**The University of Texas at Arlington**

**College of Nursing and Health Innovation**

**NURS 5302: Curriculum Development and Evaluation**

**Spring 2016**

**Instructor(s): Ronda Mintz-Binder, DNP, RN, CNE**

Office Number: Pickard Hall 520A

Office Telephone Number: **: (**817) 272-2776 (email preferred for questions)

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Faculty Profile: Faculty Profile: <https://www.uta.edu/mentis/public/#profile/profile/view/id/2025/>

Office Hours**:** before/after class and by appointment

**Section Information:** NURS5302-001

**Time and Place of Class Meetings:** Pickard Hall 205 10am-3:50pm on the following days:

January20; February 10; March23; April 27

**Description of Course Content:** Explore the nature of nursing education. Focus on the curriculum process and its application to nursing education programs

**Other Requirements**: students will be required to attend one curriculum meeting and present their project to an external constituent as part of a service learning requirement

**Student Learning Outcomes:**

1. Analyze current trends that influence nursing education and curriculum development.
2. Relate a philosophy of nursing or nursing education to the curriculum organizing framework.
3. Critique structures of selected curricula.
4. Apply relevant research findings in creating a new curriculum.
5. Design a curriculum based on specific learner outcomes.
6. Evaluate the effectiveness of an educational curriculum.

**Required Textbooks and Other Course Materials:**

Keating, S. (2015). *Curriculum Development and Evaluation in Nursing.* 3rd edition. Springer, NY, **ISBN: 13 978 0826130273**

Relevant course materials and assignments are available on Blackboard. Access to Blackboard is essential.

**Recommended Textbooks**:

Billings, D. & Halstead, J. (2012), *Teaching in Nursing: A Guide for Faculty, Third Edition.* Elsevier, Missouri, **ISBN: 9781455705511**

UTA College of Nursing Graduate Program Student Handbook. UTA, Arlington, Texas as found on the UTA CONHI web page

The *Publication Manual of the American Psychological Association* (APA) *Sixth Edition,* for preparation of papers.

**Descriptions of major assignments and examinations with due dates:**

***Curriculum Project, written and presented (65%)***

This course is about exploring and creating a curriculum project with a service learning component. As such, the bulk of this grade is at the end of the course. The following components are included in the grading: Partial first draft(10%), Final draft (25%), Individual evaluated project grade (10%), Oral presentation of this project to the class (20%)

***Participation (30%)***

Because this is largely an online class, students are responsible for reading and responding to discussions and proposed questions in class and online (10%). Students will be posting and monitoring one week of the discussion board of critical topics related to nursing (15%) [see page 9] . Students are encouraged to log into the course at least every day and are expected to make **substantive comments at least twice (minimum)** each week on the discussion board related to the topic discussed in class or online. This includes an initial post and a response to a peer (does not include answering a response of a peer to your initial post). Attendance at the class meetings will also be considered as part of the participation grade (5%).

***Curriculum meeting attendance and write-up (5%)***

Students will sign up for and attend one nursing program curriculum meeting either at UTA or other university/college with a nursing program. Participation is encouraged and a write-up that details the agenda and discussion is required.

**Grading Policy: [Revised per GEPC 11/2/2015]** Students are expected to keep track of their performance throughout the semester and seek guidance from available sources (including the instructor) if their performance drops below satisfactory levels.

Course Grading Scale

A = 90 to 100

B = 80-89

C = 70-79

D = 60 to 69 – cannot progress

F = below 59 – cannot progress

**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 University Catalog ;see for graduate courses, see <http://catalog.uta.edu/academicregulations/grades/#graduatetext>.

**Expectations of Out-of-Class Study:** A general rule of thumb is this: for every credit hour earned, a student should spend 3 hours per week working outside of class. Hence, a 3-credit course might have a minimum expectation of 9 hours of reading, study, etc. Beyond the time required to attend each class meeting, students enrolled in this course should expect to spend at least an additional 3-5 hours per week on their own time in course-related activities, including reading required materials, completing assignments, preparing for exams, etc.

