COMMUNITY AND POPULATION HEALTH NURSING
NUR 470 - Section 001
Bott C160/170
Class Time: Mondays, 10:30 am to 12:20 pm
Clinical Days: Tuesdays, Wednesdays, or Thursdays 8 am to 5:30 pm, Locations TBA
Credit Hours: 4
Summer 2016

I. Catalog Course Description: Theoretical and practicum basis for community-oriented population nursing practice. Promoting and protecting the health of the public using health promotion, risk reduction, and disease management and control strategies with vulnerable persons and populations. Community assessment, epidemiologic, environmental, change, political action, and case-management frameworks are used to guide evidence-based nursing care delivery to persons, families, and populations in community settings.

II. Course Objectives: At the end of this course, students will:
1. Analyze and evaluate the effectiveness of interactive relationships with family and population clients, interdisciplinary groups, and community organizations.
2. Apply critical thinking and decision-making to community contexts in relation to assessment, resource utilization, program development, policy formation, and interventions with persons, families and populations to promote the health of the public.
3. Utilize epidemiologic and population level data to develop and/or guide interventions in the management of care to targeted persons and populations residing in the community.
4. Skillfully facilitate adoption of values and behaviors of persons/populations that will achieve and/or maintain an optimal level of health and wellness.
5. Assist community-based clients with illness self-management to maintain the highest possible level of health and wellness in coordination with multidisciplinary health and social services providers.
6. Facilitate the health of a population in partnership with community members.
7. Advocate for the health of persons and populations in public and policy arenas.
8. Integrate evidence-based guidelines for health promotion and disease prevention with client values and clinical expertise in the provision of nursing care to individuals/families and populations/communities.
9. Consistently apply analysis of the interaction among global, cultural and socioeconomic factors to influence health and wellness.

III. Additional Course Details:

IV. Prerequisites: NUR 435 and NUR 440 and NUR450

V. Co-requisites: NUR 460 and NUR 480 concurrently
VI. **Standards Documents:** The curriculum is guided by the following documents:


VII. **Course Faculty:**

- **Joanne Goldbort, PhD, RN**  
  Course Coordinator  
  Office: A127 Life Sciences  
  Office Phone: 517-353-8678  
  E-mail: joanne.goldbort@hc.msu.edu  
  Office Hours: Tuesdays 12:30 – 2:30  
  **Note:** Times can also be arranged to accommodate student schedules.

- **Michelle Yinger, MSN, RN**  
  Office: A205 Life Sciences  
  E-mail: michelle.yinger@hc.msu.edu  
  Office Phone: 517-353-4626  
  Office Hours: Times can be arranged to accommodate student schedules.

- **Christine Cieslik, MSN, RN**  
  Office: A205 Life Sciences  
  Email: christina.cieslik@hc.msu.edu  
  Office Hours: Times can be arranged to accommodate student schedules.

- **Judy Strunk, DNP, RN**  
  Office: A278 Life Sciences Building  
  Office Phone: 517-432-6674  
  E-mail: judy.strunk@hc.msu.edu  
  Office Hours: Times can be arranged to accommodate student schedules.

- **Elaine Lloyd, MSN, ACNS-BC, RN**  
  Office: A205 Life Sciences  
  Office Phone: TBA  
  E-mail: elaine.lloyd@hc.msu.edu  
  Office Hours: Times can be arranged to accommodate student schedules.
Marjorie Frank
Office: A205 Life Sciences
Office Phone: TBA
Email: marjorie.frank@hc.msu.edu

Office Hours: Times can be arranged to accommodate student schedules.

Communication: Email communication for this course is preferred when possible. Instructors will be using student msu.edu email addresses. Our goal will be to respond to your questions within 72 hours between 8am and 5pm, excluding holidays and weekdays.

