RAP Section from the School of Nursing Organization Bylaws:

**C. Student Recruitment, Admissions, and Progressions Committee (RAP)**

The purpose of theStudent Recruitment, Admissions, and Progressions Committee(RAP) committee is to: Facilitate the development, maintenance, and implementation of School of Nursing (SoN) recruitment, admissions, and progressions policies and procedures; foster student development; and coordinate development of School of Nursing policy relating to students.

Membership will consist of:

1. A minimum of four faculty members, at least one of whom will be tenured/tenure track and faculty representation from both undergraduate and graduate programs.
2. Advising, Admissions, and Student Support Coordinator.
3. Associate Dean(s) / Program Coordinator(s).
4. Four students: One undergraduate, one Entry Level Masters, one post-licensure masters, and one doctoralrepresentative will be selected by the RAP committee.
5. Student Placement Coordinator(s) serves in an advisory capacity.

Functions and responsibilities of the RAP committee include but are not limited to:

1. Develop, update, and implement policies and procedures for recruitment, admissions, and program progressions. These may include: retention, probation, disciplinary actions, progression, graduation, recognitions, and the awarding of scholarships.
2. Develop and update documents and forms used in recruitment, admissions, and progressions.
3. Facilitate the student recruitment process.
4. Review and recommend to the Dean applicants for admission to the undergraduate and graduate programs.
5. Implement policies and procedure(s) regarding health requirements, contractual obligations of students, and other issues that affect the academic progress of students.
6. Facilitate due process for academic progressions.
7. Maintain School of Nursing student handbooks and communicate approved policies and procedure(s) to persons responsible for appropriate school and university publications.
8. Communicate updates and revisions of student policies to the students.
9. Coordinate student recognition programs.
10. Assure appointment of a Faculty Advisor to Delta Iota Chi

A quorum for RAP is defined as:

1. Four or more RAP members in attendance.
2. Of the four members, three must be faculty.
3. Representation of the relevant academic program must be present for student hearings.

**RAP Application and Scholarship Review Sub-committee:**

The purpose of the RAP Application and Scholarship Review sub-committee is to: Assist in the application and scholarship review process.

Membership will consist of:

1. A minimum of three faculty.
2. A maximum of two students.
3. Advising, Admissions, and Student Support Coordinator serves as facilitator of RAP Application and Scholarship Review sub-committee.
4. Approval of RAP sub-committee membership will rest with RAP.
5. Any School of Nursing faculty, at any appointment level, may be a member. A three year commitment is not required.

Functions and responsibilities of the RAP Application and Scholarship Review sub-committee include but are not limited to:

1. Review and recommend to the Dean applicants for admission to the undergraduate and graduate nursing programs.
2. Review and recommend to the Dean recipients for scholarships or awards.
3. Applications to advanced clinical practice programs must be reviewed by advanced clinical practice faculty members.