

DEAN

The **Dean** provides leadership and vision for the Charles E. Schmidt College of Medicine and serves as the chief academic and administrative officer with primary responsibility for implementing the College's mission and strategic plan. The Dean is charged with executive leadership of the education programs and the responsibility for the fiscal soundness of the College, which includes identifying and securing sources of funding in support of its educational, research, and clinical care agendas. The Dean has responsibility and authority for all matters related to the faculty, administrators, and staff, including the recruitment and retention of top quality faculty and chairs, appointments and resource allocation, salaries, incentives, and performance evaluation. The Dean also serves as a role model for ethical conduct in leadership, research and patient care, and as the primary advocate and spokesperson for the College.

ADMINISTRATION

The **Senior Associate Dean for Administration** is responsible for all communications, marketing, human resources, and facilities operations and activities consistent with the College's mission and strategic plan. This includes oversight of the Dean's office staff, the information flow to and from the Dean's Office, the formal strategic planning process, and special projects on behalf of the Dean. The Senior Associate Dean also serves as the Chief of Staff for the College of Medicine and develops, operationalizes, and leads various staff affairs initiatives, projects, and processes critical to the success of staff including recruitment and retention activities and annual evaluations.

CLINICAL AFFAIRS

The **Senior Associate Dean for Clinical Affairs** is responsible for oversight and strategic development of the College's patient care practices, including FAU Medicine Primary Care Practice, the Comprehensive Center for Brain Health, and the Marcus Institute of Integrative Health at FAU Medicine (launching in early 2020). This individual is also responsible for strengthening existing hospital partnerships and for strategically developing new clinical practice opportunities for College faculty members. The Senior Associate Dean also ensures successful implementation of the College's goal of improving access to value-based care as outlined in the College's strategic plan and in developing diverse and inclusive clinical practice goals as part of the College's inaugural Diversity Action Plan.

FINANCE AND HEALTH AND INFORMATION TECHNOLOGY

The **Senior Associate Dean for Finance** serves as the Chief Financial Officer for the Schmidt College of Medicine and provides oversight of financial and IT operations, and the Clinical Skills Simulation Center to ensure that efforts are integrated and consistent with the College's mission and strategic plan. This includes oversight of all financial operations such as accounting; financial planning, analysis, and reporting; internal controls; development of annual budgets; oversight of state, sponsored research, auxiliary, and foundation funding; and purchasing/contracting. The Senior Associate Dean for Finance also oversees the administrative and business operations of the Clinical Practice Organization and the Self Insurance Plan and has oversight

for HIPAA/HITECH compliance at the College.

MEDICAL EDUCATION AND GRADUATE MEDICAL EDUCATION

The **Senior Associate Dean for Medical Education** is responsible for strategic planning, implementation, and oversight of all aspects of the didactic and clinical components of the four year undergraduate medical education program leading to the M.D. degree, including curriculum, student performance assessment, program evaluation, and accreditation, as well as strategic oversight for graduate medical education (GME) programs. The Senior Associate Dean also develops and implements strategies leading to successful accreditation of the medical education program and residency programs.

The **Associate Dean for Graduate Medical Education and Designated Institutional Official (DIO)** is responsible for the oversight of all graduate medical education (GME) programs, including five residency programs and three fellowships, as well as for developing new programs in alignment with the College's Strategic Plan. The DIO serves as the principal liaison between the College and hospital leadership at partner institutions offering graduate medical educations. This position also directs the operations of the FAU GME Consortium, oversees the preparation of ACGME applications, and works collaboratively to enhance synergies between GME and UME activities in education and scholarship.

The **Assistant Dean for Medical Education (Compliance)** is responsible for assisting the Senior Associate Dean for Medical Education in strategic planning, implementation, and oversight of the Office of Program Evaluation and Assessment, student performance assessment, program evaluation and continuous quality improvement, and accreditation of the four year undergraduate medical education program leading to the M.D. degree. The Assistant Dean for Medical Education (Compliance) serves as the LCME Faculty Accreditation Lead (FAL) and assists in the development and implementation of strategies leading to a successful accreditation of the medical education program.

The **Assistant Dean for Medical Education (Curriculum)** is responsible for assisting the Senior Associate Dean for Medical Education in strategic planning, implementation, and oversight of the didactic and clinical components and curriculum of the four-year undergraduate medical education program leading to the M.D. Degree.