**Attendance Policy:** At The University of Texas at Arlington, taking attendance is not required. Rather, each faculty member is free to develop his or her own methods of evaluating students’ academic performance, which includes establishing course-specific policies on attendance. As the instructor of this section, I have elected to take attendance which is included in the participation component of this course.

**CONHI - language**

**Drop Policy:  [On Campus students only]** Graduate students who wish to change a schedule by either dropping or adding a course must first consult with their Graduate Advisor.

Regulations pertaining to adding or dropping courses are described below. Adds and drops may be made through late registration either on the Web at MyMav or in person through the student’s academic department. 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 Office of Financial Aid and Scholarships at <http://www.uta.edu/fao/>  .  The last day to drop a course is listed in the Academic Calendar available at <http://www.uta.edu/uta/acadcal.php?session=20146>

1.      A student may not add a course after the end of late registration.

2.      A student dropping a graduate course after the Census Date but on or before the last day to drop may, receive a grade of W. Students dropping a course must:

(1)  Contact your graduate advisor to obtain the drop form and further instructions before the last day to drop.

**Census Day: February 3, 2016**

**Last day to drop or withdraw April 1, 2016 by 4:00 p.m.**

**Disability Accommodations:** UTArlington 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), The Americans with Disabilities Amendments Act (ADAAA),* and *Section 504 of the Rehabilitation Act.* 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 disability. Students are responsible for providing the instructor with official notification in the form of a letter certified by the **Office for Students with Disabilities (OSD).** Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting:

**The Office for Students with Disabilities, (OSD)**  www.uta.edu/disability or calling 817-272-3364.

**Counseling and Psychological Services, (CAPS)** www.uta.edu/caps/ or calling 817-272-3671.

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.

**Title IX:** *The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit uta.edu/eos. For information regarding Title IX, visit* [www.uta.edu/titleIX](http://www.uta.edu/titleIX).

**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.*

UT Arlington faculty members 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 the University policy, which may result in the student’s suspension or expulsion from the University.

"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."

As a licensed registered nurse, graduate students are expected to demonstrate professional conduct as set forth in the Texas Board of Nursing rule **§215.8. in the event that a graduate student holding an RN license is found to have engaged in academic dishonesty, the college may report the nurse to the Texas BON using rule §215.8 as a guide.**

**Plagiarism:** Copying another student’s paper or any portion of it is plagiarism. Copying a portion of published material (e.g., books or journals) without adequately documenting the source is plagiarism. Consistent with APA format, 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, according to APA format. 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 expected to review the plagiarism module from the UT Arlington Central Library via <http://library.uta.edu/plagiarism/index.html>

**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](mailto:resources@uta.edu), or view the information at [www.uta.edu/resources](http://www.uta.edu/resources).

**The English Writing Center (411LIBR)**: Hours are 9 am to 8 pm Mondays-Thursdays, 9 am to 3 pm Fridays and Noon to 5 pm Saturdays and Sundays. Walk In ***Quick Hits*** sessions during all open hours Mon-Thurs. Register and make appointments online at [http://uta.mywconline.com](http://uta.mywconline.com/). Classroom Visits, Workshops, and advanced services for graduate students and faculty are also available. Please see [www.uta.edu/owl](http://www.uta.edu/owl) for detailed information.

**Student Success Faculty:** In order to assist masters nursing students who are at academic risk or who need academic support, there are graduate faculty members available to you. The goal of the success faculty members is to support student achievement in masters-level coursework so students can reach their educational goals. Students may contact a success faculty member directly, or a course instructor may encourage you to contact a success faculty member.

The success faculty in the MSN Program:

Dr. Mary Schira is available as a success faculty to assist with diverse resources that may include study skills, testing challenges/approaches, managing multiple responsibilities, and addressing personal issues impacting academic performance.   Course content challenges may also be addressed, with referral to additional resources as indicated.  Dr. Schira can be reached via email:  [schira@uta.edu](mailto:schira@uta.edu).

