CHIPOLA COLLEGE
COURSE SYLLABUS
Chipola's website: www.chipola.edu

COURSE TITLE:	**COURSE NUMBER:**
Nursing Leadership & Management	NUR 4827

COURSE DESCRIPTION (with prerequisites):

This course focuses on concepts, principles, and theories of leadership, management, role development, and administration. Skills required by the professional nurse leader including delegation of responsibilities, networking, facilitation of groups, conflict resolution, case management, collaboration, budgeting, cost effectiveness and resource allocation, managing quality and performance, and teaching are emphasized. 3 semester hours credit.

NAME(S) OF INSTRUCTORS:

To Be Determined

EFFECTIVE ACADEMIC YEAR:

2023-2024

REQUIRED TEXTBOOKS AND INSTRUCTIONAL MATERIALS:

Yoder-Wise, P. (2019) Leading and Managing in Nursing (7th Ed.) St. Louis, MO: Elsevier Mosby ISBN: 9780323449137

Also required: Previously purchased APA Manual (7th Ed.) ISBN: 9781433532185

GRADING POLICY:

The standing of a student in each course is expressed by one of the following letters and corresponding grading system:

A – 90 – 100
B – 80 – 89
C – 75 – 79
D – 60 – 74
F – 59 - 0

The Chipola Catalog provides policies and procedures regarding the grading system. A student's Grade Point Average is derived from the grading system/quality point scale.

ATTENDANCE AND WITHDRAWAL POLICIES:

Chipola College expects regular attendance of all students and for all instructors to record attendance daily. Students who are absent from classes for any reason other than official college activities must satisfy the instructor concerned that the absence was due to illness or other clearly unavoidable reasons. Otherwise, the student may suffer grade loss at the discretion of the instructor. Chipola policy allows each instructor to specify in the Instructor

First Day Handout whether or not an absence is excusable and what effect the absence or tardy may have on the grade.

A student is allowed to repeat a course a maximum of three (3) times. **On the third attempt a student (1) must bear the full cost of instruction (unless waived by Student Services), (2) cannot withdraw, and (3) must receive a grade.**

MAKE-UP POLICY:

Chipola allows each instructor to specify in the Instructor First Day Handout the makeup policy.

ACADEMIC HONOR CODE POLICY:

Students are expected to uphold the Academic Honor Code, which is based on the premise that each student has the responsibility to (1) uphold the highest standards of academic honesty in his/her own work; (2) refuse to tolerate academic dishonesty in the college community; and (3) foster a high sense of honor and social responsibility on the part of students. Further information regarding the Academic Honor Code may be found in the Chipola Catalog, Student Governance section.

STUDENTS WITH DISABILITIES POLICY:

Chipola College is committed to making all programs and facilities accessible to anyone with a disability. Chipola's goal is for students to obtain maximum benefit from their educational experience and to effectively transition into the college environment. Students with disabilities are requested to voluntarily contact the Office of Students with Disabilities to complete the intake process and determine their eligibility for reasonable accommodations.

NOTICE OF EQUAL ACCESS/EQUAL OPPORTUNITY AND NONDISCRIMINATION:

Chipola College does not discriminate against any persons, employees, students, applicants or others affiliated with the college in regards to race, color, religion, ethnicity, national origin, age, veteran's status, disability, gender, genetic information, marital status, pregnancy or any other protected class under applicable federal and state laws, in any college program, activity or employment.

Wendy Pippen, Associate Vice President of Human Resources, Equity Officer and Title IX Coordinator, 3094 Indian Circle, Marianna, FL 32446, Building A, Room 183C, 850-718-2269, pippenw@chipola.edu.

LIBRARY AND ON-LINE REFERENCE MATERIALS:

The library is a comprehensive learning resource center providing information in print, electronic, and multimedia format to support the educational objectives of the College. On-line catalogs, e-books, and electronic databases can be accessed through the Library Resources link within your course in Canvas or by using the *Search* icon on the Chipola Library website at www.chipola.edu/library. If you have questions about database usage, consult the "How to Use the Chipola Databases" on the Library website or call the Library at 850/718-2274 during regular hours. Library hours are posted each semester at the building entrance and on the Library website. See your Instructor First Day Handout for individual instructor recommendations and resources.

TECHNOLOGY RESOURCES:

The college's learning management system is **Canvas**. Classes become available on Canvas on the first day of the semester. It is the student's responsibility to log onto the Canvas system the first day of class to establish the first day of attendance and to check announcements. All official class communication must be through Canvas. For further information, contact your instructor or the Director of Learning Resources. The Canvas support hotline is available online in live chat and on the phone, toll-free, at 855-308-2812 for any issues utilizing Canvas. The **Technology Center**, located in the library, is equipped with computer workstations. Lab hours are posted each semester at the building entrance and on the Library website.

