

**BURRELL COLLEGE  
OF OSTEOPATHIC MEDICINE  
POLICY MANUAL**

SECTION: Facilities

BCOM Policy: B4000

TOPIC: Facilities

Approval Date: 1/22/19

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Approved: Signature on File

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**POLICY**

BCOM shall secure and maintain sufficient and appropriate facilities for the program of instruction to enable students and faculty to successfully achieve the educational goals of the curriculum. BCOM will maintain a continuous assessment process that reviews all facility resources appropriate to achieving its mission.

**RESPONSIBLE OFFICIAL(S):**

Dean, President, Assistant Vice-President of Administration, Associate Dean of Pre-Clinical Education, Associate Dean of Clinical Education.

**PROCEDURE:**

1. BCOM shall maintain an inventory of learning venues on its campus inclusive of instructional space for classroom and laboratory based teaching, clinical simulation, small group learning, self-study, and research.
2. BCOM shall determine its facilities requirements for the successful delivery of the curriculum by April 1 for the succeeding academic year.
3. The inventory of learning venues shall be reconciled with the needs assessment and all required space secured through the College's room management program by June 1 for the succeeding academic year.
4. BCOM shall secure such additional off-campus affiliations as may be needed to execute the clinical curriculum. Availability of necessary learning facilities at all affiliates will be further assured.
5. The BCOM Dean shall prepare an annual report of the adequacy of facilities to inform the strategic growth of the College.

**CROSS REFERENCE:**