VIII. Instruction:

a. Methodology:
This course contains both a theoretical and clinical component and the integration of both in community & public health nursing practice. The theory portion of the class meets weekly, with class time totaling 30 hours, and clinical experiences totaling 90 hours over the course of the semester. At times, clinical times may vary based on learning opportunities. Completion of online assignments and readings prior to class is necessary to understand and integrate the material. A collaborative and active learning model will be used for assimilation of content during class time. The clinical practicum will provide opportunities for community/public health nursing practice with vulnerable populations in selected settings.

b. Writing Requirements: APA Style is required for written assignments unless an exception is made by the faculty.

c. Use of laptops, iPads, and other online devices: Students will no longer have the option of using laptops, IPADs, tablets, smart phones or other electronic online devices during theory classes unless instructed by the faculty member for a specific assignment. Students are encouraged to refrain from printing out the PPT slides. To facilitate note-taking faculty will number each slide enabling students to readily link slides with written notes. No Taping of lectures or presentations without instructor consent. You will be allowed to use your laptop to take the quizzes and exams only.

d. Required Texts:


IX. American Nurses Association Electronic Books (E-books)


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

X. Other Required Resources, References, Supplies

TurningTechnologies Responseware:
A video version of the walkthrough can be found here: [http://bit.ly/1RVL4je](http://bit.ly/1RVL4je)

1. Using your MSU email account please create your TurningTechnologies account at:  [https://account.turningtechnologies.com](https://account.turningtechnologies.com)
2. Once account has been created and you are logged into your account click on the License link to purchase a software license.
3. Purchase a 1 – 4 year software license
4. Download the TurningTechnologies Responseware app from either the Apple App Store or the Android Marketplace
5. When in class your instructor will supply you with a Session ID that will be used to answer the questions during class

Desire2Learn Helpline
1.800.500.1554 (24 hrs, 7 days/week)
517.355.2345 (24 hrs, 7 days/week)
[www.d2l.msu.edu](http://www.d2l.msu.edu) (D2L Help link in upper right corner)
Always check with the Help Line first!
[http://help.d2l.msu.edu/students/quick-start-guide](http://help.d2l.msu.edu/students/quick-start-guide)

Frequently Called Telephone Numbers
Simulation Lab, Life Sciences; 355-5765 (with answering machine)
Media Lab (Andy Greger) Life Sciences, 353-9020
College of Nursing Office of Student Support Services C120 Bott Building 353-4827.
DMC – College of Osteopathic Medicine, 4707 St Antoine St, Detroit, MI 48201/517-884-9674.
The CON has defined the following competencies that must be achieved by all students in each Level before progressing onto the next Level and graduating. At the end of each Level, all students will achieve the objectives and competencies listed below for that level, as well as the indicators specific to each course. **All indicators, as well as the overall grade for a course, must be at 75% passing to proceed onto the next level.** Each indicator assignment must be passed at 75%. If 75% is not achieved on the first attempt the student must remediate to a minimum grade of 75%, however the original grade on the assignment will stand.

