Stephen F. Austin State University  
DeWitt School of Nursing

LEADERSHIP: RN-BSN Program  
Course Number: NUR 441  
Section Number(s): 501

ALL INFORMATION IN THIS SYLLABUS IS SUBJECT TO THE WRITTEN POLICIES AND PROCEDURES OF THE SCHOOL OF NURSING, STEPHEN F. AUSTIN STATE UNIVERSITY, NACOGDOCHES, TEXAS.

IN THE CASE OF COMMISSION, OMISSION, AMBIGUITY, VAGUENESS, OR CONFLICT, THE POLICIES AND PROCEDURES OF THE SCHOOL OF NURSING SHALL CONTROL.

EACH STUDENT SHALL BE RESPONSIBLE FOR ACTUAL AND/OR CONSTRUCTIVE KNOWLEDGE OF THE POLICIES AND PROCEDURES OF THE SCHOOL OF NURSING AND FOR COMPLIANCE THEREWITH.

EACH STUDENT IS RESPONSIBLE FOR ALL INFORMATION IN THIS SYLLABUS.

This syllabus is provided for informational purposes only.
Faculty Contact Information

Name: Christopher Ryan, DNP, RN  
Department: Nursing  
Email: ryanc@sfasu.edu  
Phone: (936) 468-7736  
Office: Room 128  
Office Hours: Monday: By appointment  
Tu: 1100-1300 and 1530-1630  
Weds: 0900-1100 and 1300-1600  
Thurs: By appointment  
Friday: By appointment

Name: Joanie Selman, MSN, RN  
Department: Nursing  
Email: selmand@sfasu.edu  
Phone: (936) 468-7726, cell 936-674-7896  
Office: Room 174  
Office Hours: Monday: By appointment  
Tu: By appointment  
Weds: 0900-1100 and 1300-1500  
Thurs: 0900-1100 and 1300-1500  
Friday: By appointment

Please call in advance as times may vary due to committee obligations, lecture time, and clinical.

Class meeting time and place: Online
This is an internet-based course and will require you to have a computer with internet access. If you are a first time online student there may be issues on personal computers that need to be addressed, such as JAVA or pop-up blocker, etc., so that there are no problems when it comes time to either review material or post material. To access the course, you must use your SFA username and password. Logon to Desire to Learn:Brightspace at https://d2l.sfasu.edu. Enrolled courses should be visible on your D2L home page. If you need technical support or have any questions, please contact the computer helpline at 936-468-1212 or D2L/Brightspace support at 936-468-1919.

Text and Materials:
ISBN No.978-0-323-18577-6
Course Description
This course builds upon principles and theories from previous, concurrent and prerequisite courses. Students will have the opportunity to acquire and apply critical thinking, management, leadership, and nursing theories and evidenced-based research (EBR) while coordinating nursing care of multiple clients. The role of the nurse as a leader and manager within the interdisciplinary healthcare team and system will be emphasized. Students will utilize communication, management skills, nursing process, and legal guidelines when providing holistic care to groups of clients from diverse spiritual, ethno-cultural and socioeconomic backgrounds.

Number of Credit Hours
4 credit hours (2 lecture/6 hours clinical practicum)

Course Prerequisites and Co-requisites
Prerequisites: None

Program Learning Outcomes
Graduates of the program will:
1. Apply knowledge of the physical, social, and behavioral sciences in the provision of nursing care based on theory and evidence based practice.
2. Deliver nursing care within established legal and ethical parameters in collaboration with clients and members of the interdisciplinary health care team.
3. Provide holistic nursing care to clients while respecting individual and cultural diversity.
4. Demonstrate effective leadership that fosters independent thinking, use of informatics, and collaborative communication in the management of nursing care.
5. Assume responsibility and accountability for quality improvement and delivery of safe and effective nursing care.
6. Serve as an advocate for clients and for the profession of nursing.
7. Demonstrate continuing competence, growth, and development in the profession of nursing.

General Education Core Curriculum Objectives/Outcomes
None

Student Learning Outcomes
The student will
1. Relate concepts and principles of the arts, sciences, humanities, management, and nursing as a source for making nursing practice decisions with groups of clients, families, and healthcare teams within a healthcare system.
2. Model responsibility and accountability using consistent behavior patterns and professional communication skills.
3. Evaluate evidence-based research for applicability of findings to managing groups of clients and a healthcare team.
4. Evaluate delivery of care by members of the interdisciplinary healthcare team.
5. Incorporate and implement management and nursing processes to formulate plans of care.

