



**UTAH VALLEY UNIVERSITY**  
Policies and Procedures

<b>POLICY TITLE</b>	ADVISORY COMMITTEE	<b>Policy Number</b>	
<b>Section</b>	NURSING FACULTY BYLAWS	<b>Approval Date</b>	11/08/07
		<b>ReApproval Date</b>	09/11/08
		<b>Effective Date</b>	09/11/08

**I. PURPOSE**

- A. The Department of Nursing Advisory Committee is established to provide a strong liaison between the needs of the nursing community and the provision of a nursing education program.
- B. The Advisory Committee is called upon to provide insight into trends in nursing and employment needs and opportunities.
- C. It provides input into curriculum content, clinical experiences, equipment, facilities, placement of graduates and a review/evaluation of program effectiveness in meeting community needs.

**II. REFERENCES**

**III. DEFINITIONS**

**IV. POLICY**

- A. **Committee Membership:**
  - 1. **Committee Composition:**
    - a. The Advisory Committee consists of no less than
      - i. two nurses in administrative positions,
      - ii. two nurses in current clinical practice,
      - iii. two nurse educators,
      - iv. one program graduate,
      - v. one nursing student,
      - vi. one member at large
      - vii. two secondary education professionals and
      - viii. the Chair of the Department of Nursing.
    - b. Committee members represent a variety of nursing specialties.
    - c. The Dean of the College of Science and Health serves as an ex-officio member of the Committee.
  - 2. **Selection of Members:**



**UTAH VALLEY UNIVERSITY**  
Policies and Procedures

<b>POLICY TITLE</b>	ADVISORY COMMITTEE	<b>Policy Number</b>	
<b>Section</b>	NURSING FACULTY BYLAWS	<b>Approval Date</b>	11/08/07
		<b>ReApproval Date</b>	09/11/08
		<b>Effective Date</b>	09/11/08

- a. Members are appointed by the Department of Nursing Chair.
  - b. Recommendation for membership is made by current members of the Advisory Committee, faculty of the Department of Nursing or the Dean or Associate Dean of the School of Science and Health.
  - c. The student organization recommends the student member and an alternate.
3. Term of Membership:
- a. The Chair of the Department of Nursing and the Dean of the College of Science and Health are permanent members of the Advisory Committee.
  - b. The student member is appointed annually.
  - c. All other members of the committee serve three years with one-third of the committee replaced each year.
- B. Committee Officers:
1. Officers: Officers consist of a Chairperson and other officers as needed. The Chair of the Department of Nursing serves as the Chairperson of the committee.
  2. Selection of Officers: The committee elects officers at the first meeting of each academic year.
  3. Term of Office: Each officer serves for a period of two years with the exception of the Chairperson.
  4. Duties of Officers:
    - a. Chairperson: The Chairperson presides at all meetings of the committee and develops the agenda. This is the Chair of the Department of Nursing.
    - b. Vice-Chairperson: The Vice-Chairperson acts as Chairperson at all meetings or functions of the committee in the absence of the Chairperson and is assigned other duties by the Chairperson.
- C. Meetings: The Advisory Committee meets at least once a semester. More frequent meetings are called if required to meet the needs of the program.
- D. Activities of the Committee: The Advisory Committee is called upon to participation in functions related to:
1. Student recruitment, selection and placement;
  2. Program curriculum;
  3. Laboratory/clinical equipment procurement;
  4. Faculty assistance in classroom, clinical, and in-service activities;
  5. Student recognition scholarships and financial assistance;
  6. Public relations; and,
  7. Legislative activities.



**UTAH VALLEY UNIVERSITY**  
Policies and Procedures

<b>POLICY TITLE</b>	ADVISORY COMMITTEE	<b>Policy Number</b>	
<b>Section</b>	NURSING FACULTY BYLAWS	<b>Approval Date</b>	11/08/07
		<b>ReApproval Date</b>	09/11/08
		<b>Effective Date</b>	09/11/08

See Appendices for current Advisory Committee members

V. PROCEDURES