

Nashville State Community College
Division of Healthcare Professions
Nursing
Spring 23 Master Course Syllabus
NURS 2240 - Leadership

Full 15-Week Term

The purpose of the syllabus is to inform you how this course is organized, what the expectations are, and how you will be graded. In addition, there is important information about how the college will operate during severe weather and how the college will communicate with you. The syllabus is not a contract. Instead, it is meant to help you succeed in this course. If any of the content changes during the course term, you will be notified.

Course Information:

Course Title: NURS 2240 Leadership

Credits: 2.0

Course Description: This course applies the core concepts that provide the basis for knowledge, skills, and attitudes that are essential for providing safe pharmacological management of adults with complex alterations in health.

Prerequisite: NURS 1710, 1120, 1340, 1620, 1320, 1330, 2130, 2630

Corequisites: NURS 2640, NURS 2140

Instructor Information:

Name:

Email:

Office Phone:

Office Location:

Office Hours:

Course Delivery Method

On-Campus:

Required Textbook(s) & Other Materials:

Textbook(s): Zerwekh, J. & Garneau, A. Z. (2021). *Nursing Today: Transition and Trends*. (10th ed.). St. Louis, MO. Saunders. Elsevier. ISBN: 978-0-323-64208-8

RECOMMENDED: Publication Manual of the American Psychological Association (for online information re: APA format, refer to <http://owl.english.purdue.edu/>).

Once you have registered for your courses, you should make sure you have the correct textbook and materials for each course. Before courses begin, you can do this by looking up your courses on the [bookstore's website](https://www.bkstr.com/nscstore/shop/textbooks-and-course-materials) (<https://www.bkstr.com/nscstore/shop/textbooks-and-course-materials>) using your A# or by entering your course information. If you are registered with the Access Center and need an alternate format for the textbook and other course materials, please contact the Access Center at 615-353-3363 or accesscenter@nsc.edu.

Honors Option: Honors credit is available in some classes. If you are interested in participating in the Honors Program, please see your instructor within the first four weeks of class.

End of Program Student Learning Outcomes:

1. Practice within the ethical, legal, and regulatory frameworks of nursing and **standards of professional nursing practice.** *
2. **Communicate** effectively using verbal, nonverbal, and written techniques including information and technology.
3. **Analyze subjective and objective data** to identify actual or potential health alterations.
4. Evaluate outcomes of **clinical decisions** implemented to provide safe and effective evidence-based nursing care.
5. Evaluate the effectiveness of **caring interventions** that incorporate principles of dignity, diversity, safety, and knowledge.
6. Evaluate the effectiveness of the implemented teaching plan to meet the **learning** needs of patients, families, and/or groups.
7. **Collaborate** when planning, implementing, and evaluating care.
8. **Manage care** through effective use of prioritization, delegation, informatics, and resources.

**Reference ANA Standards of Professional Nursing Practice*

Semester Four Student Learning Outcomes

Upon completion of this semester, the student will be able to:

1. Practice within the ethical, legal and regulatory frameworks of nursing and **standards of professional nursing practice.** *
2. **Communicate** effectively using verbal, nonverbal, and written techniques including information and technology
3. **Analyze subjective and objective data** to identify actual or potential health alterations.
4. Evaluate outcomes of **clinical decisions** implemented to provide safe and effective evidence based nursing care.
5. Evaluate the effectiveness of **caring interventions** that incorporate principles of dignity, diversity, safety and knowledge.
6. Evaluate the effectiveness of the implemented teaching plan to meet the **learning** needs of patients, families, and/or groups.
7. **Collaborate** when planning, implementing, and evaluating care.
8. **Manage care** through effective use of prioritization, delegation, informatics and resources.

**Reference ANA Standards of Professional Nursing Practice*

Course Competencies/ Student Outcomes

Upon completing this course, the student will be able to meet the eight (8) core competencies:

1. Practice within the ethical, legal and regulatory frameworks of nursing and **standards of professional nursing practice.** *
 - Practice principals of ethical comportment in nursing practice by exhibiting responsibility and accountability while functioning within legal parameters of the nursing profession in caring for patients with an emergent condition.
2. **Communicate** effectively using verbal, nonverbal, and written techniques including

information and technology.

