

**Georgia Highlands College  
Department of Nursing  
Associate of Science in Nursing Program  
Summer Semester  
2020**

**NURS 1000: Introduction to Professional Nursing**

**Course Syllabus**

**CRN Number:** 50171

**Course Description:**

This asynchronous online course provides an introduction into the culture of professional nursing and covers historical and contemporary social influences on nursing and health care systems. Emphasis is on the internalization of nursing core values including caring, communication, evidence-based practice, quality improvement, advocacy, and accountability. The ANA Code of Ethics and the Nurse Practice Act are used to introduce legal parameters governing professional nursing practice. Students will explore the domains of the nurse, client, health, and environment.

**Prerequisite:** None

**Prerequisite or Co-requisite:** None

**Placement:** Varies, freshman year.

**Credit Hours:** One (1) credit hour 1-0-1  
Theory 1=1

**Meeting days and times:** Asynchronous; see the lecture schedule for assignment and examination dates.

**Faculty:**

| Name                                               | Phone        | Office       | Hours                    | Email                 |
|----------------------------------------------------|--------------|--------------|--------------------------|-----------------------|
| Debbie Amason<br>DNP, MS, RN<br><i>Coordinator</i> | 678-953-2070 | 706-204-2294 | Posted on<br>office door | damason@highlands.edu |

**Faculty Communication:** Students should utilize the highlands.edu email address when communicating with faculty. Students should allow 24-48 hours for a response Monday through Friday. Students are also expected to monitor D2L for announcements, content, schedules and general course communication. Faculty office hours are available by appointment and as posted by individual instructors.

**Course Objectives:** Upon completion of this course, the student will be prepared to:

1. Understand the scope of professional nursing roles.
2. Introduce students to the vast responsibilities, fund of knowledge, and aptitudes required of the modern nurse.
3. Master important information about the nursing profession by learning about the history of nursing and nursing theories.
4. Recognize the importance of current evidence-based practice and be able to differentiate research and evidence from clinical opinion.
5. States the nurse's responsibility and accountability in the processes of analyzing and preventing error.
6. Increase confidence prior to entering the nursing profession.

**Required Texts:**

- Amason, D. & Stover, P. (2019). *Introduction to nursing*. Georgia Highlands College. <https://getlibraryhelp.highlands.edu/NURS-1000> (Free e-text)
- Selected articles from professional journals
- Assigned readings from selected professional web sites
- Selected professional nursing videos

**Optional Texts:**

- Stabler-Haas, Susan, *Fast Facts for the Student Nurse*, 2012., Springer Publishing Company, New York, NY

**Equipment Required:** None

**Summary of Content: Concepts of**

- Nursing History
  - Historical
- Professional Roles and education
- Legal and Ethical Considerations
- Evidence Based Practice
- Caring
- Culture of Nursing
  - Cultural considerations
- Technology and Informatics
- Nursing Theories

**Teaching Facilities:**

- Online learning management system (D2L)
- Library

**Teaching Methods:**

- Online content
- Discussion Boards
- Internet web sites

**Teaching Aids:**

- D2L
- Respondus Lockdown Browser
- Respondus Monitor
- Computerized learning resources
- Galileo
- GIL
- Internet
- Laptop computers
- Assigned Readings
- PowerPoint Presentations
- Online Resources

**Last Day to Withdraw without Penalty:** 07/07/20

**Method of Evaluation - Theory:**

The following activities constitute the theoretical portion of this course:

**1. Exams:**

There will be three exams. All exams are cumulative, testing new and previous material. Total possible exam points are 90 points.

A minimum number of points of **67** represents the average of 75% on the exams. The student must pass the course exams with a minimum of **67** points before the points from additional theory components are added to the final course grade.

**2. Discussion Posts:**

You will be asked to participate in discussion posts for a variety of topics. Each discussion post is worth 5 points toward your final grade. You have the ability to add an additional **30** points(maximum). **To earn the points, you must post a response to the discussion question and respond to at least one other post.** Points from the discussion points will be added **after** the student meets the minimum **67** points on the exams. Failure to meet the **67**point minimum will result in the discussion points not being added.

**Final grades will be determined as follows:**

108-120 = A

96-107 = B

67- 95 = C

54 - 66 = D

< 54 = F

## **Nursing Program Policies:**

The program policies specific to this course are listed in the GHC Nursing Student Handbook. The student is responsible for adhering to all nursing policies. Policies should be downloaded from the handbook at <http://www2.highlands.edu/inc/files/userfiles/340-434f8215e95aa02-StudentHandbookFall2015.pdf>.

