be representatives of the Deans and Directors constituency.

**B. OBJECTIVES**

To provide overall direction to the Centre with respect to interprofessional education (IPE) programs and initiatives.

**C. RESPONSIBILITIES**

**The Council shall be responsible for:**

1. Developing policy for the organization and activities of the Centre;
2. Selecting and recommending the appointment of the Director;
3. Establishing criteria and guidelines for the appointment of Faculty Scholars and Faculty Associates;
4. Approving the appointment of Faculty Scholars and Faculty Associates;
5. Establishing criteria and guidelines for IPE Faculty Travel Awards;
6. Working with the Centre’s Director and Faculty Scholars and members of their academic units to ensure the Centre deploys its resources fairly and effectively;
7. Facilitating, encouraging and advocating for IPE programs, activities, and funding;
8. Supporting and overseeing the development of new funding proposals related to IPE operations and infrastructure;
9. Review of the Centre’s budget (operating and grant funding) on a yearly basis; and
10. Assuming such other responsibilities as from time to time may be required to ensure the successful operation and advancement of the Centre.
11. Advocating and developing proposals for new sources of funding for IPE initiatives internally and externally.

**D. MEETINGS**

At least three meetings will be held during each academic year. Additional meetings may be held at the call of the chair.

**E. REPORTING RELATIONSHIPS**

The Council reports to the Provost and Vice-President (Academic) and, where appropriate, the respective Academic Council of the participating faculties/schools.

**F. REVIEW OF TERMS OF REFERENCE**

The terms of reference will be reviewed every two years or as necessary.

Fully Reviewed April 13, 2020