

NURS 4410, Leadership

Fall 2017 rev. 08.11.2017

Texas A&M University-Central Texas

INSTRUCTOR AND CONTACT INFORMATION

Instructor: Catherine Pena

Office: WH, 420 B

Phone: 254-519-5718

Email: Canvas for course related concerns

Office Hours:

Monday-Thursday 9:00 – 2:00 p.m., Friday appointment only.

Mode of instruction and course access:

This course is a web-based course taught online using the A&M-Central Texas Canvas Learning Management System [<https://tamuct.instructure.com>].

Student-instructor interaction:

Emails and messages within Canvas; students may expect a response within 24 to 48 hours Monday-Thursday. Students are expected to check emails daily for announcements, assignment updates, or any other messages corresponding to the course. Office hours may also include synchronous online student's learning and serving as a resource person to guide the student in the learning process. Scheduled Canvas Collaborate and telephone by appointments only.

911 Cellular:

Emergency Warning System for Texas A&M University – Central Texas

911Cellular is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. All students are automatically enrolled in 911 Cellular through their myCT email account.

Connect at [911Cellular \[https://portal.publicsafetycloud.net/Texas-AM-Central/alert-management\]](https://portal.publicsafetycloud.net/Texas-AM-Central/alert-management) to change where you receive your alerts or to opt out. By staying enrolled in 911Cellular, university officials can quickly pass on safety-related information, regardless of your location.

COURSE INFORMATION

In this course, theories and principles of human behavior in organizations are examined, including an exploration of leadership roles in professional nursing practice. Students analyze concepts that reflect the progressive development of the nurse leader who applies critical thinking and information technology skills to evidence-based practice. The role of the nurse leader as an interprofessional team member is also examined. The importance of the nurse leader as a role model for continued professional growth through lifelong learning is emphasized. Issues related to political action, socio-legal concerns, cultural diversity, and ethics in professional nursing practice are explored with an emphasis on the advocacy role of the nurse. Practicum experiences are individualized.

Course Objective: By the end of this course the student will be able to: Relate practical application of leading and management styles to provide the best possible outcomes for patients.

Student Learning Outcomes:

- Apply theories of leadership and management to practice through the application of critical thinking to coordinate ethical evidence-based nursing care.
- Demonstrate an awareness of complex organizational systems, including the professional nurse's role in influencing these systems.
- Analyze the impact of selected historical, political, ethical, cultural, legal and professional issues on the health care delivery.
- Demonstrate valuing of lifelong learning and professional growth.
- Apply the role of the professional nurse as a leader, manager, and facilitator of holistic, interprofessional care.

Competency Goals Statements (certification or standards):

- Essential II: Basic Organizational and Systems Leadership for Quality Care and Patient Safety.
- Essential IV: Information Management and Application of Patient Care Technology
- Essential VI: Interprofessional Communication and Collaboration for Improving Patient Health Outcomes.
- Essential VIII: Professionalism and Professional Values

Required Reading and Textbook(s):

American Psychological Association. (2010). *Publication of the American Psychological Association (6th ed.)*. Washington D.C: American Psychological Association. ISBN – 1-4338-0561-8

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Yoder-Wise P. (2015). *Leading and Managing in Nursing* (6th ed.). Maryland Heights, Missouri: Elsevier. ISBN-9780323069779

Sullivan, E. J. (2013). *Becoming influential: A guide for nurses* (2nd ed.). Upper Saddle River, NJ: Pearson Education, Inc. ISBN-13: 978-0-1327-0668-1

COURSE REQUIREMENTS

Grading Criteria Rubric and Conversion

Late assignments may have 10% deduction for everyday late off total grade earned, unless prior arrangements with instructor have been made. All complete assignments must be submitted prior to the due date, no editing will be considered after the due date.

A missed presentation without prior notice, will automatically have a 20% deduction. Rescheduling will be at the convenience of instructor. Notice must be provided at least 24 hours prior to presentation time. No exceptions.

Discussion Questions X 5	50 Points	15%
Assignments X 18	360 Points	40%
Change Project	40 Points	25%
Group Presentations X 2	40	20%
Total:	240 Points	100%

Percent	A=90-100
	B=80-89
	C=70-79
	D=60-69
	F=59 or below

Posting of Grades

All student grades will be posted on the Canvas Grade book. Students should monitor their grading status often and report to the instructor any discrepancies. Quiz and exam grades taken through Canvas are posted upon successful submission. Faculty graded assignments and discussion posts will be posted within 72 hours after the due date and time. Friday assignment grades will be posted within 72 hours of the following Monday.

