

New Course Proposal Form

Submitted on 09/21/2017 by Sylvia Feeney (MonikaFeeney@MissouriState.edu).

*All fields require input

- New COURSE
- New REGULAR PERMANENT SECTION of an existing variable content course. If a new regular section of an existing variable topics course, enter the existing course number below

Course Code:

ANE

Course Number: ([Check Availability](#))

712

Course Title:

Special Topics in Anesthesia

Will this proposal need to be reviewed by CGEIP? No Yes

Will this proposal need to be reviewed by EPPC? No Yes

Prerequisite/Co-requisite or enter 'None':

Admission to DNAP program, permission of the Program Director

General Course Description: (Include any Pass/Not Pass grading restrictions, repeatable limits, limitation on course applicability, UG/GR parallel course, etc.)

Selected topics of an advanced nature relating specifically to anesthesia and accreditation requirements which will vary from semester to semester. May be repeated by a student for a maximum of 6 credit hours provided topics are different. Variable credit 3 - 6. Can be seated or distance as accreditation needs dictate.

Credit Hours:

6

Lecture Contact Hours:

0

Lab Contact Hours:

0

Note: If variable credit, enter the highest number and add to end of course description. (e.g. "Variable credit, may be taken 1-3 hours.")

Periodicity. Check all that apply.

- Fall Fall (even-numbered years only) Fall (odd-numbered years only)

- Spring
 Spring (even-numbered years only)
 Spring (odd-numbered years only)
- Summer
 On Demand only

Complete Catalog Description:

ANE 712 Special Topics in Anesthesia

Prerequisite: Admission to DNAP program, permission of the Program Director

Selected topics of an advanced nature relating specifically to anesthesia and accreditation requirements which will vary from semester to semester. May be repeated by a student for a maximum of 6 credit hours provided topics are different. Variable credit 3 - 6. Can be seated or distance as accreditation needs dictate.

Credit hours: 6 Lecture contact hours: 0 Lab contact hours: 0

Typically offered: Fall, Spring, Summer

Include sample syllabus (list topics, course goals.) Use text box OR upload only file types of PDF, DOC or DOCX.

Attached

Purpose of Course

To allow flexibility for new and continuing accreditation requirements

Relationship to Other Departments

None

Is there a graduate/undergraduate parallel course to this one? No Yes**New Course Resource Information**

Anticipated Average Enrollment per section:	<input type="text" value="50"/>	Maximum Enrollment Limit per section:	<input type="text" value="50"/>
Anticipated Average Enrollment per semester:	<input type="text" value="50"/>	Maximum Enrollment Limit per semester:	<input type="text" value="50"/>
Anticipated Average Enrollment per year:	<input type="text" value="50"/>	Maximum Enrollment Limit per year:	<input type="text" value="50"/>
Faculty Load Assignment (equated hours):	<input type="text" value="50"/>		

Is another course being deleted? No Yes**What will this course require in the way of:**

Additional library Holdings

no

Additional computer resources

no

Additional or remodeled facilities

no

Additional equipment or supplies

no

Additional travel funds

no

Additional faculty; general vs specialized

no

Additional faculty; regular vs per-course

no

Other additional expenses

no

If additional faculty are not required, how will faculty be made available to teach this course?

Reassignment of current anesthesia classes and redistribution of teaching loads as needed by the School of Anesthesia

List names of current faculty qualified and available to teach this course

All ANE CRNA faculty, Monika Feeney, Tracy Beckham, Jill Layman, Jeanie Skibiski, Rick Albaugh

What is the anticipated source of students for this course?

Entry and completion DNAP students

If from within the department, will students be taking this course in addition to or in place of other courses?

In place of, it will not change the number of credit hours needed to complete the program

If from outside the department, which courses in other departments would most likely be affected?)

None

Other comments:

Accreditation requirements and student need change and to allow flexibility of course content to allow maximum benefit for students and faculty.

What is the date that this new course was approved by departmental or program faculty? (MM/DD/YYYY)

08/31/2017

Current Status:

Grad Council Review

Proposal Progress:

09/21/2017 - Submitted by Department Head (Colette Witkowski)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

No comments have been added to this proposal.

Copy As New Proposal

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MENT™

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Missouri State University
School of Anesthesia
Special Topics: ANE 712
Ethics and Health Care
Legal Anesthesia
Implications
Spring 2018

Faculty: Dr. Monika Feeney, CRNA
Special guest speaker Dr. Brenda Wands, PhD,
CRNA

Course Description:

This course is designed to apply the principles of biomedical and health care ethics toward a more informed understanding of ethical decision making in the health care environment. As such the course is concerned with the identification, analysis, and resolution of ethical problems that arise in the clinical, research, and administrative settings, as well as the ethical responsibilities of all participants in each of these areas.

Topics:

- The history of the biomedical ethics movement including research ethics
- Utilizing a case method approach of moral problem solving
- Respecting privacy and confidentiality
- Communication, truth-telling, and disclosure of information
- Determining a patient's capacity to share in decision making
- The process of informed consent
- Treatment refusals by patients and clinicians
- Decisions to forgo life-sustaining treatments
- Decisions about treatments for newborns, infants and children
- Reproductive issues
- The ethics of healthcare economics
- Ethics services in health care organizations, including organizational ethics

Course Objectives:

At the completion of the course the student should demonstrate:

- The ability to identify the ethical problems and obligations that clinicians and patients face most frequently in health care.
- The ability to understand the history of these obligations and problems and see them as opportunities to enhance patient and family care.
- The ability to use a case method approach in planning, deliberating, and resolving ethical problems or conflict.

Familiarity with the services of an organizational ethics program and how to utilize and participate in these services specific to Anesthesia.

Required reading:

Introduction to Clinical Ethics (3rd edition) John C. Fletcher, et al.

Strangers at the Bedside David J. Rothman

Purchase of these two texts is highly recommended. In addition a packet of supplementary readings will be provided by the instructor.

First On-Campus Session:

TBD 9am-5pm

Course introduction, review of syllabus, review of goals and objectives.

Introduction to clinical and organizational ethics. Introduction of case method analysis.

Foundations of ethics and research with human subjects.

Begin reading chapters 1, 3, 4, 5, 17 of Introduction to Clinical Ethics.

Off-Campus Sessions

Session 1

Privacy and Confidentiality

1. Introduction, chapter 7
2. M. Siegler, "Confidentiality in Medicine - A Decrepit Concept" NEJM 307(1982): 1518-21.
3. G. Annas, "HIPAA Regulations-A New Era of Medical-Record Privacy?" NEJM 348(70cB): 1486-1490
4. Begin reading Rothman
50n-line analysis and discussion of a case on confidentiality. 1st posting, 1st primary responder
/.Class responses and critiques follow 1st responder.

Session 2

Communication, Truth Telling, and Disclosure

1. Introduction chapter 8
. M. Bendapudi et al, "Patients' Perspectives on Ideal Physician Behaviors", Mayo Clinic Proc. 81, no.3, (2006): 338-344

- H. Novack et al, "Physicians Attitudes Toward Deception to Resolve Ethical Dilemmas" JAMA 261, no. 20 (1989): 2980-85
4. D.K. Sokol, "Can Deceiving Patients Be Morally Acceptable?" BMJ, vol.334 (May 12, 2007)
5. D.S. Morse et al, "Missed Opportunities for Interval Empathy in Lung Cancer Communication" Archives of Internal Medicine 168, no. 17 (2008): 1853-1858
6. T.H. Gallagher et al, "Choosing Your Words Carefully: How Physicians Would Disclose Harmful Medical Errors to Patients", Archives of Internal Med. 166 (2006): 1585-1593
7. On-line analysis and discussion of a case on communication and truth telling. 2nd posting, 2nd primary responder due by September 14. Class responses and critiques follow.

Session 3

Determining Capacity

1. Introduction, chapter 9
2. D. Brock and S. Wortman, "When Competent Patients Make Irrational Choices/" NEJM 322(1990): 1595-99.
3. P.S. Appelbaum, "Assessment of Patients' Competence to Consent to Treatment", NEJM, 357, no. 18 (2007): 1834-1840
4. C. Marcucci et al, "Capacity to Give Surgical Consent Does Not Imply Capacity to Give Anesthesia Consent: Implications for Anesthesiologists" Anesthesia and Analgesia, Vol. 110, No. 2 (2010): 596-600.
4. Continue reading Rothman
5. On-line analysis and discussion of case on patient capacity to share in decision-making. 3rd posting, 3rd primary responder due by September 21. Class responses and critiques follow.

Session 4

Informed Consent

1. Introduction, chapter 10
2. B. Moulton and J King, "Aligning Ethics with Medical Decision-Making: The Quest for Informed Patient Choice.", Journal of Law, Medicine, and Ethics, Spring (2010): 85-97
2. H. Brody, "Transparency: Informed Consent in Primary Care," Hastings Center Report 19(1989): 5-9.
3. Conclude reading Rothman
4. On-line analysis and discussion of a case on informed consent. 4th posting, 4th primary responder due by October 5. Class responses and critiques follow.

Session 5

Treatment Refusals

1. Introduction. chapter 11
2. L. B. Weinstein, "The Right to Refuse Treatment" *American Journal of Nursing*, 95, no. 8 (1995): 52-53.
3. J.A. Carrese, "Refusal of Care: Patients' Well-being and Physicians' Ethical Obligations" *JAMA* 296, no.6 (2006): 691-695
4. S. Jauhar, "The Right to Make a Bad Decision", *New York Times*, March 6, 2003
5. On-line analysis and discussion of a case on treatment refusal. 5th posting, 5th primary responder due by October 12. Class responses and critiques follow.

Session 6

Death and Dying

1. Introduction. chapter 12
2. T.E. Quill, "Death and Dignity: A Case of Individualized Decision Making" *NEJM*, 324(1991): 691-694.
3. "Summary of Oregon's Death with Dignity Act-2009", annual report of the Oregon Department of Human Services
4. L. Ganzini et al, "Oregonians' Reasons for Requesting Physician Aid in Dying", *Archives of Internal Medicine*, Vol. 169 (no.5) (2009): 489-492
5. R.A. Perlman et al, "Motivations for Physician -assisted Suicide: Patient and Family Voices", *Journal of General Internal Medicine*.20 (2005): 234-239
6. R. Steinbrook, "Physician Assisted Death-From Oregon to Washington State", *NEJM*, 359 (2008): 2513-2515
7. On-line analysis and discussion of a case on assisted-suicide. 6th posting, 6th primary responder due by October 19. Class responses and critiques follow.

Session 7

November 1-November 5

Forgoing Life-Sustaining Treatment

1. Introduction, chapter 13
2. A.Meisel, et al, "Seven Legal Barriers to End-of-Life Care", *JAMA* 284 (2000): 2495-2501.
3. A.Upadya et al, "Patient, Physician, and Family Member Understanding of Living Wills", *American Journal of Respiratory Critical Care Medicine* Vol.166 (2003): 1430-1435
4. J. Wolfson, "Erring on the Side of Terri Schiavo: Reflections of the Special Guardian ad Litem", *Hastings Center Report*, Volume 35, no.3 (2005): 16-19.
5. L.O. Gostin, "Ethics, the Constitution, and the Dying Process: The Case of Theresa Marie Schiavo", *JAMA* 293, no.19 (2005):2403-2407
6. On-line analysis and discussion of a case on forgoing life-sustaining treatment. 7th posting, 7th primary responder due by November 2. Class responses and critiques follow.

Session 8

Decisions for Newborns, Infants, and Children

1. Introduction, chapter 14
2. R.S. Duff, A.G.M. Campbell, "Moral and Ethical Dilemmas in the Special-Care Nursery", NEJM 289(1973): 65-69.
3. H. Harrison, "Making Lemonade: A Parent's View of 'Quality of Life' Studies", The Journal of Clinical Ethics, Volume 12, no.3 (2001): 239-250
4. A.E. Koppelman, "Understanding, Avoiding, and resolving End-of-life Conflicts in the NICU", The Mount Sinai Journal of Medicine, vol. 73, no.29 (2006): 580-586
5. J.A. Robertson, "Extreme Prematurity and Parental Rights After Baby Doe", Hastings Center Report, 34, no.4 (2004): 32-39
6. On-line analysis and discussion of a case in pediatrics. 8th posting, 8th primary responder due November by 9. Class responses and critiques follow.

Session 9

Reproductive Issues

1. Introduction, chapter 15
2. Roe v. Wade, 410 U.S. 113
3. A.A. Wright and I. Katz, "Roe versus Reality-Abortion and Women's Health", NEJM 355 (2006): 1-9
4. On-line analysis and discussion of a case on reproductive choices. 9th posting, 9th primary responder due November by 16. Class responses and critiques follow.

Break

Session 10

Ethics and Health Care Economics

1. Introduction. chapter 16
2. On-line analysis and discussion of a case on patient selection and scarce resources. 10th posting, 10th primary responder due by November 30. Class responses and critiques follow.

Session 11

Professional Ethics

1. Introduction, chapter 2.
2. Code of Ethics For the Certified Registered Nurse Anesthetist
3. E.O. Bryson, et al, "Addiction and Substance Abuse in Anesthesiology", Anesthesiology, Vol. 109, no.5, (November 2008): 905-917

4. On-line analysis and discussion of a case in professional ethics. 11th posting and 11th primary responder due by December 7. Class responses and critiques follow.

Session 12

Final Exam or Paper due

The instructor will provide a case for analysis using the 4 part method. The final case will be a three hour (self timed with honor signature) open book exam with the case provided in advance (before Dec.12) by the instructor. During the period between Dec.13-17 the student will have time to reflect upon and research the case provided by the instructor. But the actual writing time for the case should be limited to the three hour time limit. The case analysis or final paper will be returned by the student via email attachment or posting on Blackboard.

On-Campus Session

TBA

The closing seminar will focus on a current topic in health care ethics specifically related to nurse anesthesia practice. We will also use this time to review and summarize the material covered over the semester. More detail will be forthcoming.

Evaluation

Grades will be determined in the following manner:

Twenty percent (20%) for written cases analyses using the four part method described in the Fletcher text. The instructor expects that required readings will be integrated into case analyses and responses.

Fifty percent (50%) for on-line participation and discussion of ethical cases presented by the instructor and analyses posted by peers. These cases will be directly related to the reading assignments for each on-line session.

Thirty percent (30%) for a final paper or examination by student choice. The final paper is to be 15 - 20 pages, double-spaced, properly researched and referenced. The subject should be selected with the advice of the instructor. A final examination utilizing the four-part method in analyzing a case is a three-hour open book exam.

Each student will receive a mid-unit progress update prior to November 1.

The instructor will also distribute a philosophy of grading and evaluation statement during the initial on campus session.

Grading

A = Excellent (The student demonstrates a superior grasp of the subject matter.)

B = Above average (The student demonstrates a good understanding of the subject matter.)

C = Average (The student meets the minimum expectations for mastery of the subject matter.)

D = Below average (The student demonstrates a limited understanding of the subject matter.)

F = Failing (The student fails to comprehend the subject matter.)

Academic Regulations are listed online at:
<http://graduate.missouristate.edu/catalog/regulations.htm>

Attendance Policy

Students in the CRNA Program are expected to attend all (100%) of scheduled class sessions. Students must make up absences in accordance with instructions provided by the course director. Permission to make up class work is granted only at the discretion of the course director. Students who have been absent from classes due to illness or hospitalization will be allowed an opportunity to make up work that is missed.

Additional Attendance Information for this Course

It will be the responsibility of the student who misses class for any reason to obtain lecture notes, become acquainted with any class announcements made during the absence, as well as any other information communicated during the absence. If laboratory time is missed, it is the responsibility of the student to complete the laboratory assignments prior to the end of each unit.

<http://www.missouristate.edu/registrar/catalog/attendan.html>

Cancellation/closure of classes for emergencies or inclement weather

The decision to close the University or to cancel classes will be announced to the news media prior to 6am. See website for updated info: <http://www.missouristate.edu/bms>

In the event that a scheduled examination is cancelled due to inclement weather, etc., you should anticipate that the examination will take place at the next resumed class meeting.

Non-Discrimination Policy Statement

Missouri State University is an equal opportunity/affirmative action institution, and maintains a grievance procedure available to any person who believes he or she has been discriminated against. At all times, it is your right to address inquiries or concerns about possible discrimination to the Office for Equity and Diversity, Park Central Office Building, 117 Park Central Square, Suite 111, (417) 836-4252. Other types of concerns (i.e., concerns of an academic nature) should be discussed directly with your instructor and can also be brought to the attention of your instructor's Department Head. Please visit the OED website at www.missouristate.edu/equity/.

Academic Dishonesty Policy:

Missouri State University is a community of scholars committed to developing educated persons who accept the responsibility to practice personal and academic integrity. You are responsible for knowing and following the university's student honor code, Student Academic Integrity Policies and Procedures, available at <http://www.missouristate.edu/academicintegrity/70990.htm> and also available at the Reserves Desk in Meyer Library. Any student participating in any form of academic dishonesty will be subject to sanctions as described in this policy.

Disability Accommodation:

To request academic accommodations for a disability, contact the Director of the Disability Resource Center, Plaster Student Union, Suite 405, (417) 836-4192 or (417)

836-6792 (TTY), www.missouristate.edu/disability. Students are required to provide documentation of disability to the Disability Resource Center prior to receiving accommodations. The Disability Resource Center refers some types of accommodation requests to the Learning Diagnostic Clinic, which also provides diagnostic testing for learning and psychological disabilities. For information about testing, contact the Director of the Learning Diagnostic Clinic, (417) 836-4787, <http://psychology.missouristate.edu/lcd>.

Policy on Use of Cellular Telephones and Electronic Device in Classes

The use by students of cell phones, pagers, or other similar communication devices during scheduled classes is **prohibited**. All such devices must be **turned off** during class or an exam. At the discretion of the instructor, exception to this policy is possible in special circumstances. See <http://www.missouristate.edu/provost/celluse.htm> for complete policy.

Sanctions for violation of this policy are determined by the instructor and may include dismissal from the class—see Class Disruption <http://www.missouristate.edu/registrar/catalog/classdis.html> In testing situations, use of cell phones or similar communication devices, or any other electronic or data storage device, may lead also to a charge of academic dishonesty and additional sanctions under the *Student Academic Integrity Policies and Procedures* <http://www.missouristate.edu/academicintegrity/70990.htm>

Philosophy of Grading

The following is a brief explanation of the instructor's philosophy of grading. I hope these guidelines will be helpful in understanding what criteria will and will not be used in evaluating the student's performance.

- Students will not be graded on their personal moral views. Nor will they be graded upon their agreement with the instructor's moral views. In health care ethics, as in the rest of life, good people can disagree on moral positions and standards on a variety of issues.
- Students will be evaluated upon their ability to clearly and logically express their views and positions. They will be evaluated upon their ability to examine and question their own closely held moral and ideological positions. They will also be evaluated on their ability to understand and appreciate viewpoints different from their own.
- Students will be evaluated on the quality and thoroughness of their written work (primarily in the form of case analyses) and upon their ability to incorporate required readings into the written and on-line discussions.
- Students will be evaluated upon their participation in on-line discussions. The quality of these discussions is more important than the frequency of participation, though the student should participate enough to be a valuable contributor to the ongoing dialogue.
- Students should also be both civil toward and respectful of others in the discussion forum. Discussions may at times be robust, vigorous, and challenging. However, they should not deteriorate to the level of personal attacks because of differing personal views and values.
- There is always a degree of subjectivity associated with any evaluation process, but the instructor promises to be as fair and equitable as possible toward all students in grading.

Ethics and Health care
DNAP ANE 712
On campus session

9am-10am	Welcome, Course Introduction, Syllabus Review
10am-11am	Introduction to Health Care ethics
11am-12pm	Review of cases for the semester
12pm-1pm	Lunch
1pm-2pm	Research ethics- Video, "Deadly Deception"
2pm-3pm	Research ethics -discussion and lecture
3pm-4pm	Review, clarifications, wrap-up, etc

Health Care Ethics
Program in Patient Counseling

Ethics
The systematic assessment and evaluation of morals and values that exist in the lives of individuals and society.