RESEARCH

The **Senior Associate Dean for Research** oversees the development and implementation of strategies to promote excellence and success in research consistent with the College's mission and strategic plan. This includes development of the infrastructure needed for high quality, funded, and compliant research at the College. The Senior Associate Dean also monitors research funding and applications to external agencies, the development of proposals with a high probability for contract and grant funding, faculty research effectiveness, the monitoring of research funding and applications, the development and implementation of appropriate College internal review and metrics, and the allocation of laboratory and other research-related resources.

STUDENT AFFAIRS AND ADMISSIONS

The **Senior Associate Dean for Student Affairs** is responsible for overall direction of the Office of Student Affairs and student support including orientations, personal counseling, financial counseling, academic counseling, and policies and procedures referred to in “The Policy on Academic, Professional and Behavioral Requirements and Standards Governing the Florida Atlantic University College of Medicine.” The Senior Associate Dean provides oversight of medical student organizations and interest groups and serves as the student affairs dean for the Charles R. Drew Academic Society. This position provides oversight of the student learning communities in this society and is responsible for general oversight of the Learning Community Advising program.

The **Assistant Dean for Student Affairs and Director of Medical Student Career Advising** is responsible for leading the career advising programs (including preparation for residency and oversight of the ERAS and NRMP processes), academic counseling, personal counseling, financial counseling, and oversight of student compliance with requirements set by the COM, FAU, and other organizations, academic events, and opportunities for medical student research. This position also serves as the student affairs dean for the Elizabeth Blackwell Academic Society and provides oversight of the student learning communities in this society.

The **Director for Student Success and Wellness** is responsible for the development and implementation of processes and programs to support student success and well-being in the medical education program, including support for students at-risk as identified by course and clerkship directors and the Office of Student Affairs, as well as students who self-refer. The Director also serves as liaison with FAU’s Student Accessibility Services.

DEVELOPMENT

The **Assistant Vice President for Development** works closely with the College of Medicine’s donors, Advisory Board members, faculty, staff, and physician leadership in fulfilling the goals and objectives of the fundraising mission and plan for the College of Medicine and the University.

DIVERSITY AND INCLUSION

The **Associate Dean for Diversity and Inclusion** oversees the design, development, implementation, and management of a comprehensive diversity, inclusion, and social justice program fostering students’ professional development and encouraging and promoting student success. Additionally, the Associate Dean for Diversity and Inclusion assumes responsibility for developing and implementing innovative programs and community engagement strategies to promote diversity and inclusion. Assessment of program outcomes includes impact on the recruitment and retention of a diverse student body with particular attention to groups underrepresented in medicine in Florida, i.e., Hispanic/Latino and Black/African-American students. The programs include the FAU Healthcare Careers Outreach Program (HCOP), HCOP Bridge to Medicine, and the Florida A&M University - FAU Medical Scholars Program. (See the [Diversity and Inclusion Policy](#)). The Associate Dean also oversees the Community Engagement Council. The primary purpose of this Council is to serve as a forum to assist and advise the COM in fulfilling its clinical, service, educational, and research missions in a way which is responsive to the healthcare needs of community residents, with particular emphasis on access to high-quality, value-based healthcare. Council members are a diverse group of community leaders, as well as clinical and non-

clinical providers of medical and mental health care, who offer diverse perspectives and reflect the needs and concerns of various ethnic, cultural, minority, and socioeconomic groups in Palm Beach and Broward County. The signature initiative of the Council is called Partners in Equity and Empowerment (PIE²). In this initiative, medical students learn about the social determinants of health in local communities and have the opportunity to develop longitudinal, community engaged projects to address a specific health issue.

FACULTY AFFAIRS

The Office of Faculty Affairs provides support for the more than 1,000 full-time and community-based affiliate faculty in meeting the College's strategic missions. The **Associate Dean for Faculty Affairs** oversees the development and execution of the College's faculty affairs and faculty development strategies consistent with evolving LCME standards to promote academic success among faculty. The Associate Dean for Faculty Affairs provides alignment and synergies of programs to recruit, develop, and advance faculty through a focus on development opportunities and recruitment and retention strategies.

Collectively, these elements will further support and serve our talented faculty members as they carry out the many missions of our college. The Associate Dean for Faculty Affairs also develops, operationalizes, and coordinates various faculty affairs initiatives, projects, and processes critical to the success of faculty including promotion and tenure, mentoring, sabbaticals, and activities that promote faculty vitality. This position also develops and leads faculty recruitment and retention efforts and works closely with the Dean and the Provost's Office to assist with faculty personnel issues.

