Wilkes University Curriculum Committee

PROPOSAL SUBMITTAL FORM

Directions:

- Use this set of forms for all proposals sent to the Curriculum Committee.
- Pages 1-3 of this document are required. Any unnecessary forms should be deleted from the packet before submissions. If multiple forms are needed (course addition, course deletion, etc), simply copy and paste additional forms into this packet.
- Note that all new programs (majors and minors), program eliminations, significant program revisions and all general education core revisions must be reviewed and approved by the Provost and Academic Planning Committee (APC) prior to submission to the Curriculum Committee. The Provost will make the decision if a program revision requires APC review.
- Completed and signed forms are due no later than the second Tuesday of every month. Submit one signed original hard copy and a scanned electronic copy with all signatures to the Chair of the Curriculum Committee.

1. Originator:  Dr. Kathleen Hirthler
   Passan School of Nursing
   570-408-5027; kathleen.hirthler@wilkes.edu

2. Proposal Title: DNP Program Practicum-Elective Courses

3. Check only one type of proposal: (double click on the appropriate check box and change default value to “checked”).

☐ New Program. (Major or Minor Degree Programs). This requires prior review and approval by the Provost and APC.

☐ Elimination of Program. (Major or Minor Degree Programs). This requires prior review and approval by the Provost and APC.

☐ Program Revision. Significant revisions to a program require review and approval by the Provost. The Provost determines if review and approval by APC is necessary.

☐ General Education Revision. Submissions only accepted from the General Education Committee (GEC). Must be reviewed and approved by the Provost.

☐ Creation of new departments, elimination of existing department. This requires prior review and approval by the Provost and APC.

x Course additions or deletions not affecting programs (such as elective courses, transition of “topics” courses to permanent courses).

☐ Change in course credit or classroom hours.

☐ Incidental Changes. Includes changes in course/program title, course descriptions, and course prerequisites. (Although these changes do require approval by the Curriculum Committee, they do not go before the full faculty for approval).

☐ Other (Specify)
4. Indicate the number of course modification forms that apply to this proposal:

___2___ Course Addition Form (plus syllabi)
____ Course Deletion Form
____ Course Change Form

5. Executive Summary of Proposal.

Briefly summarize this proposal. The breadth and depth of this executive summary should reflect the complexity and significance of the proposal. Include an overview of the proposal, background and reasoning behind the proposal and a description of how the proposal relates to the mission and strategic long-range plan of the unit and/or university. For incidental changes a one or two sentence explanation is adequate.

The Doctor of Nursing Practice (DNP) degree, a practice focused doctorate, requires completion of 1000 clinical hours in an intense immersion experience in order to prepare experts for specialized advanced nursing practice. In 2006 The Essentials of Doctoral Education for Advanced Nursing Practice was released by the American Association Colleges of Nursing (AACN) outlining this doctoral degree clinical requirement for the DNP degree. In 2014 a white paper on the DNP degree was released on current issues and clarifying recommendations and continued support to these clinical hours for degree completion.

Students entering the DNP program can be credited with clinical hours from their master’s degree where they began an intense immersion experience in a specialized area of practice. Students enter the DNP program with a wide range of clinical hours. These elective courses provide students entering the DNP program with 400 hours or less the opportunity to enhance their knowledge in a specialized area over a longer period of time, prior to entering the DNP final scholarly project where clinical hours are completed.

6. Other specific information. (Not applicable for incidental changes.)

What other programs, if any, will be affected by this proposal? Describe what resources are available for this proposal. Are they adequate? What would be the effect on the curriculum of all potentially affected programs if this proposal were adopted? Include any potential effects to the curriculum of current programs, departments and courses.

This proposal will not affect any other program. The resources required for meeting this proposal include qualified faculty, which are presently adequate in number to meet the needs. If this proposal was adopted it would enhance programming as it currently exists. Students would be able to complete the clinical hours required for degree completion within the allotted timeframe. There are no potential effects to the curriculum of current programs, departments, and courses.
7. Program Outline. (Not applicable for incidental changes).

A semester-by-semester program outline as it would appear in the bulletin for a new program or any modified program with all changes clearly indicated.

