

**NURS 4410, Leadership**

Spring 2018 rev. 12.08.2017

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>]. Audio ability is required for Power Point Presentations or as instructed. This course uses 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.

**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](#) [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 (6<sup>th</sup> ed.)*. Washington D.C: American Psychological Association. ISBN – 1-4338-0561-8

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

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

## **COURSE REQUIREMENTS**

Discussion Questions X 5	50 Points	15%
Assignments X 20	400 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*

Unit I			
<b>Week 1</b> January 16	Assignment 1: A day in the life of a nurse-Video <b>DQ 1 : Meet &amp; Greet with photo</b>	January 22	Chap. 4 (Sullivan); YouTube videos, article research
<b>Week 2</b> January 23	Assignment 2: Leading, Managing, and Followers Outline Assignment 3: Role of Leaders Outline	January 29	Chap. 3 & 4 Yoder & Wise
<b>Week 3</b> January 30	Assignment 4: Dealing with Difficult People <b>DQ 2: Communicating Effectively</b>	February 5	Chap. 5 & 10 (Sullivan), article research
<b>Week 4</b> February 6	Assignment 5: Legal Issues	February 12	Chap.5, article research Yoder & Wise
<b>Week 5</b> February 13	Assignment 6: Healthcare Organizations. <b>DQ 3: Healthcare Organizations</b>	February 19	Chap. 7 & 8 Yoder & Wise
<b>Week 6</b> February 20	Assignment 7: Culture, race, ethnicity Assignment 8: Power Assignment: Submit Change topic for approval	February 26	Chap. 9-10 Yoder & Wise
<b>Week 7</b> February 27	Assignment 9: Telling Your Story Assignment 10: Preparing Successors	March 5	Chap. 12, 14 & 15 (Sullivan)
Unit II			
<b>Week 8</b> March 6	Assignment 11: Strategic Planning Assignment 12: SWOT/Grid	March 12	Chap. 6 & 16 Yoder-Wise
<b>Week 9</b> March 13	<b>Spring Break</b>		
<b>Week 10</b> March 20	Assignment 13: Managing change in your setting. <b>DQ 4: Collective Bargaining</b>	March 26	Chap. 17,18, & 19 Yoder & Wise
Unit III			
<b>Week 11</b> March 27	Assignment 14: Translating Research into Practice Assignment: EBP in nursing	April 2	Chap. 21 Yoder & Wise, Research
<b>Week 12</b> April 3	Assignment 15: Consumer Relationships <b>DQ 5: Consumer Relationships</b>	April 9	Chap. 22 Yoder-Wise
<b>Week 13</b> April 10	<b>Change Presentations Due via Kaltura</b>	April 16	
<b>Week 14</b> April 17	Assignment 16: Conflict Assignment 17: Anti-bullying	April 23	Chap. 23 Yoder-Wise
<b>Week 15</b> April 24	Assignment 18: Managing Problems Assignment 19: Delegation	April 30	Chap. 24 & 26 Yoder-Wise
<b>Week 16</b> May 1	Assignment 20 : Teaching Workplace Violence/Incivility	May 7	Chap. 25 Yoder-Wise

## **Import University Dates:**

### **January 2018**

January 2, (Tuesday) Winter Break Ends  
January 2, (Tuesday) Priority Deadline for Admissions applications  
January 5, (Friday) VA Certification Request Priority Deadline  
January 11, (Thursday) Convocation  
January 12, (Friday) Tuition and Fee payment deadline (16 week & 1st 8 week)  
January 15, (Monday) Martin L. King Jr. Day  
January 16, (Tuesday) ADD/DROP/LATE REGISTRATION BEGINS (\$25 fee assessed for late registrants) (16 week & 1st 8 week)  
January 16, (Tuesday) Classes Begins  
January 18, (Thursday) ADD/DROP/LATE REGISTRATION ENDS (16 week & 1st 8 week)  
January 23, (Tuesday) Last day to drop 1st 8-week classes with no record  
January 31, (Wednesday) Last day to drop 16 week classes with no record

### **February 2018**

February 2, (Friday) Priority Deadline to Submit Graduation Application  
February 9, (Friday) Last day to drop a 1st 8-week class with a Q or withdraw with a W  
February 15, (Thursday) Last day to apply for Clinical Teaching  
February 23, (Friday) Student End of Course Survey Opens (1st 8-Week Classes)

