

Education Innovation Cabinet Charter



Background

MUSC has provided excellence in education since 1824. In an ever-changing healthcare world, we find ourselves at a critical crossroad in health education that requires innovation in teaching and learning to provide our future health care providers, researchers and leaders with cutting-edge education experiences that will prepare them to advance the health and quality of life for patients, families and communities.

Evidence exists that promoting interprofessional work for students, providing them with access to innovative technical skills and experiential learning environments leads to transformation in education. This transformation encourages students to be critical thinkers, problem-solvers, team collaborators, and lifelong learners.

To continue MUSC's education excellence and promote innovation, the Education Innovation Cabinet (EIC, "Cabinet") will provide support to faculty and staff who propose innovative projects at the university level. The support and awareness of innovation, in alignment with the strategic plan, will facilitate the development of resilience in our students and education transformation at our university. This process endorses a culture of innovation by supporting university projects that encourage calculated risks in education. The Cabinet will communicate strategies, progress, and recognize education innovations, as well as support collaborations to promote interprofessional education initiatives both within and outside of MUSC. The Cabinet will also identify and share the latest information, practices, and opportunities for education innovation.

Classification/Terms of Review

This is a university-level standing cabinet that will exist in perpetuity.

Definitions

1. **Education innovation:** A deliberate process of designing, testing, and implementing new pedagogical models to teaching, learning, and assessment that improve educational outcomes, foster interdisciplinary collaboration, and adapt to the evolving needs of learners, institutions, and the healthcare workforce.
2. **Experiential learning:** A hands-on, applied approach to education that enables students to gain real-world experience, integrate theory with practice, and develop problem-solving and critical thinking skills in authentic contexts.
3. **Interprofessional education:** A collaborative approach to learning that involves learners from two or more professions learning about, from, and with each other to improve outcomes through effective teamwork and communication.

Formal Charges

The Cabinet is charged by the Executive Vice President for Academic Affairs and Provost ("Provost") with providing leadership to promote educational innovation. In particular, the Cabinet will incentivize faculty and staff to innovate across the educational mission consistent with the university's strategic plan. The Cabinet will promote rapid innovation by educational entities, faculty and staff. It will recommend that

the Provost supports these innovative initiatives financially. The Cabinet is finally a university think tank with the goal of promoting a culture of innovation in education.

The Cabinet will:

1. Assess educational needs and opportunities,
2. Recruit and incentivize faculty and staff to develop and implement innovative educational approaches, techniques, and programs,
3. Review faculty and staff proposals to improve education, developing mechanisms to monitor and improve funded initiatives,
4. Support collaborations to promote interprofessional education,
5. Communicate about education innovation at MUSC and beyond, and
6. Recommend changes in educational structures and support at the university level.

Reporting Channels/Procedures

The Cabinet reports directly to the Provost.

Membership

The following individuals shall serve as voting members:

- Associate Provost for Education Innovation & Student Life
- Associate Provost for Educational Planning & Effectiveness
- Chief Innovation Officer
- Director of MUSC Libraries
- Executive Director, Center for Academic Excellence & Writing Center
- Executive Director, Office of Interprofessional Initiatives
- Executive Director, Center for the Advancement of Teaching & Learning
- Executive Director, Student Programs & Student Life
- Executive Vice President for Academic Affairs and Provost

Membership Appointment

Membership on the Cabinet shall be determined by the Provost and the Associate Provost for Education Innovation & Student Life, who shall periodically review the membership and make adjustments as necessary in writing.

Membership Terms

Terms of membership for voting members are concurrent with terms of office. All ex-officio members are appointed at the discretion of the Co-Chairs.

Officers

The Associate Provost of Education Innovation & Student Life and Chief Innovation Officer shall serve as Co-Chairs. The Co-Chairs may appoint a temporary Chair if necessary for the Cabinet to meet in the Co-Chairs' absence.

Subcommittees

There may be ad hoc, task-oriented subcommittees formed as needed.

Meeting Frequency

The Cabinet shall meet monthly and may meet more often as needed.

Notice of Meetings

Meetings shall be scheduled at least one week in advance. Notice of any last-minute cancellations shall be communicated as soon as possible prior to the scheduled meeting.

Meeting Agenda & Support Materials

An agenda and pertinent supportive materials will accompany the meeting notice. Members will be called upon to assist in developing each agenda.

Meeting Quorum

A simple majority of the voting members will constitute a quorum for conducting official business.

Decision-Making & Voting Procedures

Decisions shall be made through a formal vote of the voting members. Each voting member shall have one vote. A quorum must be present for any vote to be considered valid. Unless otherwise specified, decisions shall be adopted by a majority vote of those present. In the event of a tie, the Co-Chairs shall cast one unified vote.

Meeting Minutes

Minutes shall be prepared for each meeting and disseminated in a timely manner to all members.

Annual Report

An annual summary of the work conducted by the Cabinet will be submitted in May to the Provost.

Staff Support

A staff support person shall be provided by the Co-Chairs.

Amendments to this Charter

Should any amendment to this charter be required between scheduled reviews, the Co-Chairs will confer with the Cabinet to formulate such amendments and present them to the Provost for consideration. If approved, the amended charter shall be completed, signed, and issued with all possible haste.

Effective Date

This charter is effective as of January 13, 2021, as amended on July 29, 2025. This charter should be reviewed again on July 1, 2027.