Definitions
Clinical Ethics
Health Care Ethics
Bioethics/Biomedical Ethics

Why Do Ethics?
To assist in the resolution of moral dilemmas.
A moral dilemma exists when "moral obligations to others exists on both sides of the choice to perform or refrain from performing the actions involved, and ethical reasons support choosing both alternatives "
John Fletcher

Why Do Ethics?
Moral dilemmas can be interpersonal or intrapersonal. They often arise when values, duties, obligations, and principles come into conflict.

Moral Distress
Moral Distress occurs "when one knows the right thing to do, but institutional constraints make it nearly impossible to pursue the right course of action."
Andrew Jameton

Guiding Ethical Principles in Health Care

Autonomy

Beneficence

Nonmaleficence

Justice

Ethical Obligations for Every Patient

- Respecting privacy and confidentiality
- Truthful communication and disclosure of information
- Determining patient capacity for decision making
- Process of informed consent

Recurring Ethical Dilemmas

- Patient refusal of treatment
- Problems in the care of suffering patients who are terminally ill
- Forgoing life-sustaining treatment
- Pediatric Issues
- Research with human subjects
- Reproductive Issues
- Operating with scarce resources
- Health care economics

Origin of the Bioethics Movement

- Human and Civil Rights Movement
- Increasingly pluralistic society
- Explosion of medical technology
- Noteworthy medical and legal cases
- Rise of a new "Interdisciplinary" discipline

Origin of the Bioethics Movement

- Medical experimentation in Nazi Germany
- Tuskegee Syphilis Study 1932-1972
- Seattle Dialysis Committee 1962
- Karen Ann Quinlan 1975
- Nancy Cruzan 1983
- Roe v. Wade 1972
- Supreme Court and Assisted Suicide 1997
- Terri Schiavo 2005

Evolution of Ethics Committees

- Seattle Dialysis Committee 1962
- President's Commission for the Study of Ethical Problems in Medicine 1983
- "Baby Doe" regulations and Infant Care review Committees 1984

Evolution (cont'd)

"...the medical staff...should explore and evaluate various formal and informal administrative arrangements for review and consultation, such as 'ethics committees', particularly for decisions that have life and death consequences."

President's Commission 1983

Evolution (cont'd)

- 1983- 1% of HCOs have ethics committees (S. Younger)
- 1989- 60% have ethics committees (K. Skinner)
- 1998- 90% have ethics committees (McGee, Caplan, et al)

The Joint Commission

- 1991- Joint Commission requires a "mechanism" for the "consideration of ethical issues arising in the care of patients."
- 1997- HCOs must have a "functioning process to address ethical issues" in patients rights and organizational ethics

Primary Tasks of the Ethics Committee

Education

Policy Development

Case Consultation

Models for Consultation

Ethics Committee

Ethics Consultation Service

Individual Consultant

(under contract)

Continuum of Consultation

Pure Facilitation

Strong Recommendation

Ethics Facilitation

Ethics Facilitation Approach

"...is informed by the context in which ethics consultation is provided and involves two core features ...

identifying and analyzing the nature of the value uncertainty and facilitating the building of consensus."

ASBH

Ethics Consultation Involves:

- Gathering relevant data
- Clarifying relevant concepts
- Clarifying related normative issues
- Identifying a range of morally acceptable options

ASBH

Challenges Facing Ethics Committees

- Members minimally trained
- Members feel marginal
- Lack of institutional support
- Services unknown to clinicians
- Committee not consulted
- Patients and families are infrequent users

Who Has Final Say?

Those with ultimate moral standing

Patient

Family/Surrogate

Physician

Nurse

Faulkner's Flawless Fundamentals in Moral Deliberation

- "Good facts make good ethics"
- "An ounce of knowledge is worth a ton of ideology"
- "Ethics is easy. Life is hard."

Ethical issues in Research with Humans

Ken Faulkner, M.Div., M.A.
Program in Patient Counseling
Virginia Commonwealth University

Ethics

The systematic assessment and evaluation of moral and values that exist in the lives of individuals and society.

More definitions

iiRhT:S

- Medical ethics
- Professional ethics
- Clinical ethics
- Organizational ethics
- Bioethics/Biomedical ethics

Why do ethics?

To assist in the resolution of moral dilemmas

A moral dilemma occurs "when moral obligations to others exists on both sides of the choice to perform or refrain from performing the actions involved, and ethical reasons support choosing both alternatives."

John Fletcher

Why do ethics?

Moral dilemmas can be interpersonal or intrapersonal. They often arise when values, duties, obligations and principles come into *conflict*

Origins of the Bioethics Movement

- Human and Civil rights movement
- Increasingly pluralistic society
- Explosion of medical technology
- Noteworthy medical and legal cases
- Rise of a new "Interdisciplinary discipline" (philosophers, theologians, lawyers, nurses, social scientists, etc.)

	Noteworthy cases
	<ul style="list-style-type: none"> • Research and experimentation with human subjects • Human reproduction • Death and dying • Utilizing scarce resources • Patients' rights

	History of problems in research with human subjects
	<ul style="list-style-type: none"> • Nazi Germany medical experiments 1930's - 1940's • Tuskegee Syphilis Study 1932 - 1972 • Human Radiation Studies 1944 - 1974 Manhattan Project plutonium injection experiments 1945 - 1947

	History of Problems
	<ul style="list-style-type: none"> • Henry Beecher, "Ethics and Clinical Research," <i>NEJM</i>, 1966 <ul style="list-style-type: none"> - identified 22 problematic studies - Willowbrook hepatitis study 1956 - 1958 - Jewish Chronic Disease hospital study 1963 • Thalidomide scandal, 1962

	Response to Ethical Concerns
	<ul style="list-style-type: none"> • Nuremberg Code, 1947 • The Helsinki Declaration, 1964 • The Belmont Report, 1979

	Response to Ethical Concerns
	<ul style="list-style-type: none"> • National Research Act, 1974 • Office for Protection from Research Risks (OPRR) (Now the OHRP) • National Commission for the Protection of Research Subjects of Biomedical and Behavioral Research

	Belmont Report, 1979
	<ul style="list-style-type: none"> • Respect for persons (informed consent, confidentiality) • Beneficence (risk/benefit assessment) • Justice (equitable selection of subjects, fair distribution of risks and benefits)

Response to Ethical Concerns

- "The Common Rule", 1991
 - Regulations governing 16 federal agencies
 - Review by Institutional Review Board (IRB)
 - Informed consent
- Institutional assurance of compliance

When Abuse Occurs

- Conflicting goals and interests
- Desire to help future patients
- Advancing researcher's careers
- Protecting funding sources
- Ignorance

Vulnerable Populations

- Children
- Mentally Challenged
- Prisoners
- Pregnant Women
- Citizens of developing nations

Essential Elements of Protection

- Voluntary participation
- Informed consent
- Comprehension by the subject
- Disclosure of risks and benefits
- Disclosures of alternatives
- Option for withdrawal (without penalty)

VCU's Probation 199-2000

- Problems identified by OHRP
- Insufficient documentation of compliance
 - Poor data collection and record keeping
- Lack of training for IRB volunteers
- Increasing number and complexity of proposals
- Lack of support staff and funding

Drug Testing Athletes to Prevent Substance Abuse

- Background and Pilot Study Results of the Saturn (Student Athlete Testing using Random Notification) Study

Linn Goldberg, et al
Journal of Adolescent Health
2003, 32:16-25

Saturn Study

- Study approved by Oregon Health and Science University IRB
- Two schools identified from Oregon public school system
- Athletes (n=276) and non-athletes (n=507) assessed for drug use and attitudes through survey

Saturn Study

- Informed consent gained from students and parents of athletes at intervention school
- Athletes mandated to enroll as a condition of sports participation
- Principal and parents notification of positive test
- Mandated counseling session
- One game suspension for positive test

Saturn Study Results

- Past 30 day illicit drug use for athletes in testing group decreased over school year
- Past 30 day use for control athletes increased over school year
- Alcohol use did not change for test group
- Athletes in the test group believed testing was less effective and produced fewer benefits than other kinds of interventions.

Study Suspended

- OHRP received complaints about ethics violations inherent in the study
- OHRP suspended the study in October 2002 (initial pilot study accepted for publication in June 2002)
- OHRP judged study to be coercive and informed consent document to be incomplete

OHRP Concerns

- Student informed consent form failed to mention parental notification
- No discussion of alternatives to participation or right to refuse
- "When .the subjects are likely to be vulnerable to coercion or undue influence, such as children, additional safeguards have been included to protect the rights and welfare of these subjects (45 CFR 46.116a8)

Privately Funded Clinical Trials

- OHRP has no jurisdiction
- Oversight by FDA is minimal (only able to inspect 1% of all ongoing studies)
- Studies occur in competitive, market-based environment
- Potential for subject exploitation, fraud, unsafe practices and conditions
- Limited compensation for injury or illness

New Course Proposal Form

Submitted on 09/21/2017 by Sylvia Feeney (MonikaFeeney@MissouriState.edu).

*All fields require input

- New COURSE
- New REGULAR PERMANENT SECTION of an existing variable content course. If a new regular section of an existing variable topics course, enter the existing course number below

Course Code:

ANE

Course Number: ([Check Availability](#))

804

Course Title:

Business of Anesthesia

Will this proposal need to be reviewed by CGEIP? No Yes

Will this proposal need to be reviewed by EPPC? No Yes

Prerequisite/Co-requisite or enter 'None':

Admission to DNAP program

General Course Description: (Include any Pass/Not Pass grading restrictions, repeatable limits, limitation on course applicability, UG/GR parallel course, etc.)

Comprehensive study of the business of anesthesia, and all models of practice and billing. Legal and healthcare implications explored. Analysis of the structure, function and outcomes of healthcare delivery systems and organizations. Designed for practicing CRNA's and DNAP students. Course design is both seated and distance.

Credit Hours:

3

Lecture Contact Hours:

3

Lab Contact Hours:

0

Note: If variable credit, enter the highest number and add to end of course description. (e.g. "Variable credit, may be taken 1-3 hours.")

Periodicity. Check all that apply.

- Fall Fall (even-numbered years only) Fall (odd-numbered years only)

- Spring
 Spring (even-numbered years only)
 Spring (odd-numbered years only)
- Summer
 On Demand only

Complete Catalog Description:

ANE 804 Business of Anesthesia

Prerequisite: Admission to DNAP program

Comprehensive study of the business of anesthesia, and all models of practice and billing. Legal and healthcare implications explored. Analysis of the structure, function and outcomes of healthcare delivery systems and organizations. Designed for practicing CRNA's and DNAP students. Course design is both seated and distance.

Credit hours: 3 Lecture contact hours: 3 Lab contact hours: 0

Typically offered: Fall, Spring

Include sample syllabus (list topics, course goals.) Use text box OR upload only file types of PDF, DOC or DOCX.

Attached

Purpose of Course

To educate DNAP students on business practices for anesthesia, billing, payer mixes, financing and delivery of healthcare to the public and across multiple healthcare delivery systems and organizations; as required by the Council on Accreditation of Nurse Anesthesia Programs. Exploring outcomes of health policy change to improve patient care and advance the specialty of nurse anesthesia.

Relationship to Other Departments

Directing and focusing the needs of the DNAP program specifically, as required by accreditation to business practices as related to anesthesia, along with legal implications.

Is there a graduate/undergraduate parallel course to this one? No Yes

New Course Resource Information

Anticipated Average Enrollment per section:

50

Maximum Enrollment Limit per section:

50

Anticipated Average Enrollment per semester:

50

Maximum Enrollment Limit per semester:

50

Anticipated Average Enrollment per year:

50

Maximum Enrollment Limit per year:

50

Faculty Load Assignment (equated hours):

3.9

Is another course being deleted? No Yes

What will this course require in the way of:

Additional library Holdings

no

Additional computer resources

no

Additional or remodeled facilities

no

Additional equipment or supplies

no

Additional travel funds

no

Additional faculty; general vs specialized

Current DNAP will be used, that have recent actual experience in the practice of anesthesia as a business, faculty loads will be redistributed with our current DNAP CRNA faculty

Additional faculty; regular vs per-course

none

Other additional expenses

none

If additional faculty are not required, how will faculty be made available to teach this course?

Current teaching loads will be re-assigned

List names of current faculty qualified and available to teach this course

Rick Albaugh, CRNA; Jeanie Skibiski, CRNA. Rick owned an anesthesia business, and Jeanie has been involved at the state level having first hand experience at the business aspects of anesthesia.

What is the anticipated source of students for this course?

DNAP entry and completion programs

If from within the department, will students be taking this course in addition to or in place of other courses?

N/A

If from outside the department, which courses in other departments would most likely be affected?)

ECO 604, discussions occurred and accreditation needs discussed for anesthesia specific needs

Other comments:

Accreditation requirements now require Anesthesia specific business practices and models, Specifically stating "analyze business practices typically encountered in nurse anesthesia delivery settings". The course will also include "analysis of the structure, function and outcomes of healthcare delivery systems and organizations".

What is the date that this new course was approved by departmental or program faculty? (MM/DD/YYYY)

08/24/2017

Current Status:

Grad Council Review

Proposal Progress:

09/21/2017 - Submitted by Department Head (Colette Witkowski)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

No comments have been added to this proposal.

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**Missouri State School of Anesthesia
Doctorate of Nurse Anesthesia Practice
Fall 2018**

Course Description/ Syllabus

Number: ANE 804

Total Credits: 3

Name: The Business of Anesthesia

Location: OCHS 301: MWF 2:00 – 2:50 and
Distance Learning

Note: Distance students will have class time at the end beginning of the semester for instruction and expectations and at the class conclusion for presentations and or examinations..

Placement of Course: Graduate Level

Prerequisite Courses: Acceptance in the DNAP program and Permission from the program director

Faculty responsible for this course: Dr. Finley, DNAP, Dr. Sawyers DNAP, Dr. Keith DNAP, Kay Nippes RN, BSN, Med, CCRN (legal consultant)

Course Description:

Comprehensive study of the business of anesthesia, and all models of practice and billing. Legal and economic implications explored. Designed for practicing CRNA's and DNAP students. Course design is both seated and distance.

Strong Leadership styles and business practices discussed as related to anesthesia. Anesthesia business plan will be development with discussion of payer mixes, CMS penalties and incentives, Part A and Part B CMS reimbursement, CRNA practice types including hospital, Clinic, Rural Pass through. Additional topics will include:
1099 employment vs W-2; LLC, S corp practices, Budgeting for the practice, Health care insurance, Anesthesia billing, bundled payments and malpractice. Health care delivery systems will be explored, and business practices typically encountered in nurse anesthesia delivery settings along with liability and the use of technology to support and improve patient care and healthcare systems. Legal terms related to anesthesia are reviewed, and evaluation of public processes impact the financing and delivery of healthcare. Grading based on written exams, presentations and business plan.

Course Objectives:

By the end of the course, the student will be able to:

- 1.0 Analyze business practices typically encountered in nurse anesthesia delivery settings
- 2.0 Discuss complex leadership roles in nurse anesthesia
- 3.0 Analyze the structure, function and outcomes of healthcare delivery systems and organizations
- 4.0 Analyze risk management plans bases in information systems to promote outcome improvement for the patient, organization and community

Teaching Methods:

On line discussion, didactic presentation, student participation and presentation teamwork and written assignments

References:

Suggested:

Evidence Trumps Belief, Chuck Biddle

A Professional Study and Resource Guide For the CRNA, Foster

Other books

Course Requirements:

Students will develop a business plan that discusses payer mixes, arranging financing their cumulative objectives and achievement of those through their doctoral program. It is a focused collection of work and not a voluminous compilation of activities. It offers creativity in presentation. Generally it is written, however other media may be used.

Course Shedule

Week 1 Business Basics

Week 2 What is A payer mix

Week 3 How to calculate an anesthesia bill

Week 4 Private insurance vs Medicare/ medicaid

Week 5 1099- W-2 what is the best practice

Week 6 Business plan presentation

Week 7 Business plan presentation

Week 8

Week 9

Week 10

Week 11

Week 12
Week 13 Anesthesia legal pitfalls
Week 14 Charting defensively
Week 15 Case review
Week 16 Quality improvement

Grading Policy:

Grades will be determined in the following manner:

A 90 – 100

B 80 - 90

C 70 – 80

No grades below a C are acceptable in the DNAP program

Course Evaluation:

An evaluation will be given to each student upon completion of this course

Attendance:

Mandatory class attendance at the onset and end of the semester. Business plan will be presented via ZOOM may be turned in electronically in PDF format. AMA format will be used. Assignment will be posted via Blackboard

Academic Dishonesty Policy:

Missouri State University is a community of scholars committed to developing educated persons who accept the responsibility to practice personal and academic integrity. You are responsible for knowing and following the university's student honor code, Student Academic Integrity Policies and Procedures, available at www.missouristate.edu/policy/academicintegritystudents.htm and also available at the Reserves Desk in Meyer Library. Any student participating in any form of academic dishonesty will be subject to sanctions as described in this policy.

Disability:

To request academic accommodations for a disability, contact the Director of the Disability Resource Center, Plaster Student Union, Suite 405, (417) 836-4192 or (417) 836-6792 (TTY), www.missouristate.edu/disability. Students are required to provide documentation of disability to the Disability Resource Center prior to receiving accommodations. The Disability Resource Center refers some types of

accommodation requests to the Learning Diagnostic Clinic, which also provides diagnostic testing for learning and psychological disabilities. For information about testing, contact the Director of the Learning Diagnostic Clinic, (417) 836-4787, <http://psychology.missouristate.edu/ldc>.

Emergency Response:

Students who require assistance during an emergency evacuation must discuss their needs with their professors and the Disability Resource Center. If you have emergency medical information to share with me, or if you need special arrangements in case the building must be evacuated, please make an appointment with me as soon as possible. For additional information students should contact the Disability Resource Center, 836-4192 (PSU 405), or Larry Combs, Interim Assistant Director of Public Safety and Transportation at 836-6576. For further information on Missouri State University's Emergency Response Plan, please refer to the following web site: <http://www.missouristate.edu/safetran/erp.htm>

Nondiscrimination Policy:

Missouri State University is an equal opportunity/affirmative action institution, and maintains a grievance procedure available to any person who believes he or she has been discriminated against. At all times, it is your right to address inquiries or concerns about possible discrimination to the Office for Equity and Diversity, Park Central Office Building, 117 Park Central Square, Suite 111, (417) 836-4252. Other types of concerns (i.e., concerns of an academic nature) should be discussed directly with your instructor and can also be brought to the attention of your instructor's Department Head. Please visit the OED website at www.missouristate.edu/equity/.

Cell Phone Policy

As a member of the learning community, each student has a responsibility to other students who are members of the community. When cell phones or pagers ring and students respond in class or leave class to respond, it disrupts the class. Therefore, the Office of the Provost prohibits the use by students of cell phones, pagers, PDAs, or similar communication devices during scheduled classes. All such devices must be turned off or put in a silent (vibrate) mode and ordinarily should not be taken out during class. Given the fact that these same communication devices are an integral part of the University's emergency notification system, an exception to this policy would occur when numerous devices activate simultaneously. When this occurs, students may consult their devices to determine if a university emergency exists. If that is not the case, the

devices should be immediately returned to silent mode and put away. Other exceptions to this policy may be granted at the discretion of the instructor.

Dropping a class Policy

It is your responsibility to understand the University's procedure for dropping a class. If you stop attending this class but do not follow proper procedure for dropping the class, you will receive a failing grade and will also be financially obligated to pay for the class. For information about dropping a class or withdrawing from the university, contact the Office of the Registrar at 836-5520.