COURSE OUTLINE AND CALENDAR

Complete Course Calendar

*** Please note that schedule may change due to unforeseen circumstances advance notice will be given as time allows*

Import University Dates:

August 28, Add/Drop/Late Registration begins
August 30, Add/Drop/Late Registration ends, 16-week and 1st 8-week classes
September 1, Priority Deadline to Submit Graduation Application
September 4, Labor Day, CAMPUS CLOSED
September 5, Last day to drop 1st 8-week classes with no record
September 13, Last day to drop 16-week classes with no record
September 22, Last day to drop a 1st 8-week class with a Q or withdraw with a W
October 6, Deadline to submit graduation
October 20, Last day to withdraw from the University (1st 8-week classes WF)
October 23, Add/Drop/Late Registration begins, 2nd 8-week classes
October 26, Add/Drop/Late Registration ends, 2nd 8-week classes
October 30, Last day to drop 2nd 8-week classes with no record
November 10, Veteran's Day
November 10, Last day to drop with a Q or withdraw with a W (16-week classes)
November 17, Last day to drop a 2nd 8-week class with a Q or withdraw with a W
November 23-24, Thanksgiving, CAMPUS CLOSED
December 15, Last day to withdraw from the University (16-week and 2nd 8-week classes)
December 15, Last day to file for Degree Conferral (Registrar's Office)
December 15, Commencement
December 25-January 1, WINTER BREAK

TECHNOLOGY REQUIREMENTS AND SUPPORT

Technology Requirements.

This course will use the A&M-Central Texas Instructure Canvas learning management system. Logon to A&M-Central Texas Canvas [<https://tamuct.instructure.com>].

Username: Your MyCT username (xx123 or everything before the "@" in your MyCT e-mail address)
Password: Your MyCT password

Technology Support.

For log-in problems, students should contact Help Desk Central.

24 hours a day, 7 days a week:

Email: helpdesk@tamu.edu

Phone: (254) 519-5466

[Web Chat: \[http://hdc.tamu.edu\]](http://hdc.tamu.edu)

Please let the support technician know you are an A&M-Central Texas student.

For issues with **Canvas**, select "chat with Canvas support," submit a support request to Canvas Tier 1, or call the Canvas support line: 1-844-757-0953, links to all are found inside of Canvas using the "Help" link.

For issues related to course content and requirements, contact your instructor.

UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES

Drop Policy.

If you discover that you need to drop this class, you must complete a [Drop Request Form \[https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf\]](https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf).

Professors cannot drop students; this is always the responsibility of the student. The Registrar's Office will provide a deadline on the University Calendar for which the form must be completed, signed and returned. Once you return the signed form to the Registrar's Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar's Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

Academic Integrity.

Texas A&M University -Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Academic integrity is defined as a commitment to honesty, trust, fairness, respect, and responsibility. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. Academic misconduct is any act that improperly affects a true and honest evaluation of a student's academic performance and includes, but is not limited to, cheating on an examination or other academic work, plagiarism and improper citation of sources, using another student's work, collusion, and the abuse of resource materials. All academic misconduct concerns will be reported to the university's Office of Student Conduct. Ignorance of the university's standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

Academic Accommodations.

At Texas A&M University-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier free education. The Department of Access and Inclusion is responsible for ensuring that students with a disability receive equal access to the University's programs, services and activities. If you believe you have a disability requiring reasonable accommodations please contact the Department of Access and Inclusion at (254) 501-5831. Any information you provide is private and confidential and will be treated as such.

For more information please visit our [Access HYPERLINK](http://www.tamuct.edu/departments/access-inclusion)
"<http://www.tamuct.edu/departments/access-inclusion>" HYPERLINK
"<http://www.tamuct.edu/departments/access-inclusion>"& HYPERLINK

["http://www.tamuct.edu/departments/access-inclusion"](http://www.tamuct.edu/departments/access-inclusion) HYPERLINK
["http://www.tamuct.edu/departments/access-inclusion"](http://www.tamuct.edu/departments/access-inclusion) Inclusion webpage
[<https://www.tamuct.edu/departments/access-inclusion>].

Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and guidance from US Department of Education's Office of Civil Rights, the Dean of Student Affairs' Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. For more information, please visit <https://www.tamuct.edu/departments/index.php>. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these [requirements and guidelines online](#), please visit the website [<http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf>].

Tutoring.

Tutoring is available to all A&M-Central Texas students, both on-campus and online. On-campus subjects tutored include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Tutors are available at the Tutoring Center in Warrior Hall, Suite 111. If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, or any other question, contact Academic Support Programs at 254-519-5796, or by emailing Larry Davis at Imdavis@tamuct.edu.

Chat live with a tutor 24/7 for almost any subject on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log-in and receive FREE online tutoring and writing support. This tool provides tutoring in over forty subject areas. Access Tutor.com through Canvas.

The University Writing Center.

