Progress and Promotions Committees

The academic progress, including professional development, of EUSOM students is monitored in two separate Progress and Promotions (P & P) committees. The module and course directors for the Foundations Phase (i.e., Foundations Phase P & P Committee) and the clerkship/course directors for the Application, Discovery and Translation of Medical Science phases (i.e., Application, Discovery, Translation Phases P & P Committee) meet regularly to review the performance of all students. Each committee has a chair appointed by the Executive Associate Dean (EAD) for Medical Education and Student Affairs. The P&P committees review the academic records of students and are responsible for making recommendations to continue the student in good academic standing or address academic concerns. Academic concerns are brought forth by the module or clerkship directors and discussed in the appropriate P & P meeting. The P & P committee reviews the entirety of the student’s record at EUSOM in determining the appropriate sanctions and will have access to any documented violations of the Honor or Conduct Codes. The sanctions could include recommendations to the EAD that the student receive a letter of concern, academic warning, academic probation, suspension or dismissal.

If, after a full discussion, a committee member recommends a specific sanction which is seconded by another committee member, then the committee members vote on approval or disapproval of the sanction. The sanctions do not have to follow a specific order (i.e., a student does not have to be on probation to be suspended or dismissed; a student does not have to be given an academic warning before being placed on probation). The criteria for each sanction are outlined below:

A letter of concern is recommended when the committee members have a concern about the student’s performance but feel that the concern is not indicative of a pattern of underperformance or professional lapses. The letter is intended to make the student aware of the concern and serves as a record the student was notified of the concern. An example of behaviors warranting a letter of concern would be a student in good academic standing missing a required lecture, failing to contact a module director to complete remedial work in a timely manner or being late to clinical rounds on several occasions.

An academic warning is recommended when a student’s deficiencies are of a more serious nature or if an issue was previously the reason for issuing a letter of concern. In the Foundations Phase, an example that would warrant an academic warning would be if a student receives a grade of Unsatisfactory in two modules within a single semester. In the Application Phase, examples that might warrant an academic warning would be a student who receives two C’s in different clerkships or has professionalism concerns such as a breach in patient confidentiality or a student who had previously been given a letter of concern in the Foundations Phase for missing a required lecture who is also late to rounds on several rotations on an Application Phase clerkship.

Academic probation is recommended when a student’s performance is unsatisfactory (e.g., D in a course, repeated instances of unprofessional behavior, or gross neglect for the welfare of a patient). The committee recommendation will include the period of time for the probation.

Suspension is recommended for the same types of serious academic issues as probation. Suspension may be recommended when the committee feels that the student
would benefit from a period to manage some external distractions or other concerns. The period of suspension is recommended by the committee including the terms for returning to the medical school curriculum.

Dismissal is recommended for either serious breaches in behavior such as actions that caused harm to a patient due to a student’s conduct or academic concerns including failure of a course and/or clerkship.

The grading systems (as defined earlier in the handbook and reviewed below) and management of academic concerns can be different for the Foundations Phase and Application/Discovery/Translation phase courses/clerkships.

1 Students who have violations of the EUSOM Honor Code as defined in the EUSOM Student Handbook or the EUSOM Conduct Code (for violations of conduct outside the academic setting) are referred to The Medical Student Honor Council or an ad hoc Conduct Committee, respectively.

2 Note that a module or clerkship director who has recommended that a student should be discussed in the P&P committee or, who has given a student a failing grade, must recuse themselves from voting on any action.

**Last modified:** 7/28/2018