All Policy statements as outlined through the office of the Provost can be found: http://www.missouristate.edu/policy/Op3_09_CourseSyllabi.htm

Building an Anesthesia Business

Items to consider:

- 1. Business license?**
- 2. Malpractice insurance (claims made or occurrence)**
- 3. Workman's Comp. Ins. (cost based on salaries)**
- 4. Payroll (out-source or internal staff)**
- 5. Billing Co.? or internal staff (approximately 6% of collections if out-sourced)**
- 6. Business plan to secure loan and understand the business and the market**
- 7. Business loan, covers cost of operations until revenue is produced**

- 8. Office space (rent, own, location)**
- 9. Phone service**
- 10. Computers and other office supply**
- 11. Office Staff**
- 12. Professional Staff (physician and or CRNAs) sign on bonuses, placement agency fees, contracts, etc**
- 13. Cost of Salaries/Bonuses**
- 14. Cost of Benefits (average 0-25+% of salaries)**
- 15. Taxes company is responsible for**
- 16. Accountant fees**
- 17. Will business be totally self-sustaining or will facility subsidize shortfall**
- 18. Establish conversion fee for billing (usual and customary, flat fees,etc.)**
- 19. Policy Manual**
- 20. Evaluation forms**
- 21. Attorney fees for business start-up i.e. contracts and forming corporation**
- 22. Record keeping**
- 23. Clinical privileges for staff**
- 24. Contracts with payers**

Business Plan Presentation

Date: _____

Student(s): _____

Score: (0-10 each item---Total Possible

50 pts.)

Understanding of:

Billing _____
Payer Mix _____
Collections/Revenue _____
Costs/Expenditures _____
Malpractice Ins. _____

TOTAL POINTS _____

Faculty: _____

Change Program Proposal Form

Submitted on 12/14/2017 by Letitia White (LetitiaWhite@MissouriState.edu).

Department:

Communication Sci & Disorders

Type of Program**Choose One:**

- Non-Comprehensive Undergraduate Major Option Certification
- Comprehensive Undergraduate Major Minor Academic Rules
- Graduate Program Certificate Other

Does this program include any new courses?

- No Yes (A corresponding new course form must be submitted to create each new course.)

Title of Program Affected:

Audiology, Doctor of

Current Catalog Description: (Either cut and paste present description from online catalog **OR** provide as an attachment below)

Attached

Complete New Catalog Description: (Either provide the revised description in the text area below [strikethrough all deletions and insert/bold new information - any content that is copied and pasted will lose existing formatting; please review prior to submission] **OR** provide as an attachment below)

← → **B** *I* ~~S~~

Attached

What is changing? Check all boxes that apply:

- Title change
- From option to program (major)
- Other
- Course changes of under 18 hours
- From program (major) to option
- Course changes of 18 hours or more

Reason for Proposed Change:

Details were added to the retention requirements to clarify that unsatisfactory performance/grades in clinical experiences may result in program dismissal.

Requirement to take sign language class was removed, based on alumni feedback that the class was not useful to them.

Externship prep class (CSD 900) was moved to earlier in the sequence, to better align with the time when students are seeking their externship.

CSD 849 was moved to the first fall intersession, to lighten the load during the first fall of graduate studies. This change was made based on feedback from current students and faculty.

During the third year, the research experience used to be 2 hours in the fall and 2 hours in the spring. This was adjusted to 3 hours in the fall and 1 in the spring, to reflect the increased work that should occur during the fall semester.

What is the date that this new program was approved by departmental or program faculty? (MM/DD/YYYY)

12/15/2017

Current Status:

Grad Council Review

Proposal Progress:

12/19/2017 - Submitted by Department Head (Letitia White)

12/20/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

No comments have been added to this proposal.

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Change Program Proposal Form

Submitted on 12/14/2017 by Colette Witkowski (Colettewitkowski@missouristate.edu).

Department:

Biomedical Sciences

Type of Program
Choose One:

- Non-Comprehensive Undergraduate Major
 Option
 Certification
 Comprehensive Undergraduate Major
 Minor
 Academic Rules
 Graduate Program
 Certificate
 Other

Choose All That Apply:

- Bachelor of Arts
 Bachelor of Music Education
 Bach of Science in Athl Traing
 Bachelor of Applied Science
 Bachelor of Music
 Bach of Science in Education
 Bachelor of Fine Arts
 Bachelor of Science
 Bachelor of Science in Nursing
 Bachelor of Social Work

Does this program include any new courses?

- No
 Yes (A corresponding new course form must be submitted to create each new course.)

Title of Program Affected:

Biomedical Science

Current Catalog Description: (Either cut and paste present description from online catalog **OR** provide as an attachment below)

Biomedical Sciences
 Minor(s)
 Biomedical Sciences
 Bachelor of Arts
 Required Courses: BMS 110(3), 111(1); 230(3) or 231(4); 307(4), 308(4). BIO 101, 102 or 111 will not count toward the minor.
 Biomedical Sciences
 Bachelor of Science
 Bachelor of Science in Athletic Training
 Bachelor of Science in Nursing
 Required Courses: BMS 110(3), 111(1); 230(3) or 231(4); 307(4), 308(4)
 Choose Biomedical Sciences electives to bring total hours in the minor to at least 20 hours. BIO 101, 102 or 111 will not count toward the minor.

Not Attached

Complete New Catalog Description: (Either provide the revised description in the text area below [strikethrough all deletions and insert/bold new information - any content that is copied and pasted will lose existing formatting; please review prior to submission] **OR** provide as an attachment below)

← → B I S

~~Biomedical Sciences
 Minor(s)
 Biomedical Sciences
 Bachelor of Arts
 Required Courses: BMS 110(3), 111(1); 230(3) or 231(4); 307(4), 308(4). BIO 101, 102 or 111 will not count toward the minor.
 Biomedical Sciences
 Bachelor of Science
 Bachelor of Science in Athletic Training
 Bachelor of Science in Nursing
 Required Courses: BMS 110(3), 111(1); 230(3) or 231(4); 307(4), 308(4)
 Choose Biomedical Sciences electives to bring total hours in the minor to at least 20 hours. BIO 101, 102 or 111 will not count toward the minor.~~

Biomedical Sciences Minor
Bachelor of Arts
Bachelor of Science
Bachelor of Science in Athletic Training
Bachelor of Science in Nursing

A. Required Courses: BMS 110(3), 111(1); 230(3) or 231(4); 307(4), 308(4).
B. For completion: of the Biomedical Sciences minor you must take 20 hours of required courses and electives with a BMS prefix.
C. Course waivers: Below is a listing of courses that can be waived, if you have already completed the corresponding BIO course. Courses can only be waived with the permission of the department head. You must have completed the course and received a grade of a B or higher to receive a waiver:

1. BIO 121 General Biology I for BMS 110 and BMS 111 Introduction to the Biomedical Sciences lecture and lab
2. BIO 235 Principles of Genetics for BMS 230 or BMS 231 Human Genetics
3. BIO 380 Comparative Vertebrate Anatomy for BMS 307 Human Anatomy
4. BIO 361 General Physiology for BMS 308 Human Physiology
5. BMS 100, 101, 300, BIO 101, 102, or 111 will not waive or complete any Biomedical Science minor requirements.

D. If courses are waived, additional biomedical sciences elective courses must be taken to total 20 credit hours with the BMS prefix for completion of the minor. Some courses required for completion of the biomedical sciences minor may have prerequisites. Consult with your advisor before scheduling.

Not Attached

Total Hours: 20

What is changing? Check all boxes that apply:

- Title change
- Course changes of under 18 hours
- Course changes of 18 hours or more
- From option to program (major)
- From program (major) to option

 Other

Clarification of current catalog description.

Reason for Proposed Change:

The Biomedical Sciences minor proposal is updating the current catalog entry to fully explain and present the requirements and options for completing the minor as presented on the BMS Minor web page. In collaboration with the Registrar's office the language and organization updates the catalog entry to clarify the minor for students, advisors and the Registrar for specific programming in degree works.

What is the date that this new program was approved by departmental or program faculty? (MM/DD/YYYY)

11/10/2017

Current Status:

College Council Review

Proposal Progress:

12/14/2017 - Submitted by Department Head (Colette Witkowski)

Review Comments:

No comments have been added to this proposal.

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Change Course Proposal Form

Submitted on 12/14/2017 by Letitia White (LetitiaWhite@MissouriState.edu).

***All fields require input**

This proposal applies to:

- An existing COURSE
- An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

CSD321 Sign Language: Signed English I

Will this proposal need to be reviewed by CGEIP? No Yes

Will this proposal need to be reviewed by EPPC? No Yes

Current online catalog description:

CSD 321 Sign Language: Signed English I

Prerequisite: permission. Gain beginner level skill in sign language and fingerspelling through Manually Coded English. Development of a general knowledge base including the history of sign language and the spectrum of sign options available. May be taught concurrently with CSD 621. Cannot receive credit for both CSD 321 and CSD 621. 3(3-0) F,S,Su

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)

← → **B** *I* ~~S~~

CSD 321 Sign Language: Signed English I

Prerequisite: ~~permission~~. Gain beginner level skill in sign language and fingerspelling through Manually Coded English. Development of a general knowledge base including the history of sign language and the spectrum of sign options available. May be taught concurrently with CSD 321 and CSD 621. 3(3-0) F,S,Su

What is changing? Check all boxes that apply.

- | | | | |
|---|---|--------------------------------------|--|
| <input type="checkbox"/> Course Code | <input type="checkbox"/> Course Number (Check Availability) | <input type="checkbox"/> Title | <input checked="" type="checkbox"/> Prerequisite |
| <input type="checkbox"/> Credit Hours/Contact Hours | <input type="checkbox"/> Periodicity | <input type="checkbox"/> Description | |

Reason for proposed change

Removing permission requirement. It is not necessary.

Does this change affect course assessment (e.g. student learning evidence/outcomes)? No Yes

How did you determine the need for this change? Check all boxes that apply or specify other.

- | | | |
|--|---|--|
| <input type="checkbox"/> Routine or annual review/assessment of curriculum | <input type="checkbox"/> Faculty Input | <input type="checkbox"/> Student Input |
| <input type="checkbox"/> Accreditation/certification compliance | <input checked="" type="checkbox"/> Review of catalog information | |
| <input type="checkbox"/> Other (be specific): | | |

Check if this is a non-substantive change.

What is the date that this course change was approved by departmental or program faculty? (MM/DD/YYYY)

12/14/2017

Current Status:

College Council Review

Proposal Progress:

12/19/2017 - Submitted by Department Head (Letitia White)

Review Comments:

No comments have been added to this proposal.

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Change Course Proposal Form

Submitted on 12/14/2017 by Letitia White (LetitiaWhite@MissouriState.edu).***All fields require input**

This proposal applies to:

- An existing COURSE
- An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

CSD330 Introduction to American Sign Language (ASL)

Will this proposal need to be reviewed by CGEIP? No YesWill this proposal need to be reviewed by EPPC? No Yes

Current online catalog description:

CSD 330 Introduction to American Sign Language (ASL)

Prerequisite: permission. A beginning level course in American Sign Language. Students will gain information about the history and structure of this unique visual/gestural system of communication, its vocabulary and syntax, and practical experience in its use, both expressively and receptively. May be taught concurrently with CSD 636. Cannot receive credit for both CSD 330 and CSD 636. 3(3-0) F,S

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)



CSD 330 Introduction to American Sign Language (ASL)

~~Prerequisite: permission.~~ A beginning level course in American Sign Language. Students will gain information about the history and structure of this unique visual/gestural system of communication, its vocabulary and syntax, and practical experience in its use, both expressively and receptively. May be taught concurrently with CSD 636. Cannot receive credit for both CSD 330 and CSD 636. 3(3-0) F,S

What is changing? Check all boxes that apply.

Course Code Course Number ([Check Availability](#)) Title Prerequisite

Change Course Proposal Form

Submitted on 12/15/2017 by Thomas Franklin (Clayfranklin@missouristate.edu).

*All fields require input

This proposal applies to:

- An existing COURSE
- An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

CSD360 Hearing Science

Will this proposal need to be reviewed by CGEIP? No Yes

Will this proposal need to be reviewed by EPPC? No Yes

Current online catalog description:

CSD 360 Hearing Science

Prerequisite: must meet eligibility requirements for admission to the CSD major or permission. Elementary acoustical theory and application to the study of speech production, reception and perception; emphasis on anatomy of auditory system, decibel notation and traditional psychophysical methods. 3(3-0) F,Su

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)

← → **B** *I* ~~S~~

CSD 360 Hearing Science

Prerequisite: ~~must meet eligibility requirements for admission to the CSD major or permission~~
"C" or better grade in one course for each of the following areas:

Chemistry/Physics: CHM 107(3), or CHM 116(4), or PHY 100(4) or PHY 203(5).

Biology: BIO 101(3), or BIO 121(4), or BMS 100(3) and 101(1) or BMS 110(3) and 111(1).

Mathematics: MTH 130 or higher.

Elementary acoustical theory and application to the study of speech production, reception and perception; emphasis on anatomy of auditory system, decibel notation and traditional psychophysical methods. 3(3-0) F,Su

What is changing? Check all boxes that apply.

- Course Code
 Course Number ([Check Availability](#))
 Title
 Prerequisite
 Credit Hours/Contact Hours
 Periodicity
 Description

Reason for proposed change

eliminates confusion between what is required for admission into CSD program as opposed to what it required for CSD 360 course. 50 hours is not need for admission into the CSD 360 course

Does this change affect course assessment (e.g. student learning evidence/outcomes)? No Yes

How did you determine the need for this change? Check all boxes that apply or specify other.

- Routine or annual review/assessment of curriculum
 Faculty Input
 Student Input
 Accreditation/certification compliance
 Review of catalog information
 Other (be specific):

- Check if this is a non-substantive change.

What is the date that this course change was approved by departmental or program faculty? (MM/DD/YYYY)

12/15/2017

Current Status:

College Council Review

Proposal Progress:

12/19/2017 - Submitted by Department Head (Letitia White)

Review Comments:

No comments have been added to this proposal.

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Change Course Proposal Form

Submitted on 12/14/2017 by Letitia White (LetitiaWhite@MissouriState.edu).

***All fields require input**

This proposal applies to:

- An existing COURSE
- An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

CSD495 Observation Clinical Practicum I

Will this proposal need to be reviewed by CGEIP? No Yes

Will this proposal need to be reviewed by EPPC? No Yes

Current online catalog description:

CSD 495 Observation Clinical Practicum I

Prerequisite: permission. Students will make observations and complete assignments relating to service delivery in their respective disciplines. A minimum of 12 hours will be direct observation. Course content will emphasize assessment practices, professional code of ethics, skills in reflective decision-making, and technical writing. 2(1-2) F

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)

← → **B** *I* 

CSD 495 Observation Clinical Practicum I

Prerequisite: permission. Admission to CSD major. Students will make observations and complete assignments relating to service delivery in their respective disciplines. A minimum of 12 hours will be direct observation. Course content will emphasize assessment practices, professional code of ethics, skills in reflective decision-making, and technical writing. 2(1-2) F

What is changing? Check all boxes that apply.

- | | | | |
|---|---|--------------------------------------|--|
| <input type="checkbox"/> Course Code | <input type="checkbox"/> Course Number (Check Availability) | <input type="checkbox"/> Title | <input checked="" type="checkbox"/> Prerequisite |
| <input type="checkbox"/> Credit Hours/Contact Hours | <input type="checkbox"/> Periodicity | <input type="checkbox"/> Description | |

Reason for proposed change

Currently permission is required. The purpose is to control who has access to the CSD clinic. This can just as easily be accomplished by having "degree admission" be the prerequisite.

Does this change affect course assessment (e.g. student learning evidence/outcomes)? No Yes

How did you determine the need for this change? Check all boxes that apply or specify other.

- | | | |
|--|---|--|
| <input type="checkbox"/> Routine or annual review/assessment of curriculum | <input type="checkbox"/> Faculty Input | <input type="checkbox"/> Student Input |
| <input type="checkbox"/> Accreditation/certification compliance | <input checked="" type="checkbox"/> Review of catalog information | |
| <input type="checkbox"/> Other (be specific): | | |

Check if this is a non-substantive change.

What is the date that this course change was approved by departmental or program faculty? (MM/DD/YYYY)

12/15/2017

Current Status:

College Council Review

Proposal Progress:

12/19/2017 - Submitted by Department Head (Letitia White)

Review Comments:

No comments have been added to this proposal.

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Change Course Proposal Form

Submitted on 12/14/2017 by Letitia White (LetitiaWhite@MissouriState.edu).***All fields require input**

This proposal applies to:

- An existing COURSE
- An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

CSD496 Observation Clinical Practicum II

Will this proposal need to be reviewed by CGEIP? No YesWill this proposal need to be reviewed by EPPC? No Yes

Current online catalog description:

CSD 496 Observation Clinical Practicum II

Prerequisite: permission. Students will make observations and complete assignments relating to service delivery in their respective disciplines. A minimum of 13 hours will be direct observation and/or participation. Emphasis will be on professional competencies, technical writing, and implementation of discipline-specific practices. May be repeated to total of 4 hours. 2(1-2) S

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)



CSD 496 Observation Clinical Practicum II

Prerequisite: ~~permission~~. **CSD 495**. Students will make observations and complete assignments relating to service delivery in their respective disciplines. A minimum of 13 hours will be direct observation and/or participation. Emphasis will be on professional competencies, technical writing, and implementation of discipline-specific practices. May be repeated to total of 4 hours. 2(1-2) S

What is changing? Check all boxes that apply.

- Course Code Course Number ([Check Availability](#)) Title Prerequisite
- Credit Hours/Contact Hours Periodicity Description

Reason for proposed change

CSD 495 (Practicum I) should be the prerequisite for CSD 496. This would remove the need for permission to be granted, reducing administrative work.

Does this change affect course assessment (e.g. student learning evidence/outcomes)? No Yes

How did you determine the need for this change? Check all boxes that apply or specify other.

- Routine or annual review/assessment of curriculum Faculty Input Student Input
- Accreditation/certification compliance Review of catalog information
- Other (be specific):

 Check if this is a non-substantive change.

What is the date that this course change was approved by departmental or program faculty? (MM/DD/YYYY)

12/15/2017

Current Status:

College Council Review

Proposal Progress:

12/19/2017 - Submitted by Department Head (Letitia White)

Review Comments:

No comments have been added to this proposal.

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Change Course Proposal Form

Submitted on 12/19/2017 by Letitia White (LetitiaWhite@MissouriState.edu).

***All fields require input**

This proposal applies to:

- An existing COURSE
- An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

CSD497 Observation Clinical Practicum

Will this proposal need to be reviewed by CGEIP? No Yes

Will this proposal need to be reviewed by EPPC? No Yes

Current online catalog description:

CSD 497 Observation Clinical Practicum

Prerequisite: permission of instructor. Students will make observations and complete assignments relating to service delivery in their respective disciplines. A minimum of 12 hours will be direct observation. Course content will emphasize assessment practices, professional code of ethics, professional competencies, reflective decision-making, technical writing and implementation of discipline-specific practices. Public Affairs Capstone Experience course. 3(2-3) F

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)

← → **B** *I* ~~S~~

CSD 497 Observation Clinical Practicum

Prerequisite: ~~permission of instructor.~~ **Admission to CSD undergraduate major.** Students will make observations and complete assignments relating to service delivery in their respective disciplines. A minimum of 12 hours will be direct observation. Course content will emphasize assessment practices, professional code of ethics, professional competencies, reflective decision-making, technical writing and implementation of discipline-specific practices. Public Affairs Capstone Experience course. 3(2-3) F

What is changing? Check all boxes that apply.

- | | | | |
|---|---|--------------------------------------|--|
| <input type="checkbox"/> Course Code | <input type="checkbox"/> Course Number (Check Availability) | <input type="checkbox"/> Title | <input checked="" type="checkbox"/> Prerequisite |
| <input type="checkbox"/> Credit Hours/Contact Hours | <input type="checkbox"/> Periodicity | <input type="checkbox"/> Description | |

Reason for proposed change

Permission is not necessary; admission to CSD is a more appropriate prerequisite.

