

Syllabus

**THE UNIVERSITY OF TEXAS AT ARLINGTON
COLLEGE OF NURSING
RN to BSN ACADEMIC PARTNERSHIP PROGRAM**

N4585 Capstone Seminar

Course Description

Synthesis of knowledge acquired in the RN-BSN curriculum and development of the Nurse Role with evolving professional issues, health care environment, lifelong learning, and promotion of the Nursing profession designed for Registered Nurses RN-BSN student only.

Course Credit

5 semester credit hours

Placement In Curriculum

Senior Semester

Prerequisite Courses

All junior level courses or concurrent with senior level courses

Course Instructor

Jacqueline Lall Michael, PhD, RN, WHNP-BC

Office: Pickard Hall, Room 628-A

Office hours: To Be Announced

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Course Outcomes

1. Apply the art and science of nursing to identify area of interest. Program Outcome 1
2. Formulate and revise professional goals for life- long learning. Program Outcome 3, 7
3. Dissemination of knowledge through professional collaboration and communication. Program Outcome 4
4. Analyze selected health care issues impacting healthcare delivery system and professional nursing practice. Program Outcome 1, 2, 3, 8, 9

UTA College of Nursing Grading Criteria

In order to successfully complete an undergraduate nursing course at UTA, the following minimum criteria must be met:

- 70% weighted average on proctored tests
- 70% weighted average on written assignments (i.e., non-proctored, written, computerized assignments, etc.)
- 90% on practicum skills check off (if applicable)
- 90% on math test (if applicable)

In undergraduate nursing courses, all grade calculations will be carried out to two decimal places and there will be no rounding of final grades. Letter grades for tests, written assignments, end-of-course grades, etc. shall be:

- A: 90.00 - 100.00
- B: 80.00 - 89.99
- C: 70.00 - 79.99
- D: 60.00 - 69.99

The existing rule of C or better to progress remains in effect; therefore, to successfully complete a nursing course, students shall have a course grade of 70.00 or greater.

Course Evaluation

Components to Be Graded	Percent of Grade
Discussions (5)	30%
Reflective Journal Entries (4)	12%
Journey Paper	10%
Capstone Project	
Outcomes and Content	10%
Structure	10%
Presentation and Evaluation	22%
Resume or C.V.	6%

Successful completion of the course requires completing the readings, viewing the videos, completing interactive website activities for each week, interacting in the online discussions, completing the required assignments, and participation in course activities. Careful consideration has been given to the course design to ensure student success. The assignments have been purposefully arranged in sequential progression each week as the learning activities build on each other to reinforce the content in the course. **THE STUDENT CAN COMPLETE ASSIGNMENTS PRIOR TO THE DUE DATE AND TIME IF THE STUDENT WANTS TO ADVANCE AT THEIR OWN PACE. THEY ARE ENCOURAGED TO FOLLOW THE SEQUENCE OF ASSIGNMENTS EACH WEEK TO OPTIMIZE THEIR UNDERSTANDING OF THE CAPSTONE CONTENT EACH WEEK.**😊

All participation will be electronically monitored. **ANY LATE SUBMISSION OF TESTS, PAPERS OR DISCUSSION BOARD ASSIGNMENTS WILL RECEIVE A MAXIMUM GRADE REDUCED TO 50% AS LATE PENALTIES. THE LATE PENALTIES MAY BE AVOIDED BY COMMUNICATING WITH YOUR COACHES VIA EMAIL IF EXTENSION IS GRANTED IN WRITING BY THE COACH.** LATE PENALTIES ARE NOT APPLICABLE IF THE STUDENT HAS MADE PRIOR ARRANGEMENTS FOR LATE SUBMISSION WITH THE COACHES AND EXTENSION HAS BEEN GRANTED BY THE COACH IN WRITING.

ALL ASSIGNMENTS AND SUBMISSIONS MUST BE COMPLETED FOR SUCCESSFUL COMPLETION OF THE COURSE REQUIREMENTS TO EARN A GRADE OF C OR ABOVE IN THE COURSE.