- Communicate effectively while caring for patients experiencing an emergent condition.
3. **Analyze subjective and objective data** to identify actual or potential health alterations.
 - Practice critical thinking by identifying the pertinent information for the patients with an emergent condition.
 - Analyze and synthesize assessment data in caring for patients with an emergent condition.
 4. Evaluate outcomes of **clinical decisions** implemented to provide safe and effective evidence-based nursing care.
 - Evaluate and interpret outcomes in caring for patients with an emergent condition.
 5. Evaluate the effectiveness of **caring interventions** that incorporate principles of dignity, diversity, safety and knowledge.
 - Evaluate and interpret the effectiveness of the plan of care of the patient with an emergent condition.
 6. Evaluate the effectiveness of the implemented teaching plan to meet the **learning** needs of patients, families, and/or groups.
 - Evaluate the effectiveness of the teaching plan focusing on emergent conditions specific to the learner.
 7. **Collaborate** when planning, implementing, and evaluating care.
 - Practice as a collaborative member of an interprofessional healthcare team in caring for patients with an emergent condition.
 8. **Manage care** through effective use of prioritization, delegation, informatics and resources.
 - Optimize the utilization of informatics and resources to prioritize and delegate care of patients with an emergent condition.

**Reference ANA Standards of Professional Nursing Practice*

Course Assessments: We will use the following assessments to demonstrate your understanding, knowledge, and skills:

Student Presentation	10%
Resume` and Cover Letter Preparation	5%
Midterm Test	15%
Final Examination	15%
KAPLAN testing and remediation	5%
Kaplan Predictor Test	50

Grading Policy:

Group/Student Presentation:

1. Each student will be assigned to one of 8 groups for presentation purposes.
2. Each group will be randomly assigned to a presentation topic related to professional nursing issues.
3. Each presentation will be **40 minutes in length. Attire is to be professional** – as if you are presenting at a national conference. Orations will be presented during the second hour of class.
4. Each student is required to actively participate in the topic's research **and** verbal presentation.
5. The presentation group will prepare a written paper of their seminar topic to be submitted electronically to their instructor through D2L drop box assignment **one week prior to the presentation**. The written paper will use APA format and *will not exceed 8 pages*. Power Points, Study Guide and NCLEX-type questions will also be submitted electronically through D2L drop box to the instructor **one week prior to presentation**. Study guides may be sent to classmates through D2L.
6. Each member of the assigned group will receive the same grade for the submitted paper; individualized grades will be given for the presentation portion. These two grades will be totaled for a final grade for the presentation. **You will be expected to upload to the D2L dropbox a blank rubric with your name typed at the top of the form for grading purposes.**
7. **Student Presentation rubric is included in this syllabus (page 13).**
8. The group presentation will account for 10% of the course grade.

Resume and Cover Letter:

1. So that you will be prepared to apply for internships, externships or residencies at local hospitals, you will draft a resume and cover letter in class. We will review resume drafts during the first class in addition to welcoming our Director of Career Services to speak.
2. Each student will complete a professional resume and cover letter to be submitted to the course instructor via D2L dropbox **by the date noted on the syllabus**. The art of resume writing will be covered in class. However, it will be the student's responsibility to draft and finalize a resume and cover letter, and to submit via D2L dropbox to the instructor by said date and time.

Exams

1. There will be two tests administered throughout this class. Test will be taken through the D2L system.
2. The dates for these tests are provided on the course schedule posted within this syllabus.
3. Each test will account for 15% of the overall course grade for a total of 30%.
4. All tests in this course count toward the final grade and none will be dropped.
5. Test scores will be available on D2L. Test scores will be available within one week of your examination or quiz. **If you suspect an error in your posted score, please notify your nursing instructor in writing. After one week, all grades are final.**
6. By taking tests through D2L, you have agreed to the following: *I will not use a smartwatch, auto-summarizing tools, cheating sheets, cellphone, cameras, headphones, screen shots or any other mechanism capable of reproducing this test. I understand that cheating directly impacts the academic integrity of this test.*
7. On exams administered through D2L, the final D2L submission is the official answer sheet. All answers for the test will only be taken from the D2L submission.
8. **Per the Nursing Handbook:**

"Scheduled tests and/or quizzes should be taken at the scheduled time. If a student is absent on the day of an exam, the department/division secretary must be notified prior to testing. The student is also responsible for contacting the instructor of record for the course.

