

**BURRELL COLLEGE
OF OSTEOPATHIC MEDICINE
POLICY MANUAL**

SECTION: Faculty & Staff

BCOM Policy: B7000

TOPIC: Faculty Adequacy

Approval Date: 1/22/19

Revised: 10/24/19

Effective Date: 1/22/19, 10/24/19

Approved: Signature on File

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POLICY

BCOM shall recruit and sustain a sufficient and appropriately trained faculty to meet its mission and objectives. BCOM shall implement a staffing model for the faculty that is inclusive of osteopathic physicians, basic scientists, and other qualified instructors. The employed faculty shall include at least one licensed osteopathic physician who is certified by the American Osteopathic Board of Neuromusculoskeletal Medicine or has received a Certificate of Special Proficiency in Osteopathic Manipulative Medicine (C-SPOMM).

RESPONSIBLE OFFICIAL(S):

Dean, Associate Dean of Pre-Clinical Education, Associate Dean of Clinical Education, Assistant Dean of Faculty Affairs

PROCEDURES:

1. BCOM Pre-Clinical Education shall complete an annual curriculum plan by April 1 for the succeeding academic year. The curriculum plan shall include a rubric for determining faculty requirements.
2. BCOM shall apply the approved faculty adequacy rubric to its curriculum to determine its faculty needs by May 1 for the succeeding academic year. This assessment shall include pre-clinical and clinical coursework both at the College's main campus and at core affiliate training sites.
3. The projected faculty needs for admissions interviews and selections shall be determined according to projections for class size and the applicant pool.
4. The projected faculty needs to meet research time and effort obligations shall be determined by contractually protected FTE.
5. The projected faculty needs for all additional administrative requirements of the College shall be determined by contract, bylaws, policies and business plans.
6. The several needs assessments shall be compared to the roster of appointed faculty to determine the availability of a sufficient pool with appropriate scope of training and in the anticipated training venues to meet the curricular requirements of all students and all required administrative functions. The Dean or designee shall prepare an annual report of findings and recommendations no later than June of each academic year for submission to the President.

7. The College shall through this process identify and anticipate any deficiency in faculty number, qualification or distribution that will prevent the full conduct and administration of the Doctor of Osteopathic Medicine (D.O.) degree program for all of its enrolled students. Any such deficiency shall be remedied through the identification and recruitment of additional qualified faculty without compromise to the curriculum or administration of the degree program.

CROSS REFERENCE: