Leadership Immersion
NUR 465 section 734
On-line
4 Credits
Summer 2014

Catalog Course Description: Integration and application of theories, principles and practices of nursing leadership and management into contemporary practice settings.

Course Objectives: At the end of this course, students will:
1. Communicate effectively within complex health care organizations to optimize patient care. (Communication)
2. Evaluate factors contributing to sound clinical decision-making in nursing leadership situations. (Critical Thinking)
3. Synthesize data and pertinent information to support evidence-based nursing practice. (Evidence-based Practice)
4. Analyze major variables influencing leadership in health organizations and professional nursing practice environments. (Health Promotion and Risk Reduction, Global and Cultural Competence, Ethical Practice)
5. Examine the coordination of patient care management across healthcare sectors. (Illness and Disease Management, Global & Cultural Competence)
6. Apply concepts of quality and safety using structure, process, and outcomes measures to identify clinical questions and describe the process of changing current practice in nursing care delivery systems within a healthcare organization. (Nursing Therapeutics)
7. Synthesize a personal nursing leadership philosophy based on theory and research. (Professional Leadership)

Prerequisites: NUR 355 and NUR 340 and NUR 336 and NUR 400

Co-requisites: NUR 455 concurrently

Standards Documents: The curriculum is guided by the following documents:


Faculty: Peggy Campbell, MSN, RN BC
Instructor
Office: W109A Owen Graduate Center
Phone: 517-214-3436
Email: peggy.campbell@hc.msu.edu
Office Hours: Mondays, 1-3 p.m.
Costellia Talley, PhD, RN, ACNS-BC
Assistant Professor
Office: Bort Building for Nursing Education and Research, 1355 Bogue St., Room #C247
Phone: 517/353-4737
Email: costellia.talley@hc.msu.edu
Office Hours: To be arranged to accommodate student schedules.

Instruction:

a. Methodology: Theoretical content is offered using a variety of methods, including but not limited to on-line learning modules, assigned readings from text and journal articles, a variety of writing assignments and asynchronous discussion forums facilitated by course faculty members. Students are expected to complete 45 hours of on-site clinical activities.

b. Writing Requirements: NUR 465 is a tier II writing course. The quality of your work is expected to be of a quality consistent with a senior level college student (i.e. more scholarly and rigorous than a freshman or sophomore level paper). College of Nursing Specific Tier II Writing Criteria can be found at: http://www.reg.msu.edu/Read/UCC/nur.pdf. All papers, unless otherwise noted in the lesson, are expected to follow APA format including the use of a title page, running head and page numbers, formatting of the body of the paper and reference citation, and a reference page. Expectations for the quality of work are available in the course pack, and papers will be graded using the rubrics provided. It is also expected that students shall submit content and work that is their own, and not that of someone else. Please see University policies on academic integrity.

c. Required Texts:


American Nurses Association Electronic Books (E-books)


American Nurses Association (2010). Nursing Scope and Standards of Practice<http://catalog.lib.msu.edu/record=b8270966%7ES39a%20> (2nd ed.). Silver Spring, MD


(Note to Students: Access these e-books through the MSU Libraries Catalog or the Nursing E-book page: http://libguides.lib.msu.edu/nursingebooks. These e-books allow unlimited concurrent users.)

Optional Texts: none
a. **Required Resources, References, and Supplies:**
   MSU Distance Learning Services
   1.800.500.1554 (24 hrs, 7 days/week)
   517.355.2345 (24 hrs, 7 days/week)
   [help.d2l.msu.edu](http://help.d2l.msu.edu) (D2L Help link in upper right corner)
   Always check with the D2L Help Line first!

   A course calendar will be posted in the D2L NUR 465 site. Any updates or changes to the calendar or syllabus will be noted in a D2L announcement and through email. Students are responsible for adhering to any changes to the calendar or syllabus.