Does this change affect course assessment (e.g. student learning evidence/outcomes)? No Yes

How did you determine the need for this change? Check all boxes that apply or specify other.

- | | | |
|--|---|--|
| <input type="checkbox"/> Routine or annual review/assessment of curriculum | <input type="checkbox"/> Faculty Input | <input type="checkbox"/> Student Input |
| <input type="checkbox"/> Accreditation/certification compliance | <input checked="" type="checkbox"/> Review of catalog information | |
| <input type="checkbox"/> Other (be specific): | | |

Check if this is a non-substantive change.

What is the date that this course change was approved by departmental or program faculty? (MM/DD/YYYY)

12/15/2017

Current Status:

College Council Review

Proposal Progress:

12/19/2017 - Submitted by Department Head (Letitia White)

Review Comments:

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Change Course Proposal Form

Submitted on 12/15/2017 by Letitia White (LetitiaWhite@MissouriState.edu).***All fields require input**

This proposal applies to:

- An existing COURSE
- An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

CSD621 Sign Language: Signed English I

Will this proposal need to be reviewed by CGEIP? No YesWill this proposal need to be reviewed by EPPC? No Yes

Current online catalog description:

CSD 621 Sign Language: Signed English I

Prerequisite: permission. Gain beginner level skill in sign language and finger-spelling through Manually coded English. Develop a general knowledge base including the history of sign language and the spectrum of sign options available. May be taught concurrently with CSD 321. Cannot receive credit for both CSD 321 and CSD 621. Students will be required to complete a project in an area related to their professional course of study. 3(3-0) F

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)



CSD 621 Sign Language: Signed English I

~~Prerequisite: permission.~~ Gain beginner level skill in sign language and finger-spelling through Manually coded English. Develop a general knowledge base including the history of sign language and the spectrum of sign options available. May be taught concurrently with CSD 321. Cannot receive credit for both CSD 321 and CSD 621. Students will be required to complete a project in an area related to their professional course of study. 3(3-0) F

What is changing? Check all boxes that apply.

Course Code Course Number ([Check Availability](#)) Title Prerequisite

Credit Hours/Contact Hours Periodicity Description

Reason for proposed change

Permission is not necessary for this course.

Does this change affect course assessment (e.g. student learning evidence/outcomes)? No Yes

How did you determine the need for this change? Check all boxes that apply or specify other.

Routine or annual review/assessment of curriculum Faculty Input Student Input
 Accreditation/certification compliance Review of catalog information
 Other (be specific):

Check if this is a non-substantive change.

What is the date that this course change was approved by departmental or program faculty? (MM/DD/YYYY)

12/15/2017

Current Status:

Grad Council Review

Proposal Progress:

12/19/2017 - Submitted by Department Head (Letitia White)

12/20/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

No comments have been added to this proposal.

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Change Course Proposal Form

Submitted on 12/15/2017 by Letitia White (LetitiaWhite@MissouriState.edu).

***All fields require input**

This proposal applies to:

- An existing COURSE
- An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

CSD636 Introduction to American Sign Language (ASL)

Will this proposal need to be reviewed by CGEIP? No Yes

Will this proposal need to be reviewed by EPPC? No Yes

Current online catalog description:

CSD 636 Introduction to American Sign Language (ASL)

Prerequisite: permission. A beginning level course in American Sign Language. Students will gain information about the history and structure of this unique visual/gestural system of communication, its vocabulary and syntax, and practical experience in its use, both expressively and receptively. May be taught concurrently with CSD 330. Cannot receive credit for both CSD 636 and CSD 330. 3(3-0) F,S

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)

← → **B** *I* ~~S~~

CSD 636 Introduction to American Sign Language (ASL)

~~Prerequisite: permission.~~ A beginning level course in American Sign Language. Students will gain information about the history and structure of this unique visual/gestural system of communication, its vocabulary and syntax, and practical experience in its use, both expressively and receptively. May be taught concurrently with CSD 330. Cannot receive credit for both CSD 636 and CSD 330. 3(3-0) F,S

What is changing? Check all boxes that apply.

Course Code Course Number ([Check Availability](#)) Title Prerequisite

- Credit Hours/Contact Hours
 Periodicity
 Description

Reason for proposed change

Permission is not needed for this course.

Does this change affect course assessment (e.g. student learning evidence/outcomes)? No Yes

How did you determine the need for this change? Check all boxes that apply or specify other.

- Routine or annual review/assessment of curriculum
 Faculty Input
 Student Input
 Accreditation/certification compliance
 Review of catalog information
 Other (be specific):

Check if this is a non-substantive change.

What is the date that this course change was approved by departmental or program faculty? (MM/DD/YYYY)

12/15/2017

Current Status:

Grad Council Review

Proposal Progress:

12/19/2017 - Submitted by Department Head (Letitia White)

12/20/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

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Change Course Proposal Form

Submitted on 12/15/2017 by Letitia White (LetitiaWhite@MissouriState.edu).

***All fields require input**

This proposal applies to:

- An existing COURSE
- An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

CSD796 Supervised Teaching

Will this proposal need to be reviewed by CGEIP? No Yes

Will this proposal need to be reviewed by EPPC? No Yes

Current online catalog description:

CSD 796 Supervised Teaching

Prerequisite: CSD 712 or concurrent enrollment. The assumption of teaching responsibilities at an approved practicum site under the direction of a University CED certified supervisor and practicum site instructor. Students enrolled in this course may be required to have a physical examination, including a TB test before placement in the practicum setting. Supplemental course fee. 8 D

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)

← → **B** *I* 

CSD 796 Supervised Teaching

Prerequisite: ~~CSD 712 or concurrent enrollment~~ **Admission to EDHH graduate program**. The assumption of teaching responsibilities at an approved practicum site under the direction of a University CED certified supervisor and practicum site instructor. Students enrolled in this course may be required to have a physical examination, including a TB test before placement in the practicum setting. Supplemental course fee. 8 D

What is changing? Check all boxes that apply.

- | | | | |
|---|---|--------------------------------------|--|
| <input type="checkbox"/> Course Code | <input type="checkbox"/> Course Number (Check Availability) | <input type="checkbox"/> Title | <input checked="" type="checkbox"/> Prerequisite |
| <input type="checkbox"/> Credit Hours/Contact Hours | <input type="checkbox"/> Periodicity | <input type="checkbox"/> Description | |

Reason for proposed change

EDHH students do not take CSD 712. The appropriate prerequisite is that the student be in the EDHH graduate program.

Does this change affect course assessment (e.g. student learning evidence/outcomes)? No Yes

How did you determine the need for this change? Check all boxes that apply or specify other.

- | | | |
|--|---|--|
| <input type="checkbox"/> Routine or annual review/assessment of curriculum | <input type="checkbox"/> Faculty Input | <input type="checkbox"/> Student Input |
| <input type="checkbox"/> Accreditation/certification compliance | <input checked="" type="checkbox"/> Review of catalog information | |
| <input type="checkbox"/> Other (be specific): | | |

Check if this is a non-substantive change.

What is the date that this course change was approved by departmental or program faculty? (MM/DD/YYYY)

12/15/2017

Current Status:

Grad Council Review

Proposal Progress:

12/19/2017 - Submitted by Department Head (Letitia White)

12/20/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

No comments have been added to this proposal.

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Change Course Proposal Form

Submitted on 12/15/2017 by Letitia White (LetitiaWhite@MissouriState.edu).

*All fields require input

This proposal applies to:

- An existing COURSE
- An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

CSD799 Masters Thesis

Will this proposal need to be reviewed by CGEIP? No Yes

Will this proposal need to be reviewed by EPPC? No Yes

Current online catalog description:

CSD 799 Masters Thesis

Prerequisite: CSD 712 or concurrent enrollment. In-depth research culminating in a presentation and defense of the thesis. Syllabi with specific expectations will be developed for each semester. SLP Emphasis: Students register for 2 credit hours per semester for a minimum of 3 semesters; may be repeated. DHH Emphasis: Students register for 3 credit hours per semester for a minimum of 2 semesters; may be repeated. Students must be registered for at least one credit hour until the thesis has been approved. 1-6 F,S,Su

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)

← → **B** *I* ~~S~~

CSD 799 Masters Thesis

Prerequisite: ~~CSD 712 or concurrent enrollment.~~ **Admission to a CSD graduate program.** In-depth research culminating in a presentation and defense of the thesis. Syllabi with specific expectations will be developed for each semester. SLP Emphasis: Students register for 2 credit hours per semester for a minimum of 3 semesters; may be repeated. DHH Emphasis: Students register for 3 credit hours per semester for a minimum of 2 semesters; may be repeated. Students must be registered for at least one credit hour until the thesis has been approved. 1-6 F,S,Su

What is changing? Check all boxes that apply.

Course Code Course Number ([Check Availability](#)) Title Prerequisite

Credit Hours/Contact Hours Periodicity Description

Reason for proposed change

Admission to a CSD graduate program is a more appropriate prerequisite.

Does this change affect course assessment (e.g. student learning evidence/outcomes)? No Yes

How did you determine the need for this change? Check all boxes that apply or specify other.

Routine or annual review/assessment of curriculum Faculty Input Student Input
 Accreditation/certification compliance Review of catalog information
 Other (be specific):

Check if this is a non-substantive change.

What is the date that this course change was approved by departmental or program faculty? (MM/DD/YYYY)

12/15/2017

Current Status:

Grad Council Review

Proposal Progress:

12/19/2017 - Submitted by Department Head (Letitia White)

12/20/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

No comments have been added to this proposal.

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Change Course Proposal Form

Submitted on 12/14/2017 by Letitia White (LetitiaWhite@MissouriState.edu).

***All fields require input**

This proposal applies to:

- An existing COURSE
- An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

CSD900 Professional Preparation for Externship

Will this proposal need to be reviewed by CGEIP? No Yes

Will this proposal need to be reviewed by EPPC? No Yes

Current online catalog description:

CSD 900 Professional Preparation for Externship

This course will guide students through the process of obtaining a fourth year externship. Construction of a cover letter, professional resume and interview techniques will be covered. In addition, requirements of the 4th year externship and professional licensure and certification after graduation will be covered. 1(1-0) F

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)

← → B I U

CSD 900 Professional Preparation for Externship

This course will guide students through the process of obtaining a fourth year externship. Construction of a cover letter, professional resume and interview techniques will be covered. In addition, requirements of the 4th year externship and professional licensure and certification after graduation will be covered. 1(1-0) F, **Sp**

What is changing? Check all boxes that apply.

Course Code Course Number ([Check Availability](#)) Title Prerequisite

Credit Hours/Contact Hours Periodicity Description

Reason for proposed change

The course needs to be offered sooner in the student sequence, so it will be moved from the third fall to the second spring.

Does this change affect course assessment (e.g. student learning evidence/outcomes)? No Yes

How did you determine the need for this change? Check all boxes that apply or specify other.

Routine or annual review/assessment of curriculum Faculty Input Student Input
 Accreditation/certification compliance Review of catalog information
 Other (be specific):

Check if this is a non-substantive change.

What is the date that this course change was approved by departmental or program faculty? (MM/DD/YYYY)

12/15/2017

Current Status:

Grad Council Review

Proposal Progress:

12/19/2017 - Submitted by Department Head (Letitia White)

12/20/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

No comments have been added to this proposal.

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New Program Proposal Form

Submitted on 10/19/2017 by Melinda Novik (MelindaNovik@MissouriState.edu).

This form is to be used for internal Missouri State approval of any proposal for a new program involving two or more courses, including any new graduate program, new undergraduate major (whether comprehensive or non-comprehensive), new option within an existing program (whether graduate or undergraduate), new minor, new certificate, or new certification program.

New graduate programs, new undergraduate majors, and certificate programs involving more than 18 credit hours require approval by the CBHE as well as approval through the Missouri State curricular process. CBHE applications for such programs are processed through the Office of Institutional Research. All proposals for new programs requiring CBHE approval should progress through the Missouri State curricular process accompanied by a draft of the required CBHE documentation.

Department:

Kinesiology

Proposed Program Title:

Graduate Certificate in Health Programming

Choose One:

- Major (Non-Comprehensive/Graduate Program) Minor Academic Rules
- Comprehensive Major Certificate Other
- Option Certification

Select Degree Type (or Select Graduate Certificate or Undergraduate Certificate):

GRCT - Graduate Certificate

General Education Courses Required:

N/A

Total Hours: 0

General Education Courses Recommended:

N/A

Total Hours: 0

Requirements (including Admission) and Limitations for Specific Degree/Program:

Admission Requirements

1. Admission to the Graduate College at Missouri State University
2. Bachelor's degree from an accredited university
3. A cumulative GPA (of all coursework) of 3.00 on a 4.00 scale
4. One or more years of experience in the health field (to be determined by the graduate program director)
5. Submission of a professional statement of work experience and current resume

Total Hours: 12

Courses Required in Department:

HLH 750 Programming Approaches in Wellness/Health Promotion (3 hrs)

HLH 760 Health Promotion Planning (3 hrs)

Total Hours: 6

Courses Required in Other Departments:

N/A

Total Hours: 0

Prerequisites for Required Courses:

N/A

Recommended Electives in Department:

HLH 700 Research Methods in Kinesiology
HLH 710 Introduction to Health Promotion and Wellness Management (3 hrs)
HLH 752 Health Risk Identification and Management (3 hrs)
KIN 650 Organization and Administration for the Kinesiology Professional (3 hrs)
KIN 667 Physical and Leisure Activities for the Aging Adult (3 hrs)
KIN 682 Motivational Interviewing for Health Professionals (3 hrs)
KIN 705 Applied Statistics in Kinesiology (3 hrs)
KIN 755 Fitness as Preventative Medicine (3 hrs)

Total Hours: 6

Recommended Electives in Other Departments:

N/A

Total Hours: 0

Limitations on Electives:

N/A

Please attach the following documents: (only one file may be attached for each requirement; accepts file types of PDF, DOC or DOCX)

1. Statement of Rationale: *Attached*
2. Estimated costs for first five years: *Attached*
3. Complete catalog description (including new courses and course changes pending approval): *Attached*
4. CBHE Application (If applicable): *Not Attached*

*Note: For new programs requiring CBHE approval, CBHE forms NP, PS, and PG will satisfy #1 and CBHE form FP will satisfy #2.

What is the date that this new program was approved by departmental or program faculty? (MM/DD/YYYY)

10/19/2017

Current Status:

Grad Council Review

Proposal Progress:

10/23/2017 - Submitted by Department Head (Sarah McCallister)
11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

No comments have been added to this proposal.

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Statement of rationale and objectives

The aim of the certificate is to provide prospective students working in health and wellness an opportunity to further their education without having to complete an internship (given the internship is meant to provide students with real-world job experience). Many students working in the field do not possess graduate degrees, and some do not have health/exercise undergraduate training. However, they have received on the job training for job-specific functions. Therefore, this program would provide those eligible students with additional academic training that will help them further their careers and perform their current jobs to the national standards. Additionally, the program may also assist students lacking university credits to accrue the required 25 credit hours to sit for the Certified Health Education Specialist exam. Further, many programs on campus are tangentially affiliated with the health (care) field, and those students could benefit from additional academic preparation in health education.

Additional justification for the certificate program is that our program loses students each year that do not pursue the Health Promotion and Wellness Management graduate program because of the internship requirement (420 contact hours). They see this as unnecessary and quite difficult given their full-time employment in the field. For those that do pursue the degree, the placement in an adequate internship is often difficult given their work experience and commitment and all too frequently delays graduate by 6-12 months.

The objectives of the certificate program are to

- 1) provide professionals in the health promotion and wellness field advanced academic preparation by requiring 12 hours of graduate-level coursework,
- 2) expand on the reach of the Health Promotion and Wellness Management graduate program by recruiting professionals already working in the health promotion and wellness field and
- 3) expand the presence of the Health Promotion and Wellness Management graduate program within the Springfield, MO and area wellness community.

Estimated costs for first five years

The estimated cost for the first five years of the Graduate Certificate is nothing. Because the required and elective certificate courses are already a part of the courses required and used as electives for those pursuing the MS in Health Promotion and Wellness Management, the additional students pursuing the certificate will be absorbed into the courses already being offered.

Complete catalog description

Dr. Melinda Novik, Program Director

417-836-3168

melindanovik@missouristate.edu

Program Description

The Graduate Certificate in Health Programming provides a 12-hour graduate level academic experience. The program involves an in depth study of the methods, theory, approaches and evaluation strategies to health education programs for those that are already working in the field but do not have advanced academic preparation as well as those planning to enter related health fields. All coursework must be approved by the program director. Students must choose the certificate option prior to completing coursework and may not retroactively choose the certificate option based on unsatisfactory progress in the Health Promotion and Wellness Management Master's Degree option.

Admission Requirements

1. Admission to the Graduate College at Missouri State University
2. Bachelor's degree from an accredited university
3. A cumulative GPA (of all coursework) of 3.00 on a 4.00 scale
4. Two or more years of experience in the health field (to be determined by the graduate program director)
5. Submission of a professional statement of work experience and current resume

Required Courses (6 hrs)

HLH 750 Programming Approaches in Wellness/Health Promotion (3 hrs)

HLH 760 Health Promotion Planning (3 hrs)

Complete two courses from the following list (6 hrs):

HLH 700 Research Methods (3 hrs)

HLH 710 Introduction to Health Promotion and Wellness Management (3 hrs)

HLH 752 Health Risk Identification and Management (3 hrs)

KIN 650 Organization and Administration for the Kinesiology Professional (3 hrs)

KIN 667 Physical and Leisure Activities for the Aging Adult (3 hrs)

KIN 682 Motivational Interviewing for Health Professionals (3 hrs)

KIN 705 Applied Statistics in Kinesiology (3 hrs)

KIN 755 Fitness as Preventative Medicine (3 hrs)

Requirements for completion of certificate

1. Maintain a 3.00 GPA on all coursework used toward the certificate. No course with a grade of C- or below can be used for the program.
2. Completion of all advisor-approved coursework.
3. Successful completion of comprehensive examinations.

New Course Proposal Form

Submitted on 10/17/2017 by Rebecca Woodard (Rebeccawoodard@missouristate.edu).

***All fields require input**

- New COURSE
- New REGULAR PERMANENT SECTION of an existing variable content course. If a new regular section of an existing variable topics course, enter the existing course number below

Course Code:

KIN

Course Number: ([Check Availability](#))

668

Course Title:

Adapted Physical Education

Will this proposal need to be reviewed by CGEIP? No YesWill this proposal need to be reviewed by EPPC? No Yes

Prerequisite/Co-requisite or enter 'None':

Acceptance into the M.S. in Health Promotion and Wellness Management program, including accelerated option

General Course Description: (Include any Pass/Not Pass grading restrictions, repeatable limits, limitation on course applicability, UG/GR parallel course, etc.)

This course includes symptomology, sources of referral, typical behavior aberrations, and principles and problems related to the physical education of the exceptional child. Additional focus is placed on the modification of motor activities, general fitness activities, and therapeutic exercises for exceptional students. Three hours of directed practicum per week, totaling 30 hours, is required. KIN468 and KIN668 are taught concurrently with credit being earned for one course. Cannot receive credit for both KIN 468 and KIN 668.

Credit Hours:

4

Lecture Contact Hours:

2

Lab Contact Hours:

4

Note: If variable credit, enter the highest number and add to end of course description. (e.g. "Variable credit, may be taken 1-3 hours.")

Periodicity. Check all that apply.