Absence from an exam for whatever reason will result in a 5-percentage point deduction from the exam grade. It is the student’s responsibility to take the makeup exam/quiz at a time designated by the course coordinator; preferably within one week and/or before the next scheduled didactic class. The format for the makeup exams/quizzes is at the discretion of the course coordinator and may not be identical to the originally scheduled exam/quiz.”

Kaplan Exams

1. During the course, one standardized achievement exam will be administered to evaluate mastery of the content and prepare students for the NCLEX-RN exam. This integrated test is mandatory and will be worth 5% of the overall grade for the course. **You must achieve a passing grade set forth by Kaplan in order to receive the 5% toward your final grade. Students who do not receive a passing grade as set by Kaplan will receive 0 towards final grade, and students who pass according to Kaplan will receive a 100.** It is highly recommended that you practice for this exam by taking **Management/ Professional Issues Focused Review tests**. Kaplan requires the use of its own Lockdown Browser.

2.* **Predictor Test:** This 150-question test will be offered at the conclusion of the fourth semester and after the students have completed their final exams. This test predicts the probability of passing the NCLEX-RN exam. This test will serve as the nursing comprehensive exit exam at NSCC. The minimal passing standard on the Kaplan Predictive Test required for graduation from the nursing program at NSCC will be 60. A score of 60 represents a 95% likelihood that a nursing graduate will pass the NCLEX-RN. The passing score of 60 will be reflected in the course grade for NURS 2240 which is taken in the last semester and will be required for course completion of NURS 2240. If the student does not achieve a 60 on the Kaplan Predictor Test, a zero will be assigned for the exam. 50% of final course grade is based on the student’s performance on the Kaplan Predictor Test. Students must achieve a passing score of 60 to receive the 50%. (The Department of Nursing reserves the right to change the percentage required based on recommendations or requirements from the national exam scoring center).

To pass NURS 2240 and sit for the NCLEX-RN, the student must achieve the minimum passing standard on the Kaplan Predictor Test. **Failure to achieve a passing score of 60 will result in a failure (F) being given for NURS 2240.** The student will not be allowed to sit for the NCLEX-RN. Please refer to the NSCC Nursing Handbook.

Final Examination

1. The final examination in this class will be comprehensive.
2. This examination will be worth 15% of the overall grade for this course.
3. The date for the final examination will be provided once final exams are scheduled.
4. By taking quizzes through D2L, you have agreed to the following: I will not use a smartwatch, auto-summarizing tools, cheating sheets, cellphone, cameras, headphones, screen shots or **any other mechanism capable of reproducing this test**. I understand that cheating directly impacts the academic integrity of this test.

Grading Scale:

Letter Grade	Percentage Range
A	93-100

Letter Grade	Percentage Range
B	85-92
C	77-84
F	76.9* and below
FA & FN	See below

The nursing department does not round grades up for 76.9 or below. You must receive a 77 to pass the course.

FA

If you stop attending class or if you are in an online class and stop submitting assignments, but do not turn in a withdrawal form by the deadline, you are still enrolled in class. You will be given a grade of FA, which means you have failed due to not attending class and not completing your assignments. Please refer to the current academic calendar available on the Nashville State web site, looking for the date that indicates it is the “Last Day to Earn F for Attendance (FA).” If you stop attending your course after this date, you will receive an F.

FN

An FN is awarded if you have never attended your course or done any of the work in an online course.

Late Work Policy & Make-up Procedures for Missed Assignments and Work:

1. It is expected that all students complete quizzes, exams and homework assignments at the regularly scheduled times. Exams for NURS 2130 will take place at 0800 on Tuesdays unless otherwise specified by the instructor
2. In the event of an unforeseen emergency (such as serious illness or death of an immediate family member) or presence of a communicable disease, the student must notify the appropriate faculty member **prior** to the scheduled exam, quiz or homework assignment.
3. Arrangements for exams missed must be made prior to the next scheduled lecture day.
4. Makeup exams may not be identical to the originally scheduled exam.
5. Missed exams, quizzes or homework assignments with a failure to notify the instructor prior to the exam, and/or failure to complete the makeup exam prior to the next lecture time may each result in a grade of 0 for that assignment.

