

Texas A&M University-Central Texas

Course Syllabus

NURS 4410-110: Leadership & Management

CRN-11328

Spring 2022

4 credit hours

Mode of Instruction and Course Access:

This is a 100% online course and uses the A&M-Central Texas [Canvas Learning Management System](https://tamuct.instructure.com) [https://tamuct.instructure.com].

COARSE DATES

January 18, 2022, until May 13, 2022.

Instructor and Contact Information:

Dr. Dawn Riess, Ph.D., RN, Assistant Professor of Nursing

Office: Heritage Hall 302B

Phone: 254-519-5718

TEAMs: Text via TEAMs chat

Email: dawnriess@tamuct.edu

Office Hours:

Office Hours: Tuesday-Thursday, 0730-1500.

Additional hours are available by appointment, in-person or virtual. I'm available on weekends and in the evening is needed, but you will need to set-up an appointment.

Student-Instructor Interaction:

Student faculty communication by e-mails will be answered within 24 hours during the work-week and within 48 hours on weekends. Please contact me again if you have not heard from me in this period of time.

My goal is to provide student feedback on papers and case studies within one week from the assignment due date. Please contact me if you have not heard from me in this period of time.

Office hours are held at the university and available by face-to-face visits, phone consultation, or synchronous online meetings. Feel free to schedule a meeting as needed outside of the regularly scheduled office hours. You may also send text messages using the TEAMs app.

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

SAFEZONE. SafeZone provides a public safety application that gives you the ability to call for help with the push of a button. It also provides Texas A&M University-Central Texas the ability to communicate emergency information quickly via push notifications, email, and text messages. All students automatically receive email and text messages via their myCT accounts.

Downloading SafeZone allows access to push notifications and enables you to connect directly for help through the app.

You can download SafeZone from the app store and use your myCT credentials to log in. If you would like more information, you can visit the [SafeZone](http://www.safezoneapp.com) website [www.safezoneapp.com].

To register SafeZone on your phone, please follow these 3 easy steps:

1. Download the SafeZone App from your phone store using the link below:
 - o [iPhone/iPad](https://apps.apple.com/app/safezone/id533054756): [https://apps.apple.com/app/safezone/id533054756]
 - o [Android Phone / Tablet](https://play.google.com/store/apps/details?id=com.criticalarc.safezoneapp)
[https://play.google.com/store/apps/details?id=com.criticalarc.safezoneapp]
2. Launch the app and enter your myCT email address (e.g. {name}@tamuct.edu)
3. Complete your profile and accept the terms of service

University Student Conduct Guide:

https://www.tamuct.edu/student-affairs/docs/Code-of-Student-Conduct_2021.pdf

5.4.5. Disorderly Conduct 5.4.5.1. The university supports the principle of freedom of expression for both instructors and students. The university respects the rights of instructors to teach and students to learn. Maintenance of these rights requires conditions that do not impede their exercise. An individual engaging in disorderly conduct may be subject to disciplinary action. Such activities may include, but are not limited to: x Leading others to disrupt scheduled and/or normal activities on University premises. x Classroom behavior that seriously interferes with either (a) the faculty member's ability to conduct the class or (b) the ability of other students to profit from the instructional programs. x Any behavior in class or out of class, which for any reason interferes with the class work of others, involves disorder, or otherwise disrupts the regular and essential operation of the University. x Activity or conduct that violates the Texas A&M University-Central Texas Rules on Freedom of Expressive Activity (See Appendix A). 5.4.5.2. Disorderly conduct is public behavior that is disruptive lewd, or indecent; breach of peace; or aiding, or procuring another person to breach the peace on University premises or at functions sponsored by the University or participated in by members of the University community.

COURSE INFORMATION

Course Overview and Description:

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.

Prerequisites/Co-requisites:

NURS 3300, NURS 3304

Course Objective:

By the end of the 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.

Professional Standards and Guidelines:

The curriculum is guided by: American Association of Colleges of Nursing. (2021). [The Essentials: Core Competencies for Professional Education](https://www.aacnnursing.org/Portals/42/AcademicNursing/pdf/Essentials-2021.pdf). Washington, DC.

