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 submission. 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:** Name: Kathleen Hirthler DNP, CRNP, FNP-BC and Dr. James Stobinski
   Department: Passan School of Nursing
   Phone and email: 570-574-5779; kathleen.hirthler@wilkes.edu

2. **Proposal Title:** Nurse Executive Curriculum Review

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. **Major = minimum of 30 credits, minor = minimum of 18 credits.**
   - [ ] New Concentration, Track, or Certificate. The Provost determines if review and approval by APC is necessary. **Concentration – minimum of 12 credits, certification, endorsement and track are discipline specific.**
   - [X] Elimination of Program. (Major or Minor Degree Programs). This requires prior review and approval by the Provost and APC.
   - [X] Elimination of Concentration, Track, or Certificate. The Provost determines if review and approval by APC is necessary.
   - [ ] 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.
   - [ ] 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.
   - [ ] X 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:

______  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 Nurse Executive concentration of the graduate nursing program has undergone a comprehensive curriculum review as required of all nursing programs by CCNE the PSON accrediting body. The didactic curriculum has been updated to meet the current American Organization of Nurse Executives, the Essentials of Master’s Education in Nursing from the American Association of Colleges of Nursing (AACN), and the Standards for Accreditation of Baccalaureate and Graduate Nursing Programs from the Commission on Collegiate Nursing Education (CCNE).

6. 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.

Print Name/Title: DNP CRNP END-BC  
Signature: [Signature]  
Date: 4/2/18

Department chair(s) of all potentially affected programs

Print Name/Title: Deborah Becker  
Signature: [Signature]  
Date: 4/2/18

Dean(s) of any potentially affected College/School.

Print Name: Susan H. Hitzig  
Signature: [Signature]  
Date: 4/2/18

Print Name: Registrar  
Signature: [Signature]  
Date: [Date]

Print Name: Provost (For new programs, significant revisions and revisions to the General Education Program revisions only).  
Signature: [Signature]  
Date: [Date]

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: 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.

Signature: [Signature]  
Date: [Date]

Print Name: Chair, General Education Committee. For revisions to General Education program only. (Signature indicates that the proposal has been approved by GEC).

Signature: [Signature]  
Date: [Date]
Wilkes University Curriculum Committee
COURSE CHANGE FORM

Directions: Use this form to change information relating to an existing course. Please note, changes to course number require separate course addition/deletion forms (not this form!). Only indicate changes that are proposed (existing and proposed), other fields should be left blank.

Course Number: NSG 560
Course Title: Healthcare Operations for the Nurse Executive

<table>
<thead>
<tr>
<th>Existing</th>
<th>Proposed</th>
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<tbody>
<tr>
<td><strong>Course Title</strong></td>
<td>Healthcare Operations for the Nurse Executive</td>
</tr>
<tr>
<td><strong>Course Credit hours.</strong></td>
<td></td>
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<tr>
<td>(Indicate classroom, lab or “other” hours.)</td>
<td></td>
</tr>
<tr>
<td><strong>Course Prerequisites</strong></td>
<td>None</td>
</tr>
<tr>
<td><strong>Course Description</strong> (as proposed for Bulletin)¹</td>
<td>This course prepares the nursing executive by examining the multiple administrative areas necessary for success at an executive level. The differences between US health care policy and the health care policies of various other countries will be explored. An analysis of select health care administration topics through the use of both individual and collaborative learning will prepare students to succeed in an ever-expanding, constantly changing health care environment.</td>
</tr>
</tbody>
</table>
| Course Outcomes | 1. Develop skills and abilities to assume executive level roles in nursing practice.  
2. Analyze the major components and management challenges in delivering quality health care in the US.  
3. Critique the role of public policy as it affects the delivery of health care in the US and other countries.  
4. Evaluate the primary health care reimbursement methodologies and financial and market indicators necessary to make sound decisions. | 1. Discuss the history of healthcare policy and the contrast with other countries.  
2. Identify opportunities to influence healthcare policy.  
3. State how leadership behavior influences clinical practice.  
5. List two influences on organizational culture. |

1 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.
Wilkes University Curriculum Committee
COURSE CHANGE FORM

Directions: Use this form to change information relating to an existing course. Please note, changes to course number require separate course addition/deletion forms (not this form!). Only indicate changes that are proposed (existing and proposed), other fields should be left blank.