- | | | | | | |
|-------------------------------------|--------|--------------------------|-----------------------------------|--------------------------|----------------------------------|
| <input checked="" type="checkbox"/> | Fall | <input type="checkbox"/> | Fall (even-numbered years only) | <input type="checkbox"/> | Fall (odd-numbered years only) |
| <input checked="" type="checkbox"/> | Spring | <input type="checkbox"/> | Spring (even-numbered years only) | <input type="checkbox"/> | Spring (odd-numbered years only) |
| <input checked="" type="checkbox"/> | Summer | <input type="checkbox"/> | On Demand only | | |

Complete Catalog Description:

KIN 668 Adapted Physical Education

Prerequisite: Acceptance into the M.S. in Health Promotion and Wellness Management program, including accelerated option

This course includes symptomology, sources of referral, typical behavior aberrations, and principles and problems related to the physical education of the exceptional child. Additional focus is placed on the modification of motor activities, general fitness activities, and therapeutic exercises for exceptional students. Three hours of directed practicum per week, totaling 30 hours, is required. KIN468 and KIN668 are taught concurrently with credit being earned for one course. Cannot receive credit for both KIN 468 and KIN 668.

Credit hours: 4 Lecture contact hours: 2 Lab contact hours: 4

Typically offered: Fall, Spring, Summer

Include sample syllabus (list topics, course goals.) Use text box OR upload only file types of PDF, DOC or DOCX.

Department of Kinesiology
Missouri State University

Course Title: KIN 668 Adapted Physical Education 4(2-4)
Tuesday & Thursday 2:00-2:50 KGSX0119
Friday TBA MCDA200 and MCDA116

Instructor: Dr. Rebecca Woodard
MCDA 116B (East Gym)
Contacts: 417- 836-5690, 417-459-3316 or rebeccawoodard@missouristate.edu

Office Hours: Monday & Wednesdays – 1:30 to 3:30 or any time by appointment

Prerequisites: KIN 360 Kinesiology and 362 Exercise Physiology

Course Description:

This course includes symptomology, sources of referral, typical behavior aberrations, and principles and problems related to the physical education of the exceptional child. Additional focus is placed on the modification of motor activities, general fitness activities, and therapeutic exercises for exceptional students. Three hours of directed practicum per week, totaling 30 hours, is required. KIN468 and KIN668 are taught concurrently with credit being earned for one course.

Reference Text: Winnick, J. P. (2017). Adapted Physical Education and Sport (6th ed.), Human Kinetics.

Websites: See attached list

Student Learning Outcomes:

The student will:

1. develop an understanding of the nature and scope of physical, psychological, and sociological problems that confront an individual with a disability including intellectual disability, autism spectrum disorder, behavioral disorders, sensory impairments and physical disabilities.
2. develop an understanding of Federal and State laws that govern the education of students with disabilities and how to effectively educate students exhibiting different learning styles and multicultural diversity.
5. develop an understanding and the ability to apply the principles related to adapting physical activities and adapting general fitness development programs for individuals with disabilities to participate in a safe environment.
6. be provided an opportunity to work with, organize, direct, and observe physical activity programs for individuals with disabilities.
7. develop an understanding and the ability to apply the principles and techniques for the modification of classroom learning environments for students with disabilities particularly students with learning disabilities to assist them in learning cognitive skills.
8. demonstrate use of technological skills in developing exercise programs and accessing other useable programming.
9. complete assessments for the purpose of writing an exercise prescription and activities inclusive of adapted learning experiences for individuals with disabilities

Learning Experiences and Assessment Activities:

1. Exams: Two exams will be worth 50 points each and will cover material presented in the lectures, practicum experience, and assigned readings. As part of the exams, students will be asked to provide how the results reported in a peer-reviewed research article would apply to practicum experiences. (Learning outcomes: 1-5, 7)
2. Directed Practicum (30 hours): Three directed practicum assignments (Work It!, Springfield Public Schools (SPS) /Rivendale/Arc of the Ozarks/Other) are an important component of the course. 100 points will be awarded for satisfactory performance of each practicum experience with the SPS Adapted Physical Education program, children with autism from Rivendale, adults from the Arc of the Ozarks, Work It! or other designated group. If illness or some other exceptional event prevents a student from attending a practicum session, please notify Dr. Woodard as soon as

Purpose of Course

The purpose of the course is to provide an additional elective in the M.S. in Health Promotion and Wellness Management program, including the accelerated Master's degree option.

Relationship to Other Departments

None

Is there a graduate/undergraduate parallel course to this one? No Yes

Enter parallel course number

KIN468 Adapted Physical Education

How do these classes differ?

The parallel course is KIN 468. The KIN 668 exams require an additional component, students complete additional directed practicum hours, and the required exercise prescription project is more extensive.

New Course Resource Information

Anticipated Average Enrollment per section:

3

Maximum Enrollment Limit per section:

5

Anticipated Average Enrollment per semester:

3

Maximum Enrollment Limit per semester:

5

Anticipated Average Enrollment per year:

6

Maximum Enrollment Limit per year:

10

Faculty Load Assignment (equated hours):

4

Is another course being deleted? No Yes

What will this course require in the way of:

Additional library Holdings

No

Additional computer resources

No

Additional or remodeled facilities

No

Additional equipment or supplies

No

Additional travel funds

No

Additional faculty; general vs specialized

No

Additional faculty; regular vs per-course

No

Other additional expenses

No

If additional faculty are not required, how will faculty be made available to teach this course?

The course will be taught concurrently with KIN 468, which is offered every semester and summer.

List names of current faculty qualified and available to teach this course

Rebecca Woodard

What is the anticipated source of students for this course?

Students in the M.S in Health Promotion and Wellness Management, including those students in the accelerated option.

If from within the department, will students be taking this course in addition to or in place of other courses?

No

If from outside the department, which courses in other departments would most likely be affected?)

None

Other comments:

Course has been requested by students in the Master's program

What is the date that this new course was approved by departmental or program faculty? (MM/DD/YYYY)

08/10/2017

Current Status:

Grad Council Review

Proposal Progress:

10/18/2017 - Submitted by Department Head (Sarah McCallister)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

No comments have been added to this proposal.

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**Department of Kinesiology
Missouri State University**

Course Title: KIN 668 Adapted Physical Education 4(2-4)
Tuesday & Thursday 2:00-2:50 KGSX0119
Friday TBA MCDA200 and MCDA116

Instructor: Dr. Rebecca Woodard
MCDA 116B (East Gym)
Contacts: 417- 836-5690, 417-459-3316 or rebeccawoodard@missouristate.edu
Office Hours: Monday & Wednesdays – 1:30 to 3:30 or any time by appointment

Prerequisites: KIN 360 Kinesiology and 362 Exercise Physiology

Course Description:

This course includes symptomology, sources of referral, typical behavior aberrations, and principles and problems related to the physical education of the exceptional child. Additional focus is placed on the modification of motor activities, general fitness activities, and therapeutic exercises for exceptional students. Three hours of directed practicum per week, totaling 30 hours, is required. KIN468 and KIN668 are taught concurrently with credit being earned for one course.

Reference Text: Winnick, J. P. (2017). *Adapted Physical Education and Sport* (6th ed.), Human Kinetics.

Websites: See attached list

Student Learning Outcomes:

The student will:

1. develop an understanding of the nature and scope of physical, psychological, and sociological problems that confront an individual with a disability including intellectual disability, autism spectrum disorder, behavioral disorders, sensory impairments and physical disabilities.
2. develop an understanding of Federal and State laws that govern the education of students with disabilities and how to effectively educate students exhibiting different learning styles and multicultural diversity.
5. develop an understanding and the ability to apply the principles related to adapting physical activities and adapting general fitness development programs for individuals with disabilities to participate in a safe environment.
6. be provided an opportunity to work with, organize, direct, and observe physical activity programs for individuals with disabilities.
7. develop an understanding and the ability to apply the principles and techniques for the modification of classroom learning environments for students with disabilities particularly students with learning disabilities to assist them in learning cognitive skills.
8. demonstrate use of technological skills in developing exercise programs and accessing other useable programming.
9. complete assessments for the purpose of writing an exercise prescription and activities inclusive of adapted learning experiences for individuals with disabilities

Learning Experiences and Assessment Activities:

1. **Exams:** Two exams will be worth 50 points each and will cover material presented in the lectures, practicum experience, and assigned readings. As part of the exams, students will be asked to provide how the results reported in a peer-reviewed research article would apply to practicum experiences. (Learning outcomes: 1-5, 7)
2. **Directed Practicum (30 hours):** Three **directed practicum assignments** (Work It!, Springfield Public Schools (SPS) /Rivendale/Arc of the Ozarks/Other) are an important component of the course. 100 points will be awarded for satisfactory performance of each practicum experience with the SPS Adapted Physical

Education program, children with autism from Rivendale, adults from the Arc of the Ozarks, Work It! or other designated group. If illness or some other exceptional event prevents a student from attending a practicum session, please notify Dr. Woodard as soon as you know that you will not be able to attend the session. Written evaluation will be submitted by your SPS teachers, Dr. Woodard (on campus programs) or other appropriate individuals. (Learning outcomes: 5, 6, 10)

Attendance and participation is a mandatory part of all practicum assignments. Any student not performing the assigned duties in a highly professional manner or with unexcused absences will receive no credit for the respective portion of the class. For excused absences, students are responsible for making arrangements to make up work. Unexcused absences will lead to failure of the course.

3. **Exercise Prescription:** An exercise prescription worth 100 points including assessment, goals and a 6 week workout plan will be completed for your client in either directed practicum. The workout will be based on analysis of assessment results. (Learning outcome: 5, 9).
4. **Activity Plan & Evaluation.** Develop one formal activity for each client in both directed practicums. Dr. Woodard must review plans at least one week prior to implementation. Dr. Woodard will observe and complete an evaluation for each plan administration. (Learning outcome: 5, 9).
5. **Special Activity.** Participation in one out-of-class special activity is expected by all students in KIN468. Additional information will be provided when activity dates and opportunities are established. This activity is worth 25 points. (Learning outcome: 9)
6. **Logs.** All students will submit weekly logs (10 at 3 points each) of their directed practicum experiences. Guidelines will be provided. (Learning outcomes: 1-10)
7. **Assignments and quizzes** related to assigned readings and discussions totaling 125 points will be given throughout the course. (Learning outcomes: 1-10)

Course Evaluation:

The final grade is based on the total points earned for the semester as follows:

- A = 90% & above
- B = 80% to 89%
- C = 70% to 79%
- D = 60% to 69%
- F = 59% or below

Exams	100 pts
Exercise Prescription Project	100 pts
Activity Plan & Evaluation	50 pts
Directed Practicum Evaluations (2)	200 pts
Special Activity	25 pts
Logs	30 pts
Assignments & Quizzes	<u>125 pts</u>
Total	650 pts

TENTATIVE SCHEDULE

Date	Topic
Week 1 August 21	Introduction to Course No Directed Practicum – Out of Class Assignment
Week 2 August 28	Adapted Physical Education, Activity, and Sport No Directed Practicum – Out of Class Assignment
Week 3 September 4	Individual Differences No Directed Practicum – Out of Class Assignment
Week 4 September 11	Individual Differences; Intellectual Disabilities Practicum Overview Work It! Practicum – MSU Students Only Rivendale Practicum– MSU Students Only Thursday Practicum with Arc of the Ozarks– MSU Students Only Friday Practicum with Arc of the Ozarks – MSU Students Only Crossfit RTB – MSU Students Only
Week 5 September 18	Intellectual Disabilities Begin Springfield Public School Practicum – off campus Begin Work It! Practicum – on campus Begin Rivendale Practicum – on campus Begin Thursday Practicum with Arc of the Ozarks– on campus Begin Friday Practicum with Arc of the Ozarks – on campus Crossfit RTB – off campus <i>Continue Practicum Experiences until Finals Week</i>
Week 6 September 25	Autism Spectrum Disorders
Week 7 October 2	Autism Spectrum Disorders; Behavior Disorders
Week 8 October 9	Behavior Disorders
Week 9 October 16	Exercise Prescription, Assessment, Organization & Management Exam 1
Week 10 October 23	Exercise Prescription, Assessment, Organization & Management
Week 11 October 30	Accessibility, Adapted Sport, Physical Disabilities, & Sensory Impairments
Week 12 November 6	Accessibility, Adapted Sport, Physical Disabilities, & Sensory Impairments
Week 13 November 13	Accessibility, Adapted Sport, Physical Disabilities, & Sensory Impairments
Week 14 November 20	Accessibility, Adapted Sport, Physical Disabilities, & Sensory Impairments
Week 15 November 27	Accessibility, Adapted Sport, Physical Disabilities, & Sensory Impairments
Week 16 December 4	Accessibility, Adapted Sport, Physical Disabilities, & Sensory Impairments Exercise Prescription, Activity Plan & Self Evaluation, Special Activity
Tuesday, December 12	Final Exam 1:15

Change Course Proposal Form

Submitted on 11/06/2017 by Melissa Penkalski (MelissaPenkalski@MissouriState.edu).

***All fields require input**

This proposal applies to:

- An existing COURSE
- An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

NUR703 Population Health: A Local to Global Perspective

Will this proposal need to be reviewed by CGEIP? No Yes

Will this proposal need to be reviewed by EPPC? No Yes

Current online catalog description:

NUR 703 Population Health: A Local to Global Perspective

Prerequisite: admission to the graduate programs in nursing or permission of instructor. Fosters development of advanced knowledge of health concepts from a local, state, national, and global perspective. The phenomena of cultural competence, health disparities, and vulnerable/underserved populations will be explored. The course is a pre/corequisite for NUR 704, a cultural immersion course required for family nurse practitioner students. 3(3-0) S

Revise the current online catalog description as needed. (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)

← → **B** *I* ~~S~~

NUR 703 Population Health: A local to global perspective

Prerequisite: admission to the graduate programs in nursing, pre/co-requisite for NUR 704, or permission of instructor.

COURSE DESCRIPTION:

This course fosters development of advanced knowledge of health systems and social determinants of population health concepts from a local, state, national, and global perspective. The phenomena of cultural competence, health disparities, health promotion, community health assessment, and a global health outlook and vulnerable/underserved populations will be explored. The course is a pre/co-requisite for NUR 704, a cultural immersion course required for family nurse practitioner students. 3 (3-0). Fa

What is changing? Check all boxes that apply.

- | | | | |
|---|---|---|---------------------------------------|
| <input type="checkbox"/> Course Code | <input type="checkbox"/> Course Number (Check Availability) | <input type="checkbox"/> Title | <input type="checkbox"/> Prerequisite |
| <input type="checkbox"/> Credit Hours/Contact Hours | <input checked="" type="checkbox"/> Periodicity | <input checked="" type="checkbox"/> Description | |

Reason for proposed change

Adding content to enhance focus of population health and course being taught in Fall instead of spring to meet plan of study requirements.

Does this change affect course assessment (e.g. student learning evidence/outcomes)? No Yes

How did you determine the need for this change? Check all boxes that apply or specify other.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Routine or annual review/assessment of curriculum | <input checked="" type="checkbox"/> Faculty Input | <input checked="" type="checkbox"/> Student Input |
| <input checked="" type="checkbox"/> Accreditation/certification compliance | <input type="checkbox"/> Review of catalog information | |
| <input type="checkbox"/> Other (be specific): | | |

Check if this is a non-substantive change.

What is the date that this course change was approved by departmental or program faculty? (MM/DD/YYYY)

10/30/2017

Current Status:

Grad Council Review

Proposal Progress:

11/06/2017 - Submitted by Department Head (Kathryn Hope)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

11/06/2017 - Department Head Review - Kathryn Hope - None. I approve this proposal

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Change Course Proposal Form

Submitted on 11/13/2017 by Melissa Penkalski (MelissaPenkalski@MissouriState.edu).***All fields require input**

This proposal applies to:

- An existing COURSE
- An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

NUR704 Population Health Practicum

Will this proposal need to be reviewed by CGEIP? No YesWill this proposal need to be reviewed by EPPC? No Yes

Current online catalog description:

NUR 704 Population Health Practicum

Prerequisite: admission to the graduate programs in nursing or permission of instructor. This course is a clinical component of NUR 703. The clinical experience will include 48 hours of immersion into a vulnerable, underserved or culturally diverse population. 1(0-3) S

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)


NUR 704 Population Health Practicum

Prerequisite: admission to the graduate programs in nursing, NUR 703 as pre/co-requisite, or permission of instructor.

This course is a clinical component of NUR 703. The clinical experience will include 48-96 hours of immersion into a vulnerable, underserved or culturally diverse population. Variable credit may be taken 1-2 credit hours, which is 3-6 contact hours. 1-2 (0,1-2), Fa

What is changing? Check all boxes that apply.

Course Code Course Number ([Check Availability](#)) Title Prerequisite

Credit Hours/Contact Hours Periodicity Description

Reason for proposed change

Credit hours changed to variable credit to meet need of new focus of MSN program.

Does this change affect course assessment (e.g. student learning evidence/outcomes)? No Yes

How did you determine the need for this change? Check all boxes that apply or specify other.

Routine or annual review/assessment of curriculum Faculty Input Student Input

Accreditation/certification compliance Review of catalog information

Other (be specific):

Check if this is a non-substantive change.

What is the date that this course change was approved by departmental or program faculty? (MM/DD/YYYY)

10/30/2017

Current Status:

Grad Council Review

Proposal Progress:

11/13/2017 - Submitted by Department Head (Kathryn Hope)

12/06/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

No comments have been added to this proposal.

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New Course Proposal Form

Submitted on 11/05/2017 by Melissa Penkalski (MelissaPenkalski@MissouriState.edu).

***All fields require input**

- New COURSE
- New REGULAR PERMANENT SECTION of an existing variable content course. If a new regular section of an existing variable topics course, enter the existing course number below

Course Code:

NUR

Course Number: ([Check Availability](#))

705

Course Title:

Population Health Management I

Will this proposal need to be reviewed by CGEIP? No YesWill this proposal need to be reviewed by EPPC? No Yes

Prerequisite/Co-requisite or enter 'None':

Admission to the graduate programs in nursing or permission of instructor, NUR 703 and NUR 704.

General Course Description: (Include any Pass/Not Pass grading restrictions, repeatable limits, limitation on course applicability, UG/GR parallel course, etc.)

This course builds on foundational knowledge of population health concepts, models, skills, roles, and technology used to identify the health care needs of vulnerable populations experiencing health disparities. An emphasis is placed on data science, risk management, and program planning and development of interventions across the continuum of care. Prerequisite NUR 703 and NUR 704. 3(2-1) Su

Credit Hours:

3

Lecture Contact Hours:

2

Lab Contact Hours:

3

Note: If variable credit, enter the highest number and add to end of course description. (e.g. "Variable credit, may be taken 1-3 hours.")

Periodicity. Check all that apply.

- | | | | | | |
|-------------------------------------|--------|--------------------------|-----------------------------------|--------------------------|----------------------------------|
| <input type="checkbox"/> | Fall | <input type="checkbox"/> | Fall (even-numbered years only) | <input type="checkbox"/> | Fall (odd-numbered years only) |
| <input type="checkbox"/> | Spring | <input type="checkbox"/> | Spring (even-numbered years only) | <input type="checkbox"/> | Spring (odd-numbered years only) |
| <input checked="" type="checkbox"/> | Summer | <input type="checkbox"/> | On Demand only | | |

Complete Catalog Description:

NUR 705 Population Health Management I

Prerequisite: Admission to the graduate programs in nursing or permission of instructor, NUR 703 and NUR 704.

This course builds on foundational knowledge of population health concepts, models, skills, roles, and technology used to identify the health care needs of vulnerable populations experiencing health disparities. An emphasis is placed on data science, risk management, and program planning and development of interventions across the continuum of care.

Prerequisite NUR 703 and NUR 704. 3(2-1) Su

Credit hours: 3 Lecture contact hours: 2 Lab contact hours: 3

Typically offered: Summer

Include sample syllabus (list topics, course goals.) Use text box OR upload only file types of PDF, DOC or DOCX.

Attached

Purpose of Course

To meet new focus of the MSN program in population health to fulfill accreditation requirements.

