Syllabus

University of Texas Arlington
College of Nursing & Health Innovation
N4685 RN-BSN Capstone Seminar

Instructor(s): Jeanean Boyd, MSN, RN
Clinical Instructor
Office Phone: (817)272-5772
Email: jboyd@uta.edu
Office Fax: (817)272-5006

DESCRIPTION OF COURSE CONTENT:
Synthesis of knowledge acquired in the RN- BSN curriculum toward the development of the Professional Nursing role. Integrated content expectations are evolving issues, lifelong learning, impact of cultural issues, and promotion of the nursing profession. Course is designed for students who are Registered Nurses.
(RN-BSN students) Credit Hours (6).

Course Performance Outcomes	Performance Measurement
1. Apply the art and science of nursing to identify area of interest.	Design, format and develop recommendations for delivery of safe, competent, culturally sensitive, developmentally appropriate holistic care, demonstrated though appropriate preparation of a project and interaction with peers.
2. Formulate and revise professional goals for life- long learning.	Establish 2-5-10 year plan for lifelong learning, professional citizenship and promotion of the Nursing Profession demonstrated through journaling weekly.
3. Dissemination of knowledge through professional collaboration and communication.	Prepare and present a project from primary areas of interest to disseminate knowledge to promote and maintain optimum health outcomes.
4. Analyze selected health care issues impacting healthcare delivery systems and professional nursing practice.	Incorporate information technology and standards of practice to promote safe, optimum and holistic care demonstrated through discussions and collaboration with peers and through preparing and presenting a project.

COURSE REQUIREMENTS:

All RN BSN nursing courses must be successfully completed with the exception that N4465 Vulnerable Populations may be a co-requisite. A final general education course or a final upper division elective may also be a co-requisite. However, the RN BSN program requirements must be completed with the completion of N4685 Capstone.

Students must have access to reliable internet connection and at least Microsoft Word 97-2001.

Supplemental/Optional Textbooks:

1. American Psychological Association. (2009). Publication manual of the American Psychological Association. (6thed.). Washington, D.C.: American Psychological Association.

TO BE SUCCESSFUL IN N4685 CAPSTONE:

1. Know your **Academic Coach's email** and use it!
2. Complete the **Course Attestation Form** first thing
3. Read all the **Readings**
4. View all the **Lecture Videos and Media**
5. Interact in all **Discussion Boards (Modules 2-7 all require references)**
6. Complete all **Assignments**
7. Submit all assignments and activities through **Blackboard for grading**
8. **Emailed assignments** will not be accepted by the Academic Coaches
9. **No assignments will be accepted after the course closes**

Course Reminders:

In a seminar class it is essential that you participate in discussion, read assigned materials and be prepared to discuss your materials. Communicating your needs/concerns to your Academic Coach who will keep your course faculty informed is a way for us as a teaching team to help you be successful.

1. Nothing will be graded until your Attestation Statement is completed and successfully submitted. Complete it first thing!
2. **Capstone Project**: This is a real project that you will present to co-workers, friends, family, patients, etc. Plan ahead of time to organize and make this presentation by the deadline as stated in Module 5.

3. **Assignments**:

Assignments are submitted through Blackboard
All written assignments must be submitted on or before the due date
Late penalties will apply unless previous considerations have been approved by course faculty.
APA format, professional language and appearance are mandatory
No assignments as email attachments will be accepted
No assignments will be accepted once the course has closed

4. **Expectations for Out-of-Class Study**: Beyond the time required to attend each class meeting, students enrolled in this course should expect to spend at least an additional 12-20 hours per week of their own time in course related activities, including reading required materials, completing assignments, preparing for exams, etc.

PROJECT TOPICS:

Below is a list of sample topics that may be helpful to you as decide on your topic.

Remember: You will be presenting this to an audience of your choice……Patients, family, or coworkers.