6. Address moral, economic, and legal issues affecting nursing practice with groups of clients, families, and health care teams.

7. Practice interdisciplinary collaboration respecting holistic, socio-economic, spiritual, and ethno-culturally diverse characteristics of clients and team members.

**Differentiated Essential Competencies (DEC’s)**

The Richard and Lucille DeWitt School of Nursing prepares graduates to demonstrate the *Differentiated Essential Competencies of Graduates of Texas Nursing Programs Evidenced by Knowledge, Clinical Judgments, and Behaviors (DECs).* The competencies are based upon the preparation in the program of study. In nursing education, the DEC’s serve as a guideline and tool for curriculum development and revision, a tool for benchmarking and evaluation of the program, and statewide standard to ensure graduates will enter practice as safe and competent nurses. The DECs are incorporated into every course in the SON to ensure uniformity and continuity of standards. Please refer to the Texas BON website for additional information. [http://www.bon.texas.gov/](http://www.bon.texas.gov/)

**Attendance Policy**

This is an online course. No attendance will be taken. Be aware that faculty can monitor the amount of time spent in the Desire 2 Learn (D2L) material.

**Academic Integrity (A-9.I)**

Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy of penalties for cheating and plagiarism.

**Definition of Academic Dishonesty**

Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another is an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one’s own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from a internet source or another source; and (3) incorporating the words or ideas of an author into one’s paper without giving the author due credit.

Please read the complete policy at [http://www.sfasu.edu/policies](http://www.sfasu.edu/policies)

**Withheld Grades (Semester Grades Policy A – 54)**

Ordinarily, at the discretion of the instructor of record and with approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work
within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

The circumstances precipitating the request must have occurred after the last day in which a student could withdraw from a course. Students requesting a WH must be passing the course with a minimum projected grade of C.

**Students with Disabilities**
To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004/ 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aides to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to [http://www.sfasu.edu/disabilityservices/](http://www.sfasu.edu/disabilityservices/).

**Acceptable Student Behavior**
Students who do not participate online regularly or who perform poorly on class projects/exams may be referred to the Early Alert Program. This program provides students with recommendations for resources or other assistance that is available to help SFA students succeed.

Please remember to keep all interaction on a professional level, including courtesy and respect. If you are reviewing a colleague’s post or work, please remember to be courteous, pointing out strong points as well as areas that might benefit from modification.

Observe proper net etiquette when posting online. Remember to keep all interactions on a professional level including courtesy, respect, relevant, brief, and forgiving. Avoid profanity, personal attacks, or offensive comments. See the following link for guidelines: [http://www.educatorstechnology.com/2014/06/15-essentialnetiquette-guidelines-to.html](http://www.educatorstechnology.com/2014/06/15-essentialnetiquette-guidelines-to.html)

**All students are responsible for the Policies and Procedures of the School of Nursing.** These can be found online at [http://www.fp.sfasu.edu/nursing/](http://www.fp.sfasu.edu/nursing/)

**Course Design**
This online course is delivered through Desire to Learn’s Brightspace platform. The course is presented in learning units listed as week 1, 2, etc. The student should work their way through each week in the order that it is presented. Assignments will accompany each module such as discussion boards and research article reviews. Five exams, including a comprehensive final, will evaluate the student’s knowledge of the material. In addition to the didactic component, an 84-hour leadership/management clinical practicum is included to provide an opportunity for the student to further develop leadership/management skills. Successful completion of the course includes a
weighted mean of 75% or greater in the course, have a weighted mean of \textbf{75\% or greater for the test average, and pass clinical.}

\textbf{Clinical Leadership Experience}

The purpose of the leadership/management clinical practicum is to provide the senior nursing student an 84-hour clinical practicum. The senior student will implement beginning leadership skills by utilizing critical thinking and decision-making skills while working with a preceptor in a leadership/management position. \textbf{All preceptors chosen by the student must have at least a BSN. All preceptors must be at a higher managerial level in the organizational structure than the student’s current position. The student may not receive monetary compensation during the clinical experience.}

The student must notify the Nur 441 instructor(s) for preceptor(s) approval. After receiving approval, the student must complete a preceptor agreement form and scan and email, fax 936-468-7752, or hand deliver the signed (by the preceptor) completed form to the instructor. Preceptor forms are located on D2L in Course Content under Clinical Information.

Clinical journals/assignments with specific instructions are located in D2L under clinical information.