Relationship to Other Departments

None

Is there a graduate/undergraduate parallel course to this one? No Yes**New Course Resource Information**

Anticipated Average Enrollment per section:

5

Maximum Enrollment Limit per section:

5

Anticipated Average Enrollment per semester:

5

Maximum Enrollment Limit per semester:

5

Anticipated Average Enrollment per year:

10

Maximum Enrollment Limit per year:

15

Faculty Load Assignment (equated hours):

3

Is another course being deleted? No Yes**What will this course require in the way of:**

Additional library Holdings

none

Additional computer resources

none

Additional or remodeled facilities

none

Additional equipment or supplies

none

Additional travel funds

none

Additional faculty; general vs specialized

none

Additional faculty; regular vs per-course

Per-course

Other additional expenses

none

If additional faculty are not required, how will faculty be made available to teach this course?

Incorporated into faculty workload or taught by per course faculty.

List names of current faculty qualified and available to teach this course

Kathryn Hope
Rose Utley
Jo Ellen Branstetter-Hall
Carol Daniel

What is the anticipated source of students for this course?

MSN students.

If from within the department, will students be taking this course in addition to or in place of other courses?

In place of.

If from outside the department, which courses in other departments would most likely be affected?)

N/A

Other comments:

None

What is the date that this new course was approved by departmental or program faculty? (MM/DD/YYYY)

10/30/2017

Current Status:

Grad Council Review

Proposal Progress:

11/05/2017 - Submitted by Department Head (Kathryn Hope)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

11/05/2017 - Department Head Review - Kathryn Hope - None- I approve this request

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**Missouri State University
School of Nursing
Course Syllabus**

COURSE:	NUR 705: Population Health Management I
SECTION:	899 Online, Asynchronous
SEMESTER:	Summer
CREDIT HOURS:	3 (2-1) semester credit hours
COURSE WEEK:	Monday (Anchor Day) - Sunday
PREQUISITES:	NUR 703 and 704
FACULTY	Instructor: TBD

Course Description

This course builds on foundational knowledge of population health concepts, models, skills, roles, and technology used to identify the health care needs of vulnerable populations experiencing health disparities. An emphasis is placed on data science, risk management, and program planning and development of interventions across the continuum of care. Prerequisite NUR 703 and NUR 704. 3(2-1) Su

Required Textbook

Curley, A. L. C., & Vitale, P. A. (2016). *Population-based nursing: Concepts and competencies for advanced practice*. New York, N.Y: Springer Pub. Co

Additional readings as assigned

Course Objectives

1. Apply population health concepts, models, processes, and roles used in risk management, health promotion, disease prevention, and disease and injury management of vulnerable populations across the care continuum.
2. Analyze the influence of socio-economic and cultural aspects on the health of selected vulnerable populations.
3. Apply concepts of cultural competence, health literacy, health behavior, health education, health determinants; and health outcomes to address health disparities in a vulnerable population.

4. Develop technological knowledge and skills related to risk identification, health screening, health promotion, disease prevention and management when providing population-based health care.

5. Explore the nursing roles of advocate, provider of care, navigator, care manager, educator, collaborator, and research translator; and assume roles as applicable in the clinical setting.

Teaching Methods

Teaching will be conducted via the Internet. A variety of methods will be used which may include, but are not limited to: lectures, videos, discussions, student presentations and E-mail communication. Student will also complete a minimum of 48 clinical hours at an approved community site.

Course Requirements

- Meet course objectives
- Meet the contracted number of clinical hours
- Completes weekly clinical objectives and journal logs to document achievement of objectives
- Completes an organizational needs assessment and risk analysis
- Develops an evidence-based health program to meet a population health need.

Course Evaluation

Signed preceptor agreement	Required
Discussion boards x2 (50 points each)	100
Organizational needs assessment and risk analysis	100
Journal entries (min 1 per 8 hr day-20 points each)	120
Midterm exam	50
Final exam	100
Complete minimum clinical hours	Required
Health Program project	<u>150</u>

TOTAL 620

Grading Scale

- A = 90-100% of total points
- B = 80-89% of total points
- C = 70-79% of total points
- D = 60-69% of total points
- F = less than 60% of total points

The School of Nursing does not use + or – grading. You must have a satisfactory clinical evaluation to pass this course.

Tentative Class Schedule

Date	Topic
Week 1	Review of population health concepts Need for population health education Disease and injury prevention and population health frameworks
Week 2	Epidemiological concepts and models
Week 3	Identifying care sensitive outcomes Information Technology systems and big data
Week 4	Apply evidence at population level Mid-term
Week 5	Concepts in program design and development
Week 6	Barriers and challenges to program implementation
Week 7	Access to care issues
Week 8	Final exam and Evaluations

(Clinical note: Include transition of care in the organizational assessment)

COURSE POLICIES

Attendance and Class Participation: There are no specific meeting times for this course, as all required class activities are conducted asynchronously. However, regular and frequent participation in online discussions is expected, as well as completion of all assignments by the due dates specified in the syllabus. This course is designed so that the entire class moves through the curriculum at the same pace and completes all assignments on or before the due dates.

The readings, lectures, assignments, and activities due each week are identified on the course calendar. **Monday is the ‘anchor day’ (start day) for this course.** Readings and presentations assigned each week should be completed on or before the anchor date as they provide a foundation for activities due at a later time. When a different anchor day other than Monday is assigned it will be specified on the course calendar.

Dissemination of Course Materials: All course materials are for the intended use of students registered for this course. Dissemination to others not currently registered for this course, including posting course materials electronically to other sites, is prohibited without the instructor’s permission.

Correspondence with Faculty:

Please post *general inquiries* about the course, assignments, policies, on the “Course Question and Answer” Discussion Forum for the benefit of other students who may have similar questions. I will respond to questions directed to me in approximately 24-48 hours, excluding University holidays and breaks.

Personal concerns that are not appropriate for class wide distribution may be shared via phone, email, or an in-person meeting.

Please use the following guidelines when sending email to your instructor.

- 1. Use your Missouri State email account.**
- 2. Include an accurate subject line that identifies the topic and course number.**
- 3. Include your full name at the end of your message if it is not apparent from your email address**
- 4. Address your instructor professionally and appropriately. (i.e. Dr. Last Name or Professor Last Name).**

Following these guidelines will help ensure that your email is not mistaken for junk mail and that your email can easily be identified and retrieved. **Failure to follow these guidelines may result in your e-mail not being answered in a timely manner.**

Submitting Assignments: All assignments and presentations should be submitted electronically via an assignment link on Blackboard, unless instructed otherwise. Please use care when submitting assignments. It is the student's responsibility to ensure that the correct assignment and correct version of the assignment is submitted using the assignment link. Email assignments to faculty only if you are having technical difficulty using the Blackboard function or when specifically instructed.

Assignment Format: It is important that a consistent format is used for all assignments submitted. Please adhere to the following:

- 1. Save assignments as your "Last name first initial- Assignment name-Month day". Use the assignment name specified in the criteria for each assignment (Example "PenkalskiM-Budget-June 24").**
- 2. Include the full title of the assignment and your name and the course number at the top of the first page of the document.**
- 3. Copy and paste the grading criteria for each written assignment (excluding PowerPoint presentations) to the last page of the assignment.**
- 4. Paginate all documents of more than 1 page in length and include a footer that is identical to the name used to save the document (Ex: "PenkalskiM-Budget").**

Failure to follow these format guidelines will result in a loss of points, as specified for each assignment.

Please use Microsoft Word and PowerPoint software for all written assignments. **If you do not have Microsoft Word save your documents as Rich Text Format** before sending or posting to ensure that it can be opened and read by persons using a variety of computer systems and software.

Late Submission of Activities/Assignments: All discussions, written assignments and projects are due as scheduled. Please check course calendar for specific due dates. Assignments created, submitted, posted, and/or presented after the due date will be penalized **10% per day late.**

Assignments over five (5) consecutive days late will receive a grade of zero and will not be graded. Please contact the instructor in the case of extenuating circumstances *prior* to the deadline of the assignment.

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Sanctions:

In addition to being disciplined for any violation under the University Integrity Policy, any student found responsible by the Academic Integrity Council, may also be subject to sanctions by the Nursing Department, up to and including dismissal from the program.

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Other Policies: Other Department of Nursing policies that you should be familiar with are in the MSN Student Handbook which is available on the nursing web site <http://www.missouristate.edu/nursing/>.

Privacy & Information in Online Courses: Please be aware that there is no privacy in this online course. What you say and do can be viewed by others. Your instructor has full access to all areas in this online course including log-in records. The instructor can see if and when you have accessed the course; this online course retains a complete record of email, bulletin board communication, and chats. Furthermore others may access the course without notice.

UNIVERSITY POLICIES

Emergency response statement:

At the first class meeting, students should become familiar with a basic emergency response plan through a dialogue with the instructor that includes a review and awareness of exits specific to the classroom and the location of evacuation centers for the building. All instructors are provided this information specific to their classroom and/or lab assignments in an e-mail prior to the beginning of the fall semester from the Office of the Provost and Safety and Transportation. Students with disabilities impacting mobility should discuss the approved accommodations for emergency situations and additional options when applicable with the instructor. For more information go to <http://www.missouristate.edu/safetran/51597.htm> and <http://www.missouristate.edu/safetran/erp.htm>.

Religious accommodation:

The University may provide a reasonable accommodation based on a person's sincerely held religious belief. In making this determination, the University reviews a variety of factors, including whether the accommodation would create an undue hardship. The accommodation request imposes responsibilities and obligations on both the individual requesting the accommodation and the University. Students who expect to miss classes, examinations, or other assignments as a consequence of their sincerely held religious belief shall be provided with a reasonable alternative opportunity to complete such academic responsibilities. It is the obligation of students to provide faculty with reasonable notice of the dates of religious observances on

which they will be absent by submitting a *Request for Religious Accommodation Form* to the instructor by the end of the third week of a full semester course or the end of the second week of a half semester course.

Students with Disabilities Policy:

To request academic accommodations for a disability, contact the Director of the Disability Resource Center, Meyer Library, Suite 111, 417-836-4192 or 417-836-6792 (TTY), www.missouristate.edu/disability/contact.htm. Students are required to provide documentation of disability to the Disability Resource Center prior to receiving accommodations. The Disability Resource Center refers some types of accommodation requests to the Learning Diagnostic Clinic, which also provides diagnostic testing for learning and psychological disabilities. For information about testing, contact the Director of the Learning Diagnostic Clinic, 417-836-4787, <http://psychology.missouristate.edu/lcd>.

Statement on cell phone policy:

As a member of the learning community, each student has a responsibility to other students who are members of the community. When cell phones or pagers ring and students respond in class or leave class to respond, it disrupts the class. Therefore, the Office of the Provost prohibits the use by students of cell phones, pagers, PDAs, or similar communication devices during scheduled classes. All such devices must be turned off or put in a silent (vibrate) mode and ordinarily should not be taken out during class. Given the fact that these same communication devices are an integral part of the University's emergency notification system, an exception to this policy would occur when numerous devices activate simultaneously. When this occurs, students may consult their devices to determine if a university emergency exists. If that is not the case, the devices should be immediately returned to silent mode and put away. Other exceptions to this policy may be granted at the discretion of the instructor.

Nondiscrimination Policy:

Missouri State University is an equal opportunity/affirmative action institution, and maintains a grievance procedure available to any person who believes he or she has been discriminated against. At all times, it is your right to address inquiries or concerns about possible discrimination to the Office for Institutional Equity and Compliance, Park Central Office Building, 117 Park Central Square, Suite 111, 417-836-4252. Other types of concerns (i.e., concerns of an academic nature) should be discussed directly with your instructor and can also be brought to the attention of your instructor's Department Head. Please visit the OED website at www.missouristate.edu/equity/.

Withdrawal Policy:

It is your responsibility to understand the University's procedure for dropping a class. If you stop attending this class but do not follow proper procedure for dropping the class, you will receive a

failing grade and will also be financially obligated to pay for the class. For information about dropping a class or withdrawing from the university, contact the Office of the Registrar at 836-5520. See Academic Calendars (www.missouristate.edu/registrar/acad_cal.html) for deadlines.

Mental Health and Stress Management:

As a student you may experience a range of personal issues that can impede learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance and may reduce your ability to participate in daily activities. You can learn more about free and confidential Missouri State University Counseling Center services available to assist you at <https://counselingcenter.missouristate.edu/>.

Suicide Prevention Resource Policy available at:

https://www.missouristate.edu/policy/Op1_08-suicide-prevention-available-suicide-programs-and-related-procedures.htm

Title IX Policy:

Missouri State University has a Title IX policy that guides our response to instances of sexual violence. Sexual Violence includes: Rape, Sexual Assault, Sexual Misconduct, Sexual Discrimination, Domestic Violence, Dating Violence, Stalking, Sexual Harassment and Pregnancy issues. The Title IX policy can be located on the MSU Title IX website at www.missouristate.edu/titleix/. This website is also a good resource for any questions or issues involving Title IX and contains contact information for the MSU Title IX Office and staff. Read an [overview of the Title IX office](#).

If an MSU student discloses a Title IX related issue to a MSU faculty or staff member who is deemed to be a “Responsible Employee” under the policy, that faculty or staff member is required to report such disclosure to the Title IX Coordinator. A responsible employee includes any employee who has the authority to take action to redress sexual violence; who has been given the duty of reporting incidents of sexual violence or any other misconduct by students to the Title IX Coordinator or other appropriate school designee; or whom a student could reasonably believe has the authority or duty to take action. Taylor Health employees and MSU Counseling Center Clinicians are not considered to be Responsible Employees under the policy, and therefore, are not required to report Title IX issues to the Title IX Coordinator.

Other University Policies:

Additional University policies and academic regulations are published in the Graduate Catalog available online at <http://graduate.missouristate.edu/OnlineCatalog.htm>

New Course Proposal Form

Submitted on 11/05/2017 by Melissa Penkalski (MelissaPenkalski@MissouriState.edu).

***All fields require input**

- New COURSE
- New REGULAR PERMANENT SECTION of an existing variable content course. If a new regular section of an existing variable topics course, enter the existing course number below

Course Code:

NUR

Course Number: ([Check Availability](#))

706

Course Title:

Population Health Management II

Will this proposal need to be reviewed by CGEIP? No YesWill this proposal need to be reviewed by EPPC? No Yes

Prerequisite/Co-requisite or enter 'None':

admission to the graduate programs in nursing and, NUR 703, NUR 704, and NUR 705.

General Course Description: (Include any Pass/Not Pass grading restrictions, repeatable limits, limitation on course applicability, UG/GR parallel course, etc.)

This course builds on knowledge and skills in population health used to deliver, manage, and evaluate health care across the care continuum. Achieving sustainable solutions to health disparities and evaluation of outcomes in terms of quality, safety, effectiveness, satisfaction, and fiscal considerations are emphasized. A focus on disease prevention and management using health informatics, data science, and models of collaborative health care delivery is provided. Prerequisite NUR 703, NUR 704, and NUR 705. 4(2-2) Fall

Credit Hours:

4

Lecture Contact Hours:

2

Lab Contact Hours:

6

Note: If variable credit, enter the highest number and add to end of course description. (e.g. "Variable credit, may be taken 1-3 hours.")

Periodicity. Check all that apply.

- Fall
 Fall (even-numbered years only)
 Fall (odd-numbered years only)
- Spring
 Spring (even-numbered years only)
 Spring (odd-numbered years only)
- Summer
 On Demand only

Complete Catalog Description:

NUR 706 Population Health Management II

Prerequisite: admission to the graduate programs in nursing and, NUR 703, NUR 704, and NUR 705.

This course builds on knowledge and skills in population health used to deliver, manage, and evaluate health care across the care continuum. Achieving sustainable solutions to health disparities and evaluation of outcomes in terms of quality, safety, effectiveness, satisfaction, and fiscal considerations are emphasized. A focus on disease prevention and management using health informatics, data science, and models of collaborative health care delivery is provided. Prerequisite NUR 703, NUR 704, and NUR 705. 4(2-2) Fall

Credit hours: 4 Lecture contact hours: 2 Lab contact hours: 6

Typically offered: Fall

Include sample syllabus (list topics, course goals.) Use text box OR upload only file types of PDF, DOC or DOCX.

Attached

Purpose of Course

To meet requirements for accreditation and new focus of MSN program.

Relationship to Other Departments

none

Is there a graduate/undergraduate parallel course to this one? No Yes

New Course Resource Information

Anticipated Average Enrollment per section:

15

Maximum Enrollment Limit per section:

30

Anticipated Average Enrollment per semester:

15

Maximum Enrollment Limit per semester:

30

Anticipated Average Enrollment per year:

30

Maximum Enrollment Limit per year:

30

Faculty Load Assignment (equated hours):

4

Is another course being deleted? No Yes

What will this course require in the way of:

Additional library Holdings

none

Additional computer resources

none

Additional or remodeled facilities

none

Additional equipment or supplies

none

Additional travel funds

none

Additional faculty; general vs specialized

none

Additional faculty; regular vs per-course

none

Other additional expenses

none

If additional faculty are not required, how will faculty be made available to teach this course?

Current or incoming faculty.

List names of current faculty qualified and available to teach this course

Kathryn Hope
Rose Utley
Jo Ellen Branstetter-Hall
Carol Daniel

What is the anticipated source of students for this course?

MSN program.

If from within the department, will students be taking this course in addition to or in place of other courses?

no

If from outside the department, which courses in other departments would most likely be affected?)

N/A

Other comments:

None

What is the date that this new course was approved by departmental or program faculty? (MM/DD/YYYY)

10/30/2017

Current Status:

Grad Council Review

Proposal Progress:

11/05/2017 - Submitted by Department Head (Kathryn Hope)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

11/05/2017 - Department Head Review - Kathryn Hope - None- I approve this request

Copy As New Proposal

MAKE YOUR

MENT.

Last Modified: 07/17/2015 • [Disclaimer](#) • [Accessibility](#) • [EO/AA/M/F/Veterans/Disability](#)

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MISSOURI STATE UNIVERSITY
School of Nursing
Course Syllabus

COURSE:	NUR 706: Population Health Management II
SECTION:	899 Online, Asynchronous
SEMESTER:	Fall
CREDIT HOURS:	4 (2-2) semester credit hours
COURSE WEEK:	Monday (Anchor Day) - Sunday
PREQUISITES:	NUR 703, NUR 704, NUR 705
FACULTY	Instructor: TBD

Course Description:

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Course Objectives:

1. Explore models of health care that improve the quality, safety, and health outcomes of vulnerable populations.
2. Integrate concepts, models, processes, and roles to implement and evaluate programs to improve the quality and safety of health to populations across the care continuum.
3. Incorporate knowledge of determinants of health, health systems, and health behaviors in translating research into practice.
4. Implement patient-centered programs and evaluate in terms of quality, safety, effectiveness, satisfaction, and fiscal sustainability.
5. Implement nursing roles, such as advocate, provider of care, navigator, care manager, educator, collaborator, and research translator.

Required Texts:

American Psychological Association (2010). *Publication Manual of the American Psychological Association* (6th ed.). Washington D.C.: Author.

Nash, D.B., Fabius, R.J., Skoufalos, Al, Clarke, J.L., & Horowitz, M.R. (2016). *Population health. Creating a culture of wellness*. Burlington, MA: Jones & Bartlett
Perrin, K. M. (. 2016). *Essentials of planning and evaluation for public health*. Burlington, MA: Jones and Barlett.

Sentinel City 3.0 Urban community simulation Healthcare Learning innovations obtained at <https://healthcarelearninginnovations.com/educational-simulations/>
Sentinel City 3.0 Rural community simulation Healthcare Learning innovations obtained at <https://healthcarelearninginnovations.com/educational-simulations/>

&

Assigned Readings per module.

Missouri State Online Site available online at:
<http://outreach.missouristate.edu/missouristateonline.htm>

Missouri State Online Help Desk can be contacted by e-mail: helpdesk@missouristate.edu, chat <http://helpdesk.missouristate.edu/> or by phone (417) 836-5891; toll-free (888) 767-8444. Do not wait to get help.