**Electronic Communication:** 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>.

If you are unable to resolve your issue contact the Helpdesk at [helpdesk@uta.edu](mailto:helpdesk@uta.edu).

**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>.

**Emergency Exit Procedures:** Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exit. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist individuals with disabilities.

**Librarian to Contact:**

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| Peace Williamson  817-272-6208  [peace@uta.edu](mailto:peace@uta.edu) | Lydia Pyburn  817-272-7593  [llpyburn@uta.edu](mailto:llpyburn@uta.edu) | Heather Scalf  817-272-7436  [scalf@uta.edu](mailto:scalf@uta.edu) | Kaeli Vandertulip  817-272-5352  [Kaeli.vandertulip@uta.edu](mailto:Kaeli.vandertulip@uta.edu) |

Contact all nursing librarians:

[library-nursing@listserv.uta.edu](mailto:library-nursing@listserv.uta.edu)

**Helpful Direct Links to the UTA Libraries’ Resources**

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| **Research Information on Nursing** | [**http://libguides.uta.edu/nursing**](http://libguides.uta.edu/nursing) |
| **Library Home Page** | <http://library.uta.edu/> |
| **Subject Guides** | <http://libguides.uta.edu> |
| **Chat with the Library** | <http://ask.uta.edu> |
| **Database List** | <http://libguides.uta.edu/az.php> |
| **Course Reserves** | <http://pulse.uta.edu/vwebv/enterCourseReserve.do> |
| **Library Catalog** | <http://uta.summon.serialssolutions.com/#!/> |
| **E-Journals** | <http://pulse.uta.edu/vwebv/searchSubject> |
| **Library Tutorials** | <http://www.uta.edu/library/help/tutorials.php> |
| **Connecting from Off- Campus** | <http://libguides.uta.edu/offcampus> |

The following URL houses a page where we have gathered many commonly used resources needed by students in online courses: <http://www.uta.edu/library/services/distance.php>.

**Course Schedule.**

Experiential learning activities, synchronous and asynchronous online discussion, student projects, student presentations, and individualized instructor/student conferences.

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| Due Date | Assignment | % of Course Grade |
| Total course | Participation/Attendance | 15% |
| 1 week after moderating | Participation: Moderating of one online thread for one week | 15% |
| 1st draft 3/11/16; final 4/27/16 | Curriculum Project: 1st draft, final, service learning plus individual grade | 45% |
| 4/27/16 | Presentation of Curriculum Project | 20% |
| 1 week after meeting | write-up of Curriculum Meeting | 5% |
|  |  | 100% |

Grading criteria for assignments will be available in the Blackboard N5302 course.

**Assignments are not accepted after the due date unless permission has been granted by the instructor prior to the due date.**

NOTE: *As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course. –Dr R. Mintz-Binder*

**Group Curriculum Project**

The project is a group activity (3-4 people per group).

1. The curriculum will include:

a. Introduction to include the kind of program, purpose of the program, and setting.

b. Statement of Philosophy

c. Organizing Framework --theories

d. Program Outcomes and Student Learning Outcomes\*\*\*\*

e. Full and complete Curriculum Plan

f. Courses (nursing) with descriptions and credit hour allocations, both class and clinical (if applicable)

g. Cost of program/course

h. Description of clinical facilities or teaching location to be used

i. Plan for program evaluation—immediately and 3-6 mo later

j. A minimum of 10 references

2. Oral presentation and written project are both due during 4th class.

3. The final curriculum project is to be presented in class as a group activity. The allotted time will be discussed in class. (40 minutes TIMED per group MAX with 15 minutes for discussion)

1. The project should be no longer than 30 pages with appendices. Submit grading sheet.

**Possible Group Topics\*:**

1. Faculty preparation for teaching simulation or an aspect of simulation
2. Faculty preparation for teaching undergraduate theory or clinical course
3. Preparation for becoming a nursing academic program director/department chair
4. Specialty and unique post RN hospital experience---not what exists currently!!
5. Community based education on a specific chronic illness or prevention of an issue
6. Leadership promotion/development in service/academia
7. Preparing US students for work in other countries
8. Teaching a specific course in a different country
9. Other topics: State and give rationale

\*Curriculum must be a minimum of 10 hours of content; no longer than 3 months in length.