<table>
<thead>
<tr>
<th>Concept</th>
<th>Level IV Outcome</th>
<th>LIV Competency</th>
<th>LIV Indicator</th>
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</table>
| COMMUNICATION IV (COMM)  | Effectively communicate and collaborate with individuals, groups and populations of clients and health professionals and the community. (Communication theoretical construct). | 1. Performs the role of leader/manager through effective communication with all members of the health care team (non-professional, professional, and executive levels).  
2. Demonstrates ability to effectively communicate health care professionals, professional nursing organizations, governmental officials, and communities to promote health care initiatives. | NUR 460 Case Management Discharge Planning Assignment                                      |
<table>
<thead>
<tr>
<th>CRITICAL THINKING IV (CT)</th>
<th>Utilize clinical reasoning to organize data and determine nursing approaches to achieve client and organizational outcomes. (Critical thinking theoretical construct).</th>
<th>1. Critically judges nursing care issues and develops approaches to clinical/theoretical situation. 2. Evaluates and revises decisions under conditions of risk and uncertainty.</th>
<th>NUR 480 Case Analysis Using Ethical Problem</th>
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</thead>
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<tr>
<td>NURSING THERAPEUTICS IV (NT)</td>
<td>Analyze data to competently deliver targeted nursing care to individuals, groups and populations. (Nursing therapeutics theoretical construct).</td>
<td>1. Provides and critically evaluates complete care to a selected group of patients 2. Analyzes effectiveness of community resources when performing a community health risk assessment for diverse populations</td>
<td>NUR 470 Population Health Promotion Project</td>
</tr>
<tr>
<td>HEALTH PROMOTION AND RISK REDUCTION IV (HPRR)</td>
<td>Facilitates adoption of values and behaviors of individuals and populations that will promote health and wellness in individuals, groups and populations. (Health promotion/risk reduction theoretical construct)</td>
<td>Applies wellness and health promotion/risk reduction models to assess and intervene with vulnerable populations, and conducts process and outcomes evaluation of the HP/RR intervention.</td>
<td>NUR 470 Population Health Promotion Project</td>
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<tr>
<td>ILLNESS AND DISEASE MANAGEMENT IV (IDM)</td>
<td>Integrates theories and principles to competently coordinate high quality, safe and efficient management of illness and disease for individuals, groups and populations. (Illness and disease management theoretical construct).</td>
<td>1. Arranges all necessary referrals and liaisons to facilitate transfer of patient from agency to home or another agency 2. Promote achievement of client outcomes by supervising and/or collaborating with</td>
<td>NUR 460 Case Management Discharge Planning Assignment</td>
</tr>
<tr>
<td>COURSE</td>
<td>COURSE INFORMATION</td>
<td>ASSIGNMENT</td>
<td></td>
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<tr>
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<tr>
<td>PROFESSIONAL LEADERSHIP IV</td>
<td>Provide professional nursing leadership to promote optimal health outcomes for care for individuals, groups and populations in varied care settings. (Professional leadership theoretical construct).</td>
<td>NUR 460 Case Management Discharge Planning Assignment</td>
<td></td>
</tr>
<tr>
<td>ETHICAL PRACTICE IV (EP)</td>
<td>Apply effective strategies to address institutional and population ethical problems. (Ethical practice theoretical construct).</td>
<td>NUR 480 Case Analysis Using Ethical Problem</td>
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<tr>
<td>EVIDENCE-BASED PRACTICE IV (EBP)</td>
<td>Integrate best current evidence with clinical expertise and patient/family/population preference and values for delivery of optimal health care. (Evidence-based</td>
<td>NUR 470 Population Health Promotion Project</td>
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<tr>
<td>GLOBAL AND CULTURAL COMPETENCE IV (GCC)</td>
<td>Analyses the interaction among global, cultural, societal and policy factors affecting the health and wellness of individuals, families and populations. (Global and cultural competence theoretical construct)</td>
<td>1. Examines the interaction between cultural and social variables of a specific cultural population 2. Examines international Nursing’s role in global health</td>
<td>NUR 470 Population Health Promotion Project</td>
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The indicator for this course is the Community Assessment and Analysis project. A minimum of 75% is required on this indicator to pass the course.

XII. Evaluation:

a. Learning Assessments and Grading:
The course grade will be comprised of 50% theory grade and 50% clinical grade (see table below). Theory grades will be based on three exams, reflections and four theory assignments.

b. Clinical grades will be based on three clinical assignments. A student must achieve a minimum grade of 75% or 2.0 in theory, a “pass” on the clinical evaluation, and a 75% grade in clinical assignments in order to pass the course regardless of the weighted total. Additionally any student deemed unsafe in Clinical as determined by faculty will receive a failing grade in the course.

The clinical grade will be divided into clinical performance (P/F) and clinical assignments (50%). Clinical performance will be evaluated utilizing the MSUCON Clinical Performance Evaluation Tool, and will include evidence-based clinical practice performance. Each student will participate in midterm and end term self-evaluations and have a formal mid and end semester conference with his or her faculty. Progress toward goals will be examined at mid-semester, identifying strengths and weaknesses in performance, and adjustments made as indicated. The final clinical evaluation and conference will focus on performance over the semester in achieving course objectives. Clinical evaluation forms will be available on the D2L course site. Assignments will include weekly critical reflections/clinical calendar, a community assessment and analysis and a family assessment. A minimum of 75% must be achieved on the clinical assignment portion to pass the course, and a “pass” must be achieved in clinical performance.
<table>
<thead>
<tr>
<th>Theory Grade</th>
<th>50%</th>
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<tbody>
<tr>
<td>Exam 1</td>
<td>20%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>25%</td>
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<tr>
<td>Reflections</td>
<td>5%</td>
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</tbody>
</table>