Ask a Librarian (a service of MSU libraries) is available at:
<http://library.missouristate.edu/services/ask.htm>

Grading Scale

- 100-90 = A
- 80-89 = B
- 70-79 = C
- 60-69 = D Failing
- 50-59 = F Failing

Evaluation Activities

Signed preceptor agreement	Required
Small Group Case Study X 3 at 50 each	150 pts
Developing Methods for evaluation and measurement tools	100 pts
Program Implementation and Evaluation	100 pts
Complete minimum clinical hours	Required
Total	350 pts

NUR 706 Tentative Schedule

Week	TOPIC	Assignments
Week 1	Introduction to NUR 706 Population Health and the Patient <ul style="list-style-type: none"> • Behavior Change • Patient Engagement • Behavioral Economics • Value of Screening 	Nash et al. (2016) CH 6, 7, 8 Mayzell (2016) CH 6, CH 11 Honor Code Due
Week 2	Advocacy and Health Care Navigation Assessing the impact of health determinants on behavior change	Nash et al. (2016), CH 9
Week 3	Population Health Across the Continuum <ul style="list-style-type: none"> • Transitions of Care • Quality and Safety Across the Continuum 	Nash et al. (2016), CH 10, 11 Mayzell (2016). CH 3, CH 6
Week 4	Information technology and use of “big data” Data Sources	Nash et al. (2016), CH 12, Mayzell (2016). CH 7,
Week 5	Technology and Decision Support Using Technology to improve population health	Nash et. al. (2016), CH 3 Mayzell (2016), CH 110 Cupp, Curley, & Vitale (2016) CH 6 Case Study 1 Due
Week 6	Successful Models of Population Health	Nash et al. (2016),14
Week 7	The Business Value of a Healthy Workforce The Value of Prevention & Screening	Nash et al. (2016, CH 16 Mayzell (2016) CH 6

Week 8	Marketing and Communication Strategic Communication Plans for Change	WF. Kellogg Strategic Communications Plans Nash et al. (2016, CH 17
Week 9	Assessing the Need: Engaging Communities Through collaboration	Cupp, Curley, & Vitale (2016), CH 9 Case Study #2 Due
Week 10	Preparing for an Evaluation at the Practice level Concepts in Program Design & Development	Cupp, Curley, & Vitale (2016), CH 7 & 8
Week 11	Implementing, designing, and Conducting a program evaluation Analyzing data	Cupp, Curley, & Vitale (2016). CH 710 W.F. Kellogg, CH 5-7
Week 12	Constructing Surveys and Data Collection Instruments Measuring Progress	Cupp, Curley, & Vitale (2016) CH 7 W.F. Kellogg, CH 5-7 Case Study #3 Due
Week 13	Challenges in Program Implementation Implication of Global Health programs	Cupp, Curley, & Vitale (2016). CH 10, 11
Week 14	Utilization: Communication Findings	W.F. Kellogg, CH 8-9
Week 15	Population Health and Policy Translation into Practice	Mayzell (2016)
Week 16	Presentations Course evaluation and Wrap up	Group Presentation on Project

COURSE POLICIES

Attendance and Class Participation: There are no specific meeting times for this course, as all required class activities are conducted asynchronously. However, regular and frequent participation in online discussions is expected, as well as completion of all assignments by the due dates specified in the syllabus. This course is designed so that the entire class moves through the curriculum at the same pace and completes all assignments on or before the due dates.

The readings, lectures, assignments, and activities due each week are identified on the course calendar. **Monday is the ‘anchor day’ (start day) for this course.** Readings and presentations assigned each week should be completed on or before the anchor date as they provide a foundation for activities due at a later time. When a different anchor day other than Monday is assigned it will be specified on the course calendar.

Dissemination of Course Materials: All course materials are for the intended use of students registered for this course. Dissemination to others not currently registered for this course, including posting course materials electronically to other sites, is prohibited without the instructor’s permission.

Correspondence with Faculty:

Please post *general inquiries* about the course, assignments, policies, on the “Course Question and Answer” Discussion Forum for the benefit of other students who may have similar questions. I will respond to questions directed to me in approximately 24-48 hours, excluding University holidays and breaks.

Personal concerns that are not appropriate for class wide distribution may be shared via phone, email, or an in-person meeting.

Please use the following guidelines when sending email to your instructor.

- 1. Use your Missouri State email account.**
- 2. Include an accurate subject line that identifies the topic and course number.**
- 3. Include your full name at the end of your message if it is not apparent from your email address**
- 4. Address your instructor professionally and appropriately. (i.e. Dr. Last Name or Professor Last Name).**

Following these guidelines will help ensure that your email is not mistaken for junk mail and that your email can easily be identified and retrieved. **Failure to follow these guidelines may result in your e-mail not being answered in a timely manner.**

Submitting Assignments: All assignments and presentations should be submitted electronically via an assignment link on Blackboard, unless instructed otherwise. Please use care when submitting assignments. It is the student’s responsibility to ensure that the correct assignment and correct version of the assignment is submitted using the assignment link. Email assignments to faculty only if you are having technical difficulty using the Blackboard function or when specifically instructed.

Assignment Format: It is important that a consistent format is used for all assignments submitted. Please adhere to the following:

- 1. Save assignments as your “Last name first initial- Assignment name-Month day”. Use the assignment name specified in the criteria for each assignment (Example “PenkalskiM-Budget-June 24”).**
- 2. Include the full title of the assignment and your name and the course number at the top of the first page of the document.**
- 3. Copy and paste the grading criteria for each written assignment (excluding PowerPoint presentations) to the last page of the assignment.**
- 4. Paginate all documents of more than 1 page in length and include a footer that is identical to the name used to save the document (Ex: “PenkalskiM-Budget”).**

Failure to follow these format guidelines will result in a loss of points, as specified for each assignment.

Please use Microsoft Word and PowerPoint software for all written assignments. **If you do not have Microsoft Word save your documents as Rich Text Format** before sending or posting to ensure that it can be opened and read by persons using a variety of computer systems and software.

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Approved 01032011

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- **Improve the clarity and flow of discussion:** There is a time lag between discussion responses and there may be multiple conversations (referred to as threads) occurring at the same time. These factors can make it confusing to follow the discussions. To reduce this confusion, post your comments directly under a message by opening the message and clicking 'Reply'. Address the message to the person you are replying too, then briefly summarize the focus of your message. For example, "Sue, Your comment about the lack of use of Leininger's Cultural Care theory in acute care settings in the US may have merit. I searched for research studies using Leininger's theory and found....." Then sign your name at the end of your message.

6.

Other Policies: Other Department of Nursing policies that you should be familiar with are in the MSN Student Handbook which is available on the nursing web site <http://www.missouristate.edu/nursing/>.

Privacy & Information in Online Courses: Please be aware that there is no privacy in this online course. What you say and do can be viewed by others. Your instructor has full access to all areas in this online course including log-in records. The instructor can see if and when you have accessed the course; this online course retains a complete record of email, bulletin board communication, and chats. Furthermore others may access the course without notice.

UNIVERSITY POLICIES

Emergency response statement:

At the first class meeting, students should become familiar with a basic emergency response plan through a dialogue with the instructor that includes a review and awareness of exits specific to the classroom and the location of evacuation centers for the building. All instructors are provided this information specific to their classroom and/or lab assignments in an e-mail prior to the beginning of the fall semester from the Office of the Provost and Safety and Transportation. Students with disabilities impacting mobility should discuss the approved accommodations for emergency situations and additional options when applicable with the instructor. For more information go to <http://www.missouristate.edu/safetran/51597.htm> and <http://www.missouristate.edu/safetran/erp.htm>.

Religious accommodation:

The University may provide a reasonable accommodation based on a person's sincerely held religious belief. In making this determination, the University reviews a variety of factors, including whether the accommodation would create an undue hardship. The accommodation request imposes responsibilities and obligations on both the individual requesting the accommodation and the University. Students who expect to miss classes, examinations, or other assignments as a consequence of their sincerely held religious belief shall be provided with a reasonable alternative opportunity to complete such academic responsibilities. It is the obligation of students to provide faculty with reasonable notice of the dates of religious observances on which they will be absent by submitting a *Request for Religious Accommodation Form* to the instructor by the end of the third week of a full semester course or the end of the second week of a half semester course.

Students with Disabilities Policy:

To request academic accommodations for a disability, contact the Director of the Disability Resource Center, Meyer Library, Suite 111, 417-836-4192 or 417-836-6792 (TTY), www.missouristate.edu/disability/contact.htm. Students are required to provide documentation of disability to the Disability Resource Center prior to receiving accommodations. The Disability Resource Center refers some types of accommodation requests to the Learning Diagnostic Clinic, which also provides diagnostic testing for learning and psychological disabilities. For information about testing, contact the Director of the Learning Diagnostic Clinic, 417-836-4787, <http://psychology.missouristate.edu/ldc>.

Statement on cell phone policy:

As a member of the learning community, each student has a responsibility to other students who are members of the community. When cell phones or pagers ring and students respond in class or leave class to respond, it disrupts the class. Therefore, the Office of the Provost prohibits the use by students of cell phones, pagers, PDAs, or similar communication devices during scheduled classes. All such devices must be turned off or put in a silent (vibrate) mode and ordinarily should not be taken out during class. Given the fact that these same communication devices are an integral part of the University's emergency notification system, an exception to this policy would occur when numerous devices activate simultaneously. When this occurs, students may consult their devices to determine if a university emergency exists. If that is not the case, the devices should be immediately returned to silent mode and put away. Other exceptions to this policy may be granted at the discretion of the instructor.

Nondiscrimination Policy:

Missouri State University is an equal opportunity/affirmative action institution, and maintains a grievance procedure available to any person who believes he or she has been discriminated against. At all times, it is your right to address inquiries or concerns about possible discrimination to the Office for Institutional Equity and Compliance, Park Central Office

Building, 117 Park Central Square, Suite 111, 417-836-4252. Other types of concerns (i.e., concerns of an academic nature) should be discussed directly with your instructor and can also be brought to the attention of your instructor's Department Head. Please visit the OED website at www.missouristate.edu/equity/.

Withdrawal Policy:

It is your responsibility to understand the University's procedure for dropping a class. If you stop attending this class but do not follow proper procedure for dropping the class, you will receive a failing grade and will also be financially obligated to pay for the class. For information about dropping a class or withdrawing from the university, contact the Office of the Registrar at 836-5520. See Academic Calendars (www.missouristate.edu/registrar/acad_cal.html) for deadlines.

Mental Health and Stress Management:

As a student you may experience a range of personal issues that can impede learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance and may reduce your ability to participate in daily activities. You can learn more about free and confidential Missouri State University Counseling Center services available to assist you at <https://counselingcenter.missouristate.edu/>.

Suicide Prevention Resource Policy available at:

https://www.missouristate.edu/policy/Op1_08-suicide-prevention-available-suicide-programs-and-related-procedures.htm

Title IX Policy:

Missouri State University has a Title IX policy that guides our response to instances of sexual violence. Sexual Violence includes: Rape, Sexual Assault, Sexual Misconduct, Sexual Discrimination, Domestic Violence, Dating Violence, Stalking, Sexual Harassment and Pregnancy issues. The Title IX policy can be located on the MSU Title IX website at www.missouristate.edu/titleix/. This website is also a good resource for any questions or issues involving Title IX and contains contact information for the MSU Title IX Office and staff. Read an [overview of the Title IX office](#).

If an MSU student discloses a Title IX related issue to a MSU faculty or staff member who is deemed to be a "Responsible Employee" under the policy, that faculty or staff member is required to report such disclosure to the Title IX Coordinator. A responsible employee includes any employee who has the authority to take action to redress sexual violence; who has been given the duty of reporting incidents of sexual violence or any other misconduct by students to the Title IX Coordinator or other appropriate school designee; or whom a student could reasonably believe has the authority or duty to take action. Taylor Health employees and MSU

Counseling Center Clinicians are not considered to be Responsible Employees under the policy, and therefore, are not required to report Title IX issues to the Title IX Coordinator.

Other University Policies:

Additional University policies and academic regulations are published in the Graduate Catalog available online at <http://graduate.missouristate.edu/OnlineCatalog.htm>

Delete Course Proposal Form

Submitted on 11/05/2017 by Melissa Penkalski (MelissaPenkalski@MissouriState.edu).

***All fields require input**

This proposal applies to:

- An existing COURSE
- An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

NUR707 Advanced Health Assessment and Health Promotion Throughout the Lifespan

Will this proposal need to be reviewed by CGEIP? No Yes

Will this proposal need to be reviewed by EPPC? No Yes

Online catalog description.

Prerequisite: admission to a graduate program in Nursing. Exploration of advanced health assessment and health promotion strategies for individuals, families, and communities. Includes consideration of diverse populations, cultural competence for providers, exploration of the meanings of health and illness, the use of complementary and alternative therapies, and the impact of spirituality. 2(2-0) Su

Reason for proposed Deletion

Determined much of the information being taught is redundant in other courses, content redistributed as appropriate.

How did you determine the need for this change? Check all boxes that apply or specify other.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Routine or annual review/assessment of curriculum | <input checked="" type="checkbox"/> Faculty Input | <input checked="" type="checkbox"/> Student Input |
| <input checked="" type="checkbox"/> Accreditation/certification compliance | <input type="checkbox"/> Review of catalog information | |
| <input type="checkbox"/> Other (be specific): | | |

What is the date that this course change was approved by departmental or program faculty?

10/18/2017

Current Status:

Grad Council Review

Proposal Progress:

11/05/2017 - Submitted by Department Head (Kathryn Hope)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

11/05/2017 - Department Head Review - Kathryn Hope - None- I approve

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Change Course Proposal Form

Submitted on 11/06/2017 by Melissa Penkalski (MelissaPenkalski@MissouriState.edu).

***All fields require input**

This proposal applies to:

- An existing COURSE
- An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

NUR782 Curriculum Design and Program Development

Will this proposal need to be reviewed by CGEIP? No Yes

Will this proposal need to be reviewed by EPPC? No Yes

Current online catalog description:

NUR 782 Curriculum Design and Program Development

Prerequisite: admission to the Nurse Educator specialization. Basic components and processes of curriculum development. Various perspectives of curriculum design will be discussed. Curriculums for formal educational programs, staff development, and continuing education will be compared. 3(3-0) F,S

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)

← → **B** *I* 

NUR 782 Curriculum Design and Program Development-Program Development and Evaluation in Nursing Education

Prerequisite: admission to the graduate programs or nurse educator certificate in nursing, NUR 780, or permission of instructor.

~~Basic components and processes of curriculum development. Various perspectives of curriculum design will be discussed. Curriculums for formal educational programs, staff development, and continuing education will be compared. 3(3-0) F,S~~

Explore components, processes, and skills involved in the development, implementation, and evaluation of academic and non-academic settings. Prerequisite: NUR 780 or permission. 3(3-0) F,S

What is changing? Check all boxes that apply.

- | | | | |
|---|---|---|---------------------------------------|
| <input type="checkbox"/> Course Code | <input type="checkbox"/> Course Number (Check Availability) | <input checked="" type="checkbox"/> Title | <input type="checkbox"/> Prerequisite |
| <input type="checkbox"/> Credit Hours/Contact Hours | <input type="checkbox"/> Periodicity | <input checked="" type="checkbox"/> Description | |

Reason for proposed change

Adding content regarding evaluation and expand focus to program rather than just curriculum which is essential to accreditation requirements.

Does this change affect course assessment (e.g. student learning evidence/outcomes)? No Yes

Explain.

Changes in title and course description reflect changes.

How did you determine the need for this change? Check all boxes that apply or specify other.

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Routine or annual review/assessment of curriculum | <input checked="" type="checkbox"/> Faculty Input | <input type="checkbox"/> Student Input |
| <input checked="" type="checkbox"/> Accreditation/certification compliance | <input type="checkbox"/> Review of catalog information | |
| <input type="checkbox"/> Other (be specific): | | |

Check if this is a non-substantive change.

What is the date that this course change was approved by departmental or program faculty? (MM/DD/YYYY)

10/30/2017

Current Status:

Grad Council Review

Proposal Progress:

11/06/2017 - Submitted by Department Head (Kathryn Hope)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

11/06/2017 - Department Head Review - Kathryn Hope - None- I approve this proposal.

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New Course Proposal Form

Submitted on 11/05/2017 by Melissa Penkalski (MelissaPenkalski@MissouriState.edu).

***All fields require input**

- New COURSE
- New REGULAR PERMANENT SECTION of an existing variable content course. If a new regular section of an existing variable topics course, enter the existing course number below

Course Code:

NUR

Course Number: ([Check Availability](#))

785

Course Title:

Population Health Management Education Practicum

Will this proposal need to be reviewed by CGEIP? No YesWill this proposal need to be reviewed by EPPC? No Yes

Prerequisite/Co-requisite or enter 'None':

admission to the graduate programs in nursing, and NUR 703, NUR 704, and NUR 705; and pre- or co- requisite NUR 706.

General Course Description: (Include any Pass/Not Pass grading restrictions, repeatable limits, limitation on course applicability, UG/GR parallel course, etc.)

This clinical course applies knowledge of population health concepts, models, skills, and roles to the health care needs of vulnerable populations. Aspects of program development, implementation, and evaluation will be emphasized. Prerequisites NUR 703, NUR 704, and NUR 705; and pre-or co- requisite NUR 706. 3 (0-9) F, S, Su

Credit Hours:

3

Lecture Contact Hours:

0

Lab Contact Hours:

9

Note: If variable credit, enter the highest number and add to end of course description. (e.g. "Variable credit, may be taken 1-3 hours.")

Periodicity. Check all that apply.

- Fall Fall (even-numbered years only) Fall (odd-numbered years only)

- Spring
 Spring (even-numbered years only)
 Spring (odd-numbered years only)
- Summer
 On Demand only

Complete Catalog Description:

NUR 785 Population Health Management Education Practicum

Prerequisite: admission to the graduate programs in nursing, and NUR 703, NUR 704, and NUR 705; and pre- or co- requisite NUR 706.

This clinical course applies knowledge of population health concepts, models, skills, and roles to the health care needs of vulnerable populations. Aspects of program development, implementation, and evaluation will be emphasized. Prerequisites NUR 703, NUR 704, and NUR 705; and pre-or co- requisite NUR 706. 3 (0-9) F, S, Su

Credit hours: 3 Lecture contact hours: 0 Lab contact hours: 9

Typically offered: Fall, Spring, Summer

Include sample syllabus (list topics, course goals.) Use text box OR upload only file types of PDF, DOC or DOCX.

Attached

Purpose of Course

Content is required for accreditation and to meet new focus of MSN program.

Relationship to Other Departments

This content is unique to the advanced nursing role.

Is there a graduate/undergraduate parallel course to this one? No Yes

New Course Resource Information

Anticipated Average Enrollment per section:

15

Maximum Enrollment Limit per section:

30

Anticipated Average Enrollment per semester:

15

Maximum Enrollment Limit per semester:

30

Anticipated Average Enrollment per year:

30

Maximum Enrollment Limit per year:

30

Faculty Load Assignment (equated hours):

1

Is another course being deleted? No Yes

What will this course require in the way of:

Additional library Holdings

none

Additional computer resources

none

Additional or remodeled facilities

none

Additional equipment or supplies

none

Additional travel funds

none

Additional faculty; general vs specialized

none

Additional faculty; regular vs per-course

none

Other additional expenses

none

If additional faculty are not required, how will faculty be made available to teach this course?

Current and incoming faculty.

List names of current faculty qualified and available to teach this course

Rose Utley
Carol Daniel
Melissa Penkalski
Kathryn Hope
Dana Hunt

What is the anticipated source of students for this course?

MSN Program.

If from within the department, will students be taking this course in addition to or in place of other courses?

no

If from outside the department, which courses in other departments would most likely be affected?)