\textbf{Clinical Hours Distribution:}

\begin{tabular}{|l|c|}
  \hline
  Leadership/Management Practicum & 84 hours \\
  \hline
  \textbf{Total Clinical Hours} & \textbf{84 hours} \\
  \hline
\end{tabular}

\textbf{Hospital:} Student shall have an approved preceptor (approved by course faculty) to supervise their clinical experience. Preceptor agreements (Form 72)

\textbf{Leadership Clinical Learning Objectives}

1. Complete an informal and formal organizational assessment.
2. Demonstrates a beginning or improved leadership role in achieving management goals.
3. Analyze and apply theory processes, skills, functions and techniques of leadership and management, including critical thinking, change theory, advocacy, planning, budgeting, and staffing processes, managing conflict, delegation, decision-making, problem-solving, motivating and quality improvement for an assigned group of clients.

\textbf{Grading Policy}

\textbf{Clinical} Pass/Fail

\textbf{Clinical Evaluation-} At the conclusion of the clinical experience, the student will present to each preceptor with a copy of the preceptor evaluation form. The form is to be completed by the preceptor and either the preceptor fax the form to the school of nursing or the student fax, scan and email or hand deliver to the instructor.

Also, after receiving all clinical assigned paperwork, the instructor will complete a student summative evaluation at the end of clinicals. The student will read and sign the evaluation and return a signed copy to the instructor.
ABSENCE FROM CLINICAL POLICY:

Attendance is mandatory for all clinical hours. The student has the responsibility to be present and punctual for all agency and client appointments.

To be an excused absence the student must be excused directly by the clinical instructor. If so directed by the instructor, the student must bring a written excuse from the health provider. The student will also be responsible for reporting the absence directly to the clinical site contact person that is provided in the list of clinical sites.

All absences from the clinical setting must be made up. Dates and times for the rescheduling of the clinical day need to be approved by both the instructor and preceptor.

Unexcused absences will result in a clinical “F” day. Unexcused absences are defined as any absence that was not cleared with the instructor prior to the clinical experience, or any absence not directly related to illness of self or death of immediate family member or significant other. Failure to call instructor, preceptor, not showing for clinical or being late for clinical will result in a “Clinical F Day.” Absence from the clinical area exceeding 10% will result in a clinical failure regardless of the reasons. See School of Nursing Policy # 21.

Students may not receive more than 2 clinical "F" days and receive a passing grade in the course.

REQUIREMENTS FOR PASSING CLINICAL:

To receive a satisfactory clinical grade, the nursing student must:
1. Adhere to the policies stated in the student handbook.
2. Give a satisfactory demonstration of will beginning leadership proficiencies by utilizing critical thinking and decision-making skills.
3. Give satisfactory performance in all oral or written recordings and complete any prescribed remediation.
4. Completion of journal/reflection papers and other clinical assignments required by faculty.
5. Completion of 72 hours with preceptor and satisfactory completion of all clinical paperwork.
6. Deliver signed preceptor evaluation of student form to faculty as instructed.
7. Sign and return “end of clinical” faculty evaluation to faculty as instructed. Student will receive clinical failure for not attending the clinical or failing to submit clinical evaluation forms. This may result in failure of NUR 441.
Grading Policy

It is necessary to obtain an average of 75 in the class exam grades to pass this course. An exam average below 75 or a course average below 75 constitutes failure of Nursing 441 and will result in a grade of “F” on the transcript. Clinical will be graded as a Pass/Fail. You must pass both the class and clinical in order to pass Nursing 441.

Didactic

<table>
<thead>
<tr>
<th>Activity</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exam #1</td>
<td>17%</td>
</tr>
<tr>
<td>Exam #2</td>
<td>17%</td>
</tr>
<tr>
<td>Exam #3</td>
<td>17%</td>
</tr>
<tr>
<td>Exam #4</td>
<td>17%</td>
</tr>
<tr>
<td>Discussion Board</td>
<td>17%</td>
</tr>
<tr>
<td>Research Article</td>
<td>5%</td>
</tr>
<tr>
<td>E-portfolio</td>
<td>5%</td>
</tr>
<tr>
<td>End of Course HESI</td>
<td>5%</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
</tr>
</tbody>
</table>

Grading Policy
A = 89.5 - 100%
B = 79.5 - 89.4%
C = 74.5 - 79.4%
F = Below 74.5

Course Requirements:

Everything will be open (except exams) at the beginning of the course. Each graded activity will close at a specified time as listed in the Course Timeline. This allows you to work ahead as your schedule permits. You will know the quiz grade as soon as it is submitted. You may work ahead but you may not get behind. No late work will be accepted.

