FS NURS 1300: Introduction to Professional Nursing
Fall 2012

Instructor(s):

Susan Norman, MSN, RN, CCRN (Lead Teacher)
Section 003 Thurs. 1-3:50pm, Room 204 (PAL: Jibril Rodriguez & Sonia Ike)
Section 004 Thurs. 4-6:50pm, Room 104 (PAL: Michelle Nguyen)
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Donna Bacchus, MSN, RN, CNS-CC
Section 001 Mon. 4-6:50pm, Room 223 (PAL: Jace Coon)
Section 002 Wed. 1-3:50pm, Room 211 (PAL: Aldo Bautista & Anne Ares)
Section 005 Mon. 1-3:50pm, Room 205 (PAL: Kaitlin Booher)
Section 009 Wed. 4-6:50pm, Room 205 (PAL: Iman Session-Brown & Suzana Zukanovic)
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Gayla Miles, MSN, RN
Section 008 Mon. 8-10:50pm, Room 205 (PAL: Rachel Woodlee & Trisa Nguyen)
Section 011 Wed. 4-6:50pm, Room 104 (PAL: Kristen Kaminski, Radiance Bean, & Maryum Anderson)
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Kristen Priddy, MSN, RN, CNS
Section 006 Tues/Thurs. 1-2:20pm, Room 205 (PAL: Phillip Sifuentes & Ashley Cooper)
Section 007 Tues/Thurs. 2:30-3:50pm, Room 205 (PAL: Kaysha Huff)
Section 010 Tues. 8-10:50am, Room 227 (PAL: Melinda Etheridge & Thomas Lugo)
Section 013 Thurs. 9-11:50am, Room 204 (PAL: Tessa Dutton & Steven Tanuz)
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Description of Course Content: Designed to introduce and transition the freshman and transfer pre-nursing student to the language of nursing, critical thinking, the essential academic skills for incoming students and the interpersonal skills required for success in nursing school and the nursing profession. Selected concepts and processes for professional nursing will be included in the course, including an introduction to nursing's theoretical, philosophical, ethical and legal dimensions.

Student Learning Outcomes:

1. Discuss the components of clinical reasoning, decision making, communication, and evidence-based practice and how a nurse uses these tools to provide comprehensive, efficient, safe, high quality care for patients.
2. Explain the importance of accountability for optimal nursing care, legal and ethical standards, lifelong learning, professional development, promoting the nursing profession and participating as a citizen in our society.
3. Describe University and College of Nursing policies and procedures that impact progression to acquire a degree.
4. Use personal assessment information to identify how learning and personality style affect academic, interpersonal, and professional success.
5. Identify the benefits of networking, mentoring, and participating in University and College of Nursing organizations and activities.
6. Develop self-management, information, literacy, and academic skills necessary for academic and professional success.
7. Identify and apply the principles of self-care related to body, mind, and spirit through self-reflection and awareness.
8. Describe the role of the nurse as provider of patient-centered care, member of a profession, patient safety advocate, and member of the healthcare team.
9. Develop self-management and academic skills necessary for academic and professional success.

REQUIRED TEXTBOOKS/RESOURCES:

Chitty, K. K. & Black, B. P. (2011). *Professional Nursing Concepts & Challenges*, (6th ed.). Saunders Elsevier. ISBN 978-1-4377-0719-9.

The University of Texas at Arlington: No Limits: Foundations and Strategies for College Success (2010). Hayden-McNeil Publishing, Inc.

Additional resources required for the course are (these may be purchased after class starts)

3- ring binder (1-2 inch preferable)
Sheet protectors
Tabbed dividers

Internet access: Blackboard is available to each enrolled student. It will be very important to check Blackboard at least twice weekly for course information, announcements, and discussions. The Blackboard discussion board is a public forum, and shall be used to ask questions or make comments about content. It shall not be used to discuss social events.

SUGGESTED TEXTBOOKS:

An English dictionary is highly recommended. You can use free dictionaries online, purchase a dictionary application for your phone, or purchase a dictionary from the bookstore.

Assignment	**% of Final Grade**	Specific due dates will be listed on Blackboard.
Portfolio	25%	An academic/professional portfolio is required. The specific guidelines and due dates can be found on Blackboard. The portfolio will be accepted up to 7 days late with a 10% per calendar day deduction. After that time, a grade of '0' will be given.
Reflection Journals	20%	You will be asked to reflect on the class discussion and complete 4 journals. Each individual student will turn in reflection journal questions at the beginning of class. Specific reflection questions, grading rubrics, and due dates can be found on Blackboard. ***Electronic submissions will be accepted ONLY at the discretion of each individual instructor.***

Homework 10%

Homework assignments are due on designated dates found on Blackboard. Assignments are turned in by each individual student and graded in class. They must be turned in at the beginning of class or they are considered late. ***NO electronic submissions for homework assignments will be accepted***. Late homework may be turned in to the instructor, during the next class period, for a 50% deduction. After that class, a grade of '0' will be given.

Exploring Nursing Project 15%

You will be required to do an individual project exploring one area of nursing. A rubric for grading will be available on Blackboard. This project will be accepted up to 7 days late with a 10% per calendar day deduction. After this time, a grade of '0' will be entered.

Quizzes 15% (each quiz is worth 5% each).

There will be a total of 4 quizzes given and the grades for 3 quizzes will be counted. The lowest grade will be dropped. You need to be on time for all quizzes. Scantrons will be provided for the quizzes.

Final examination 15%

The final exam is comprehensive, meaning that all content from the course is included. A blueprint will be available on Blackboard. The exam will use scantrons, which are provided.

Total percentage possible: 100%

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

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.

No extra credit projects are available to raise individual grades or final grade

Policy on Missed Quizzes:

Quizzes cannot be made up by attending other sections of the course. There are no makeup quizzes.