   A course pack is provided in D2L with detailed course expectations, course policies and forms and rubrics. Any revisions necessary to the course pack will be posted in the D2L NUR465 Announcements.

b. **Frequently Called Telephone Numbers**
   Simulation Lab, Life Sciences; 355-5765 (with answering machine)
   Media Lab (Andy Greger) Life Sciences, 353-9020
   College of Nursing Student Support Services A117 Life Sciences 353-4827.

c. **Indicators:**
   1. Case Management Related Topic Analysis
   2. Philosophy Paper or Arts Project

**Evaluation:**

a) Learning Assessments and Grading:
   - Exams (three exams) 30% of grade
   - Written Assignments 40% of grade
   - Clinical Course Performance 30% of grade
   (A minimum score of 75% is necessary in each of the three areas in order to pass the course)

b) Exams are completed online through D2L and are not proctored. Exams may consist of multiple choice, short answer, or essay questions. Exams will not be accessible either prior to or after the stated time period. Exams will typically be open from 0005 Tuesday AM (EST) to Thursday 2355, allowing three days to complete the two hour exam. Once an exam has been started, it must be finished in one sitting.

c) Written assignments include a variety of short papers and reflective journals related to clinical and course objectives. All assignments including pass/fail and percentage scored assignments must be submitted in order to complete the course. All indicator assignments must be completed with a passing score in order to pass the course. All original and revised versions of written work must be submitted through D2L at least three full business days before final course evaluations to be considered in the evaluation. Late assignments will be accepted only if prior arrangements have been made with course faculty. See rubrics for late penalties for specific assignments. Please see the course pack for individual assignment details.

d) Clinical course performance evaluation will be documented through use of the Clinical Performance Evaluation tool, participation in asynchronous discussion forums, and a series of clinical journal entries. Please see the course pack for more details.
e) **Course Grading**
f) **Scale:**

The standard College of Nursing grading scale will be utilized.

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<thead>
<tr>
<th>%</th>
<th>GRADE</th>
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<tbody>
<tr>
<td>100-94 %</td>
<td>4.0</td>
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<tr>
<td>93.99-89%</td>
<td>3.5</td>
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<tr>
<td>88.99-84%</td>
<td>3.0</td>
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<tr>
<td>83.99-79%</td>
<td>2.5</td>
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<tr>
<td>78.99-75%</td>
<td>2.0</td>
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<tr>
<td>(Minimum passing grade)</td>
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<tr>
<td>74.99-70%</td>
<td>1.5</td>
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<tr>
<td>69.99-65%</td>
<td>1.0</td>
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<tr>
<td>&lt;65%</td>
<td>0.0</td>
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Final Course Grades will not be rounded

*For specific information regarding grading related to student progression through the curriculum, please reference the “Progression through the Major Policies” section of the Baccalaureate Student Handbook.*

**Professionalism:** On-line discussions and exercises are confidential and should not be discussed with others who are not enrolled in the class. It is important for each course participant to express his or her ideas freely. All ideas need to be respected in discussions and exercises. Professional conduct and language in clinical settings, discussion boards and course communication is expected. Students who do not show respect and/or professional communication will receive one written warning (via email) regarding the communication that did not meet course standards, suggestions for change, and will be informed that any further breach(es) in professional communication will result in disciplinary action, ranging from the lowering of the student’s grade up to dismissal from the course.

Since discussion in an asynchronous environment takes place over time it is expected that students will be checking in -- and participating -- several times during the week. This is extremely important for meaningful discussion to continue and our learning community to thrive.

**Technical problems:**

Students who experience technical difficulties should notify the D2L help desk immediately in an attempt to resolve the problems. Please refer to the course pack and course information regarding helpful information on taking exams via D2L. If the difficulty impacts or may impact the timely submission of required course work, the faculty is also to be notified via email or phone to discuss options prior to the submission deadline. If the problem has not been reported to the D2L help desk, no extension will be granted. Students are expected to plan ahead, and have back-up technology plans in place to assure that assignments are submitted on time should the need arise.