Participation in Online Course Activities:

Discussion Boards — The student is expected to participate in the online discussion group. Each student’s responses to the discussion topics will be posted online. The student is expected to share his/her responses to at least one individual discussion question per module and to make one comment to another student’s posting each week a topic from the Discussion Board is posted. No late posts accepted.

The purpose of the Weekly Discussions is to develop a scholarly and dynamic exchange between you, faculty, and other students in the course promoting an active and engaging on-line learning community. Your success and the success of your classmates in a
positive learning environment is dependent on discussion participation and timely completion of assignments.

- The two weekly posts consist of one Initial post and a minimum of one response to peers.
- The electronic week begins on Monday at 12:01 am CST and ends on Sunday at 11:59 pm CST.
- Initial Posts will be completed by Friday at 11:59 to allow sufficient time for other students to respond.
- There are no “make-ups” for not posting to the Weekly Discussions. If you need to be away or do not have computer access, you need to make alternative arrangements for participation and actively engaging in the course to meet weekly discussion requirements.
- Students must read and respond to a minimum of one peer posts each week.
- Students must provide references in current APA format for all posts.
- It is recommended that you prepare your weekly discussion posts in Microsoft Word and then cut and paste into the Blackboard discussion. This is because Blackboard ‘times out’.
- All discussions posted must reflect proficient writing standards.
- Posts must be in the correct Weekly Discussion board or no points will be awarded.
- Students will not be able to view other students’ discussions until an initial post is completed.

**Grading of discussion post/peer response**

Participation should be focused on the discussion topic and will be scored on a rating scale of 0 to 5, as follows, with 5 being the highest score and 0 indicating a complete lack of participation. Peer response will also be graded on a rating scale of 0 to 5. Please see the attached rubric for specific grading criteria.
<table>
<thead>
<tr>
<th>5 Points</th>
<th>3 Points</th>
<th>1 Point</th>
<th>0 Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>The response to the question is thought provoking and the discussion represents knowledge learned from assigned readings and/or other reference materials. The discussion post exceeds the minimum requires wth references correctly supplied in APA format.</td>
<td>The discussion post contains the minimum requirements.</td>
<td>The discussion post did not demonstrate any significant relationship to the assigned readings or to material presented in class and did not meet the minimum requirements.</td>
<td>No participation in the discussion within due date/time.</td>
</tr>
</tbody>
</table>

Exceeds the minimum requirements for the assignment. Consistently responsive to peer posts with meaningful, substantive comments and relevant viewpoints facilitating discussion. | Responds to at least one post with adequate comments while meeting the minimum requirements. | Responds to at least one peer post with marginal or un-substantive comments.(e.g., "Good. I agree and I liked your comment.") | No peer response within due date/time. |

**Exams:**

Students are expected to answer the multiple-choice questions in the Exams. You will have 4 Exams each worth 17% of the final grade each. The comprehensive HESI exam will be worth 5 % of the final grade. Four exams will be given on D2L and one exam (HESI exam) will be given on hesiinet.com.

On D2L exams, clicking the “Submit” button after answering all questions activates the instant feedback, including rationales for incorrect responses, and automatically sends a record of the student’s score to the online grade book. You will be given 1 attempt to take the exam and it must be submitted on time according to the schedule. The exam is timed at 90 minutes each therefore, take note of the time in order to answer all the questions.
within the time period allowed. No late exams will be accepted. Please make arrangements to complete the exam by the due date.

**HESI Exam:**
At the end of the semester, a standardized leadership exam is given. The conversion score from your HESI Leadership Exam will be included as part of your grade. This conversion score will be available at the end of the exam. This test must be taken on SFA’s campus according to the course timeline or at a pre-approved testing facility/Proctor U. Contact your instructor to get approval for a testing facility if you are unable to attend the HESI Exam listed on the course Timeline. See instructions on D2L for the use of proctor U.

**MAKE-UP TESTS AND EXAMINATIONS**
No make-up tests without prior approval from instructor.

**e-Portfolio:**
As a professional nurse, a portfolio that is well prepared provides "evidence" to an employer of your accomplishments, skills, abilities and it documents the scope and quality of your experience and training. It is an organized collection of documentation that presents both your personal and professional achievements by providing evidence in a concrete way. This assignment will allow you to add to your portfolio by using a website to showcase your accomplishment in the RN BSN program.