Complete course schedule, discussion board topics, assignment guidelines and selected bibliography will be available on Blackboard approximately 1 week prior to the first class day.

**4th class potluck**

A tradition in this class is a 4th class potluck, a fun and engaging way to enjoy class presentations. Please think about bringing salads, light main dishes, desserts, drinks, paper products etc.

**CLASS PARTICIPATION**

As a community of learners seeking information and understanding, the participation of each student contributes powerfully to the learning environment. It is expected that each student comes to each class fully prepared for the activities of the day and provides thoughtful contributions, informed by consulting literature and reflection.

**ON-LINE DISCUSSION LEADERSHIP**

During the first class, you will select one other class member and together will select a topic for which you will serve as discussion leaders for your classmates’ on-line discussion. You will prepare guidelines for the discussion, suggested reading to assist advancement of the discussion and monitor the discussion. You will include at least two sources outside of your textbook. It would be helpful if the sources are available on-line as a full-text article from our library. Each twosome will be responsible for overseeing the one week of discussion related to your selected topic and summarizing the group discussion at the end of the week. Lastly, once the online discussion leadership experience is complete, each student is to submit their own personal evaluation of their experience in this role.

**UTA College of Nursing and Health Innovation - Additional Information**

**Status of RN Licensure:** All graduate nursing students must have an unencumbered license as designated by the Texas Board of Nursing (BON) to participate in graduate clinical nursing courses. It is also imperative that any student whose license becomes encumbered by the BON must immediately notify the Associate Dean- Department of Graduate Nursing. The complete policy about encumbered licenses is available online at: [www.bon.state.tx.us](http://www.bon.state.tx.us)

**MSN Graduate Student Dress Code:** The College of Nursing and Health Innovation expects students to reflect professionalism and maintain high standards of appearance and grooming in the clinical setting. Students must adhere to the Dress Code Policy. www.uta.edu/nursing/file\_download/234/BSNDressCode.pdf **Clinical faculty has final judgment on the appropriateness of student attire and corrective action for dress code infractions. Students not complying with this policy will not be allowed to participate in clinical.**

**UTA Student Identification: MSN Students MUST be clearly identified as UTA Graduate Students and wear a UTA College of Nursing and Health Innovation ID in the clinical environment.**

**Blood and Body Fluids Exposure:** A Health Verification form was signed by all MSN students at start of the program documenting personal health insurance coverage. All MSN students have mandatory health insurance and will need to manage exposure to blood and fluids. Current CDC guidelines can be found at:<http://www.cdc.gov/>

**Ebola exposure**: Please inform your faculty if you have been in contact with anyone who has Ebola/have traveled to a country that has Ebola virus.

**Confidentiality Agreement:** You signed a Confidentiality Form in orientation and were provided a copy of the form. Please take your copy of this Confidentiality Form with you to your clinical sites. **Please do not sign** other agency confidentiality forms. Contact your faculty if the agency requires you to sign their confidentiality form.

**Graduate Student Handbook:** Students are responsible for knowing and complying with all policies and information contained in the Graduate Student handbook online at: <http://www.uta.edu/nursing/msn/msn-students>

**Student Code of Ethics:** The University of Texas at Arlington College of Nursing and Health Innovation 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: <http://www.uta.edu/nursing/msn/msn-students>

**No Gift Policy:** In accordance with Regent Rules and Regulations and the UTA Standards of Conduct, the College of Nursing and Health Innovation has a “no gift” policy. A donation to one of the UTA College of Nursing and Health Innovation Scholarship Funds, found at the following link: is <http://www.uta.edu/nursing/student-resources/scholarship> would be an appropriate way to recognize a faculty member’s contribution to your learning.  For information regarding Scholarship Funds, please contact the Dean’s office.