ACADEMIC DISHONESTY WILL NOT BE TOLERATED IN THE COURSE. IT IS THE STUDENT'S RESPONSIBILITY TO BE AWARE OF EXPECTATIONS OF THE UTA OFFICE OF STUDENT CONDUCT. ALL ASSIGNMENTS IN THE COURSE ARE DESIGNED TO BE COMPLETED BY THE STUDENT. PLAGIARISM AND COLLUSION ARE NOT TOLERATED IN THE COURSE AND WILL RESULT IN FAILURE IN THE COURSE.

Course Planning Calendar

IMPORTANT NOTE: This is the final course for most students in this RN-BSN program. In order to finalize grading in time for eligible students to participate in any graduation ceremony that is scheduled in Week 5 of this course, assignment and discussion board **due dates are different than the other RN-BSN courses** you have taken in this program. As the course progresses, your assignments' due dates will occur earlier each week so that **ALL Week 5 assignments will be due Monday of Week 5 for ALL students**. Please look ahead and complete assignments on time. All assignments and discussion board postings **MUST** be submitted prior to the posted due dates and times to **AVOID LATE PENALTIES**.

	Assignment	Due Date
Week 1: Reflect and Identify Area of Interest	Self-Assessment - <ul style="list-style-type: none"> • Learning Styles: VARK • Temperament: Keirsey Temperament Sorter • Leadership Legacy Assessment 	Tues 0800 Week 1
	Discussion - "Before I began my RN-BSN journey, I wish I had known..."	First post TUES 0800 Week 1 Replies FRI 0800 Week 1
	Assignment: Reflective Journal - Past – When you completed ADN	FRI 0800 Week 1
Week 2: Design and Research	Discussion - Article for project – Citation, summary, connection to different area of nursing	First post TUES 0800 Week 2 Replies FRI 0800 Week 2
	Assignment: Reflective Journal - Present – Self-image, 2-year goals, actions	FRI 0800 Week 2
	Assignment: Capstone Project – Indications, Implications, Outcomes and Content	FRI 0800 Week 2
Week 3: Format and Develop	Discussion - Direct and Indirect Project Costs	First post TUES 0800 Week 3 Replies FRI 0800 Week 3

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	Assignment: Reflective Journal - Past and present – Generational traits	FRI 0800 Week 3
	Assignment: Capstone Project – Structure	FRI 0800 Week 3
Week 4: Disseminate Knowledge	Discussion - Post your project; critique at least two projects	First post TUES 0800 Week 4 Replies FRI 0800 Week 4
	Assignment: Reflective Journal - Future: 5-10-year goals, self-awareness	FRI 0800 Week 4
	Assignment: Capstone Project – Presentation	FRI 0800 Week 4
	Assignment: Capstone Project – Evaluation	FRI 0800 Week 4
Week 5: Synthesis and Planning for the Future	Discussion - Famous quotation, disagreement with another post	First posts MON 0800 Replies MON 2359 Week 5
	Assignment: Journey Paper	MON 0800 Week 5
	Assignment: Resume or Curriculum Vitae	MON 0800 Week 5

UTA Information

GRADING POLICY:

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TESTING:

Although faculty strives to provide a quiet learning/testing environment there may be noises and distractions in any testing environment that are beyond the control of the exam proctors. If a student feels that the testing environment is unduly noisy or distracting for any reason, it is the responsibility of the student to report this to an exam proctor as soon as possible during the exam so corrective action may be taken.

DROP POLICY:

Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance.** Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. Contact the Financial Aid Office for more information.

AMERICANS WITH DISABILITIES ACT:

The University of Texas at Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including the *Americans with Disabilities Act (ADA)*. All instructors at UT Arlington are required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of that disability. Any student requiring an accommodation for this course must provide the instructor with official documentation in the form of a letter certified by the staff in the Office for Students with Disabilities, University Hall 102. Only those students who have officially documented a need for an accommodation will have their request honored. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at www.uta.edu/disability or by calling the Office for Students with Disabilities at (817) 272-3364.

ACADEMIC INTEGRITY:

It is the philosophy of The University of Texas at Arlington that academic dishonesty is a completely unacceptable mode of conduct and will not be tolerated in any form. All persons involved in academic dishonesty will be disciplined in accordance with University regulations and procedures. Discipline may include suspension or expulsion from the University. According to the UT System Regents' Rule 50101, §2.2, "Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any

act designed to give unfair advantage to a student or the attempt to commit such acts."

