

# Student Performance Committee (SPC)

## Overview

The SPC is a recommending body consisting of faculty members who review the academic progress of students on Academic Probation. A student may be asked to appear before the SPC for a number of reasons including:

- Failure of more than one academic course in an academic year;
- Failure of a national COMLEX and USMLE board examination;
- Failure of a clinical clerkship;
- Failure of a course during a repeat year;
- Failure of a remediation exam;
- Behavioral or professionalism issues.

## Membership

This committee will be chaired by a faculty member of the College's choosing, who votes only to break a tie. The SPC will consist of seven voting faculty members, at least one of whom must be Basic Science faculty, and at least one of whom must be clinical faculty. In addition to the seven voting members and the Chair, the Associate Dean of Student Affairs, and the Directors of Preclinical Education will attend the meeting in an ex officio capacity.

## Procedure

If requested to appear before the SPC, students must appear at the appointed time and place.

- The student shall receive adequate notice of the time, place, and subject of the meeting. Such written notice may be in the form of an official University email, U.S. mail, or a hand-delivered written message.
- Appearance before the SPC is mandatory. A student on clinical clerkships at a location remote from campus, may be allowed to converse with the SPC via phone or video conference.
- Legal representation is prohibited.
- The student will be given the opportunity to present a statement to the SPC in written and oral form.

Proceedings of the SPC are closed and confidential. Members of the SPC are not permitted to discuss issues brought before the SPC outside of a formal SPC meeting.

## Recommendations

The SPC will make a recommendation of action to the Dean (or designee). The Dean (or designee) may accept, reject, or modify the recommendations of the SPC, which may include, but are not limited to, the following:

- Remediation of failed courses;
- Remediation of a clinical clerkship;
- Repeat of an academic year or clinical year;
- Specific remedial educational activities;
- Placement of the student on academic probation;
- Academic or other counseling;

- Dismissal from school.

### **Notifications**

The student shall be notified of the decision of the Dean (or designee) by the Associate Dean of Student Affairs within (10) business days.

### **Appeals**

The appeal must be based on one or more of the following: 1) a significant error in fact that materially impacted the outcome ; 2) evidence of demonstrated prejudice by the Dean or the Honor Code Committee that affected the outcome; 3) new material information or evidence that was not available at the time of the Honor Code Committee's consideration of this matter or was not available and could not be made available to the Dean at the time of her decision; 4) the sanction imposed is extraordinarily disproportionate to the offense committed; and 5) errors of process under the Student Handbook involving your rights that materially affected the outcome of this matter. Any new material or evidence must be submitted with the appeal.

Should the student in question decide to appeal the decision of the Dean (or designee), the appeal will be heard by the Provost (or designee). The student may appeal the decision by writing to the Provost (or designee) within five (5) business days following the date that notification is received. During the appeal, students will continue to be enrolled and should continue to attend classes or clerkships and sit for exams. The answer to the appeal will come directly from, and be signed by, the Provost (or designee). The decision of the Provost (or designee) is final.