Management topics may be similar to:

Conflict Resolution Team Building
Understanding Group Dynamics
Consensus Building
Negotiation Skills
Understanding the components of budgets at Unit, Department and Service line levels
Management of Resources: a. Human/Personnel, b. Time and, C. equipment/Supplies/Facility
Preparing your CV/Resume highlighting management skill sets

Educations topics may be similar to:

Adult Learning Principles Effective Communication skills
Understanding Generational learning
Understanding Learning Styles
Managing Learners
Preparing Presentations
Presentation Skills
Preparing your CV/Resume highlighting Educator skill sets

Clinical topics may be similar to:

Standards of care Delegation
Patient safety
Evidence based practice
Coordination of care
Clinical decision making
Culturally sensitive care

Preparing CV/Resume highlighting Clinical skill sets

TEACHING METHODS:

Discussion Boards that require at least one citation and reference for Modules 2-7
Video Lectures
Selected Readings
Creation of a Capstone Project based on focused area of interest
Creation of a Power Point presentation as a part of the Capstone Project
Actual presentation of project to an audience
Written Assignments
Reflective Journal

GRADING POLICY:

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

- 70%- weighted average on written assignments (i.e. non-proctored written, computerized assignments etc.)
- 15%-Reflective Journals
- 15%-Discussion Board participation

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, and 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

To progress to the next course a "C" or higher is necessary.

Late Assignments: All participation is electronically monitored.

1. ***Late papers may be penalized up to 5 points for every day late. After late for 5 days a "0" will be entered unless prior arrangements have been made with the Academic Coach***.

2. **No late assignments will be accepted after the course closes** on the last week of class unless prior arrangements have been made with the Academic Coach.

Late Quizzes: ***Failure to complete a weekly quiz by the due date may result in an "O" for the quiz unless prior arrangements have been made with the Academic Coach and Course Faculty*.** Students who cannot complete the quiz by the designated day and time will be required to notify their Academic Coach **on or before** the quiz deadline. **Any makeup quiz or retaking of the quiz will be at the discretion of the Course Faculty.**

DROP POLICY:

*****To drop a course*** **on or after the first day of class**

• Fill out the drop form for the Accelerated Online Nursing students, fill out the form: http://academicpartnerships.uta.edu/documents/Drop-Request-Form.pdf

• Save the form and email it to your academic advisor at Rnadvising@uta.edu

•Drops can only be requested through your MyMav email. Do not call! If you call you will be instructed to email in your request using your MyMav email only.

• All drops are final.

•Drop requests **must** be submitted by **4:00 PM CT** in order for a drop to be processed the **same day**. If a drop request is submitted after 4:00 PM CT, on weekends or holidays, it will be processed the next business day. Students who submit a drop request after 4:00 PM CT will be subject to the next business day's refund and drop deadline policies. If a request to drop a course is received after 4:00 PM CT on the last day to drop, your request may not be reviewed or processed.

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:
All students enrolled in this course are expected to adhere to the UT Arlington Honor Code:

I pledge, on my honor, to uphold UT Arlington's tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.

I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.

Instructors may employ the Honor Code as they see fit in their courses, including (but not limited to) having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System *Regents' Rule* 50101, §2.2, suspected violations of university's standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student's suspension or expulsion from the University.

Plagiarism:

Assignments are submitted to Safe Assign. 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://www.lib.utexas.edu/services/instruction/learningmodules/plagiarism/

Student Support Services:

UT 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. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817- 272-6107, send a message to resources@uta.edu, or view the information at www.uta.edu/resources.

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 http://www.uta.edu/oit/cs/helpdesk/

Student Feedback Survey:

At the end of each term, students enrolled in classes categorized as lecture, seminar, or laboratory shall be directed to complete a Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term.

Student's feedback enters the SFS database anonymously and is aggregated with that of other students

enrolled in the course. UT Arlington's effort to solicit, gather, tabulate, and publish student feedback is required by state law; students are strongly urged to participate. For more information, visit http://www.uta.edu/sfs.

LIBRARY INFORMATION:

Librarian to Contact:

PEACE WILLIAMSON
STEM LIBRARIAN
CENTRAL LIBRARY
702 Planetarium Place
Office #216, Arlington, TX 76019
http://www.uta.edu/library/ | peace@uta.edu
Research Information on Nursing:
http://libguides.uta.edu/nursing

Library Home Page ..... http://www.uta.edu/library
Subject Guides..... http://libguides.uta.edu
Subject Librarians..... http://www.uta.edu/library/help/subject-librarians.php
Database List..... http://www.uta.edu/library/databases/index.php
Course Reserves ..... http://pulse.uta.edu/vwebv/enterCourseReserve.do
Library Catalog ..... http://discover.uta.edu/
E-Journals..... http://liblink.uta.edu/UTAlink/az
Library Tutorials ..... http://www.uta.edu/library/help/tutorials.php
Connecting from Off- Campus..... http://libguides.uta.edu/offcampus
Ask A Librarian..... http://ask.uta.edu