THE UNIVERSITY OF TEXAS AT TYLER

COLLEGE OF NURSING
&
HEALTH SCIENCES

N4631.060 On-line - Nursing Leadership and Management
Syllabus
Spring 2015

FACULTY:
Vicki Jowell, MSN, RN
Office: 903-566-7194
BRB 2045
vjowell@uttyler.edu

The content of this course Syllabus/WEB site is subject to change at the discretion of the faculty leaders according to current learning needs.
N4631 WEB - Nursing Leadership and Management: COURSE SYLLABUS

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1.0 Semester Hours/Prerequisites and Placement in the Curriculum:
Six (6) credit hour course with didactic and clinical components for students enrolled in 4631. Prerequisites-Successful completion of NURS 3303, NURS 3312, NURS 3415.

2.0 Course Description:
Synthesis of theories and concepts related to critical thinking, change theory, conflict resolution, delegation, and changes that impact the health care delivery system is discussed. Theories and concepts related to leadership and management are presented. Opportunities for theory application are provided in selected structured and unstructured settings.

3.0 Course Objectives:
Upon completion of the course, the student will:
1. Assume responsibility for professional development, including the exploration of role diversification and life-long learning.
2. Integrate concepts of basic organizational and systems leadership with the culture of the organization to coordinate quality patient care.
3. Integrate theory and research knowledge in the formulation, implementation, and evaluation of nursing leadership/management actions.
4. Analyze patient care technologies, information systems, and communication devices that support safe nursing practice.
5. Integrate knowledge of the social/political forces, economic resources, and regulatory processes that impact health care delivery.
6. Collaborate with the inter/intra interdisciplinary team to optimize patient outcomes that reflect human caring.
7. Demonstrate professional values based on moral, ethical, and legal aspects of nursing practice.
8. Utilize the nursing process to provide safe, holistic, evidenced based patient centered care to diverse populations through health promotion, maintenance, and restoration.

Approved UG Studies: 5/12
4.0 On-line Teaching Strategies:
Outlines, notes, case studies, critical thinking activities, discussion board activities, audio-visual materials, journals, and clinical activities.

5.0 Learning Activities:
On-line class and clinical theory/content discussions, exams, and assignments based on text material, web resources, and clinical case study situations.

6.0 Outcome Goal:
The outcome goal of Nurs4631 RN .060, Nursing Leadership and Management is for students to demonstrate senior level application of the following professional concepts of the BSN program at The University of Texas at Tyler:
- Principles of Human Caring, Critical Thinking, Evidence Based Practice/ Research and Holistic Health of the whole person as applied to Physiologic, Psychological/Sociological, Developmental and Spiritual Human Needs in Clinical Judgment
- Professional Values as evidenced by Professional Accountability, Reflective Practice, Collaboration, Quality of Care
- Managing effective patient care including Safety and Ethical/Legal Applications
- Accountability and autonomy in lifelong professional learning.

7.0 Required Texts:


8.0 University and College of Nursing Policies

University Policies: The University of Texas at Tyler
University Policies Web link:
http://www.uttyler.edu/academicaffairs/syllabuspolicies.pdf

Students Rights and Responsibilities
To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link:
http://www.uttyler.edu/wellness/StudentRightsandResponsibilities.html

Grade Replacement/Forgiveness
If you are repeating this course for a grade replacement, you must file an intent to receive grade forgiveness with the registrar by the 12th day of class. Failure to do so will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates will receive grade forgiveness (grade replacement) for only three course repeats; graduates, for two course repeats during his/her career at UT Tyler.

State-Mandated Course Drop Policy
Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the 12th day of class (See Schedule of Classes for the specific date).
Exceptions to the 6-drop rule may be found in the catalog. Petitions for exemptions must be submitted to the Registrar’s Office and must be accompanied by documentation of the extenuating circumstance. Please contact the Registrar’s Office if you have any questions.