**Online Conduct:** The discussion board should be viewed as a public and professional forum for course-related discussions. Students are free to discuss academic matters and consult one another regarding academic resources. The tone of postings should be professional in nature.

It is not appropriate to post statements of a personal or political nature, or statements criticizing classmates or faculty. Inappropriate statements/language will be deleted by the course faculty and may result in denied access to the Discussion boards. Refer to UTACON Graduate Student Handbook for more information.

***For this course Blackboard communication tools, discussion boards, and UTA MAV email will be used extensively and should be checked often.***

**Emergency Phone Numbers**:In case of an on-campus emergency, call the UT Arlington Police Department at 817-272-3003 (non-campus phone), 2-3003 (campus phone). You may also dial 911. For non-emergencies, call 817-272-3381.

**Department of Graduate Nursing**

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| **Judy LeFlore, PhD, RN, NNP-BC, CPNP-PC & AC, ANEF, FAAN**  Interim Associate Dean  Chair, Graduate Nursing Programs  Director, PNP, ACPNP, NNP Programs  Pickard Hall Office #518  Email address:  [jleflore@uta.edu](mailto:jleflore@uta.edu) | **Kathy Daniel, PhD, RN, ANP/GNP-BC, AGSF**  Associate Chair, Graduate Nurse Practitioner Programs  Pickard Hall Office #615  817-272-0175  Email address: [kdaniel@uta.edu](mailto:kdaniel@uta.edu) |
| **Lauri John, PhD, RN, CNS**  Associate Chair, Graduate Educator and Administration Programs  Pickard Hall Office #519  817-272-0172  Email address: [ljohn@uta.edu](mailto:ljohn@uta.edu) | **Rose Olivier**  Administrative Assistant I  Pickard Hall Office # 605  (817) 272-9517  Email address: [olivier@uta.edu](mailto:olivier@uta.edu) |
| **Janyth Mauricio (Arbeau)**  Clinical Coordinator  Pickard Hall Office # 610  (817) 272-0788  Email address:  [janyth.mauricio@uta.edu](mailto:janyth.mauricio@uta.edu) or  [npclinicalclearance@uta.edu](mailto:npclinicalclearance@uta.edu) | **Angel Trevino-Korenek**  Clinical Coordinator  Pickard Hall Office # 610  (817) 272-6344  Email address:  [angel.korenek@uta.edu](mailto:angel.korenek@uta.edu) |
| **Janette Rieta**  Administrative Assistant – NADM, NEDU  Pickard Hall #510  817-272-1039  [jrieta@uta.edu](mailto:jrieta@uta.edu) | **Christina Gale**  Support Specialist I (Assisting Vivian and Rose)  Pickard Hall Office #510  817-272-1039  Email address:  [christina.gale@uta.edu](mailto:christina.gale@uta.edu) |

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| **Graduate Advisors:** | |
| **Campus-based Programs:**  **NP Students with last Name A-L and Post MSN Certificate NP Program Students:**  Sheri Decker, Graduate Advisor III  Pickard Hall Office # 611  (817) 272-0829  Email: [s.decker@uta.edu](mailto:s.decker@uta.edu) | **Campus-based Programs:**  **NP Students with Last Name M-Z and ALL NNP Program Students:**  Luena Wilson, Graduate Advisor I  Pickard Hall Office # 613  (817) 272- 4798  Email: [lvwilson@uta.edu](mailto:lvwilson@uta.edu) |
| **Off –campus (AP) ADM/EDU/FNP**  **Students with last name A-L**  Lisa Rose, Graduate Advisor II  Pickard Hall Office #628-B  817-272-9087  Email:  [lirose@uta.edu](mailto:lirose@uta.edu) | **Off –campus (AP) ADM/EDU/FNP Students  with last name M-Z**  Caitlin Wade,Graduate Advisor II  Pickard Hall Office #631  817-272-9397  Email:  [cwade@uta.edu](mailto:cwade@uta.edu) |