Attendance Policy

General Policy

- *Absences in a course may affect your final grade.*
- *Tardiness may also affect your final grade.*
- *You are responsible for all work/tests that occur during any missed course session(s) regardless of reason(s) for absence.*
- *If you are not well enough to attend a course session (class), you must notify the instructor as soon as possible before the scheduled course time.*
 - *If you are unable to notify an instructor before the scheduled course time, you must contact the instructor as soon as reasonably possible.*

- *If you have an unavoidable conflict with a scheduled course session, you must notify the instructor before the course session.*
 - *If you are unable to notify an instructor before the scheduled course time, you must contact the instructor as soon as reasonably possible.*

Nursing Attendance Policy:

- If you are scheduled for class/skills lab/clinical and will not be present or you need to leave early, notify the department secretary and follow it up with an e-mail to the instructor prior to the beginning of class/skills lab/clinical.
- Chronic absenteeism WILL jeopardize your grade for the course and can result in academic failure which would result in dismissal from the program.
- Absenteeism from the skills lab/clinical will not be tolerated and can result in a grade of “unsatisfactory” which could result in academic failure of the nursing course which would result in dismissal from the program.
- Students are expected to make up ALL missed clinical time (including skills lab), unless exempted by the instructor. If clinical time/skills lab time is missed, it is the responsibility of the student to make arrangements with the instructor. Faculty decisions regarding make up time are final.
- See Nursing Handbook for more details

For financial aid purposes, attendance is measured by participation in the course. Instructors can determine your level of participation in several ways. Some of those ways are:

- continued attendance
- participation in on-ground or virtual class sessions
- participating in D2L as prompted
- responding to an instructor’s email
- posting to a discussion board
- completing and submitting assignments

Technology Statement

- All classes at the College are web enhanced. “Web enhanced” means that components of the course, such as assignments and online discussions, may be located online in the class D2L/NS Online course shell and used in the course, even if the course meets in a classroom on ground.
- You must have access to a computer and an internet connection to complete assignments, engage in online discussions, and access various course materials through D2L/NS Online course shells.
- You may also be required to use free video conferencing platforms (examples: Zoom, Teams, etc.) for course sessions and meetings.
- You will be responsible for appropriate dress while on video. This means that you are expected to dress as if you were in a classroom.
- You will be responsible for a distraction free environment while on video. This means that the professor and others in the course should not be able to hear noise in your home, such as cell phones, TVs, or barking dogs. The best way to do this is to keep yourself on “mute” until you need to speak.
- You will be responsible for making sure your background is neutral. Keep in mind that students and professors come from all around the world, and you are all a part of our community. Therefore, please avoid having images in your background that may be offensive to your classmates.

- Certain publisher materials, such as textbook figures, may not work on cellphones and may require a laptop or a tablet.
- If you have questions or concerns regarding access to a computer or internet resources, please contact your instructor. Additional information is available on the [access to internet and technology website](#).

Computer Labs

Computers are available for all Nashville State students to use at each campus during open hours. Open computer lab availability may vary from campus to campus.

You should check the NSCC website for current hours of operation.

D2L/NS Online and myNSCC

It is your responsibility to check your email in **both** D2L/NS Online course shells and your @my.nsc.edu (student email) on a regular basis. These are the official communication channels between the college and you. You are responsible for the information communicated through these email channels. D2L/NS Online emails contain specific course information and @my.nsc.edu emails contain important information from college offices, such as Financial Aid.

ADA Compliance Statement

If you need accommodations due to a disability, please do not hesitate to reach out to our Access Center. Disabilities for which you can receive accommodations include documented physical, emotional, and/or learning conditions. Nashville State is committed to supporting your success, and we encourage you to get assistance if needed. If you require accommodations for any courses in which you are enrolled, contact the Access Center at 615-353-3363, or e-mail accesscenter@nsc.edu.