NSG 609 and 610 as proposed would be offered as elective courses in the course sequence of the existing DNP program core. The DNP program core as it currently exists will remain (30 credits). These courses would not be incorporated into the semester-by-semester program outline for program completion. These elective course(s) would be required by select students only; the need for these course(s) will be identified and students will be advised upon enrollment to the program.
8. Signatures and Recommendations. (please date)
   - Signatures of involved Department chair(s) and Dean(s) indicate agreement with the proposal and that adequate resources (library, faculty, technology) are available to support proposal.
   - If a potential signatory disagrees with a proposal he/she should write “I disagree with this proposal” and a signed statement should be attached to this submission.

Dr. Kathleen Hilary, Chair Graduate Nsq Program  04/14/2014
Print Name/Title  Signature  Date
Department chair(s) of all potentially affected programs

Dr. Becca Debnar, Dean  Deborah Hugan  04/14/2014
Print Name/Title  Signature  Date
Dean (s) of any potentially affected College/School.

Susan Hritzak  4/11/2016
Print Name  Signature  Date
Registrar

Print Name  Signature  Date
Provost (For new programs, significant revisions and revisions to the General Education Program revisions only).
  Provost should check here ___ if this proposal is a program revision AND the significance of the revision requires review and approval by APC prior to Curriculum Committee.

Print Name  Signature  Date
Chair, Academic Planning Committee. For new programs, program revisions sent via the provost. Signature indicates that the proposal has been reviewed and approved by APC.

Print Name  Signature  Date
Chair, General Education Committee. For revisions to General Education program only. (Signature indicates that the proposal has been approved by GEC).
1. Course Title: DNP Program Practicum I

2. Course Number: NSG 609
   Coordinate with Registrar to insure course number is available

3. Course Credit Hours:
   Classroom Hours_0_ Lab Hours_2_

4. Course Prerequisites: NSG 600, 601, 602, 603

5. Course Description (as proposed for the Bulletin):
   Course descriptions provide an overview of the topics covered. If the course is offered on a scheduled basis, i.e. every other year, or only during a set semester, note this in the description. Course descriptions should be no more than two to three sentences in length.

   Description: This course provides students pursuing a Doctor of Nursing Practice degree the opportunity for achieving additional clinical hours as required for meeting program outcomes. The focus will be on preparing students as experts in a specific area for advancing nursing practice, for the final scholarly project. The student will develop a PICO statement for the scholarly project which will guide this intense practice immersion experience. The student will collaborate with an identified clinical mentor. (Elective; Clinical hours total: 150 hours/ 8 weeks/2 credits)

6. Required Documentation:
   Proposed Syllabus   Attach proposed syllabus immediately after this document. In some situations the official syllabus may contain information which is beyond the review needs of the Curriculum Committee (such as extensive rubrics, etc). It is permissible to attach an abbreviated syllabus. In general, syllabi (whether full or abbreviated) should contain the following information: Course Title, Course Number, Credit hours, Faculty Information (name contact information, office hours), Course Description, Course Outcomes or Objectives, Assessment (grading) informations, required texts (or other things such as tools, software, etc), pertinent policies and a proposed schedule of topics.
NSG 609: DNP Program Practicum I

Credits: 2 (elective)

Prerequisites: NSG 600, 601, 602, 603

Description: This course provides students pursuing a Doctor of Nursing Practice degree the opportunity for achieving additional clinical hours as required for meeting program outcomes. The focus will be on preparing students as experts in a specific area for advancing nursing practice, for the final scholarly project. The student will develop a PICO statement for the scholarly project which will guide this intense practice immersion experience. The student will collaborate with an identified clinical mentor. (Elective; Clinical hours total: 150 hours/ 8 weeks/2 credits)

School
School of Nursing

University Mission
To continue the Wilkes tradition of liberally educating our students for lifelong learning and success in a constantly evolving and multicultural world through a commitment to individualized attention, exceptional teaching, scholarship and academic excellence, while continuing the university’s commitment to community engagement.

School of Nursing Mission
The mission of the Passan School of Nursing is to promote interprofessional practitioners of nursing, who provide quality health care in a constantly evolving multicultural world, engage in lifelong learning, and expand nursing science through scholarship, technology, and academic excellence, while engaging in community service.