Plagiarism:

Copying another student's paper or any portion of it is plagiarism. Additionally, copying a portion of published material (e.g., books or journals) without adequately documenting the source is plagiarism. If five or more words in sequence are taken from a source, those words must be placed in quotes and the source referenced with author's name, date of publication, and page number of publication. If the author's ideas are rephrased, by transposing words or expressing the same idea using different words, the idea must be attributed to the author by proper referencing, giving the author's name and date of publication. If a single author's ideas are discussed in more than one paragraph, the author must be referenced at the end of each paragraph. Authors whose words or ideas have been used in the preparation of a paper must be listed in the references cited at the end of the paper. Students are encouraged to review the plagiarism module from the UT Arlington Central Library via <http://library.uta.edu/tutorials/Plagiarism>

STUDENT SUPPORT SERVICES AVAILABLE:

The University of Texas at Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. These resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals to resources for any reason, students may contact the Maverick Resource Hotline at 817-272-6107 or visit www.uta.edu/resources for more information.

ELECTRONIC COMMUNICATION POLICY:

The University of Texas at Arlington has adopted the University "MavMail" address as the sole official means of communication with students. MavMail is used to remind students of important deadlines, advertise events and activities, and permit the University to conduct official transactions exclusively by electronic means. For example, important information concerning registration, financial aid, payment of bills, and graduation are now sent to students through the MavMail system. All students are assigned a MavMail account. ***Students are responsible for checking their MavMail regularly.*** Information about activating and using MavMail is available at <http://www.uta.edu/oit/email/>. There is no additional charge to students for using this account, and it remains active even after they graduate from UT Arlington.

To obtain your NetID or for logon assistance, visit <https://webapps.uta.edu/oit/selfservice/>. If you are unable to resolve your issue from the Self-Service website, contact the Helpdesk at helpdesk@uta.edu.

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LIBRARY INFORMATION:

Nursing Librarian: Helen Hough, Nursing Librarian
Phone: (817) 272-7429
E-mail: hough@uta.edu

Useful research information on nursing can be found at: <http://libguides.uta.edu/nursing>

RN-BSN PROGRAM

SUPPORT STAFF:

Pamela Smith, *Administrative Assistant I*
Pickard Hall, Room 643, 6th floor
(817) 272-2776, Ext. 4814
Email: pamsmith@uta.edu

Grade Grievance Policy: Refer to College of Nursing Student Handbook.

COLLEGE OF NURSING INFORMATION:

UTA College of Nursing Policy

Effective for students entering the nursing program Fall 2009 (Jr I) and forward, the following policy applies:

Students within the program, enrolled in an upper division NURS course are permitted to drop the course one time. Upon attempting the course for the second time, the earned grade is retained. Students may drop no more than three upper division NURS courses during their undergraduate career. Elective and pre-nursing courses are exempt from this policy.

APA FORMAT:

APA style manual will be used by the UTACON with some specific requirements for the undergraduate courses. The sample title page & instructions, as well as a Manuscript Preparation document can be found in the Student Handbook which can be found by going to the following link and clicking on BSN Student Handbook: <http://www.uta.edu/nursing/bsn-program/>

STUDENT CODE OF ETHICS:

The University of Texas at Arlington College of Nursing supports the Student Code of Ethics Policy. Students are responsible for knowing and complying with the Code. The Code can be found in the Student Handbook.

ONLINE CLASSROOM CONDUCT GUIDELINES:

The Faculty of the RN-BSN Program believes that classroom teaching has two goals: the provision of content pertinent to the discipline of nursing and the socialization of students into the professional role. We are committed to providing the curriculum in an atmosphere conducive to student learning and in a manner that will prepare graduates to be successful in the health care workplace. Refer to the Student Handbook for more information.

HONORS COLLEGE CREDIT:

Students who are members of the Honors College may wish to take this course for Honors credit. If you wish to do so, please provide the Lead Teacher (or other designated faculty member) with an Honors Credit Contract (downloaded from <http://honors.uta.edu/documents/credit.pdf>). You and the Lead Teacher/faculty member will together determine an appropriate supplemental assignment to justify the awarding of Honors credit. If you are not in the Honors College and would like to learn more about the benefits of membership, visit the website at <http://honors.uta.edu/>, where you will find an application form for electronic submission.