**Please read each part of the following site to fully understand your responsibilities and the position of the University regarding:**

- cheating,
- plagiarism,
- MSU regulations, ordinances and policies regarding academic honesty and integrity
- Academic integrity links
  
  [https://www.msu.edu/unit/ombud/academic-integrity/index.html#regulations](https://www.msu.edu/unit/ombud/academic-integrity/index.html#regulations)

*Academic dishonesty in any form will not be tolerated in the College of Nursing.* Any student involved in academic dishonesty will be reported to the Office of Academic Affairs and the Office of Student Services in the College of Nursing and a grade of 0.0 may be issued for the course.
Lectures, quizzes and examinations must remain the property of the College of Nursing and must not be copied from the Internet for use with others. Any quiz or exam should not be printed. Printing an exam or quiz will be considered academic dishonesty. According to university policy, consequences for academic dishonesty may include failure of the course, expulsion from the major, or expulsion from the university. You are advised to complete and submit your own work. The exams are NOT group projects and must not be shared with other students in any way.

Online discussions and other course activities are confidential and should not be shared or discussed with others who are not enrolled in the class. The course provides an opportunity for each course participant to express his/her ideas and all are expected to do so. All ideas need to be respected in discussions and exercises. Any “group projects” (that are required) still require individual work as a minimal expectation, and individual work will be graded.

Honors Option: Refer to the BSN Student Handbook for CON Policy related to Honors Options in Nursing Courses.

University & College Policies:
The College of Nursing expects that students will demonstrate professional behavior in all situations. Specific expectations for clinical and other professional venues can be found in the appropriate handbook. You are responsible for reviewing and acting in accordance with the policies and procedures found in the following sources, including the following topics: Professionalism, Academic Integrity, Accommodations for Students with Disabilities, Disruptive Behavior, Attendance, Compliance, and Progression.

- CON BSN Student Handbook: http://nursing.msu.edu/BSN20Programs/Handbooks/default.htm
- Information for MSU Students: http://www.msu.edu/current/index.html
- Academic Programs: http://www.reg.msu.edu/AcademicPrograms
- Code of Teaching Responsibility and Student Assessments and Final Grades: http://www.reg.msu.edu/AcademicPrograms/Print.asp?Section=514
- Integrity of Scholarship and Grades: http://www.reg.msu.edu/AcademicPrograms/Print.asp?Section=534

University Policies:
Academic integrity: Article 2.3.3 of the Academic Freedom Report states: “The student shares with the faculty the responsibility for maintaining the integrity of scholarship, grades, and professional standards.” In addition, the College adheres to the policies on academic honesty specified in General Student Regulation 1.0, Protection of Scholarship and Grades; the all-University Policy on Integrity of Scholarship and Grades; and Ordinance 17.00, Examinations. (See Spartan Life: Student Handbook and Resource Guide and/or the MSU Web site www.msu.edu.)

Therefore, unless authorized by your instructor, you are expected to complete all course assignments, including homework, lab work, quizzes, tests and exams, without assistance from any source. You are expected to develop original work for this course; therefore, you may not submit course work you completed for another course to satisfy the requirements for this course. Also, you are not authorized to use the www.allmsu.com web site to complete any course work in this course. Students who violate MSU rules may receive a penalty grade, including but not limited to a failing grade on the assignment or in the course. Contact your instructor if you are unsure about the appropriateness of your course work. (See also https://www.msu.edu/unit/ombud/academic-integrity/index.html#regulations

Accommodations for students with disabilities: Students with disabilities should contact the Resource Center for Persons with Disabilities to establish reasonable accommodations. For an appointment with a disability specialist, call 353-9642 (voice), 355-1293 (TTY), or visit MyProfile.rcpd.msu.edu.
**Disruptive Behavior:** Article 2.3.5 of the Academic Freedom Report (AFR) [link](http://splife.studentlife.msu.edu/academic-freedom-for-students-at-michigan-state-university) for students at Michigan State University states: "The student's behavior in the classroom shall be conducive to the teaching and learning process for all concerned." Article 2.3.10 of the AFR states that "The student has a right to scholarly relationships with faculty based on mutual trust and civility." General Student Regulation 5.02 [link](http://splife.studentlife.msu.edu/regulations/general-student-regulations) states: "No student shall . . . interfere with the functions and services of the University (for example, but not limited to, classes . . .) such that the function or service is obstructed or disrupted. Students whose conduct adversely affects the learning environment in this classroom may be subject to disciplinary action through the Student Faculty Judiciary process.