Missed Final Examination: The final exam can only be made up if the student has documentation (can show proof/evidence) of an emergency. Notes from family members will not be accepted. **No exceptions will be made**. Students are responsible for contacting their course faculty before the final exam.

If you realize that the final exam is scheduled on a day that you have a military or legal obligation that you cannot reschedule, you must notify your instructor PRIOR TO THE EXAMINATION. Documentation of this obligation must be provided to reschedule your exam for an alternate time. You will be required to sign a confidentiality agreement.

Late Policy: Projects can always be submitted to your instructor early. Homework assignments will receive a '100' if completed thoroughly and turned in, by each individual student, to the instructor on time, in class, and on the due date. Journals will be graded according to the rubric. Late homework assignments may be turned in during the next class period for a **50% deduction.** After that time, a '0' will be given. If projects are not turned in on time, there will be a deduction of 10% per calendar day up to seven days for late work submitted. This includes the Exploring Nursing Project and Portfolio. **Students will receive a zero for the Exploring Nursing Project and Portfolio submitted more than seven calendar days after the due date.**

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 3-6 hours per week of their own time in course-related activities, including reading required materials, completing assignments, preparing for exams, etc.

Grade Grievances: Any appeal of a grade in this course must follow the procedures and deadlines for grade-related grievances as published in the current undergraduate catalog.
http://wweb.uta.edu/catalog/content/general/academic_regulations.aspx#10

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. For more information, contact the Office of Financial Aid and Scholarships (http://wweb.uta.edu/ses/fao).

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: 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/plagiarism/index.html. Papers are now checked for plagiarism and stored in Blackboard.

Student Support Services Available: 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: UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at http://www.uta.edu/oit/cs/email/mavmail.php.

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. Each 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.

ELECTRONICS IN THE CLASSROOM:
All cell phones and/or digital devices must be in silent mode during class – no vibrations or sounds will be tolerated during class, as this will disrupt class dynamics. Text messaging during class is distracting and disrespectful to the instructor and the students around you. If you have an emergency or anticipate a phone call, please sit near the exit as to minimize disruption. Students are expected to take calls outside of class time. Laptops may be used in class for the purpose of personal note taking only, and may not be used for social networking or other assignments. Students should refrain from playing games, watching movies, or doing other work during class. Instructors may restrict the use of laptop computers.

Distractions and disturbances including cell phone use, chatting with peers during lecture, sleeping, talking out of turn, frequently interrupting, not participating in group activities, inappropriate comments, etc. may constitute referral for student misconduct according to university policy.

Recording of class ***is not allowed***, as the class sessions are not lecture, but rather discussion, and may contain private or personal information that others do not want captured on audio.

Visitors- Anyone not enrolled in the class may not attend. This includes, but is not limited to, children, family, and friends.

TESTING/QUIZ GUIDELINES FOR IN-CLASS QUIZZES/EXAMS

1. Quizzes/test will start on time. If you arrive late, you will have to wait outside the classroom until the class completes the quiz/test.

2. Bring your Mav ID or government issued photo ID in order to take your exam.

3. Students may not leave the room during quizzes or exams.

4. Eating during exams is not permitted. Drinks are permitted, but drink containers must remain on the floor when not in use.

5. All cell phones, pagers, PDA's, digital music devices, and laptop computers ***must be turned off*** and all personal belongings must be placed on the side or back of the room during examinations.
6. No talking is allowed when the exams or quizzes are being distributed.
7. Hats must be removed prior to testing.
8. Read instructions thoroughly.
9. For the quizzes and final exam the scantron is the official answer sheet. ***We provide scantrons for the final exam, so there is no need to purchase them.***
10. When you have finished the exam or quiz, all material distributed before the test must be returned. You may not leave the room with any paper related to the exam.
11. When you have finished the exam, please do not enter the room again until the end of the exam or quiz.
12. When finished with the exam, students must not congregate outside the classroom. Noise must be kept at a minimum.
13. **After the exam, there must be no discussion with students from other sections of this course, or with students who have not taken the exam yet**. Remember, students from other sections may be studying in the hall and may hear you discussing test questions after you take the test. If this occurs, this is academic dishonesty, and is a reportable offense. This is considered as cheating and gives unfair advantage to another student. If you are aware that someone is sharing answers with a student who has not taken the test, you are to come forward and report it; failure to do so is considered collusion, and is reportable as scholastic dishonesty. Refer to the University's policy on "Academic Integrity".

LIBRARY INFORMATION: **Helen Hough**, Nursing Librarian
(817-272-7429), Email: hough@uta.edu
Research Information on Nursing:
http://libguides.uta.edu/nursing

UNDERGRADUATE SUPPORT STAFF:

Holly Woods, *Administrative Assistant I, Pre-nursing & Senior II*
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COLLEGE OF NURSING INFORMATION:

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.

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 at http://www.uta.edu/nursing/msn/apaformat.

CLASSROOM CONDUCT GUIDELINES:
The Faculty of the 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.

TESTING ENVIRONMENT:
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.

PROFESSIONAL CONDUCT ON BLACKBOARD AND SOCIAL MEDIA SITES
The Blackboard Discussion Board is to be viewed as a professional forum for student discussions. Students are free to discuss academic matters and consult one another regarding academic resources. The tone of postings on the Blackboard 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.

OBSERVANCE OF RELIGIOUS HOLY DAYS:
Undergraduate Nursing faculty and students shall follow the University policy regarding Observance of Religious Holy Days: (http://wweb.uta.edu/catalog/content/general/academic_regulations.aspx#6

The Student Handbook can be found at: http://www.uta.edu/nursing/bsn-program/ and clicking on the link 'BSN Student Handbook'.