**Research Article for Leadership Application:**
This assignment is to allow the student to select a current research article with an emphasis on leadership principles and its application to the practice in nursing leadership and management. Evaluation will be determined by technical competency, critical thinking and reflection, critical thinking and analysis, and application to current leadership clinical events.

**Clinical Reflection Journal:**
You will submit seven (6) journal entries of your experiences and application of leadership concepts in your clinical practice. Each journal entry will represent 12 hours of clinical practice as some students may have 8 hour shifts.
## Course Timeline

### Textbook for assigned reading


Please note: The electronic week begins on Monday at 0000 CST (12:00 AM) and ends on Sunday at 2359 CST (11:59 PM). Please refer to your syllabus for discussion board (initial and follow up postings) due dates and times. All other assignments are due by the “end” of the electronic week.

| Week 1  | 1/22/19-1/27/19 | View ppts and read Chapters-1,2,3  
|         |                | Discussion Board #1 Due by Sunday night 1159.  
|         |                | See discussion board instructions on D2L  
| Week 2  | 1/28/19-2/3/19 | View ppts and read Chapters-4,5,6  
|         |                | Discussion Board #2. Due by Sunday night 1159  
|         |                | See discussion board instructions on D2L  
| Week 3  | 2/4/19-2/10/19 | View ppts and read Chapters-7,8  
|         |                | Discussion Board #3. Due by Sunday night 1159  
|         |                | See discussion board instructions on D2L  
| Week 4  | 2/11/19-2/17/19 | Exam #1 (Chapters 1-8) given on D2L  
|         |                | Opens Thurs 0001, closes Friday 2359.  
|         |                | Total exam length 90 minutes.  
| Week 5  | 2/18/19-2/24/19 | View ppts and read Chapters-9,10  
|         |                | Discussion Board #4. Due by Sunday night 1159  
|         |                | See discussion board instructions on D2L  
| Week 6  | 2/25/19-3/3/19 | View ppts and read Chapters-11,12,13  
|         |                | Discussion Board #5. Due by Sunday night 1159  
|         |                | See discussion board instructions on D2L  
| Week 7  | 3/4/19-3/10/19 | View ppts and read Chapters-14,15  
|         |                | Discussion Board #6. Due by Sunday night 1159  
|         |                | See discussion board instructions on D2L  
| Week 8  | 3/11/19-3/17/19 | Exam #2 (Chapters 9-15) given on D2L  
|         |                | Opens Thurs 0001, closes Friday 2359.  
|         |                | Total exam length 90 minutes.  
|         | 3/18/19-3/24/24 | Spring Break--Enjoy  
| Week 9  | 3/25/19-3/31/19 | View ppts and read Chapters-16,17,18  
|         |                | Discussion Board #7. Due by Sunday night 1159  
|         |                | HESI testing location preference is due in the Drop box.  
|         |                | See discussion board instructions on D2L  
| Week 10 | 4/1/19-4/7/19  | View ppts and read Chapters-20,21  
|         |                | **Research article summary. Due by Sunday night 1159**  
|         |                | See syllabus/D2L for instructions.  
| Week 11 | 4/8/19-4/14/19 | View ppts and read Chapters-22,23,24  
|         |                | Discussion Board #8. Due by Sunday night 1159  
|         |                | See discussion board instructions on D2L  


| Week 12 | 4/15/19-4/17/19 | **Exam #3** (Chapters 16-24) given on D2L  
****Opens Tues 0001, closes Wed 2359.  
Total exam length 90 minutes.  
Easter Break April 18-21 |
|---|---|---|
| Week 13 | 4/22/19-4/28/19 | View ppts and read Chapters-25,26,27  
Discussion Board #9. Due by Sunday night 1159  
See discussion board instructions on D2L |
| Week 14 | 4/29/19-5/5/19 | View ppts and read Chapters-28,29  
**** ePortfolio. Due by Sunday night 1159  
See syllabus/D2L for instructions. |
| Week 15 | 5/6/19-5/12/19 | **Exam #4** (Chapters 25-29) given on D2L  
Opens Thurs 0001, closes Friday 2359.  
Total exam length 90 minutes. |
| Week 16 | 5/13/19-5/17/19 | **Final Exam (HESI)**-comprehensive over all assigned chapters.  
Tuesday May 14 at 1200 (noon). Must be taken at SFA nursing school or an approved testing site.  
Total exam length 90 minutes |