**Campus Carry:** Source: <https://sites.highlands.edu/campuspolice/safety/campus-carry/> USG's Guidance on H.B. 280

Georgia Highlands College is committed to providing a safe environment for students, employees, and campus visitors, while respecting the rights of individuals who are licensed to carry a concealed handgun as permitted by Georgia state law in regards to House Bill 280, commonly known as the “campus carry” legislation, effective on July 1, 2017. It will be the responsibility of those license-holders who choose to carry concealed handguns on campus to know the law and to understand where they can go while carrying.

No. HB 280 prohibits handguns in rooms and spaces that are being used for classes in which high school students are enrolled. (Instructors can find this information in Banner.) It does not prohibit license-holders from carrying concealed handguns in other areas where those high school students may go while on campus.

For more information: The full text of USG's Guidance on H.B. 280

**Disability Statement:** Source: GHC Intranet > Faculty > Policies and Procedures > Academic Course Syllabus Guidelines

If any student in the class feels that he or she needs accommodation due to a disability, please feel free to discuss this with the instructor early in the term. Georgia Highlands College has resources available for students with certain disabilities. Accommodations may be made (such as providing materials in alternative formats, assuring physical access to classrooms or being sensitive to interaction difficulties that may be posed by communication and/or learning disabilities) through Student Support Services on all campuses. For more information, please contact: Cartersville 678-872-8004; Douglasville and Floyd 706-368-7536; Marietta 678-915-5021; Paulding 678-946-1029.

**Early Alert Program:** Source: GHC Intranet > Faculty > Policies and Procedures > Academic Course Syllabus Guidelines

Georgia Highlands College requires that all faculty members report their students' progress throughout the course of the semester as part of the institution-wide Early Warning Program (EWP). The objective of the program is to support academic success by reviewing early indicators of satisfactory student progress. In accordance with EWP, faculty members provide the Registrar's Office with academic reports of each student enrolled in their course(s) at checkpoints staggered throughout the semester. The following success factors are reported at their corresponding checkpoint:

Week 2: Notification of Non-attendance  
Week 6: Satisfactory or Unsatisfactory Progress

**Early Grades Statement:** GHC Intranet > Faculty > Policies and Procedures > Academic Course Syllabus Guidelines

GHC offers a variety of part-of-term classes to allow our students to have flexible schedules. However, there are only three Semesters each year; Spring, Summer and Fall. It is only at the end of each Semester that grades are rolled to academic history and available on the official transcript. After each part-of-term, as soon as Instructors have entered grades, they may be viewed online by logging into the SCORE. Transcripts may also be requested at any time by logging into the SCORE. Prior to the end of term, should a student need an early grade letter sent to another institution they may complete the request form and submit it to the Registrar's Office for processing. Please contact the Registrar's Office at registrar@highlands.edu if you need any assistance.

**Extended Absence Policy:**

Source: GHC Intranet > Faculty > Policies and Procedures > Academic Course Syllabus Guidelines

"Students, who have circumstances that prevent them from continuing to attend classes over an extended period of time, sometimes request that the faculty member permit them to submit work in absentia to receive credit to complete the course. If the concurrent absences will constitute more than 15% of the class sessions for the term, then written permission from the Academic Dean is required before any course assignments can be completed while missing class. The student must be in good academic standing in the course to make the request. All approved coursework must be completed by the end of the semester in which the course was begun." (Note: If a program has a more stringent absence policy than this, then the program policy prevails.)

**Financial Aid Statement:**

Source: GHC Intranet > Faculty > Policies and Procedures > Academic Course Syllabus Guidelines

**"This message applies only to students receiving financial aid:** Federal regulations state that if a student did not attend classes and received failing grades, then the grades were not earned and financial aid needs to be reduced accordingly. **Please be advised that any student receiving a 0.00 GPA will be required to prove that the 0.00 GPA was earned by attending classes or completing requirements for each class.** Students who have earned at least one passing grade for the semester will not be affected by this regulation. If a student has properly withdrawn from all classes, the student's financial aid should be adjusted from the time they signed the withdrawal form."