**ATI Level 4 Pharmacology Exam**

<table>
<thead>
<tr>
<th>Clinical Grade</th>
<th>50%</th>
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<tbody>
<tr>
<td>Clinical Performance Evaluation</td>
<td>Pass/No Pass</td>
</tr>
<tr>
<td>Weekly Folder (journals)*</td>
<td>5%</td>
</tr>
<tr>
<td>Family Assessment*</td>
<td>20%</td>
</tr>
<tr>
<td>Community Assessment and Analysis*</td>
<td>25%</td>
</tr>
<tr>
<td>(indicator)</td>
<td></td>
</tr>
</tbody>
</table>

* There will be a 50% reduction in the clinical grade when an assignment is one day late and a zero for any assignment more than one day late.

c. **ATI Level 4 Pharmacology Assessment Exam:** All students are required to take the proctored assessment exam in order to pass the course. Additionally, if a student successfully passes the course with a 75% or greater in theory and passes the clinical practice component AND achieves a Level II or higher score on the ATI exam, an additional 2% will be added to the student’s final grade in the course. Student ATI assessment results lower than a Level II will have no effect on the course grade as long as the exam requirement is completed.

d. **Course Grading Scale:** The standard College of Nursing grading scale will be utilized

<table>
<thead>
<tr>
<th>%</th>
<th>GRADE</th>
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<tbody>
<tr>
<td>94-100%</td>
<td>4.0</td>
</tr>
<tr>
<td>89-93.99%</td>
<td>3.5</td>
</tr>
<tr>
<td>84-88.99%</td>
<td>3.0</td>
</tr>
<tr>
<td>79-83.99%</td>
<td>2.5</td>
</tr>
<tr>
<td>75%-78.99%</td>
<td>2.0</td>
</tr>
<tr>
<td>(Minimum passing grade)</td>
<td></td>
</tr>
<tr>
<td>70%-74.99%</td>
<td>1.5</td>
</tr>
<tr>
<td>65%-69.99%</td>
<td>1.0</td>
</tr>
<tr>
<td>&lt;65%</td>
<td>0.0</td>
</tr>
</tbody>
</table>

CON does not round Course Grades. (eg. 93.9% = 93% = 3.5)

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

   a. Tardiness: If a student is late, he/she will only be allowed the allotted time remaining to complete the exam.

   b. Absences: Students must notify course faculty of any absence prior to the start of the exam.

   c. Excused Absence: Absence from an exam may be excused for such reasons as a family death, serious family illness, court mandated appearance, and personal illness (requiring HCP documentation). Excused absence must have appropriate documentation in order to be excused. Course faculty will make the determination of whether an absence is excused if it meets the above criteria.

   d. Unexcused Absence: No make-up exam will be scheduled. Student will receive a zero grade.

   e. Make-up Exam (for excused absence only):
      i. Students must contact the faculty member to schedule the make-up examination. The exam must be made-up within 1 week of the original examination date; any extension beyond 1 week is at the discretion of faculty and would only occur in the event of extraordinary circumstances. Faculty will determine the date and time of the make-up exam.
      ii. Make-up exams may differ from the original exam and include, for example, essay, short answer, matching, and true/false type questions.

   f. Proctor process: See the BSN Student Handbook for the proctoring process.

XIV. Grief Policy:

The faculty and staff should be sensitive to and accommodate the bereavement process of a student who has lost a family member or who is experiencing emotional distress from a similar tragedy so that the student is not academically disadvantaged in his/her classes. It is the responsibility of the student to: a) notify the Associate Dean by completing the grief absence request form https://reg.msu.edu/StuForms/Stuinfo/GriefAbsenceForm.aspx. b) complete all missed work as determined by the instructor. It is the responsibility of the Associate Dean or designee to: a) determine with the student the expected period of absence – it is expected that some bereavement processes may be more extensive than others depending on individual circumstances, b) notify the faculty that the student will be absent, and c) receive verification of the authenticity of a grief absence request upon the student’s return. It is the responsibility of the instructor to work with the student to: a) make reasonable accommodations and b) to include appropriate language describing such accommodations in their course syllabus, so that the student is not penalized due to a verified grief absence. Students who believe their rights under this policy have been violated should contact the University Ombudsperson.
XV. **Honors Option:** Is available upon request. Interested students must make arrangements with faculty for honors option learning activities by the end of the second week of the semester.

