<table>
<thead>
<tr>
<th>Committee Name</th>
<th>Term</th>
<th>No. of Meeting per year</th>
<th>Duration/Time of Meeting</th>
<th>Meeting Day</th>
<th>Special Commitment / TOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty Appointments, Reappointments, Promotion &amp; Tenure Committee</td>
<td>4 years</td>
<td>Approx. 16</td>
<td>Normally 4:00 - 6:00 pm; meeting time may be changed to accommodate Committee members</td>
<td>2rd and 4th Thursday of every month between September and June</td>
<td>Preparation work prior to the meeting. FARPT Committee members should be available via email during July and August for electronic voting on urgent appointment or promotion considerations.</td>
</tr>
<tr>
<td>Faculty Executive</td>
<td>3 years</td>
<td>6</td>
<td>4:00 - 6:00 pm</td>
<td>3rd Tuesday of every other month</td>
<td>Review of all meeting materials prior to attending the meeting.</td>
</tr>
<tr>
<td>Faculty Professional Development Committee</td>
<td>3 years</td>
<td>4</td>
<td>7:30 - 9:00 am</td>
<td></td>
<td>There may occasionally be documents to review/comment on between meetings</td>
</tr>
<tr>
<td>MD Admissions Policy Advisory Committee</td>
<td>3 years</td>
<td>Approx. 4</td>
<td>4:00 - 6:00 pm</td>
<td>Tuesday evening</td>
<td>Meetings are usually scheduled at the beginning of October, end of November, end of February and end of May</td>
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<tr>
<td>MD Admissions Selection Committee</td>
<td>3 years</td>
<td>Approx. 4</td>
<td>4:00 - 6:00 pm</td>
<td>Tuesday evening</td>
<td>During April, members of the Admissions Selection Committee are required to attend a two-day meeting to discuss final selection of applicants.</td>
</tr>
<tr>
<td>Research Council</td>
<td>3 years</td>
<td>4*</td>
<td>4:00 - 5:30 pm</td>
<td></td>
<td>There may be preparation and follow up to the meeting. *In addition, one (1) hour Town Hall meeting as needed (1-2 per year).</td>
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</tbody>
</table>