**Attendance:** Students whose names do not appear on the official class list for this course may not attend this class. Students who fail to attend the first four class sessions or class by the fifth day of the semester, whichever occurs first, may be dropped from the course. See the Ombudsman’s web site for a discussion of student observance of major religious holidays, student-athlete participation in athletic competition, student participation in university-approved field trips, medical excuses and a dean's drop for students who fail to attend class sessions at the beginning of the semester.

**College of Nursing Policies:** Professional Development Guidelines are found in the CON BSN Student Handbook at the CON website. Students are responsible for the information found in the CON BSN Student Handbook.

**Course Calendar:** (attached)
### Michigan State University College of Nursing
### NUR465 Leadership Immersion
### Course Calendar Fall 2014

***Revisions to this calendar will be posted in the D2L course folder***

<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Lesson/Topics</th>
<th>Learning Activities</th>
<th>Materials Due</th>
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<tbody>
<tr>
<td></td>
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<td>Introductions/Welcome Course Orientation Nursing Career Image of Nursing</td>
<td>• Review syllabus and course pack&lt;br&gt;• On-line Welcome Module&lt;br&gt;• On-line Learning Modules:&lt;br&gt;  o Your Nursing Career and&lt;br&gt;  o The Image of Professional Nursing&lt;br&gt;• Reading&lt;br&gt;  o Text Ch. 11</td>
<td>Introduction Discussion Forum 1 post and 2 responses&lt;br&gt;Begin drafting personal clinical objectives&lt;br&gt;(Please note: compliance materials were due to Uphys August 22nd. Contact clinical faculty ASAP if there is any problem anticipated with compliance materials.)</td>
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<tr>
<td>Week 1</td>
<td>August 27-31</td>
<td>Leadership and Management Theories Roles</td>
<td>• Module Two&lt;br&gt;• Reading&lt;br&gt;  o Text Chs. 2 &amp; 3&lt;br&gt;• Agency Orientation/Required Health and Safety must be completed before first clinical day</td>
<td>UPhys Compliance letter to clinical faculty&lt;br&gt;Related Topic Analysis One – Transformational and Transactional Leadership&lt;br&gt;Discussion Forum One –Leadership and Management 1 post and 2 responses</td>
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<td>Week 2</td>
<td>September 1-7</td>
<td>Decision Making</td>
<td>• Module Three&lt;br&gt;• Reading&lt;br&gt;  o Text Ch. 1&lt;br&gt;• Clinical hours may begin September 9th</td>
<td>Submit draft personal clinical objectives&lt;br&gt;Draft clinical planning calendar due Sunday 9/14, after first meeting with preceptor&lt;br&gt;Note: The indicator assignment due week 7 involves working with a case manager or discharge planner. Be sure to talk with your preceptor about helping you set up that experience.</td>
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<td>Week 3</td>
<td>September 8-14</td>
<td>Delegation Supervision</td>
<td>• Module Four&lt;br&gt;• Reading&lt;br&gt;  o Text Ch. 20</td>
<td>Discussion Forum Two - Delegation: 1 post and 2 responses&lt;br&gt;Begin planning for your nursing leadership philosophy paper or arts project. Talk to Peggy this week regarding your choice of paper or project.</td>
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<td>Week 4</td>
<td>September 15-21</td>
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| Week 5 | September 22-28    | Planning                       | • Module Five  
• Reading  
  o Text Ch. 7                                                                        | ❑ Revised/updated personal objectives due Sunday  