XVI. **Professionalism:**

a. **Dress code.** *The MSU CON* and clinical agency dress code (see BSN Student Handbook) is to be followed. Green polo shirts and black or khaki pants are required in the clinical setting. Other requirements are specified in the student handbook.

b. **Appropriate professional behavior and clinical preparation.**

- Under the direction of clinical faculty and/or preceptors, students direct their learning and collaborate with others to achieve outcomes.
- Students are to carry out each clinical day with responsibility and accountability within the behavioral norms of the agency, and follow college and agency patient confidentiality guidelines at all times.
- Clinical activities involve travel and students must arrange for their own transportation for these activities.
- Students who are going to be late or absent from clinical or any clinical experience must call and talk to the clinical instructor prior to, but at least one hour before the experience is scheduled. The student must also be prepared to discuss with the clinical instructor any commitments for the day so appropriate arrangements can be made. *E-mail, texting or voice mail messages are not an acceptable means of communication to notify the clinical instructor that the student is going to be late or absent.*

- **Note: Inclement Weather Procedures:** Clinical instructors will provide students with information the first day of clinical regarding procedures for the event of severe dangerous weather. For further information related to attendance, refer to the CON BSN Student Handbook: [http://nursing.msu.edu/BSN%20Programs/Handbooks/default.htm](http://nursing.msu.edu/BSN%20Programs/Handbooks/default.htm)

XVII. **Clinical Course Compliance Requirements**

All Michigan State University College of Nursing (CON) Undergraduate Nursing Students are required to be in compliance with all health/immunization requirements, criminal background checks, BLS certification, blood borne pathogen training, HIPAA training, and any other agency specific requirement while in the nursing program (Refer to BSN Handbook for detailed policy and procedures).

Students will be considered out of compliance if a designated immunization or other item required to be submitted to the University Physician’s Office, Office of Student Support Services, ACEMAPP, or other agency is not updated by the designated deadline.

Students enrolled in clinical nursing courses who are out of compliance will receive a 1% reduction to the overall course grade which will be applied at the end of the semester for each item out of compliance during the course. If an item is not brought into compliance...
within 1 week an additional 1% reduction will be taken for each week the student is out of compliance.

Additionally, students enrolled in clinical courses who are identified as out of compliance will not be permitted to attend clinical until documentation has been submitted to the correct compliance monitoring office. Clinical absences that result from out of compliance status may affect the ability of the student to successfully meet clinical course objectives, which may result in course failure.

Guidelines to Enhance Personal Safety

The following are recommendation to enhance personal safety when traveling to and from clinical experiences.

Travel Using Public Transportation

- Follow the recommended route when traveling by bus or subway.
- Know the directions to the clinical site prior to leaving home.
- Travel in groups, never alone.
- Have your clinical faculty member’s telephone number in your cell phone in case you become lost.
- Never carry a purse. Keep your money and keys in a small wallet that fits in your pocket.
- Always walk with one arm free.
- Walk with confidence. Use eye contact when looking at others.
- Do not openly display technology when traveling, e.g. laptops, I-Pads, MP3 player, or I-phones.
- Do not talk on your phone or text while walking. Do not have earbuds in use.
- Be aware of your surroundings; do not engage in excessive conversation.
- Avoid isolated areas.
- Trust your instincts. If you feel unsafe, leave the area. Call your instructor when it is safe to do so.
- Communicate any safety concerns to your clinical instructor or any faculty member immediately.

Travel Using Personal Vehicle

- Obtain directions to site prior to the first clinical day.
- Test drive your vehicle to the clinical site and calculate estimated travel time.
- Check with your clinical instructor about the availability for parking prior to deciding to drive.
- If street parking is the only option, park in view of the clinic site.
- Residents often save a parking spot by placing lawn chairs in front of their homes. Do not remove.
- Keep your doors locked at all times while in vehicle.
- Do not text or talk on your cell phone while driving, parking, and exiting your vehicle.
- Lock your car upon exiting. Lock valuables in your trunk prior to traveling to the clinical site. Never have valuables visible in your car.
- Do not carry a purse; keep money and valuables in a pocket.
• Do not exit the car if you feel unsafe. Find a different parking spot or call your instructor.
• When returning to your car, have keys in hand when leaving the clinical site.
• Do not drive down dead-end streets which makes turning around difficult.
• Do not drive down alleys with debris or glass which may cause flat tires.
• Do not drive down narrow streets which could restrict movement if you need to exit the vehicle.