**Inclement Weather:** Source: GHC Intranet > Human Resources > Policies

When inclement weather creates a condition under which there might be a question of whether the College will operate on a normal basis, the President, or a designated official will release to each campus and local news media a statement concerning the College schedule. If the weather condition occurs during working hours, the statement will be released through normal distribution channels on campus. Media statements regarding the college's schedule may also be distributed through the school website, GHC Notify, or on local radio and television stations. To be prepared, consider the different ways to signing up for inclement weather notifications with GHC Notify. It is assumed that all distance-learning courses are considered accessible even during periods of inclement weather.

(During this time, instructors should communicate their expectations with students through email or d2l.)

**Incomplete and Unearned F:** Source: GHC Intranet > Faculty > Policies and Procedures > Grade of Incomplete Policy

A grade of incomplete indicates that a student who is performing satisfactory work is unable to meet the full course requirements for non-academic reasons beyond the student's control. An "I" must be removed within two semesters of residence, or one calendar year, whichever is shorter, or it will automatically become an F. An "I" grade is not given in Learning Support courses. Arrangements for the removal of an "I" should be made with the instructor during the semester immediately succeeding the semester in which the "I" was awarded. Students do not reregister for a class in which an "I" has been given. All grade change requests must be made within two semesters of residence following the semester during which the course was taken, or one calendar year, whichever is shorter. The entire appeals process must conclude by the end of the next Fall or Spring semester. After this time, any grade change request must be made through the Office of the Vice President for Academic Affairs. F\$ – This symbol is for an unearned F, which indicates that the student stopped attending class and did not fill out appropriate paperwork to withdraw. This grade is computed in the grade point average as an F.

### **Student Code of Conduct and Academic Integrity:**

Source: <https://sites.highlands.edu/academic-affairs/student-interests/academic-integrity-documents/students-rights/>

The Student Code of Conduct and Academic Integrity Code outlines the behaviors and actions that are prohibited and outlines the procedures for adjudicating them. Georgia Highlands College seeks to promote and ensure academic integrity on its campuses. Adherence to the principles of academic integrity ensures students are provided opportunities that foster their academic growth.

**Students are expected to complete all work without cheating, lying, plagiarizing, stealing, receiving or giving unauthorized assistance.** Students with questions about any of these policies or definitions should seek clarification from an instructor, student life coordinator, dean, vice president for student affairs or vice president for academic affairs.

### **Nursing Expectations Related to Academic Integrity:**

Cheating is strictly prohibited. Any evidence of cheating or collaboration in cheating will result in a zero on the assigned materials and possible further disciplinary actions, which may include failure in the course. Behavior that may be perceived as cheating includes, but is not limited to:

- Talking during an exam
- Looking in the direction of or copying off another student's exam
- Fumbling through a backpack, purse, etc. during an exam
- Use of unauthorized notes, textbooks, materials during an exam
- Use of a cell phone or electronic device during an exam
- Copying laboratory data, laboratory reports, graphs, etc. from another student

**Tobacco-Free Campus:** Source: GHC Intranet > Faculty > Policies and Procedures > Academic Course Syllabus Guidelines

Georgia Highlands College prohibits the use of tobacco products on any property owned, leased, or controlled by GHC. All faculty, staff, students, visitors, vendors, contractors, and all others are prohibited from using any tobacco products (i.e., cigarettes, eCigarettes, cigars, smokeless tobacco, snuff, chewing tobacco, etc.) while on GHC property or any nursing program function.

**Withdrawal Policy:** Source: GHC Intranet > Faculty > Policies and Procedures > Academic Course Syllabus Guidelines

Students who wish to withdraw officially from a course after the drop/add period ends and before the last date to withdraw with a W may do so in any campus office or online using the SCORE. The student will receive no refund for dropping a course. Those who withdraw before the last date to withdraw with a W will receive a W (withdrawal without penalty). Withdrawals without penalty will not be given after the midpoint of the total grading period (including final examinations) except in cases documented as hardship.

Abandoning a course instead of following the official drop procedure will result in a grade of F or F\$ at the end of the course.

In order to drop a class after mid-semester without penalty, a student may apply for a hardship withdrawal. The Hardship Withdrawal Application Form is available in the office of the Vice President for Academic Affairs located on the Floyd Campus or from any other Administrative office at any campus location. In addition, this form is online at [www.highlands.edu](http://www.highlands.edu) (click on Offices & Departments > Academic Affairs > Forms for Download > Hardship Withdrawals). Dropping after mid-semester is not allowed unless the student presents documentation of extenuating circumstances, and the hardship is approved by the Vice President for Academic Affairs. If the hardship is not approved by the Vice President for Academic Affairs, the student will receive the course grade earned. If the hardship is approved, the student may receive a W. The possibility that a student may fail a course after mid-semester will not be considered a hardship. While a hardship withdrawal may help a student's academic status (GPA) it could still

have an adverse effect on the student's financial aid. For further information on Satisfactory Academic Progress (SAP), refer to the policy that is found on the Financial Aid website.

