

3.4 CORE Standing Committees Reporting to CORE Board

3.4.1 For a complete listing of CORE Standing Committees with abbreviated descriptions, refer to Addendum 1. The following committees shall report to the CORE Board. The Board shall appoint and establish charters for ad hoc committees as needed to accomplish CORE business. Committees not so designated will recommend their Chairperson appointments to the CORE Academic Steering Committee and Board for approval.

3.4.1.1 CORE Academic Steering Committee (CASC) - The CORE Academic Steering Committee is the strategy-building forum responsible for planning, developing, and implementing all curriculum policies and academic programs. The CASC will make recommendations to the Board when appropriate for review, discussion, approval, and eventual implementation. The CASC will be chaired by the OU-COM Associate Dean for Graduate Medical Education. Members of the CASC shall include: OU-COM's Associate Dean for Predoctoral Education, all CORE Assistant Deans, the Chair of the Department of Biomedical Sciences, the Chair of the Department of Social Medicine, the Chair of OU-COM's Curriculum Advisory Committee, the Chair of the CORE Osteopathic Principles and Practices Committee, all Directors of Medical Education, the Director of Faculty Development, Coordinators of Faculty/Curriculum Development, the Assistant Dean for CORE Operations and Academic Affairs, the Director of Evaluation, the Director of Research, the RPAC Director, one CORE Administrator, and one representative of each Associate Member. All members shall have a vote. The CORE Administrators shall meet every two years to elect their representative. Directors of Medical Education shall represent their appointed Residency Programs Advisory Committee. Chairpersons from other CORE committees shall be invited by the Chairperson of the CASC as needed. Other members of the academic community and individuals from OU-COM shall be invited at the discretion of the Chairperson of the CASC. Any committee that does not have representation on the CASC and wishes to address this committee may request approval to attend from the Chairperson. *The CASC will be scheduled to meet monthly except for June and December.*

3.4.1.2 CORE Finance Committee (CFC) - The CORE Finance Committee will be responsible for planning, developing, and implementing financial plans and programs for the CORE System. The CORE Finance Committee will direct and review CORE budget (operating and capital) development and implementation. The CORE Finance Committee will develop the necessary budget guidelines to clarify the levels of authority in the implementation process which will speak to limits for unbudgeted capital and operating expenditures, inter-budget transfers, emergency needs and reportable variances. The CORE Finance Committee will set an annual calendar of meetings to accommodate the budgeting process and periodic review of items reportable to the Board and could meet electronically, if necessary. The CORE Finance Committee will have the final authority to

approve or disapprove the annual CORE budget. It will be composed of four (4) CEO representatives elected/selected by peers, the Dean of OU-COM, the OU-COM Associate Dean for Predoctoral Education, the OU-COM Chief Financial Officer and the Associate Dean for Graduate Medical Education, and one Director of Medical Education who represents the Ohio Osteopathic Directors of Medical Education (OODME). All members of the CFC except for the OODME representative have one vote for a total of eight (8) votes. When the chair of the Board is a member of the CFC she/he will serve in an ex officio capacity and shall not exercise voting privileges. Three-fourths of the committee membership shall constitute a quorum with a required super-majority (6 out of 8) votes to pass motions. The OU-COM Chief Financial Officer shall chair the Committee. *The CFC meets quarterly.*

3.4.1.3 CORE Research Committee (CRC) - This committee shall support the clinical research and scholarly activities of CORE members and organizations. The committee shall be chaired by the OU-COM Assistant Dean for Graduate Medical Education and will consist of members representing CORE institutions and organizations. The committee is charged with making policy recommendations regarding research under the auspices of OU-COM to the OU-COM Dean, and will provide guidance when requested to CORE institutions regarding appropriate research policies and practices. The committee will provide assistance to CORE trainees in research methodologies. The CORE Research Committee will also be responsible for selecting CORE trainees to receive competitive funding made available by the CORE. It will act as a liaison between CORE institutions and organizations and the Ohio University Institutional Review Board. *The committee will meet on a regular basis, usually monthly via video conference.*

3.4.1.4 CORE Bylaws Committee - The CORE Bylaws Committee will be responsible for accepting recommendations from all CORE committees, reviewing recommendations, and revising Bylaws for approval by the Board. The committee shall consist of a minimum of five (5) members with representation from each CORE region appointed by the Chairperson of the Board having at least one OU-COM, CEO, and DME representative. **All members shall have a vote.** The CORE Bylaws Committee Chairperson shall be appointed by the Chair-person of the Board. The CORE Bylaws Committee is empowered to make minor editorial revisions to the CORE Bylaws, (i.e., changes in names of hospitals and new titles of committee members and addendums), with such changes subject to reported notice and ratification by the Board.