XVIII. Clinical Course Policies

a. Clinical conferences/discussions occur each clinical day for the purpose of enhancing student learning and integrating theoretical concepts with practice. Students discuss clinical activities and encounters, bring up issues for group discussion and problem solving, discuss learning needs, and share knowledge/feelings relevant to the practice of community health nursing.

b. Critical reflections journal: (5% of grade): Students reflect on their clinical learning experiences using the form provided on the D2L course site. Folders will be submitted weekly to faculty for review.

c. Delivery of nursing care. Under the supervision and direction of clinical faculty, each student is to provide the following levels of community/public health nursing services:

Community/population-focused care: Students work in small groups to apply the nursing process with a specific community of interest. This experience is designed to provide an opportunity to develop personal knowledge and skill in evidence-based community assessment and care. It goes beyond the family to a larger community group, which may be geographically defined but can also be a group of people who share certain characteristics/interests. All community-focused care must address health needs identified by the population and supported by community health data. Students are to partner with community members.

A ‘Community Assessment/Analysis Health Promotion Project Report’ (25% course grade and indicator) is to be prepared and submitted to clinical faculty. The specific requirements of the assignment and the grading rubric will be posted on D2L and explained in class.

Family-focused care: Students in some settings will have the opportunity to apply the nursing process with families in home and/or community settings. This experience is designed to provide an opportunity to develop knowledge, abilities and skill in evidence-based assessment and care of families and their members. Students endeavor to partner with families and assist them to meet their identified health needs within the context of their community. Student visit procedures will be provided by faculty and must be followed at all times.

All students will be required to complete a ‘Family Assessment’ (20% of course grade). The specific requirements of the assignment and the grading rubric will be posted on D2L and explained in class.

Additional public health experiences may be arranged as part of the practicum experience to provide a broader exposure to community health.
d. **Optional Experiences**: A few optional experiences may be available; these one-half to one day-long observational experiences are limited to two per student and require approval of the clinical instructor. Students will use the critical reflections journal to document their learning. Some experiences are scheduled outside of the assigned clinical time—students will not be required to attend these experiences but may volunteer for them and with clinical faculty approval may earn clinical hours.

**XIX. Course 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/BSN%20Programs/Handbooks/default.htm](http://nursing.msu.edu/BSN%20Programs/Handbooks/default.htm)
  - Includes Professional Development Guidelines
  - Students are responsible for the information found in the CON BSN Student Handbook.
- **Information for MSU Students**: [http://www.msu.edu/current/index.html](http://www.msu.edu/current/index.html)
- **Academic Programs**: [http://www.reg.msu.edu/AcademicPrograms](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](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](http://www.reg.msu.edu/AcademicPrograms/Print.asp?Section=534)

**XX. University & College Policies:**

**Academic integrity:**

Article 2.3.3 of the *Academic Freedom Report* states that "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 as specified in General Student Regulations 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 [http://splife.studentlife.msu.edu/](http://splife.studentlife.msu.edu/) and/or the MSU Web site: [www.msu.edu](http://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](http://www.allmsu.com) Web site to complete any course work in NUR 370. 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](https://www.msu.edu/unit/ombud/academic-integrity/index.html#regulations))
XXI. 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.

XXII. Disruptive behavior:
Article 2.3.5 of the Academic Freedom Report (AFR) 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 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.

XXIII. 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.

XXIII. College of Nursing Policies:

Professional Development Guidelines found in CON Student Handbooks at CON website http://nursing.msu.edu/BSN%20Programs/Handbooks/default.htm. Students are responsible for the information found in the CON (BSN, MSU or PhD choose one Student Handbook.

XXIV. Course Calendar:

Refer to Separate Attachment on D2L.