



JAMP Faculty Director and Undergraduate Institution Responsibilities

- 1) Select a faculty member to serve as Faculty Director with the following responsibilities:
 - Convene a committee to oversee all aspects of the Program at the School. The committee shall obtain academic and administrative guidance relevant to the administration of the program, including, but not limited to, admissions, student records, financial aid, and accounting services.
 - Assist in implementing the Program at the School and in implementing or expanding the School's degree programs to provide participating students with sufficient preparation for enrollment in participating medical schools;
 - Be a member of the Texas Association of Advisors to the Health Professions (TAAHP);
 - Remain in regular contact, at least once a month, with the students to assure that the goals of the Program are met;
 - Participate in the Program's admission process at the School.
- 2) Recruit and matriculate eligible undergraduate students for admission to the Program;
- 3) Provide academic counseling to a participating student enrolled at the School;
- 4) Provide student records, as necessary, for the student's application to and participation in the Program;
- 5) Provide services to ensure scholarship funds are disbursed to participating students;
- 6) Provide other services, as necessary, for the implementation of the Program;
- 7) Provide an activity report at the request of the Council. The report shall follow the standard developed by the Council.