Disability Services
In accordance with federal law, a student requesting accommodation must provide documentation of his/her disability to the Disability Support Services counselor. If you have a disability, including a learning disability, for which you request an accommodation, please contact Ida MacDonald in the Disability Support Services office in UC 282, or call (903) 566-7079 http://www.uttyler.edu/academicaffairs/syllabuspolicies.pdf

Student Absence due to Religious Observance
Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second class meeting of the semester.

Student Absence for University-Sponsored Events and Activities
If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor) must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed.
Social Security and FERPA Statement:
It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g., via e-mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

Emergency Exits and Evacuation:
Everyone is required to exit the building when a fire alarm goes off. Follow your instructor’s directions regarding the appropriate exit. If you require assistance during an evacuation, inform your instructor in the first week of class. Do Not re-enter the building unless given permission by University Police, Fire department, or Fire Prevention Services.

College of Nursing and Course Policies:
Students are expected to access and read these policies and complete and submit the “CON Student Affirmation Form” and the “Course Materials Agreement Form” to the Blackboard assignment link on the Assignments Page:
Available on Course Blackboard: Course Syllabus and Course Materials
Available on College of Nursing Blackboard: Academic Integrity

9.0 Grading Policies:
Completion of NURS 4631.060 is based on satisfactory attainment of all course criteria. Any student who fails to meet the course objectives in either the classroom or clinical area must repeat the entire course and may not progress.

Satisfactory completion of this course is based on:
Attainment of both theory criteria, with a minimum of C, and Clinical criteria. A student who fails to meet the objectives for class or clinical or any student determined unsafe in clinical must repeat the entire course. Clinical is graded on a pass/fail basis.

THEORY:

<table>
<thead>
<tr>
<th>Exam</th>
<th>Percentage</th>
</tr>
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<tbody>
<tr>
<td>Exam 1</td>
<td>22%</td>
</tr>
<tr>
<td>Exam 2</td>
<td>22%</td>
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<tr>
<td>Exam 3</td>
<td>22%</td>
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<tr>
<td>Exam 4</td>
<td>24%</td>
</tr>
<tr>
<td>Discussion/Participation</td>
<td>10%</td>
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</tbody>
</table>

The simple average of the exam grades before weighted calculation is performed must be 75 or above to pass the course. Grades will not be rounded when calculating the average (74.5-74.9 is not rounded to 75. Students with an exam average of 75 or higher will have course grades calculated based on the weighted calculation of the exams and other required course work.

Course grades will be assigned on the following scale:

- A = 90-100
- B = 80 - 89
- C = 75 - 79
- D = 60 - 74
- F = Below 60
Clinical Activities = Pass/Fail

See policies for the College of Nursing requiring a grade of C or above for student progression in the nursing program.

**Clinical grading:** The clinical component of the course is graded on a pass/fail basis. Students are required to make a grade of C or above in the clinical component in order to get credit for the course. On-line clinical activities serve as virtual clinical experiences.

**Student Success Coaching:** Students making a grade of C or below on any theory exam, clinical assignment, or other required course activity are required to participate in academic coaching activities designed by course faculty.

**Assignment and Examination Policy**
Student assignments will not be re-graded. At the instructor’s discretion, assignment requirements may be clarified to promote student success.

**Examination and Academic Standards Policies**

- Exam grades will be posted on-line along with grade feedback. Any student achieving an examination grade less than 75% must schedule an appointment with faculty within 10 school days from the return of the exam grade.

- Students are expected to assume full responsibility for the content and integrity of all academic work submitted as homework and examinations.

- Students are advised to review the UTT Academic Dishonesty Policy and Academic Integrity Policy in the current College of Nursing Student Handbook and Academic Integrity Policy for UTT students at www.uttyler.edu click on current students, then Vice-President for Student Affairs, the Student Guide for Conduct and Discipline at UT Tyler. These policies are fully endorsed and enforced by all faculty in the College of Nursing.
  - Plagiarism, cheating, and collusion are unacceptable and if found violating any of these standards the student will be disciplined accordingly. (See BSN/MSN Nursing Student Guide for definitions)
  - The College of Nursing reserves the right to dismiss students from the program for any infraction of a legal, moral, social, or safety nature, pursuant to the procedures detailed in the Regent’s Rules.