Course Number: NSG 561
Course Title: Organizational Leadership for the Nurse Executive

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<thead>
<tr>
<th>Existing</th>
<th>Proposed</th>
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<tbody>
<tr>
<td>Course Title</td>
<td>Organizational Leadership for the Nurse Executive</td>
</tr>
<tr>
<td>Course Credit hours. (Indicate classroom, lab or “other” hours.</td>
<td>None</td>
</tr>
<tr>
<td>Course Prerequisites</td>
<td>This course examines the executive level leadership skills necessary to excel within the rapidly changing health care environment of the future. Emphasis is placed on understanding how the individualized leadership styles of today’s health care executives shape the culture and vision of the organizations of tomorrow. This course also provides an in-depth analysis of how building an autonomous, ethical, and diverse leadership team and workforce assists the executive in developing solutions to complex organizational problems.</td>
</tr>
</tbody>
</table>
| Course Outcomes | 1. Develop skills and abilities to assume leadership roles in nursing practice.  
2. Analyze the components of advanced leadership and its strategic application to the rapidly changing health care environment.  
3. Examine the factors responsible for successful organizational change.  
4. Explore the challenges and issues facing the development and maintenance of the workforce necessary to thrive in the complex world of health care. | 1. Describe two influences that are precipitating an evolution in the work of nurse leaders.  
2. Differentiate management and leadership behaviors.  
3. State three characteristics of nursing leaders.  
4. Delineate 2 types of strategic planning.  
5. Cite one theory of change management. |

\[1\] 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.
Wilkes University Curriculum Committee  
COURSE CHANGE FORM

**Directions:** Use this form to change information relating to an existing course. Please note, changes to course number require separate course addition/deletion forms (not this form!). Only indicate changes that are proposed (existing and proposed), other fields should be left blank.

**Course Number:** NSG 562  
**Course Title:** Advanced Leadership for the Nurse Executive

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<thead>
<tr>
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<th>Existing</th>
<th>Proposed</th>
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<tbody>
<tr>
<td><strong>Course Title</strong></td>
<td>Advanced Leadership for the Nurse Executive</td>
<td>Advanced Topics in Nursing Leadership</td>
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<tr>
<td><strong>Course Credit hours.</strong> (Indicate classroom, lab or “other” hours.)</td>
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<tr>
<td><strong>Course Prerequisites</strong></td>
<td>None</td>
<td>None</td>
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<tr>
<td><strong>Course Description</strong> (as proposed for Bulletin)</td>
<td>This course synthesizes previously established theory and skill sets to explore select advanced topics in health care leadership. The issues explored will assist the executive nurse in leading a health care organization during times of crisis or conflict as well as prosperity. Emphasis is placed on understanding health care as an intricate, dynamic organism which is in continual need of attention.</td>
<td>Proficiency in nursing leadership and management develops from accumulated work experience combined with formalized education. This course will introduce theoretical constructs not found in prelicensure education to facilitate the complex work of nurse leaders. Systems thinking, complexity theory, nursing scholarship and the use of Evidence-Based Practice (EBP) techniques, the role of healthcare in the community and the transition to outpatient services and community-based care will be covered.</td>
</tr>
</tbody>
</table>
| Course Outcomes | 1. Synthesize skills and abilities in preparation for executive roles in nursing practice.  
2. Analyze the various components of systems thinking and complexity theory as a framework to improve health care practice and policy.  
3. Critique current organizational policies and procedures on crisis management.  
4. Evaluate the role of the executive team as advocates for and leaders within the community.  
5. Incorporate the application of research and scholarly study as a medium for improving health care outcomes. | • Apply the concept of systems thinking to the operations of a healthcare organization.  
• Detail the need for continuous professional development in the nursing profession.  
• Discuss the role of evidence-based practice in modern healthcare systems.  
• Cite the impact of the IOM Report on the Future of Nursing on American healthcare.  
• Discuss the responsibilities of a healthcare facility to the community served. |

1 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.
**Wilkes University Curriculum Committee**

**COURSE CHANGE FORM**

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**Course Number:** NSG 563  
**Course Title:** Nurse Executive Practicum I