Course Instructor
Kathleen Hirthler, DNP, CRNP, FNP-BC
kathleen.hirthler@wilkes.edu
570-408-5027

Course Outcomes:
At the completion of this course the student will demonstrate competence in:
1. Formulating a PICO statement.
2. Discussing the role of the nursing professional with a practice doctorate.
3. Applying advanced nursing knowledge on a specific topic to a health policy change.
4. Developing a comprehensive plan outlining resources critical to advancing nursing knowledge specific to the scholarly project.
SYLLABUS CHANGES
The course instructor reserves the right to make changes as necessary to this syllabus. If changes are necessitated during the term of the course, the course instructor will immediately notify students of such changes both by individual email communication and posting both notification and nature of change(s) in the course.

Required Textbooks


Assignment Description

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Date Due*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clinical log</td>
<td>Completion of hours</td>
</tr>
<tr>
<td>PICO Statement</td>
<td>Week 3</td>
</tr>
<tr>
<td>Comprehensive Resource Plan</td>
<td>Week 4</td>
</tr>
</tbody>
</table>

Class Schedule
Student activity is self-directed clinical hours for 8 weeks.

APA REQUIRED REFERENCE FORMAT
Students are expected to follow the most current APA guidelines. The required manual is listed in the syllabus under Required Textbook(s). Students not adhering to the APA guidelines, as outlined, are at risk for violating academic integrity.

CLINICAL DRESS CODE (as applicable)
Further details can be found in the School of Nursing Graduate Program Student Handbook
http://www.wilkes.edu/academics/graduate-programs/masters-programs/nursing/_assets/NursingGraduateStudentHandbook.pdf

CLINICAL REQUIREMENTS (as applicable)
Students are responsible for arranging clinical experiences and selecting preceptors and mentors. Please see Clinical Requirements in the School of Nursing Graduate Program Student Handbook at
http://www.wilkes.edu/academics/graduate-programs/masters-programs/nursing/_assets/NursingGraduateStudentHandbook.pdf
CONDUCT OF STUDENTS IN CLINICAL SETTINGS (as applicable)
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COURSE ATTENDANCE CLINICAL AND DIDACTIC
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COURSE TECHNOLOGY INTEGRATION
Students are responsible for the compatibility of the hardware of their computer systems with Wilkes University technology requirements. Please see the following link for further information: http://wilkes.edu/academics/graduate-programs/grad-campus-life/technology-resources.aspx

EXPECTATIONS FOR DISTANCE EDUCATION
Details are outlined in the School of Nursing Graduate Program Student Handbook at http://www.wilkes.edu/academics/graduate-programs/masters-programs/nursing/_assets/NursingGraduateStudentHandbook.pdf

GRADING POLICY
Structure
The following grading structure is applied to grading for graduate nursing work within the School of Nursing:
4.0/94-100=A Academic achievement of superior quality
3.5/87-93=B+ Academic achievement of good quality
3.0/83-86=B Academic achievement of acceptable quality in meeting graduation requirements
2.5/78-82=C+ Academic achievement of adequate quality but below the average required for graduation
2.0/73-77=C Academic achievement below the average required for graduation
0.0/72 below=F Failure. No graduate course credit.

A grade of "X" indicates assigned work yet to be completed in a given course. Except in scholarly project work, grades of "X" will be given only in exceptional circumstances. Grades of "X" must be removed through satisfactory completion of all course work no later than four weeks for 12 week courses and 2 weeks for 8 week courses, after the end of the final examination period of the semester in which the "X" grade was recorded. Failure to complete required work within this time period will result in the conversion of the grade to 0. An extension of the time allowed for the completion of work should be endorsed by the instructor in the form of a written statement and submitted to the Registrar.

Further details on grade appeals can be found in the School of Nursing Graduate Program Student Handbook at http://www.wilkes.edu/academics/graduate-programs/masters-programs/nursing/_assets/NursingGraduateStudentHandbook.pdf
INTELLECTUAL RESPONSIBILITY AND PLAGIARISM
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PROCTOR NOW
Students enrolled in courses with examinations are required by policy to complete these by taking proctored exams online from anywhere using a webcam and a high speed internet connection. Course faculty will provide further direction on these requirements, as appropriate.