Classroom Misconduct

Disruptive conduct is not allowed in the classroom. Disruptive conduct is any behavior that prevents students from learning and interferes with the ability of the instructor to teach. This may change from course to course; therefore, your individual instructors will give you guidance on what qualifies as “disruptive conduct” in their courses. Please review the [Nashville State Student Code of Conduct policy](#). Please be aware that children are not allowed in class or to be left unattended on campus.

Academic Misconduct

You have started this academic journey to prepare for a future career. Because of this, it is important that you learn the materials being presented in your courses. For this reason, cheating, in any form, robs you of your opportunity to learn and master the material that will enable you to succeed in that future career. Nashville State has a clear [Academic Misconduct Policy](#) that you are expected to follow. In addition, your instructors will clarify what Academic Misconduct looks like and the consequences for violations in each course that you take. The instructor has the authority to assign an “F” or a “zero” for such violations or for the term grade.

Academic Early Alert System

If you are not doing well in your course, your instructor may send you an Early Alert through your @my.nsc.edu email. This email will go to your academic advisor and Student Success advisor, as well. If you get an Early Alert, contact your instructor immediately. Instructors send these when they want to help you figure out how to get extra support to pass the course. An Early Alert does not mean that you have already failed the course. Rather, it means you are in danger of failing the course if you do not change your learning strategy. Please use an Early Alert to your advantage and as an opportunity to improve your grade.

RAVE Emergency Alert System

You can log in to this free alert system to receive text messages about emergencies related to NSCC campuses through the [RAVE app \(https://www.getrave.com/login/nscc\)](https://www.getrave.com/login/nscc). The instructions for this are listed below.

- Your RAVE Username is your NSCC email address.
- If you've never received an email from RAVE with your password, or if you need to reset your password, select "Forgot your password?" and a new password will be emailed to you.
- Should the RAVE system indicate "user not found", select Register and create your own RAVE account.

Student Wellness

Your well-being is important to us. With this in mind, the college has several resources available to provide support when needed:

- [Free tutoring](#) can assist you beyond the classroom to help you make the most of your college education.
- [These resources](#) include NSCC email, scheduling, online courses, textbooks, tech check out and support, computer labs on campuses, academic advising, financial advising, COVID-19 information and procedures on campuses.
- [Services](#) that help with bus passes, food, childcare, textbooks, housing, financial counseling, personal counseling, suicide prevention, health insurance.

Equity Statement

Nashville State Community College strives to ensure that each student receives what that student needs to be successful, with goals of success beyond the classroom. We understand and practice ideals of equity and inclusion for our students by embracing a full spectrum of experiences, viewpoints, and intellectual approaches in order to overcome barriers to success.

Inclement Weather & Campus Closings

You get notices about campus closings in these places: text messages from RAVE and www.nsc.edu. Even when campuses are closed, you are still responsible for completing all assigned work. Check D2L/NS Online for a message from your instructor so you do not miss important assignments and due dates, which may change due to the campus closure.

Class Cancellation Policy

Our instructors post messages about cancelling classes in the [D2L/NS Online](#) course shells and/or on the classroom door on campus. These messages can be found in the News and Content section or the Email tab in the online shell. Please check these to be sure that you take advantage of opportunities for learning and points toward your grade.

SAFETY & SECURITY

******Due to safety and security concerns for NSCC students, the doors to the classroom and lab will be closed, and therefore, locked at the beginning of each class. The doors will remain locked until a break is called by the instructor.** Students are expected to be in their seat and ready to begin class 10 minutes prior to the class time.

