

## **1.0 ASSOCIATED POLICY**

- Student Advisory Committees

## **2.0 DEFINITIONS**

### **Academic Year**

The Academic Year spans September 1-August 31.

### **Student**

Any individual registered in any program, Ministry-approved or not, while on Campus premises participating in a University activity, or representing the University, on or off campus.

## **3.0 PROCEDURE ELEMENTS**

- 3.1 Students from any nursing programs within the Faculty of Nursing will have the opportunity to provide feedback to the Dean's Office through Student Advisory Committees.
- 3.2 Student Advisory Committees will be established annually through the Dean's Office, in collaboration with the designated Associate with the MacEwan Chapter of the Canadian Students' Nursing Association as applicable.
- 3.3 Student Advisory Committees will be formed in the Fall term and will consist of eight (8) to ten (10) nursing Students with cross-program representation, where possible, specifically:
  - 3.3.1 Four (4) to five (5) Bachelor of Science in Nursing Students;
  - 3.3.2 Two (2) to three (3) Psychiatric Nursing Students (any combination of Students enrolled in the Diploma of Psychiatric Nursing or the Bachelor of Psychiatric Nursing);
  - 3.3.3 One (1) to two (2) Students enrolled in programs within the Department of Professional Nursing and Allied Health; and,
  - 3.3.4 Department Chairs.
- 3.4 The designated Associate Dean is responsible for communicating applicable policies and processes related to the Student Advisory Committee within the first term of program commencement and thereafter based on when the Student Advisory Committee is established.
- 3.5 The Student Advisory Committee will be co-chaired by two students who are responsible for scheduling meetings, note-taking, and meeting evaluations in collaboration with the designated Associate Dean.
- 3.6 The Student Advisory Committee will meet at least once per Academic Year.
- 3.7 The designated Associate Dean will communicate with the Dean on issues identified by the Student Advisory Committee. Pertinent follow-up actions will be communicated with Students.

#### **4.0 RELATED POLICIES, PROCEDURES, FORMS AND OTHER DOCUMENTS**

None

#### **5.0 ACCOUNTABILITY**

##### **Responsible Office**

Office of the Dean, Faculty of Nursing

#### **6.0 HISTORY**

##### **Relevant Dates**

Approved: **23.02.13**

Effective: **23.09.01**

Next Review: **28.02**

##### **Modification History**

**23.02.13:** New procedure document effective September 1, 2023. Approved by General Faculties Council Executive Committee Motion #GFC-EC-04-02+13-2022/23.