Located in 416 Warrior Hall, the University Writing Center (UWC) at Texas A&M University-Central Texas is a free workspace open to all TAMUCT students from 10am-5pm Monday-Thursday with satellite hours in the University Library on Mondays from 6:00-9:00pm. Students may arrange a one-on-one session with a trained and experienced writing tutor by visiting the UWC during normal operating hours (both half-hour and hour sessions are available) or by making an appointment via [WCOnline](#) [<https://tamuct.mywconline.com/>]. In addition, you can email Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu to schedule an online tutoring session. Tutors are prepared to help writers of all levels and abilities at any stage of the writing process. While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students' ideas and writing, our tutors highlight the ways in which they read and interpret students' texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the University Writing Center is here to help!

If you have any questions about the University Writing Center, please do not hesitate to contact Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu.

University Library.

The University Library provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals, in addition to the 72,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On-campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available twenty-four hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place on Skype or in-person at the library. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our [Library website \[https://tamuct.libguides.com/\]](https://tamuct.libguides.com/).

A Note about Sexual Violence at A&M-Central Texas

Sexual violence is a serious safety, social justice, and public health issue. The university offers support for anyone struggling with these issues. University faculty are mandated reporters, so if someone discloses that they were sexually assaulted (or a victim of Domestic/Dating Violence or Stalking) while a student at A&M-Central Texas, faculty members are required to inform the Title IX Office. If you want to discuss any of these issues confidentially, you can do so through Counseling Services (254-501-5956) located on the second floor of Warrior Hall.

Sexual violence can occur on our campus because predators often feel emboldened, and victims often feel silenced or shamed. It is incumbent on ALL of us to find ways to actively create environments that tell predators we don't agree with their behaviors and tell survivors we will support them. Your actions matter. Don't be a bystander; be an agent of change. For additional information on campus policy and resources visit the [Title IX webpage \[https://www.tamuct.edu/departments/compliance/titleix.php\]](https://www.tamuct.edu/departments/compliance/titleix.php).

INSTRUCTOR POLICIES.

Collaborate Presentations

Live presentations are required in this course. Schedule times/dates for presenting will be available early in the semester. Time for presenting are limited to the schedule provided. Changes less than 24-hour notice, will automatically consist of 20% grade deduction.

Use of other resources may be required

Several assignments will require additional web search for supportive material through the use of outside resources. Students are required to follow APA citing/referencing and copyright guidelines.

Copyright Notice.

Unit I			
Week 1 August 28	Assignment 1: A day in the life of a nurse-Video DQ : Meet & Greet with photo	September 2	Chap. 4 (Sullivan); YouTube videos, article research
Week 2 September 4	Assignment 2: Leading, Managing, and Followers Outline Assignment 3: Role of Leaders Outline	September 9	Chap. 3 & 4 Yoder & Wise
Week 3 September 11	Assignment 4: Dealing with Difficult People DQ 1: Communicating Effectively	September 16	Chap. 5 & 10 (Sullivan), article research
Week 4 September 18	Assignment 5: Legal Issues	September 23	Chap.5, article research Yoder & Wise
Week 5 September 25	Assignment 6: Healthcare Organizations. DQ2: Healthcare Organizations	September 30	Chap. 7 & 8 Yoder & Wise
Week 6 October 2	Assignment 7: Culture, race, ethnicity Assignment 8: Power Assignment: Submit Change topic for approval	October 7	Chap. 9-10 Yoder & Wise
Week 7 October 9	Assignment 9: Telling Your Story Assignment 10: Preparing Successors	October 14	Chap. 12, 14 & 15 (Sullivan)
Unit II			
Week 8 October 16	Assignment 11: Strategic Planning Assignment 12: SWOT/Grid	October 21	Chap. 6 & 16 Yoder-Wise
Week 9 October 23	Assignment 13: Managing change in your setting. DQ3: Collective Bargaining	October 28	Chap. 17,18, & 19 Yoder & Wise
Week 10 October 30	Assignment 14: Translating Research into Practice Assignment: EBP in nursing	November 4	Chap. 21 Yoder & Wise, Research
Unit III			
Week 11 November 6	Assignment 15: Consumer Relationships DQ4: Consumer Relationships	November 11	Chap. 22 Yoder-Wise
Week 12 November 13	Assignment 16: Conflict Assignment 17: Anti-bullying	November 18	Chap. 23 Yoder-Wise
Week 13 November 20	Assignment 18: Managing Problems Assignment 19: Delegation	November 25	Chap. 24 & 26 Yoder-Wise

Week 14 November 27	Assignment 20 : Teaching Workplace Violence/Incivility	December 2	Chap. 25 Yoder-Wise
Week 15 December 4	Collaborate Presentations	December 13	
Week 16 December 11	Collaborate Presentations ** No presentations will be scheduled beyond December 13	December 13	

Students should assume that all course material is copyrighted by the respective author(s). Reproduction of course material is prohibited without consent by the author and/or course instructor. Violation of copyright is against the law and Texas A&M University-Central Texas' Code of Academic Honesty. All alleged violations will be reported to the Office of Student Conduct.

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