Health Education Council

Charge: The Health Education Council is a consultative body that provides recommendations on oversight, development and operations of graduate (Ph.D., Master’s Degree), certificate, and undergraduate training programs to the Vice Dean for Health and Biomedical Science Education, the various deans of graduate PhD and Master’s programs, and undergraduate programs, and the Dean. This group may also be consulted on other matters concerning graduate student affairs, including, but not limited to, classroom assignment, commencement, financial aid, student counseling, student housing and student recreation.

Membership: The members of the Health Education Council include all program directors of graduate (Ph.D. Master’s Degree), certificate, and undergraduate programs. Individuals serve as long as they are program directors. Additional faculty at large, who volunteer to sit on this council, will be appointed after nomination by the Faculty Council, and approval by the Dean or the Dean’s delegate for Health Sciences Education.

Ex-officio members of the Health Education Council include the Vice Dean for Health and Biomedical Science Education, associate and assistant deans who work on graduate and undergraduate programs. The head of the postdoctoral programs may also attend as appropriate. The committee is staffed by the Office of Health and Biomedical Science Education. The dean responsible for academic integrity may also attend.

Quorum: A quorum consists of half of the membership of the Health Education Council. Decisions are made by majority vote unless otherwise required.

Actions:

1) The Health Education Council will consider issues that arise concerning graduate and undergraduate education and graduate, undergraduate and certificate students, and will make recommendations to the dean for implementation of programs and initiatives.

2) The Health Education Council will be consulted and will make recommendations on adoption of policies affecting their constituencies.

3) The Health Education Council may be further subdivided into subcommittees for consideration and approval of proposals for new graduate programs, new undergraduate programs, and new certificate programs. The subcommittees may also work with members of medical education committees for development of and approval of joint MD/Graduate programs.

4) Health Education Council subcommittees will also review all proposed courses to be submitted to the University Committee on Curriculum for inclusion in the USC Catalogue.

5) Health Education Council Subcommittees will review and approve changes to the Keck School of Medicine portion of the USC Catalogue as pertaining to graduate courses.
6) Health Education Council Subcommittees will work with Medical Education Staff on review and approval of courses that provide academic credit towards a graduate degree for trainees in professional programs that are targeted towards patient care (e.g., Nurse Anesthetist and Physician Assistant).