ACCESS TO course and EPIC:

If you have pre-registered for the course you should be able to access EPIC and the course approximately 1 weeks before school begins. You are encouraged to access the site and become familiar with the various resources.

PROFESSIONAL CONDUCT ON AND SOCIAL MEDIA SITES

The EPIC Discussion Board is to be viewed as a professional forum for student discussions. The tone of postings on the Discussion Board is to remain professional in nature at all times. It is not appropriate to post statements of a personal or political nature, or statements criticizing classmates or faculty. Statements considered inappropriate will be deleted by course faculty. Announcements from student organizations may be posted to the designated level discussion board (not associated with this course).

Students are to refrain from discussing this course, including clinical situations, written assignments, peers, or faculty on all social networking sites such as Facebook, Twitter, etc. Failure to comply with these expectations may result in further action including but not limited to removal from the discussion board.

Computer Requirements:

All computers on campus will access EPIC. If you choose to access from home you must have a computer and a quality Internet provider such as DSL, Cable, or Satellite (regular telephone is not adequate). Questions about adequate computer hardware should be directed to the UTA help desk at 817-272-2208 or www.helpdesk@uta.edu. They are open the same hours as the Library.

Your home computer's compatibility with EPIC and UTA MyMav email is your responsibility. Neither the helpdesk nor your instructor is responsible for the functionality of your home computer's configuration. If you have doubts about your own equipment you may wish to work at the many UTA Computer Labs on campus. **Please do not bring your technical problems to class. Your instructors are not available for technical support please call or contact the helpdesk and plan to allow sufficient time for timely submissions.**

Word of caution:

Do not rely on employer's computer system to access the course. Students have encountered various problems (such as dropping them in the middle of an on-line quiz or submission of graded activities) due to the special filters, fire walls, program blocking programs, and barriers they put on their systems. It is advised to not take any on-line quizzes on a wireless system as students have also been dropped and used up their time trying to reconnect. Use a more stable system as this is a student responsibility.

Software:

Your software (WORD, POWERPOINT, EXCEL and WINDOWS) should be up to date and considered as student responsibility. As a student you may purchase the latest WINDOWS XP and OFFICE from the Computer Store in Ransom Hall for a very nominal fee. Please take advantage of this opportunity.

If you are in a course that gives quizzes and tests through EPIC:

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On-Line quizzes and tests ARE NOT to be considered open book tests or group tests. Using references or sharing or receiving information is a matter of Academic Dishonesty.

On-Line Quizzes will be made available for a specified amount of time and will be timed. **Failure to access the exam during the time will result in a zero and failure to complete within the test time will result in the grade earned when time ended.** Students who go over the allowed time for the test may receive a reduction in score. There is no general review process for on-line quizzes.

On-line quiz grades are released to MyGrades on Blackboard after the testing period, questions are then reviewed by the faculty – grades may be adjusted based on review. There is no general individual review process for on-line quizzes.

INCORRECTLY FORMATTED PAPERS

Any papers submitted in any format other than Word and PowerPoint, and that cannot be opened in EPIC will not be accepted for grading. Faculty reserves the right to refuse to read or grade an assignment that has not been completed according to guidelines. Such cases require special decisions regarding permission to resubmit work and penalty points.

NO GIFT POLICY:

In accordance with Regents Rules and Regulations and the UTA Standards of Conduct, the College of Nursing has a “no gift” policy. A donation to the UTA College of Nursing Scholarship Fund would be an appropriate way to recognize a faculty member’s contribution to your learning. For information regarding the Scholarship Fund, please contact the Dean’s Office.

OBSERVANCE OF RELIGIOUS HOLY DAYS:

Undergraduate Nursing faculty and students shall follow the University policy regarding Observance of Religious Holy Days:

(http://www.uta.edu/catalog/content/general/academic_regulations.aspx#6)

EMERGENCY COVERAGE FOR NEEDLE-STICK INJURIES & POLICY ON INVASIVE PROCEDURES

These policies may be found on the College of Nursing Website under the Student Handbook.

The Student Handbook can be found by going to the following link:

<http://www.uta.edu/nursing/bsn-program/> and clicking on the link titled BSN Student Handbook.