FREE TUTORING RESOURCES:

The Academic Center for Excellence (**ACE)** Lab, located in Building L, offers free tutoring from 8 a.m. to 5 p.m. and is equipped with computer workstations. ACE lab hours are posted each semester at the room entrance and on the website. Additionally, live online tutoring conferences and individual tutoring sessions are available for a variety of courses through ACE@Home. For a conference schedule or to schedule an individual appointment, visit "ACE Tutoring" in the left navigation from any course in Canvas.

ELECTRONIC DEVICE USAGE STATEMENT:

Classrooms should be free of all unnecessary distractions from the task of learning. Therefore, as a general rule, students should silence and avoid use of all electronic devices (laptops, phones, tablets, etc.) not being used for coursework. Consult first-day handouts for any specific policies related to the use of electronic devices in the classroom, as they may vary depending upon the nature of the course or the guidelines of the instructor. Faculty reserve the right to regulate the use of electronic devices and their accessories in class.

DISCIPLINE SPECIFIC COMPETENCIES / LEARNING OUTCOMES:

N1 Apply effective interpersonal relationship and leadership skills in the management concepts, decision making, delegation, and provision of high-quality nursing care in a variety of settings.

N2 Critically evaluate evidences-based findings from various sources, determine relevance and application to improve patient outcomes.

N3 Evaluate needs within various practices including acute care, long term care, and community settings and formulate teaching plans based on identified issues, and improved health care delivery.

N4 Serve as a change agent and client advocate in the practice of professional nursing with individuals, families, groups, and communities.

N5 Apply the nursing professional role and foundation, to promote effective teambuilding in the delivery of health teaching and counseling skills throughout the lifespan of the client.

N6 Identify and deliver culturally sensitive care to diverse populations served within various practice settings.

Professional Standards
Healthy People 2030

Linking Course-level Student Learning Outcomes with Discipline-Specific Competencies, Assessment Methods, and Artifacts		
COURSE-LEVEL STUDENT LEARNING OUTCOMES FOR NUR4827	**DISCIPLINE-SPECIFIC GENERAL EDUCATION COMPETENCIES**	**ASSESSMENT METHODS FOR COURSE LEVEL STUDENT LEARNING OUTCOMES** (see Notes below)
• Critique professional and research literature for use in nursing practice.	N2	DB, Proj, RP, W
• Examine the effective involvement of the professional nurse in setting local, state, national and international health care policy decisions.	N4	
• Analyze personal beliefs and values and how they affect individual nursing practice.	N1	
• Use a decision model to resolve ethical dilemmas.	N2	
• Demonstrate writing skills consistent with the published writing expectations of the College of Nursing.	N4	
• Share information and ideas in various professional and public arenas.	N1 – N6	
• Assume responsibility for lifelong learning including development of professional skills and knowledge base.	N1, N2, N3	
• Identify human, fiscal, and material resources necessary to promote effective and efficient health care outcomes of diverse populations	N2, N3, N5, N6	
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Notes: **Assessment Codes**

BO - Behavioral Observation
Cap Proj - Capstone Course
CF - Cumulative Final
Clin - Clinicals
CP - Case Plan
CS - Case Study
DB - Discussion Board
DE - Documented Essays
E - Essays

EX - Dept Exam
Exp - Experiments
F - Final Exam
H - Homework
Intern - Internship
J - Jury
JP - Judged Perf/Exh
Ob**s** - Teacher Observ
OT - Objective Tests

Port - Portfolio
Prac - Practicum
Pre/ Post - Pre-/Post-Tests
Proj - Projects
PS - Problem Solving
Q - Quizzes
R - Recital
RP - Research Papers
RPT - Report/Presentation

SD - Skills Demonstration
SE - Natl or State Standardized
Sk - Ck Skills Check-Off
SP - Skills Performance
T - Tests
UT - Unit Tests
W - Writing Assignments

MEANS OF ACCOMPLISHING STUDENT LEARNING OUTCOMES:

The instructor will assign and provide feedback to the online discussion board based on readings from the textbook. The instructor assigns and provides feedback on the three reflective journals to prepare students to complete a quality improvement project. The student will complete assigned discussions, reflective journals, and a quality improvement project.

ASSIGNMENT AND/OR COURSE OUTLINE

See your Instructor First Day Handout for individual instructor assignment schedule.