STUDENT CONDUCT
Graduate students are obligated to observe the regulations governing all Wilkes University students relative to:
- Academic honesty and integrity;
- Respect for the rights of others relative to their safety, welfare and educational commitments;
- The safety and security of the entire community.

Any disciplinary cases arising from a lack of observance of these regulations will be adjudicated by the Dean of the appropriate college or school and the Office of Student Affairs. Appeals from the decisions of this Committee may be made in written form to the Provost.

Students are required to follow the Expectations for Distance Education and Professionalism policy as outlined in the School of Nursing Graduate Program Student Handbook at http://www.wilkes.edu/academics/graduate-programs/masters-programs/nursing/_assets/NursingGraduateStudentHandbook.pdf

STUDENT SERVICES
Disability/Disability Support Services:
For more information on Disability Support Services, see the following link: http://wilkes.edu/academics/colleges/university-college/disability-support-services-dss

IT Help Desk:
Wilkes University IT offers 24/7 computer support to students on- and off-campus through the Help Desk. For more information on the Help Desk, see the following link: http://www.wilkes.edu/about-wilkes/offices-and-administration/information-technology-services/faculty-staff/help-desk.aspx

Library:
For more information on the Library, see the following link: http://www.wilkes.edu/library

Writing Center:
For more information on the Writing Center, see the following link: http://www.wilkes.edu/writing
1. Course Title: DNP Program Practicum II

2. Course Number: NSG 610
Coordinate with Registrar to insure course number is available

3. Course Credit Hours:
   Classroom Hours 0  Lab Hours 2

4. Course Prerequisites: NSG 609

5. Course Description (as proposed for the Bulletin): Course descriptions provide an overview of the topics covered. If the course is offered on a scheduled basis, i.e. every other year, or only during a set semester, note this in the description. Course descriptions should be no more than two to three sentences in length.

   Description: This course provides students pursuing a Doctor of Nursing Practice degree the opportunity for achieving additional clinical hours as required for meeting program outcomes. The focus is on preparing students as experts in a specific area for advancing nursing practice, for the final scholarly project. The student will begin to bridge knowledge gained from the intense practice immersion experience through application to a scholarly project implementation plan. The student will collaborate with an identified clinical mentor. (Elective; Clinical hours total: 150 hours/ 8 weeks/2 credits)

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   Proposed Syllabus  Attach proposed syllabus immediately after this document. In some situations the official syllabus may contain information which is beyond the review needs of the Curriculum Committee (such as extensive rubrics, etc). It is permissible to attach an abbreviated syllabus. In general, syllabi (whether full or abbreviated) should contain the following information: Course Title, Course Number, Credit hours, Faculty Information (name contact information, office hours), Course Description, Course Outcomes or Objectives, Assessment (grading) informations, required texts (or other things such as tools, software, etc), pertinent policies and a proposed schedule of topics.
NSG 610: DNP Program Practicum II

Credits: 2 (elective)

Prerequisites: NSG 609

Description: This course provides students pursuing a Doctor of Nursing Practice degree the opportunity for achieving additional clinical hours as required for meeting program outcomes. The focus is on preparing students as experts in a specific area for advancing nursing practice, for the final scholarly project. The student will begin to bridge knowledge gained from the intense practice immersion experience through application to a scholarly project implementation plan. The student will collaborate with an identified clinical mentor. (Elective; Clinical hours total: 150 hours/8 weeks/2 credits)

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Course Instructor
See the Course Resources Module in D2L- Faculty Contact Information

Course Outcomes:
At the completion of this course the student will demonstrate competence in:

1. Developing a comprehensive implementation plan for the scholarly project.
2. Discussing the role of the nursing professional with a practice-doctorate.
3. Determining appropriate resources for advancing nursing knowledge on a specific topic.
4. Analyzing evidence pertinent to the development of an implementation plan.
SYLLABUS CHANGES
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services/faculty-staff/help-desk.aspx

Library:
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Writing Center:
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