[<https://www.aacnnursing.org/Portals/42/AcademicNursing/pdf/Essentials-2021.pdf>]

- Essential 2.2: Communicate effectively with individuals.
- Essential 2.6: Demonstrate accountability for care delivery.
- Essential 2.9: Provide care coordination.
- Essential 4.2: Integrate best evidence into nursing practice.
- Essential 5.1: Apply quality improvement principles in care delivery.
- Essential 5.2: Contribute to a culture of patient safety.
- Essential 5.3: Contribute to a culture of provider and work environment safety.
- Essential 6.1: Communicate in a manner that facilitates a partnership approach to quality care delivery.
- Essential 6.2: Perform in different team roles, using principles and values of team dynamics.
- Essential 6.4: Work with other professionals to maintain a climate of mutual learning, respect, and shared values.
- Essential 7.1: Apply knowledge of systems to work effectively across the continuum of care.
- Essential 8.1: Describe the various information and communication technology tools used in the care of patients, communities, and populations.
- Essential 8.3: Use information and communication technologies and informatics processes to deliver safe nursing care to diverse populations in a variety of settings.
- Essential 9.2: Employ participatory approach to nursing care.
- Essential 9.3: Demonstrate accountability to the individual, society, and the profession.
- Essential 9.4: Comply with relevant laws, policies, and regulations.
- Essential 9.5: Demonstrate the professional identity of nursing.

	Personal Insights, Talents, and Communication Paper	200	3/13/22
	Optional Discussion: Questions on Change Proposal	0	ongoing
4	Leading Change and Building Teams Assignment	100	4/3/22
	The Decision-Making Process Discussion	50	4/8/22 and 4/10/22
5	Change Proposal Part 1: Organization Structure	300	4/24/22
	Change Proposal, Part #1: Post for Peer Feedback	C	4/29/22 and 5/1/22
	Change Proposal Part 2: The Change Steps	500	5/8/22

C=Completion

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. The final Change Project presentation grade will be finalized within 5 days from the due date, depending on the quantity of submissions.

Late Submission of Assignments:

On occasion, you may find that you need a time extension for one of your reflection papers or case study assignments. Please note that an extension will only be given if requested prior to the assignment deadline. If you need an extension, please send me an email with the following information: 1) Name of assignment; 2) Length of the extension that you are requesting (for example, one day, one week); and 3) The reason you are requesting an extension. If a requested extension is not granted, then the **Department of Nursing Late Assignment Policy** is followed.

Department of Nursing Late Assignment Policy

Assignments are due on the date and time outlined in the course schedule and syllabus. A 10% deduction will be taken for each day an assignment is past the due date. After three days, a grade of 0 will be entered into the gradebook for that assignment. This includes all quizzes, discussion boards, and any other written work in the course. Exceptions will be granted at faculty discretion and only if arrangements were made prior to the due date.

COURSE OUTLINE AND CALENDAR

Complete Course Calendar (see at the end of document)

Import University Dates:

January 2022

January 17, 2022 Martin Luther King, JR Day (University Closed)

January 18 (Tuesday) Classes Begin

January 20 (Thursday) ADD/DROP/LATE REGISTRATION ENDS (16 week & 1st 8 week classes)

February 2022

February 2 (Wednesday) Deadline to drop 16-week classes with no record

March 2022

March 14-18, 2022 Spring Break (No Classes – Administrative Offices Open)

March 25 (Friday) Deadline for Spring Graduation Application for Ceremony Participation

April 2022

April 4 (Monday) Registration Opens for Summer Semester

April 8 (Friday) Last Day to Drop 16 Week Classes with a Quit (Q) or a Withdraw (W)

May 2022

May 13 (Friday) Spring Term Ends

University Academic Calendar:

To see additional important university dates and deadlines, please go to the [University Academic Calendar](http://catalog.tamuct.edu/undergraduate_catalog/general-information/academic20calendars20and20final20exam20schedule) [http://catalog.tamuct.edu/undergraduate_catalog/general-information/academic20calendars20and20final20exam20schedule]

TECHNOLOGY REQUIREMENTS AND SUPPORT

Technology Requirements

This course will use the A&M-Central Texas Instructure Canvas learning management system. **We strongly recommend the latest versions of Chrome or Firefox browsers. Canvas no longer supports any version of Internet Explorer.**

Logon to [A&M-Central Texas Canvas](https://tamuct.instructure.com/) [https://tamuct.instructure.com/] or access Canvas through the [TAMUCT Online link](https://tamuct.onecampus.com/) in myCT [https://tamuct.onecampus.com/]. You will log in through our Microsoft portal.

Username: Your MyCT email 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.

