

**Graduate Studies Curriculum Committee (GSCC)  
Research and Graduate Studies  
Faculty of Medicine, MUN**

**Terms of Reference  
October 11, 2022**

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**Purpose:**

The Graduate Studies Curriculum Committee, operating on behalf of Faculty Council and the Associate Dean for Graduate Studies, shall review and provide recommendations for graduate programs and calendar regulations concerning graduate programs, and provide a forum for discussion on issues concerning the development and expansion of graduate programs in the Faculty of Medicine.

**Scope of Responsibility:**

The Graduate Studies Curriculum Committee shall:

1. Strive to ensure that graduate programs offered by the Faculty of Medicine are in accordance with the regulations and procedures established by the Faculty of Medicine and School of Graduate Studies. This would include admission requirements, course content and structure, supervisory and comprehensive committees, and thesis examiners;
2. Review new course outlines and programs to provide detailed feedback to faculty members proposing these courses. This would include ensuring that there are no overlaps with existing courses or programs and reviewing the final versions before making recommendations for approval to Faculty Council;
3. Develop, review and approve procedures relevant to educational development of graduate programs in the Faculty of Medicine; and
4. Make recommendations for calendar changes and other regulations governing graduate programs.

**Frequency of Meetings**

The Graduate Studies Curriculum Committee shall have ad hoc meetings as is necessary to address graduate curriculum issues or at the call of the Associate Dean of Graduate Studies.



Faculty of Medicine

## Committee Membership

The Graduate Studies Curriculum Committee will consist of:

1. Dean, Faculty of Medicine (ex-officio) Non-Voting
2. Vice Dean, Research & Graduate Studies (ex-officio) Non-Voting
3. Associate Dean, Graduate Studies – Chair
4. Associate Dean, Division of Community Health and Humanities
5. Associate Dean, Division of Biomedical Sciences
6. Coordinators for each of the ten approved program areas in the Faculty of Medicine
7. Two graduate student representatives selected by the Medical Graduate Student Society (MGSS); normally, one graduate representative from a BMS program and one graduate representative from a CHH program.

The quorum for a meeting of the Graduate Studies Curriculum Committee will be 50% plus one of the voting members.

The Graduate Studies Curriculum Committee will review The Terms of Reference every five years.