



ORLANDO COLLEGE OF OSTEOPATHIC MEDICINE

Orlando College of Osteopathic Medicine

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Dean & Chief Academic Officer

Policy Title: OCOM Student Committee Policy

Orlando College of Osteopathic Medicine (OCOM) values the talents, perspectives, and experience of its students and the positive contributions students make to the school's key operational, academic, and improvement efforts. As such, student participation and contributions are solicited whenever possible.

At the beginning of each academic year, for years 1 and 2, the Office of Pre-Clinical Education will identify student vacancies on OCOM Committees, as approved by the Dean, before the start of each academic year (and as vacancies arise within an academic year). For students in years 3 and 4, the Office of Clinical Education will identify student vacancies on OCOM committees, as approved by the Dean, before the start of each academic year (and as vacancies arise within an academic year). Student members of OCOM Committees must meet pre-identified criteria including, but not limited to, that the student is in *good standing* at all times relative to:

Academic standing

A student must be passing all courses at the time of appointment. If the student fails any course during the appointed time of service, the student will be required to step down from service to focus on their academics. This requirement also includes COMLEX-USA performance and any student failing any level of a COMLEX-USA examination must relinquish their role on any OCOM Committee.



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Professionalism

No student is permitted to serve on an OCOM Committee if they are on Conduct Probation or have any Honor Code or Professionalism infractions. Committee service of students with an Admonition or Conduct Warning is determined based on the recommendation of the Student Progress and Professionalism Committee (SPPC). If an appointed student has a documented professionalism issue at any time, the student will be required to step down from committee service.

Other

All other requirements necessary to be a registered student in good standing, such as tuition payment, must be met. First-year students may only serve on OCOM Committees after successful completion of the fall semester year one.

Procedures

At designated times in the first- and second year of medical school, the class officers are asked by the Office of Student Affairs to solicit names of students who are interested in serving on the identified OCOM Committees as student members. The Office of Student Affairs provides the charge of each Committee and the desired qualities of the ideal student member.

Interested students submit materials addressing how they meet the stated needs of the Committee based on their interests and experiential base. These materials are submitted to the class officers at a time designated by the Office of Student Affairs in conjunction with the class officers.

The class officers review all submissions fairly, impartially, and unbiasedly, and send their recommendations to the Office of Student Affairs for up to three (3) students they identify for each Committee vacancy.

The Office of Student Affairs then works with the Office of Pre-Clinical Education to ensure each student meets all the stated prerequisites for service. Once verified, the names are forwarded to the respective Committee Chairs, who are given a brief timeframe to review the applications and select the student(s) they wish to invite to serve on the committee.



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The Office of Student Affairs will notify the students selected, as well as those not selected, of the outcome. Students selected to serve on a committee will serve one academic year.

All faculty and student committee appointments are subject to approval by the Dean.

This policy shall be posted to <https://ocom.org/policies>