

Guideline for Representation at Key Meetings

Responsible Administrator: Associate Dean for Administration and Finance

Sponsoring Unit: Administrative Services

Effective Date: 02/2008

Last Reviewed: 03/2022

Next Scheduled Review: 01/2024

Inactivated Date: N/A

GUIDELINE STATEMENT

This guideline provides a list of key meetings and representatives from the School of Nursing at these meetings.

Month	Meeting	Representatives	Recruitment
August	Big10 Academic Alliance Nursing Deans In Person Meeting ¹	Dean and Associate Dean, as applicable	n/a
September	NCSBN NCLEX Conference	Associate Dean for Baccalaureate Program or Associate Dean for MSN Program or designee	n/a
September	National League for Nursing Education Summit	Associate Dean for Baccalaureate Program or Associate Dean for MSN Program or designee	n/a
September/ October	Council for the Advancement of Nursing Science (CANS) State of the Science Congress on Nursing Research (even years) and Special Topics Conference	Associate Dean for Research	Faculty
September/ October	NINR Gala	1 table; Dean, Associate Dean for Research, and 8 faculty members chosen by the organized research centers	Faculty
October	AACN Academic Nursing Leadership Conference ¹	Dean and content-appropriate senior faculty administrator	n/a
November	AACN Diversity Symposium	Associate Dean for Diversity and Inclusion or designee	n/a
November	Sigma Theta Tau International Biennial Convention (odd years) - Exhibit	Associate Dean for Research or designee	Faculty and graduate students
November	American Academy of Nursing	Dean; 2 - 3 faculty members who are inductees or sponsors	n/a
November	National Student Nurses Association Midyear Conference	2 faculty advisors	Students

¹ AACN offers a number of preconferences; attendees may elect to attend if content is relevant.

Month	Meeting	Representatives	Recruitment
December	AACN Transform ²	Associate Dean for Baccalaureate Program or designee; Associate Dean for MSN or designee	n/a
January	AACN Doctoral Conference ¹	Associate Dean for Research; Associate Dean for PhD Program or designee; Associate Dean for DNP Program or designee	Faculty
February	AACN CNL Summit	Director of CNL Option or Associate Dean for MSN Program	n/a
February	SNRS Annual Conference	Associate Dean for Research or designee	Faculty
March	AACN Annual Deans Meeting ¹	Dean	n/a
March	AACN Nursing Advancement Professionals (NAP) Meeting	Associate Dean for Development and Alumni Relations/other development staff as appropriate	n/a
March	AACN Student Policy Summit	Students selected by School	n/a
March	NCSBN APRN Roundtable	Associate Dean for DNP Program or designee	n/a
March/April	National Student Nurses Association Annual Meeting	2 faculty advisors	Students
April	AACN Business Officers of Nursing Schools (BONUS)	Associate Dean for Administration and Finance or designee	n/a
April	AACN Graduate Nursing Admissions Professionals	Associate Dean for Student and Academic Services or designee	n/a
April	National Organization of Nurse Practitioner Faculties Annual Meeting	Associate Dean for DNP Program and 1 specialty director	Faculty
Varies	AACN Executive Development Preconference Workshop	Senior faculty administrator, e.g., chairs, associate deans, or faculty director	n/a

DATE AND SIGNATURE

April 10, 2022



Approved by the Dean

² The preconference is focused on faculty development; new full-time faculty members should be supported to attend as recommended by their department chair.