### **March 2018**

March 1, (Thursday) Deadline to submit application to Teacher Education Program  
March 2, (Thursday) Deadline to Submit Graduation Application for Ceremony Participation  
March 9, (Friday) 1st 8 week classes end  
March 9, (Friday) Deadline for Admissions applications  
March 11, (Sunday) Student End of Course Survey Closes (1st 8-Week Classes)  
March 12, (Monday) Spring Break Begins  
March 12, (Monday) 1st 8-week grades from faculty due by 3pm  
March 15, (Thursday) Tuition and Fee Payment Deadline (2nd 8-week classes)  
March 16, (Friday) Spring Break Ends  
March 19, (Monday) 2nd 8 week begins  
March 19, (Monday) Summer Advising Starts  
March 19, (Monday) Class Schedule Published  
March 19, (Monday) ADD/DROP/LATE REGISTRATION BEGINS (\$25 fee assessed for late registrants) (2nd 8-week classes)  
March 21, (Wednesday) ADD/DROP/LATE REGISTRATION ENDS (2nd 8-week classes)  
March 27, (Tuesday) Last day to drop 2nd 8-week classes with no record  
March 30, (Friday) Last day to drop a 16-week course with a Q or withdraw with a W

### **April 2018**

April 1, (Sunday) GRE/GMAT scores due to Office of Graduate Studies  
April 2, (Monday) Scholarship Deadline  
April 2, (Monday) Registration begins  
April 5, (Thursday) Priority Deadline for International Student Admission Applications  
April 13, (Friday) Last day to drop a 2nd 8-week class with a Q or withdraw with a W\*  
April 13, (Friday) Deadline for submission of final committee-edited theses with committee approval signatures to Office of Graduate Studies  
April 27, (Friday) Student End of Course Survey Opens (16 Week and 2nd 8-Week Classes)

### **May 2018**

May 7-11, Finals Week

May 11, (Friday) Last day to file for Degree Conferral (Registrar's Office)(\$20 Late Application Fee applies)  
May 11, (Friday) Spring Term Ends  
May 11, (Friday) Last day to withdraw from the university (16 week and 2nd 8 week classes)  
May 11, (Friday) Last day to apply for \$1000 Tuition Rebate for Spring graduation (5pm)  
May 12, (Saturday) Commencement Ceremony Bell County Expo Center 7:00 p.m.  
May 13, (Sunday) Student End of Course Survey Closes (16 Week and 2nd 8-Week Classes)  
May 14, (Monday) Minimester begins  
May 15, (Tuesday) Last Day to clear Thesis Office  
May 5, (Tuesday) Final grades due from faculty by 3pm (16 week & 2nd 8 week)  
May 21, (Monday) Priority Deadline for Admissions applications  
May 25, (Friday) VA Certification Request Priority Deadline  
May 28, (Monday) Memorial Day

### **TECHNOLOGY REQUIREMENTS AND SUPPORT**

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

#### **Canvas Support**

Use the Canvas Help link, located at the bottom of the left-hand menu, for issues with Canvas. You can select "Chat with Canvas Support," submit a support request through "Report a Problem," or call the Canvas support line: 1-844-757-0953.  
For issues related to course content and requirements, contact your instructor.

#### **Other Technology Support**

For log-in problems, students should contact Help Desk Central.  
24 hours a day, 7 days a week:

Email: [helpdesk@tamu.edu](mailto: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.*

### **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](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 & Inclusion](https://www.tamuct.edu/student-affairs/access-inclusion.html) webpage [https://www.tamuct.edu/student-affairs/access-inclusion.html].

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.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].

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex and gender – including pregnancy, parenting, and all related conditions. A&M-Central Texas is able to provide flexible and individualized reasonable accommodation to pregnant and parenting students. All pregnant and parenting students should contact the Division of Student Affairs at 254-501-5909 to seek out assistance. Students may also contact the University's Title IX Coordinator.

### **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 Dr. DeEadra Albert-Green at [deeadra.albertgreen@tamuct.edu](mailto:deeadra.albertgreen@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 [WOnline \[https://tamuct.mywconline.com/\]](https://tamuct.mywconline.com/). In addition, you can email Dr. Bruce Bowles Jr. at [bruce.bowles@tamuct.edu](mailto: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](mailto: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 TAMUCT, 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 Student Counseling (254-501-5955) located on the second floor of Warrior Hall (207L).

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.**

#### **Late Assignments**

One late assignment will be granted with a 10% late deduction per day. After the first late assignment, there will be up to 50% off earned grade for any late submission. 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 25% deduction. Rescheduling will be at the convenience of instructor. Notice must be provided at least 24 hours prior to presentation time. No exceptions.

#### **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.**

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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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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