



## Dean's Authority for the Medical Program

Section: 5  
Policy number: 5.15  
Responsible Office: Office of the Dean  
Created: 6.15.2021  
Latest Review: 04.20.2022 (Review due once every three years)

### SCOPE

This policy applies to:

Deans, Directors, and Department Heads XX	Faculty
Managers and Supervisors	Staff
Students	Others: _____

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### POLICY STATEMENT

The dean is the principal administrative officer responsible for the overall direction, development, evaluation and support of all School activities and functions as its Chief Academic Officer. The dean has sufficient access to the university president and other institutional officials in order to fulfill his or her responsibilities for overseeing the medical education program.

### REASON FOR POLICY

The Liaison Committee on Medical Education (LCME) requires the dean of a medical school to be able to exercise authority within the medical education program and that the authority is documented.

### WEB SITE REFERENCES

Policy Office:	<a href="https://med.und.edu/deans-office/index.html">https://med.und.edu/deans-office/index.html</a>
Responsible Office:	<a href="https://med.und.edu/deans-office/index.html">https://med.und.edu/deans-office/index.html</a>

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## DEFINITIONS

SMHS	School of Medicine and Health Sciences
LCME	Liaison Committee on Medical Education, the accreditation body for the medical program

## RELATED INFORMATION

SMHS Policy Page	<a href="https://med.und.edu/policies/index.html">https://med.und.edu/policies/index.html</a>
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## CONTACTS

General questions about this policy can be answered by your department's administrative office.

Specific questions should be directed to the following:

Subject	Contact	Telephone/FAX	Office/Dept Email/Web
Policy clarification	Dean's Office	777.2514/777.3527	<a href="mailto:judy.solberg@und.edu">judy.solberg@und.edu</a>
Policy format	Dean's Office	777.2514/777.3527	<a href="mailto:judy.solberg@med.edu">judy.solberg@med.edu</a>

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## PROCEDURES

1. The dean of the School of Medicine and Health Sciences' authority shall be outlined in the dean's position description on file in the Office of the Dean.
2. The dean's administrative staff shall have position descriptions that outline their authority and relationship to the dean. These position descriptions shall be on file in the Office of the Dean and contained within their faculty file in the Office of Education and Faculty Affairs.

## FORMS

Intentionally left blank.

## REVISION RECORD

06.28.2021      Approved by the President