❑ Discussion Forum Three – Mission & Vision: 1 post and 2 responses  
❑ Exam One open between 0005 Tuesday and 2355 Thursday |
| Week 6 | September 29 – October 5 | Change Time Management   | • Module Six  
• Reading  
  o Text Chs. 8 & 9                                                                  | ❑ Clinical Journal Entry One  
❑ Related Topic Analysis Two: Hourly Rounding  
❑ Signed September Clinical calendar due October 5th |
| Week 7 | October 6-12       | Organizations Models of Care Case Management | • Module Seven  
• Reading  
  o Text Chs. 12, 13, 14                                                            | ❑ Related Topic Analysis Three (Indicator assignment) – Case Management |
| Week 8 | October 13-19      | Budget and Finance Staffing    | • Module Eight  
• Reading  
  o Text Chs. 10, 17                                                               | ❑ Discussion Forum Four – Budget 1 post and 2 responses  
❑ Mid semester clinical preceptor assessment and student self evaluation due by October 16th |
| Week 9 | October 20-26      | Groups Team Building           | • Module Nine  
• Reading  
  o Text Ch. 16                                                                     | ❑ Related Topic Analysis Four – Shared Governance |
| Week 10| October 27–November 2 | Communication and Motivation | • Module Ten  
• Reading  
  o Text Chs. 18, 19                                                              | ❑ Return campus faculty evaluation  
❑ Clinical Journal Entry Two  
❑ Signed October clinical calendar is due November 2nd |
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<th>Learning Activities</th>
<th>Materials Due</th>
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<tr>
<td>Week 11</td>
<td>November 3-9</td>
<td>Ethics and Advocacy</td>
<td>• Module Eleven&lt;br&gt;• Reading&lt;br&gt;  o  Text Chs. 4, 5 &amp; 6</td>
<td>☐ Exam Two open between 0005 Tuesday and 2355 Thursday</td>
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<tr>
<td>Week 12</td>
<td>November 10-16</td>
<td>Quality Part 1</td>
<td>• Module Twelve&lt;br&gt;• Reading&lt;br&gt;  o  Text Ch. 23</td>
<td>☐ Nursing Leadership Philosophy paper or arts project due</td>
</tr>
<tr>
<td>Week 13</td>
<td>November 17-23</td>
<td>Quality Part 2</td>
<td>• Module Thirteen (Institute for Healthcare Improvement&lt;br&gt; Open School Course)</td>
<td>☐ Submit IHI Open School Verification&lt;br&gt; ☐ Discussion Forum Five&lt;br&gt; 1 post and 2 responses&lt;br&gt; ☐ Signed November clinical calendar is due November 23rd&lt;br&gt; ☐ Final assessment by clinical preceptor and student self evaluation due to campus faculty by November 23rd</td>
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<td>Week 14</td>
<td>November 24-30</td>
<td>Conflict and Negotiation Collective Bargaining</td>
<td>• Module Fourteen&lt;br&gt;• Reading&lt;br&gt;  o  Text Chs. 21 &amp; 22</td>
<td>☐ Clinical Journal Entry Three – Final entry with evaluation of progress toward goals&lt;br&gt; ☐ No clinical hours during the University Holiday 5 p.m. Wednesday November 26th through Monday December 1st at 7 a.m.</td>
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<tr>
<td>Week 15</td>
<td>December 1-7</td>
<td>Recruitment Evaluation&lt;br&gt;Practice environment</td>
<td>• Module Fifteen&lt;br&gt;• Reading&lt;br&gt;  o  Text Chs. 15, 24, 25</td>
<td>☐ Related Topic Analysis Five – Magnet&lt;br&gt; ☐ Return campus faculty evaluation by December 7th at 2355&lt;br&gt; ☐ All course written assignments must be submitted by December 5th at 2355&lt;br&gt; ☐ SIRS</td>
</tr>
<tr>
<td>Week 16</td>
<td>December 8-12</td>
<td>Finals Week</td>
<td>☐ Exam Three open between 0005 Tuesday and 2355 Thursday</td>
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