



# TERMS OF REFERENCE

## FACULTY POSTGRADUATE PROMOTIONS COMMITTEE (FPPC)

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### Mandate

The Faculty Postgraduate Promotions Committee (FPPC) is a decision-making body, mandated by the Associate Dean, Postgraduate Medical Education to interpret and apply the program's [Assessment and Promotion Regulations](#), established by the Postgraduate office and the Deanery. This is a standing committee which reports to the Associate Dean for Postgraduate Medical Education (PGME).

The mandate of the FPPC is to review all the remediation, probation and dismissal files in PGME. One of the primary roles of this Committee is to monitor the assessment and promotion process, and to ensure that McGill's policies and procedures for assessment and promotion are applied in an equitable and transparent manner to all residents and AFC trainees.

The Committee can review the entire record of any trainee

- I. who is in academic or non-academic difficulty, including professionalism issues.
- II. who has been engaged in unprofessional, unethical, inappropriate or criminal behaviour.

The FPPC can require the withdrawal of a trainee from a training program for academic or non-academic reasons. -academic reasons.

### Roles and Responsibilities

The roles and responsibilities of the FPPC include the following:

1. Responsible for the overall processes of assessment and promotion in PGME.
2. Responsible for adapting McGill's assessment and promotion policies on an ongoing basis to ensure they remain up to date and reflect the educational mission of McGill University.
3. Review and approve remediation, probation and dismissal decisions.



Frequency Every 12 months during academic year

Administrative Support Minutes will be taken and distributed to the committee chair and to membership for review and approval.

Final approved minutes will be submitted to ADPGME

### Voting Procedure

The Chair will aim to build consensus; however, final decisions will be made by Voting. The Chair may propose or second a motion but will not vote, except when necessary to break a tie.