**10.0 Course Schedule**
The course schedule/class schedule will be posted on Blackboard under Course Information and Course Syllabus tabs. Assignments and due dates are listed on the course schedule and may be subject to changes as the semester unfolds.
11.0 Clinical Requirements

Grading: The final Clinical component grade is on a Pass-Fail basis. Students are required to make a grade of 75% or above in the course’s clinical component in order to pass the component and have passing Theory grades counted for course credit. A Pass Clinical grade is based on achieving an average grade of 75% or more indicating successful completion of assigned on-line clinical experiences.

N4631 WEB - Nursing Leadership and Management CLINICAL OBJECTIVES AND ROLE EXPECTATIONS

The following are skills/behaviors expected of the RN Leadership and Management student. The clinical objectives, with instructor feedback, will guide your clinical experience to build on and increase your knowledge and skills base, using evidence-based practice and reflective practice with a focus on the ability to synthesize theories and concepts related to critical thinking, change theory, conflict resolution, delegation, and changes that have an impact on the health care delivery system. Clinical objectives will be met in assigned on-line clinical exercises and activities and theory assignments that include virtual clinical applications.

Clinical Objectives for Mastery Skills Demonstrated in Case Studies and Clinical Problems:

Provider of Care
1. Synthesize clinical knowledge for planning and evaluating complex care priorities.
2. Critique nursing care examples for holistic care elements including teaching and advocacy.
4. Rank healthcare delivery strategies according to advantages or disadvantages for the nurse manager and for the staff nurse.
5. Evaluate legal and ethical aspects of quality assurance and risk management.
6. Contribute ideas for implementing a service philosophy to positively affect nurse-consumer relationships.

Coordinator of Care
7. Apply theory and research knowledge in the formulation and evaluation of nursing leadership and management styles and actions.
8. Evaluate cost issues in healthcare delivery and ethical implications of financial decisions that affect delivery of effective patient care.
9. Apply concepts of professionalism, organizational culture, and health care delivery systems to nurse roles in interdisciplinary practice.
10. Integrate change theory into entry level leadership/management strategies in structured and unstructured settings.
11. Rate effective staffing and scheduling practices that are critical to the nurse manager’s ability to deliver safe and effective care and service.
12. Evaluate the nurse manager’s contributions to health agency strategic planning, goal-setting, and marketing.
13. Evaluate strategies for maximizing the nurse leader’s and manager's actions in effective team building including conflict management.
14. Propose effective delegation strategies with legal and ethical considerations.
15. Evaluate nurse manager strategies and tools for hiring, supervising, and managing staff.
16. Reflectively critique experiences in the role transition process of moving from a clinically focused position to a supervisory position.

**Member of the Profession**
17. Recommend strategies to promote professional accountability in nursing leadership and management roles.
18. Evaluate nursing leader and manager actions according to laws and standards of UT Tyler College of Nursing, Texas Board of Nursing, and ANA Code of Ethics.
19. Evaluate nurse leader roles in shaping future health care policy through individual action and professional organization participation.

**Communication**
21. Demonstrate professional communication skills in quality of writing and reporting nurse management and collaborative practices.
22. Show reflective evidence of increasing role awareness in holistic caring practice.
23. Evaluate available research evidence for best practice.

**Safety**
24. Rate effectiveness of interventions to prevent safety risks and provide safe environments.
25. Critique legal and ethical actions of nurse leaders and managers aimed at providing safe patient care.
26. Evaluate nurse leader and manager strategies for providing confidential and secure patient care technology.

**Role Transition and Development**
27. A major emphasis of course experiences is to promote transition from the role of ADN to role behaviors at the BSN level through application of theory and research to clinical situations and evidence based practice. All clinical activities, assignments and communication are designed to reflect progress in meeting this goal.
28. By the end of the semester, the RN-BSN student should be able to demonstrate BSN competencies in course learning outcomes and express a clear vision of lifelong professional learning goals as graduates and practicing clinicians.