BIOMEDICAL SCIENCE DEPARTMENT

The Biomedical Science Department is committed to the growth of research and scholarship and is the basic science research and teaching arm of the College. The **Chair of the Biomedical Science Department** provides leadership for faculty as they deliver academic programs and serves as the primary executive officer of the department. Faculty in the department teach both in the undergraduate medical education program and in the biomedical science graduate program. Faculty mentor medical, graduate, and undergraduate students, and postdoctoral fellows, in meaningful scholarly and discovery research pursuits that enhance the educational experience, while advancing the understanding of human health and disease. Research focus areas within the department include cardiovascular and metabolic diseases, autoimmune diseases, genetic eye diseases, age related eye diseases such as macular degeneration and cataracts, neurological diseases such as Parkinson's and Alzheimer's, behavioral neurobiology, cancer, infectious diseases such as HIV/AIDS and malaria, genetic variants, chronic pain, and opioid addiction.

The goals of the department are:

- to train doctors and scientists in a collaborative scientific community driven by creativity and innovation, and
- to be a community of scholars who educate future physicians and scientists and advance knowledge through discovery.

Through discovery, education, and service, the department faculty strive to be leaders in their area of research. Using interdisciplinary approaches, the department faculty perform hypothesis-driven investigations to reveal mechanisms that underlie biological processes and human disease and collaborate with clinical researchers to facilitate the development of novel diagnostics, therapies, and preventive measures.

The **Assistant Dean for Graduate Programs** oversees the development and curriculum of the Masters Program in Biomedical Science and the PhD track in Biomedical Science. The Assistant Dean is responsible for the development of recruiting programs for attracting MS and PhD students, and the establishment of student and faculty tracking records for the training of these students.

INTEGRATED MEDICAL SCIENCE DEPARTMENT

The Integrated Medical Science Department includes clinical faculty and non-clinical faculty whose academic work focuses on medical education, but also includes research and clinical service. The Department includes faculty who are employed either full-time or part-time by the Schmidt College of Medicine, as well as volunteer community-based affiliate faculty who are practicing physicians representing varied medical specialties and contribute to the multiple missions of the College throughout the four-year MD Program or in residency programs. The Integrated Medical Science Department is committed to help the College achieve a new level of excellence by creating synergies between the teaching, research, clinical, and service missions, and to further build inter-professional collaboration throughout the University. The **Chair of the Integrated Medical Science Department** provides leadership for faculty as they deliver academic programs and serves as primary executive officer of the department.

The department goals are to:

- Deliver an integrated, innovative educational program of basic and clinical science to medical students and residents, that prepares them for self-directed, life-long learning, and emphasizes the knowledge, skills, and attitudes required to practice high-quality, patient-centered, and evidence-based medicine in an increasingly diverse healthcare environment.
- Advance innovation and discovery through basic, translational, clinical, and quality improvement research involving medical students, residents, and faculty from other Departments and Colleges throughout the University.
- Contribute to the provision and continuous improvement of healthcare in our community, state, and nation.
- Promote and develop effective collaborations among basic and clinical scientists, medical and surgical specialties, and health professionals from diverse backgrounds; as well as among University and community-based faculty.

SURGERY DEPARTMENT

The Surgery Department includes full- and part-time faculty, as well as a large number of community-based affiliate surgical experts, across a broad range of surgical specialties. This faculty provides clinical services to patients from Palm Beach County and beyond and is actively involved in the training of medical students, surgical residents, and surgical specialty fellows at several area hospitals and practice locations.

The **Chair of the Department of Surgery** serves as the primary executive officer of the department and provides leadership for faculty and staff as they deliver a variety of academic programs. The department supports the clinical training, scholarship, and research of FAU medical students, as well as highly successful national and international student exchange programs. The department implemented a fully ACGME-accredited General Surgery residency program in 2016 and a Vascular Surgery fellowship

program in 2019 and is currently developing other specialty programs. To this end, the department promotes the active engagement of all of its faculty in teaching and research and has built successful outreach programs that support extended research opportunities for its residents at premier institutions throughout the country.

The foremost goals of the department are:

- To deliver training in surgical sciences that is innovative and integrates clinical practice, research and scholarship, and exposure to state-of-the-art surgical technology
- To train highly qualified surgical specialists and future leaders that can draw from a broad-based educational experience to provide evidence-based, high-quality, and cost-effective care to patients with a wide range of surgical diseases
- To advance the field of surgery and education through basic, translational, clinical, and quality improvement research, involving students, residents, and faculty
- To promote patient safety and quality of care
- To actively engage and form deep and meaningful ties to the community we serve

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