**Pacific Lutheran University School of Nursing**

**[Course number and Name]**

**[Semester, year]**

**[credits]**

**Course Description (includes pre-reqs):** [Use approved catalog description]

* **Credit hours [Didactic, Lab/seminar, Clinical]**

**Placement in curriculum** (ie Junior II)

**Class Schedule and Classroom**

[ie Monday 1:00p to 4:00p]

[RAM 202]

**Faculty Information**

Lead Faculty Name:

Email:

Office phone: Cell:

Office location:

Office hours:

[Clinical or co-Faculty Name]:

Email:

Office phone: Cell:

Office location:

Office hours:

**Course Objectives:** [used SNO approved objectives available on Sakai]

**Instructional Materials and Technologies**

**Required**

[list any required books, software, technology required for the class]

**Recommended**

[include recommended materials]

**Course Content and Schedule**

|  |  |  |
| --- | --- | --- |
| **Week/ Date** | **Content outline/Topics** | **Required Reading** |
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**Evaluation Methods**

[list all assignments with percentage of grade assigned for each assignment]

[Assignment A 20%]

[Assignment B 10%]

[Exam 1 20%]

[Exam 2 25%]

[Exam 3 25%]

**Description of assignments**

[fill in a brief description of each assignment with weight in course]

**Final Course Grade**

Calculation of grades will be based on the PLU School of Nursing grading scale as specified below.

4.00 94-100 = A 3.00 84-86.9 = B 2.00 71-75.9 = C 1.00 62 – 64.9 =D

3.67 90- 93.9 = A- 2.67 80-83.9 = B- 1.67 68-70.9 = C- 0.67 59 – 61.9 =D-

3.33 87-89.9 = B+ 2.33 76-79.9 = C+ 1.33 65-67.9 =D+ 0.00 58.9 & below =E

A grade of 71% or above (C or above) is required for successful completion of all nursing courses. No rounding of grades will be done.

**Course Academic Policies** [specify course policy for each]

* Attendance/tardiness
* Class participation [classroom, forum, discussion board expectations, etc.]
* Submission of assignments
* Taking tests/exams
* Late assignments
* Missed tests or assignments
* Labeling of files
* Course communication between student and faculty
* Technology and electronics
* Professional behavior

**University & School of Nursing Academic Policies**

**Academic integrity**

Please read your University Student Handbook (online) and your School of Nursing Student Handbook (online) regarding issues of academic integrity. Violations of academic integrity include *but are not limited to* cheating, lying, plagiarism, and misrepresentation of information in oral or written form (presenting material as though it was yours alone when in fact it is all or partially someone else’s work.) Please realize that both the receiving of information from others and the giving of information to others inappropriately is dishonest. Breeches in academic integrity can significantly alter your course grade, and result in a failure for the course and/or dismissal from the School of Nursing. Faculty members determine grade within a course but issues of integrity are frequently referred to the School of Nursing Student Recruitment, Admissions and Progression Committee for additional review and action. Additionally, the University’s Academic Dishonesty Hearing Panel may be utilized.

**Academic Accommodations (related to Disability Support Services)**

If you need course adaptations or accommodations because of a disability, if you have emergency medical information to share with me, or if you need other special arrangements, please make an appointment with the course instructor as soon as possible.  If you have questions concerning the services available for students with disabilities at PLU, please contact the Director of Disability Support Services in UC 300 or call x7206. Classroom or clinical accommodations will be provided only after a Letter of Accommodation from the Director of Disability Support Services has been received.  It is recommended the student and faculty have a discussion regarding specific support or arrangements needed to access any accommodations and the contents of the Letter of Accommodation.

**Essential qualifications**

The Essential Qualifications for Participation in School of Nursing Degree Programs (See School of Nursing Student Handbook) constitute important elements of academic performance criteria in the PLU School of Nursing degree programs. As such, the Essential Qualifications become part of the criteria by which students are evaluated for satisfactory performance and program progressions. The Essential Qualifications reflect a sample of the performance abilities and characteristics that are necessary to successfully complete the requirements of all nursing programs at PLU.  All new and current PLU School of Nursing students are expected to embody these skills. Nursing students must attest to and demonstrate essential motor, sensory/observation, communication, cognitive, and behavioral/emotional skills necessary to be successful in the nursing profession.

**Notice of Deficiency** [suggested wording]

The School of Nursing faculty may enact a Notice of Deficiency for students who are not meeting the Essential Qualifications or not performing to academic, clinical, lab, or professional standards at any point in the academic term and program of study. See School of Nursing Student Handbook (online) for more information regarding the Notice of Deficiency process.

Notice of Deficiencies will be given for the following reasons (non-exclusive list):

* Late assignments > 24 hours late
* Unexcused absences
* Unprofessional behavior in-class or online
* Unsatisfactory performance in clinical
* Failure to maintain a course average of 71% after 4 weeks in the course

**PLU Academic Support Services**

***Academic Assistance***

Nursing students may access the Nursing Tutor at the Academic Assistance Center in the Library.

To sign up for a tutoring session, students can stop by the AAC Office in the Library, Room 124, call 253-535-7518 or email [learningctr@plu.edu](mailto:learningctr@plu.edu)

***Student Support Pathfinder***

Students who require technical, academic, and/or student services support can utilize the [Student Support Pathfinder](http://www.plu.edu/wp-content/plugins/plu-technology-pathfinder/student-support-pathfinder.html) to be connected to the right department or office for your needs.

***Disability Support Services***

[Disability Support Services](http://www.plu.edu/dss/) is located in the University Center, Room 300. The DSS Office provides classroom accommodations to students with documented disabilities. Please visit our web page for additional information.

***Library***

The [Mortvedt Library](http://www.plu.edu/library) Services website is your portal to the PLU library collection. You can search our library catalog, online databases, indexes, and encyclopedias, and access most of our periodical collection online. Other library services include: Inter-Library Loan, Computer labs, Study rooms, The Writing Center, and Help Desk

***Writing Center***

The Writing Center can assist you in writing your papers by developing an outline, revising drafts, and demonstrating academic integrity. Students are expected to make use of the writing center independently and pro-actively, as needed to improve writing skills at all levels.

***Help Desk***

The Help Desk can assist you with your laptop computer.  PLU provides free antivirus software for all students (www.plu.edu/anti-virus). All computers on campus must have functional antivirus software before a computer can be connected to the network.

**Supplemental Content:** (content suggested for this section, delete the following information in your course syllabus, see policy)

If there is no additional supplemental content to add to your syllabus, state “no additional content

Additional content may be added to the end of the syllabus. This content can include

* Topical Outline
* Instructional Strategies
* Semester Course Schedule with readings and assignments