### **Counseling Support:**

Student Support Services offers a variety of services, resources and activities designed to support student success. Services are designed to assist students with making decisions and adjusting to college life. Our goal is to promote personal growth and development. Currently enrolled students with career, educational and/or personal concerns may be seen by a professional staff member on a time-limited basis. Sessions are free and confidential. Counseling staff members are also available for consultation to students, faculty and staff of Georgia Highlands College who are concerned about specific situations.

To schedule an appointment:

Floyd Campus/Douglasville Campus: 706-368-7707

Cartersville Campus: 678-872-8012

Marietta Campus/Paulding Campus: 678-872-8504

Additional Information:

Personal Counseling

Academic Counseling

Faculty/Staff Outreach and Consultation

**Career Exploration** Self-knowledge (Who am I?) and awareness (What are my choices?) are the keys to making good career decisions. An assessment can be utilized to help students with career exploration. This instrument provides very detailed information regarding occupations, degree programs and colleges within the state. Contact Student Support Services for password to access the Georgia Career Information System Additional Information: Choosing a Major/Career Job Search Workforce Investment Act (WIA)

**Desire-2-Learn** Desire-2-Learn (usually referred to as d2l) is an online learning management system for your classes that has replaced GeorgiaView Vista. Faculty are required to post the course syllabus and grades in d2l. They may also post the syllabus on their faculty webpage. Some faculty use d2l to post assignments, announcements, and other class-related material, as well as quizzes or exams. Each semester's course offerings can be accessed in d2l by registered GHC students on the first day of the semester and NOT BEFORE that date. New students: Your D2L account will be available 24-48 hours after you register for at least one class. Please note that IT Services cannot reset your password. If you are unable to login, please click on the Forgot Password link on the D2L sign-on page to have reset instructions sent to your student email address. For more information, consult d2l course access assistance If you are new to Desire-2-Learn, please use the D2L Student Tutorial. If you are experiencing trouble with the D2L system, please submit a ticket to [rt@highlands.edu](mailto:rt@highlands.edu) Updated 12.20.19

**Netiquette** Netiquette is the practice of etiquette in an online environment. The following list of netiquette rules are based on Virginia Shea's book Netiquette. ● Remember you are communicating with humans. Follow the "Golden Rule", always. ● Be ethical in all of your

behaviors. Just because it's an online class doesn't mean that you do not have to follow common courtesy rules. ● This is an online class, a place of education not your Facebook or Twitter page. Use the appropriate language and grammar. ● Be respectful of your classmate's time and bandwidth. Keep postings and other communications to the point, no rambling. Do not post large files that can require excessive download time. ● Use Reply All sparingly. If the comment does not reply to the whole group, then do not send it to the whole group. ● Pay attention to the comments and information you send and post. Re-read what you have written to make sure it makes sense, contains no spelling or grammar issues. Making postings from your cell phone is not a good idea. ● Absolutely no profane language or bullying. ● If you have something to offer in a discussion, don't be afraid to share it in a polite and professional way

### **Student Support Services:**

Georgia Highlands College provides career services, counseling, disability support, and a food pantry on every site to its students. The [Student Support Services](#) website contains more information about these services.

### **Technology Assistance and Help Desk Ticket**

Stop by, call, or create a service ticket with [Information Technology Services](#) if you have questions.

ITS Locations:

Cartersville Suite 171  
Marietta Norton Office 211  
Floyd Suite W-100  
Douglasville Office 138  
Paulding Bagby Office 425

Phone: 706-295-6775

Help Desk Ticket: Create an ITS service ticket by emailing [rt@highlands.edu](mailto:rt@highlands.edu)

### **Tutoring Center:**

The purpose of the Georgia Highlands College Tutorial Center is to help students to improve their academic skills and succeed in their chosen college curriculum. The staff of the Tutorial Center is dedicated to helping students acquire the skills to become independent learners and enhancing the education received by students in the classroom. Tutors do not grade papers or in any way substitute for classroom instruction and course instructors provide the standard for grading.

Faculty reserves the right to make changes to the syllabus at any time.