Online Proctored Testing

A&M-Central Texas uses Proctorio for online identity verification and proctored testing. This service is provided at no direct cost to students. If the course requires identity verification or proctored testing, the technology requirements are: Any computer meeting the minimum computing requirements, plus web camera, speaker, and microphone (or headset). Proctorio also requires the Chrome web browser with their custom plug in.

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

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 the [Drop Request](#) Dynamic Form through Warrior Web.

[<https://dynamicforms.ngwebsolutions.com/casAuthentication.ashx?InstID=eaed95b9-f2be-45f3-a37d-46928168bc10&targetUrl=https%3A%2F%2Fdynamicforms.ngwebsolutions.com%2Fsubmit%2Fform%2Fstart%2F53b8369e-0502-4f36-be43-f02a4202f612>].

Faculty cannot drop students; this is always the responsibility of the student. The Registrar's Office will provide a deadline on the Academic Calendar for which the form must be completed. Once you submit the completed 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, working with others in an unauthorized manner, 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 referred 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.

For more [information regarding the Student Conduct process](#), [<https://www.tamuct.edu/student-affairs/student-conduct.html>].

If you know of potential honor violations by other students, you may [submit a report](#), [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=0].

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 Office 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 Office of Access and Inclusion, WH-212; or call (254) 501-5836. Any information you provide is private and confidential and will be treated as such.

For more information please visit our [Access & Inclusion](#) Canvas page (log-in required) [<https://tamuct.instructure.com/courses/717>]

Important information for Pregnant and/or Parenting Students

Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and related 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. Students should seek out assistance as early in the pregnancy as possible. For more information, please visit [Student Affairs](https://www.tamuct.edu/student-affairs/pregnant-and-parenting-students.html) [<https://www.tamuct.edu/student-affairs/pregnant-and-parenting-students.html>]. 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 Associate Dean in 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, on a remote online basis. Visit the Academic Support Community in Canvas to view schedules and contact information. Subjects tutored on campus include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Student success coaching is available online upon request.

If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, success coaching, or have any other question, contact Academic Support Programs at (254) 501-5836, visit the Office of Student Success at 212F Warrior Hall, or by emailing studentsuccess@tamuct.edu .

Chat live with a tutor 24/7 for almost any subject from on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log in and receive online tutoring support at no additional cost. This tool provides tutoring in over 40 subject areas except writing support. Access Tutor.com through Canvas.

University Writing Center

University Writing Center: Located in Warrior Hall 416, the University Writing Center (UWC) at Texas A&M University–Central Texas (A&M–Central Texas) is a free service open to all A&M–Central Texas students. For the Fall 2021 semester, the hours of operation are from 10:00 a.m.-5:00 p.m. Monday thru Thursday in Warrior Hall 416 (with online tutoring available every hour as well) with satellite hours available online only Monday thru Thursday from 6:00-9:00 p.m. and Saturday 12:00-3:00 p.m.

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 UWC is here to help!

Students may arrange a one-to-one session with a trained and experienced writing tutor by making an appointment via WOnline at <https://tamuct.mywconline.com/>. In addition, you can email Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu if you have any questions about the UWC, need any assistance with scheduling, or would like to schedule a recurring appointment with your favorite tutor by making an appointment via WOnline at <https://tamuct.mywconline.com/>. In addition, you can email Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu if you have any questions about the UWC, need any assistance with scheduling, or would like to schedule a recurring appointment with your favorite tutor.

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 400,000 eBooks and 82,000 journals, in addition to the 96,000 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 24 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 virtually through WebEx, Microsoft Teams 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](#)

[<http://tamuct.libguides.com/index>].

OPTIONAL POLICY STATEMENTS

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/compliance/titleix.html) [<https://www.tamuct.edu/compliance/titleix.html>].

Behavioral Intervention

Texas A&M University-Central Texas cares about the safety, health, and well-being of its students, faculty, staff, and community. If you are aware of individuals for whom you have a concern, please make a referral to the Behavioral Intervention Team. Referring your concern shows you care. You can complete the [referral](https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=2) online [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=2].

Anonymous referrals are accepted. Please see the [Behavioral Intervention Team](https://www.tamuct.edu/bit) website for more information [<https://www.tamuct.edu/bit>]. If a person's behavior poses an imminent threat to you or another, contact 911 or A&M-Central Texas University Police at 254-501-5800.

OTHER POLICIES

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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