Leadership Schedule (subject to change)

Week	Topics and Chapters To be read before class
	Wednesdays 2:00-4:00
Week 1 Beginning 1/17/23	Chapter 1: Role Transitions (SLO: 1,5,6,7,8) Chapter 2: Personal Management: Time and Self Care (SLO: 1,8) Chapter 3: Mentorship, Preceptorship, Nurse Residency (SLO: 1,2,7,8)
Week 2 Beginning 1/23/23	Chapter 4: Employment: Resumes and Interviewing (SLO: 1,2,3,5,8) Begin drafting resume/cover letter
Week 3 Beginning 1/30/23	Chapter 6: Historical Perspectives (SLO: 1,4,5,6,7,8) Chapter 7: Nursing Education (SLO: 1,3,4,6,8) Resume writing/cover letter review
Week 4 Beginning 2/6/23	Chapter 8: Nursing Theory (SLO: 1,4,5,8) Chapter 9: Image of Nursing (SLO: 1,4,5,8) Resume and Cover Letter due 2/6/23 at Noon
Week 5 Beginning 2/13/23	Chapter 10: Nursing Management and Leadership (SLO:1,2,7,8) Chapter 11: Building Nursing Management Skills (SLO:1,2,7,8) PRESENTATION – GROUP 1
Week 6 Beginning 2/20/23	Chapter 12: Effective Communication, Team Building (SLO:1,2,6,8) Chapter 13: Conflict Management (SLO:1,2,6,8) Chapter 14: Delegation (SLO:1,2,3,7,8)
Week 7 Beginning 2/27/23 Midterm Exam	Midterm Exam (Chapters 1 through 14) PRESENTATION – GROUP 2
Week 8 Beginning 3/6/23	Chapter 15: Healthcare Organization and Patterns of Nursing Care Delivery (SLO:1,3,4,6,8) Chapter 16: Economics of Health Care Delivery (SLO:1,2,6,7) PRESENTATION – Group 3
Week 9 Beginning 3/13/23	Chapter 17: Political Action in Nursing (SLO:1,2,7,8) Chapter 18: Collective Bargaining (SLO:1,2,7,8) PRESENTATION- Group 4
Week 10 Beginning 3/20/23	Chapter 19: Ethical Issues (SLO:1,3,4,5,8) Chapter 20: Legal Issues (SLO:1,3,4,5,8) PRESENTATION – Group 5
Week 11 Beginning 3/27/23	Chapter 21: Cultural and Spiritual Awareness (SLO:1,3,4,5,8) Chapter 22: Quality Patient Care (SLO:1,2,3,4,6,7,8) PRESENTATION – Group 6

Week 12 Beginning 4/3/23	Chapter 23: Nursing Informatics (SLO:1,8) Chapter 24: Evidence-Based Practice and Nursing Research (SLO:1,8) PRESENTATION – Group 7
Week 13 Beginning 4/10/23	Chapter 25: Workplace Issues (SLO:1,2,6,7,8) Chapter 26: Emergency Preparedness (SLO:1,2,3,4,7,8) PRESENTATION - Group 8
Week 14 Beginning 14/17/23 Kaplan	KAPLAN INTEGRATED TEST
Week 15 4/25/23 Final Exam	Final Exam (Chapters 15 through 26)

Student/Group Presentation Rubric

CRITERIA	POSSIBLE PERCENTAGE	ACTUAL PERCENTAGE
Written Paper (Group Grade)		
Topic includes all aspects of project, contains clear and concise resources, and contains clear organization with effective introduction, transitions, and conclusion	10	
Rules of grammar, usage and punctuation are followed, spelling is correct; language is precise; sentences display consistently strong, varied structure	10	
Incorporates at least 3 evidence-based references, thoroughly demonstrating pertinence and relevance to subject content	5	
Provides study guide hand-out which thoroughly covers assigned content in an organized format.	5	
Provides 5 moderately challenging NCLEX-style multiple choice questions with correct answers and which utilize strong critical thinking skills and nursing implications. (Questions should be presented to audience in Power Point.)	5	
Dissemination of Information (Group Grade)		
Presentation meets allotted time frame of 40 minutes	5	
Paperwork is turned in completed and on-time	5	
Written paper (using correct APA format), Study Guide and NCLEX questions are submitted electronically to instructor one week (7 days) prior to presentation	5	
Group creates an interactive experience to engage audience	5	
Personal Demeanor (Individual grade)		
Engagement of audience	5	
Maintains eye contact with audience, seldom using notes or reading from power points	10	

Written Paper Grade: _____ + Group Grade: _____ + Individual Grade: _____

Personal Total: _____