<table>
<thead>
<tr>
<th>Course Title</th>
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<th>Proposed</th>
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<tbody>
<tr>
<td>Course Credit hours. (Indicate classroom, lab or “other” hours.)</td>
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<td></td>
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<tr>
<td>Course Prerequisites</td>
<td>NSG 560, 561, 562</td>
<td>NSG 560, 561, or 562</td>
</tr>
<tr>
<td>Course Description (as proposed for Bulletin)¹</td>
<td>This practicum course synthesizes previously established theory and skill sets to further develop the student’s administrative abilities. By applying theories from other sciences and utilizing interdisciplinary experiences and collaborative opportunities, the students will further enhance the skills necessary to excel as a health care executive in an evidence-based, culturally sensitive environment. The seminar component of this course is designed to supplement previous theoretical applications and stimulate critical-thinking and decision-making. (100 clinical hours)</td>
<td>By applying theories from other sciences and utilizing interdisciplinary experiences and collaborative opportunities, students will further enhance the skills necessary to excel as a health care executive in an evidence-based, culturally sensitive environment. The seminar component of this course is designed to supplement previous theoretical applications and stimulate critical-thinking and decision-making to further develop the student’s leadership abilities (100 practicum hours)</td>
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<td></td>
<td>2. Apply the various components of administration as they directly relate to the healthcare environment.</td>
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<td>3. Discuss professionalism in the role of the nurse executive.</td>
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<td>4. Apply the competencies, scope, and standards of practice in the nurse executive role.</td>
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<td>5. Evaluate learning within the context of the healthcare setting.</td>
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<tr>
<td></td>
<td>1. Synthesize theories used in executive nursing practice roles.</td>
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<td></td>
<td>2. Apply the various components of leadership related to the healthcare environment.</td>
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<tr>
<td></td>
<td>3. Apply the competencies, scope, and standards of practice in the nurse executive role.</td>
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<td>4. Evaluate learning within the context of the healthcare setting.</td>
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<td>5. Appraise the impact of changes in healthcare policy.</td>
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</table>
Wilkes University Curriculum Committee  
**COURSE CHANGE FORM**

**Directions:** Use this form to change information relating to an existing course. Please note, changes to course number require separate course addition/deletion forms (not this form!). Only indicate changes that are proposed (existing and proposed), other fields should be left blank.

**Course Number:** NSG 564  
**Course Title:** Nurse Executive Practicum II

<table>
<thead>
<tr>
<th>Course Title</th>
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<tbody>
<tr>
<td>Course Credit hours. (Indicate classroom, lab or “other” hours.</td>
<td></td>
<td>NSG 560, 561, or 562</td>
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<tr>
<td>Course Prerequisites</td>
<td>None</td>
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<tr>
<td>Course Description (as proposed for Bulletin)</td>
<td>This practicum course synthesizes previously established theory and skill sets to further develop the student’s leadership abilities. By applying theories from other sciences and utilizing interdisciplinary experiences and collaborative opportunities, the student will further enhance the skills necessary to excel as a health care executive in an evidence-based, culturally sensitive environment. The completion of an organizational needs assessment within this course is designed to supplement previous theoretical applications and stimulate critical-thinking and decision-making.</td>
<td>By applying theories from other sciences and utilizing interdisciplinary experiences and collaborative opportunities, the student will further enhance the skills necessary to excel as a health care executive in an evidence-based, culturally sensitive environment. The completion of an organizational needs assessment within this course is designed to supplement previous theoretical applications and stimulate critical-thinking and decision-making.</td>
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<table>
<thead>
<tr>
<th>Course Outcomes</th>
<th>1. Synthesize theory in preparation for executive roles in nursing practice.</th>
<th>1. Apply the various components of administration related to the healthcare environment.</th>
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</thead>
<tbody>
<tr>
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<td>2. Apply the various components of leadership as they are directly related to the healthcare environment.</td>
<td>2. Develop a needs assessment.</td>
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<td>3. Develop a needs assessment.</td>
<td>3. Apply the competencies, scope, and standards of practice of the nurse executive role.</td>
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<tr>
<td></td>
<td>4. Apply the competencies, scope, and standards of practice in the nurse executive role.</td>
<td>4. Assess the impact of changing healthcare reimbursement strategies.</td>
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<td>5. Evaluate learning within the context of the healthcare setting.</td>
<td>5. Gauge the effectiveness of extant communication processes.</td>
</tr>
</tbody>
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