N/A

Other comments:

None

What is the date that this new course was approved by departmental or program faculty? (MM/DD/YYYY)

10/30/2017

Current Status:

Grad Council Review

Proposal Progress:

11/05/2017 - Submitted by Department Head (Kathryn Hope)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

11/05/2017 - Department Head Review - Kathryn Hope - None- I approve this request

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MISSOURI STATE UNIVERSITY
School of Nursing
Course Syllabus

COURSE:	NUR 785: Population Health Management Education Practicum
SECTION:	899 Online, Asynchronous
SEMESTER:	F, S, Su
CREDIT HOURS:	3 (0-3) semester credit hours
COURSE WEEK:	Arranged
PREQUISITES:	NUR 703, NUR 704, and NUR 705; and pre- or co- requisite NUR 706
Instructor:	TBD E-Mail: Office: Phone: Office Hours:

Course Description

This clinical course applies knowledge of population health concepts, models, skills, and roles to the health care needs of vulnerable populations. Aspects of program development, implementation, and evaluation will be emphasized. Prerequisites NUR 703, NUR 704, and NUR 705; and pre-or co- requisite NUR 706. 3(0-3) F, S, Su

Recommended Texts

Previous population health textbooks.

Course Objectives

1. Demonstrate knowledge of technology and population health concepts, models, processes, and roles used in risk management, health promotion, and disease prevention and management of vulnerable populations across the care continuum.
2. Apply current models and research for behavior change in a population.
3. Develop, implement, and evaluate a program to address a health need in a vulnerable population.
4. Demonstrate proficiency in implementing nursing roles, such as advocate, provider of care, collaborator, navigator, care manager, educator, and research translator, in the clinical setting.

Course Requirements

- Meet course objectives
- Meet the contracted number of practicum hours
- Completes weekly clinical objectives and journal logs to document achievement of objectives
- Completes an organizational Leadership & Needs Assessment
- Implements an evidence-based change project

Course Evaluation

Signed preceptor agreement		Required
Organizational & Needs Assessment		50
Health Program Development	150	
Health Program Implementation & Evaluation		100
Journal entries (20 points each)		280
Complete minimum practicum hours		Required
Preceptor evaluation		Required
Signed final clinical time log		<u>Required</u>
	TOTAL	580

Grading Scale

- A = 90-100% of total points
B = 80-89% of total points
C = 70-79% of total points
D = 60-69% of total points
F = less than 60% of total points

The School of Nursing does not use + or – grading. You must have a satisfactory clinical evaluation to pass this course.

Tentative Class Schedule

Date	Topic	Assignment
Before Semester Starts	Set up internship with a manager or administrator at your chosen clinical site.	Establish contract with preceptor. Determine your clinical schedule.
Week 1	Course Overview Discuss Student Objectives	
Week 1-15	1. E-mail faculty weekly to discuss experiences and get feedback on journal entries	<ul style="list-style-type: none">• Organizational & Needs Assessment (due Week 3)• Problem Analysis and Proposal (due Week 5)• Health Program (due week 10)• Health Program Evaluation (Week 14)• Weekly journal entries
Week 16	Self-evaluation and course evaluation	Final clinical time log due.

Practicum Guidelines

During the semester, each student will complete at least 144 hours of population health management practicum in an approved clinical site, separate from work or project site, over a 16-week period.

Practicum experiences should be spread out over the semester as evenly as possible to provide sufficient time for assessment of the environment, establish a collaborative interprofessional dialogue, conduct topical research, acquire new skills, develop, implement and evaluate program content, and evaluate learning experiences. The practicum setting and population targeted for program development are negotiated between the faculty, student, and preceptor. More than one setting could be used during the semester and is encouraged. Journal entries are to be made weekly describing leadership and innovation activities completed at the clinical site. A clinical time log with preceptor signature is required.

Responsibilities of the Faculty:

The Faculty will:

1. Suggest preceptors or agencies for a practicum experience.
2. Facilitate the student in obtaining a formal contract with the preceptor or agency.
3. Send a preceptor agreement, course syllabus, and student evaluation to the preceptor.
4. Communicate with the students as needed to discuss the practicum experience.
5. Provide guidance to fulfill course objectives throughout the semester.
6. Grade all assignments and evaluate the completion of the health program.

Responsibilities of the Student:

The Student will:

1. Select and establish a contract with an agency and preceptor for practicum experience.
2. Contact the preceptor to arrange times for practicum experience.
3. Begin the practicum experience only after the formal contract with the preceptor or agency, and the preceptor agreement have been signed.
4. Discuss objectives for the course and program development ideas with faculty and the preceptor.
5. Meet with the faculty as needed to discuss practicum experiences as needed.
6. Be prepared to collaborate interprofessionally to complete learning activities and assignments.
7. Behave in a professional manner at all times in the practicum site.
8. Complete weekly journals addressing the student's learning objectives and course objectives.
9. Complete course assignments as scheduled.
10. Complete a self-evaluation, along with an evaluation of the practicum site and preceptor.
11. Complete a clinical time log with preceptor signature reflecting completed hours.

Responsibilities of the Preceptor:

The Preceptor will:

1. Agree to work with the student and sign a preceptor agreement.
2. Identify potential practicum times and dates for the student.
3. Be available for student consultation and guidance.
4. Approve student topic and objectives for a student developed health program.
5. Complete evaluation of the student at the end of the practicum experience.
6. Contact the faculty with any questions or concerns during the semester.

Assignments

Guidelines for Weekly Objectives and Journal Logs:

You are to write weekly professional learning objectives that are specific, measurable, and meaningful that will guide your practicum experience. These objectives should be submitted to and approved by the faculty each week, prior to presenting to your preceptor. These objectives should be related to, but more specific than, the overall course objectives listed in your proposal. One journal entry is required for every eight hours of practicum.

Requirements for each journal entry:

- a. Discuss your learning experience and document how the objectives were met/not met.
- b. Identify strategies for improvement that will maximize learning and objectives achievement.
- c. Analyze factors that influenced your outcomes.
- d. Revise objectives as needed.
- e. Integrate relevant theories, approaches, and research into your practicum experiences.
- f. Reference at least one current (within last 5 years) journal article each week.
- g. Indicate which course objectives were achieved during your weekly clinical experience.

The weekly journals are submitted to the faculty weekly for grading.

Organizational and Needs Assessment of Practicum Site

Complete a thorough organizational assessment utilizing either the Clinical Microsystem Assessment or the Four Frame Model (See sources below). This should be a thorough internal, external, and needs assessment including purpose/mission, environment, culture, stakeholders, and any other pertinent information as described in your texts.

You will apply either:

- Clinical microsystem assessment
(<http://www.ihl.org/resources/Pages/Tools/ClinicalMicrosystemAssessmentTool.aspx>) OR
- Bolman & Deal's Four Frame model
(<http://www.tnellen.com/ted/tc/bolman.html>)

Health Program Project

Problem Analysis and Proposal

Evaluate your clinical site and confer with your preceptor regarding potential programs that could be developed by implementing simple evidence-based interventions. It may be helpful to work with the quality improvement/risk management team of the clinical site to see if you can assist them in their current initiatives.

Write a 4 to 5-page paper describing the community program you would like to develop, and proposing a simple evidence-based solution. A short literature review of supporting literature for the evidence-based solution should be included as part of the proposal.

Final Evaluation Report

In a 4 to 5-page paper, describe the community program project. Provide information on the project's impact in improving organizational procedures and/or patient outcomes. Enumerate lessons learned from project process.

COURSE POLICIES

Attendance

Because attendance at practicum sites is an integral part of the learning of this class, students are expected to be prepared for and attend practicum experiences. All practicums that are missed due to illness or other absence must be made up. The student will notify the preceptor and faculty of all anticipated and actual absences(s) and arrange for make up for the missed experience.

Scheduled Work

All work is due as scheduled with faculty. Unless late work is approved prior to the scheduled date by the faculty, a 5% late penalty for each day that the work is late will be assigned.

Correspondence with Faculty:

Please post *general inquiries* about the course, assignments, policies, on the "Course Question and Answer" Discussion Forum for the benefit of other students who may have similar questions. I will respond to questions directed to me in approximately 24-48 hours, excluding University holidays, and breaks.

Personal concerns that are not appropriate for class wide distribution may be shared via phone, email, or an in-person meeting.

Please use the following guidelines when sending email to your instructor.

1. Use your Missouri State email account.

2. **Include an accurate subject line that identifies the topic and course number.**
3. **Include your full name at the end of your message if it is not apparent from your email address**
4. **Address your instructor professionally and appropriately. (i.e. Dr. Last Name or Professor Last Name).**

Following these guidelines will help ensure that your email is not mistaken for junk mail and that your email can easily be identified and retrieved. Failure to follow these guidelines could result in your e-mail not being answered in a timely manner.

If you use the email from Blackboard, your message may not be saved or retrievable so cc a copy to yourself.

Submitting Assignments:

All assignments and presentations should be submitted electronically via an assignment link on Blackboard, unless instructed otherwise. Do not email assignments to faculty unless requested to do so, or if you are having technical difficulty using the Blackboard assignment link.

Please use Microsoft Word (or save as rich text Format [RTF] and PowerPoint software for written assignments and presentations, respectively. **If you do not have Microsoft Word save your documents as Rich Text Format** before sending or posting to ensure that they can be opened and read by persons using a variety of computer systems and software. All final papers are to be submitted first with the Safe Assign, and then submit the paper, as well as the safe assign score. You should have less than 10% similar to other sources.

Assignment Format:

It is important that a consistent format is used for all assignments submitted electronically:

Please

1. Save assignments as your “Last name first initial- Assignment name”. Use the assignment name specified in the criteria for each assignment (Example “Hope, K- EvaluationPlan”).
2. Include the full title of the assignment and your name and the course number at the top of the first page of the document.
3. **Copy and paste the grading criteria for each written assignment (excluding PowerPoint presentations) to the last page of the assignment.**
4. Number your presentation slides and paginate all documents of more than 1 page in length and include a footer that is identical to the name used to save the document (Ex: “Hope, K - LessonPlan”).

Failure to follow these format guidelines may result in a loss of points, as specified for each assignment.

Changes in the Syllabus

The instructor reserves the right to make necessary changes in the syllabus to facilitate optimal learning including adjusting the schedule, learning activities, lectures, or other aspects of the

syllabus should unforeseen events occur, and/or to correct any errors or omissions in the syllabus.

Honor Code

A signed and dated copy of the course Honor Code must be submitted electronically before the first graded assignment. You may either type your name on the signature line, or scan a copy of your signed honor code. Submit your signed honor code using the designated Assignment link on Blackboard.

Course Evaluation

Students are expected to submit a course evaluation before the final course grade is released. Evaluations will be made available electronically during the last two weeks of the course.

Other Policies

Other Department of Nursing policies that nursing graduate students should be familiar with are in the *DNP Student Handbook* which is available at

<http://www.missouristate.edu/nursing/doctor/141772.htm>

University Policies

In the event we should ever have seated classroom components:

At the first class meeting, students should become familiar with a basic emergency response plan through a dialogue with the instructor that includes a review and awareness of exits specific to the classroom and the location of evacuation centers for the building. All instructors are provided this information specific to their classroom and/or lab assignments in an e-mail prior to the beginning of the fall semester from the Office of the Provost and Safety and Transportation. Students with disabilities impacting mobility should discuss the approved accommodations for emergency situations and additional options when applicable with the instructor.

For further information on Missouri State University's Emergency Response Plan, please refer to the following web site: <http://www.missouristate.edu/safetran/erp.htm>.

Religious accommodation

The University may provide a reasonable accommodation based on a person's sincerely held religious belief. In making this determination, the University reviews a variety of factors, including whether the accommodation would create an undue hardship. The accommodation request imposes responsibilities and obligations on both the individual requesting the accommodation and the University. Students who expect to miss classes, examinations, or other assignments as a consequence of their sincerely held religious belief shall be provided with a reasonable alternative opportunity to complete such academic responsibilities. It is the obligation of students to provide faculty with reasonable notice of the dates of religious observances on

which they will be absent by submitting a *Request for Religious Accommodation Form* to the instructor by the end of the third week of a full semester course or the end of the second week of a half semester course.

Nondiscrimination:

Missouri State University is an equal opportunity/affirmative action institution, and maintains a grievance procedure available to any person who believes he or she has been discriminated against. At all times, it is your right to address inquires or concerns about possible discrimination to the Office for Equity and Diversity, Park Central Office Building, 117 Park Central Square, Suite 111, (417) 836-4252. Other types of concerns (i.e., concerns of an academic nature) should be discussed directly with your instructor. Please visit the OED website at www.missouristate.edu/equity/.

Disability Accommodation

To request academic accommodations for a disability, contact the Director of Disability Services, Plaster Student Union, Suite 405, (417) 836-4192 or (417) 836-6792 (TTY), www.missouristate.edu/disability. Students are required to provide documentation of disability to Disability Services prior to receiving accommodations. Disability Services refers some types of accommodation requests to the Learning Diagnostic Clinic, which also provides diagnostic testing for learning and psychological disabilities. For information about testing, contact the Director of the Learning Diagnostic Clinic, (417) 836-4787, <http://psychology.missouristate.edu/lcd>.

Academic Integrity and Conduct

Missouri State University is a community of scholars committed to developing educated persons who accept the responsibility to practice personal and academic integrity. You are responsible for knowing and following the university's student honor code and Student Academic Integrity Policies and Procedures, available at www.missouristate.edu/assets/provost/AcademicIntegrityPolicyRev-1-08.pdf and also available at the Reserves Desk in Meyer Library. You are also responsible for knowing the Academic Integrity Policies and Procedures of the DNP program found in the *DNP Student Handbook*. Any student participating in any form of academic dishonesty will be subject to sanctions as described in these policies. **Failure to follow academic integrity policies may result in the following consequences:**

1. Plagiarism (literacy theft) of a paper may result in a grade of zero (0) for that paper.
2. A student found to be cheating on an exam will be given a grade of zero (0) on that exam.
3. A student found assisting another student in cheating or plagiarism may be given a grade of zero (0) for that assignment.
4. Penalties for academic dishonesty may result in course failure.
5. Violations of academic integrity will be documented in the student's academic file.

Sanctions:

In addition to being disciplined for any violation under the University Integrity Policy, any student found responsible by the Academic Integrity Council, may also be subject to sanctions by the Nursing Department, up to and including dismissal from the program.

Approved 01032011

Dropping a Class

It is your responsibility to understand the University's procedure for dropping a class. If you stop attending this class but do not follow proper procedure for dropping the class, you will receive a failing grade and will also be financially obligated to pay for the class. For information about dropping a class or withdrawing from the university, contact the [Office of the Registrar](#) at 836-5520. See Academic Calendars (www.missouristate.edu/registrar/acad_cal.html) for deadlines.

Other University Policies:

Additional University policies and academic regulations are published in the Graduate Catalog available online at <http://graduate.missouristate.edu/OnlineCatalog.htm>

Delete Course Proposal Form

Submitted on 11/05/2017 by Melissa Penkalski (MelissaPenkalski@MissouriState.edu).

***All fields require input**

This proposal applies to:

- An existing COURSE
- An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

NUR786 Issues in Healthcare Education

Will this proposal need to be reviewed by CGEIP? No Yes

Will this proposal need to be reviewed by EPPC? No Yes

Online catalog description.

Prerequisite: admission to the Nurse Educator specialization. Exploration of current issues in academic and healthcare education. Issues occurring in the university, community college, acute care, and community education settings will be included. 2(2-0) D

Reason for proposed Deletion

Course content incorporated into other courses.

How did you determine the need for this change? Check all boxes that apply or specify other.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Routine or annual review/assessment of curriculum | <input checked="" type="checkbox"/> Faculty Input | <input checked="" type="checkbox"/> Student Input |
| <input checked="" type="checkbox"/> Accreditation/certification compliance | <input type="checkbox"/> Review of catalog information | |
| <input type="checkbox"/> Other (be specific): | | |

What is the date that this course change was approved by departmental or program faculty?

10/30/2017

Current Status:

Grad Council Review

Proposal Progress:

11/05/2017 - Submitted by Department Head (Kathryn Hope)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

11/05/2017 - Department Head Review - Kathryn Hope - None- I approve

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Delete Course Proposal Form

Submitted on 11/05/2017 by Melissa Penkalski (MelissaPenkalski@MissouriState.edu).

***All fields require input**

This proposal applies to:

- An existing COURSE
- An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

NUR788 Health Policies and Issues

Will this proposal need to be reviewed by CGEIP? No Yes

Will this proposal need to be reviewed by EPPC? No Yes

Online catalog description.

Prerequisite: admission to the graduate programs in nursing or permission of instructor. Exploration of current issues in health care, such as access to health care, reimbursement, health care reform, case management, and health policy development. Health care trends related to special populations and ethical issues will be emphasized. 3(3-0) F,S

Reason for proposed Deletion

Redistributing content to reduce redundancies.

Note: Will be made available until all students in the cohort have completed this course requirement.

How did you determine the need for this change? Check all boxes that apply or specify other.

- Routine or annual review/assessment of curriculum Faculty Input Student Input
- Accreditation/certification compliance Review of catalog information
- Other (be specific):

What is the date that this course change was approved by departmental or program faculty?

10/18/2017

Current Status:

Grad Council Review

Proposal Progress:

11/05/2017 - Submitted by Department Head (Kathryn Hope)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

No comments have been added to this proposal.

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Change Course Proposal Form

Submitted on 11/05/2017 by Melissa Penkalski (MelissaPenkalski@MissouriState.edu).

***All fields require input**

This proposal applies to:

- An existing COURSE
- An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

NUR800 DNP Leadership I: Concepts for Evidence-Based Practice

Will this proposal need to be reviewed by CGEIP? No Yes

Will this proposal need to be reviewed by EPPC? No Yes

Current online catalog description:

NUR 800 DNP Leadership I: Concepts for Evidence-Based Practice

Prerequisite: admission to the DNP Program and meet program progression requirements. This course explores foundational concepts and theories for the development of the DNP nurse leader and the DNP Change Project. Concepts include transforming healthcare through evidence-based practice, quality improvement, leadership in healthcare systems, project planning, evaluation of evidence, and consideration of disparities in health and healthcare from a population focus. 3(3-0) Su

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)

← → **B** *I* ~~S~~

NUR 800 DNP Leadership I: Concepts for Evidence-Based Practice

Prerequisite: admission to the DNP Program and meet program progression requirements.
This course explores foundational concepts and theories for the development of the DNP nurse leader and the DNP Change Project. Concepts include transforming healthcare through evidence-based practice, quality improvement, leadership in healthcare systems, project planning, evaluation of evidence, and consideration of disparities in health and healthcare from a population focus. **2** 3(3-2-0) Su

What is changing? Check all boxes that apply.

- | | | | |
|--|---|--------------------------------------|---------------------------------------|
| <input type="checkbox"/> Course Code | <input type="checkbox"/> Course Number (Check Availability) | <input type="checkbox"/> Title | <input type="checkbox"/> Prerequisite |
| <input checked="" type="checkbox"/> Credit Hours/Contact Hours | <input type="checkbox"/> Periodicity | <input type="checkbox"/> Description | |

Reason for proposed change

Some course content redundant in other courses. Current course load equivalent to 2 hours.

Does this change affect course assessment (e.g. student learning evidence/outcomes)? No Yes

How did you determine the need for this change? Check all boxes that apply or specify other.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Routine or annual review/assessment of curriculum | <input checked="" type="checkbox"/> Faculty Input | <input checked="" type="checkbox"/> Student Input |
| <input checked="" type="checkbox"/> Accreditation/certification compliance | <input type="checkbox"/> Review of catalog information | |
| <input type="checkbox"/> Other (be specific): | | |

Check if this is a non-substantive change.

What is the date that this course change was approved by departmental or program faculty? (MM/DD/YYYY)

10/18/2017

Current Status:

Grad Council Review

Proposal Progress:

11/05/2017 - Submitted by Department Head (Kathryn Hope)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

No comments have been added to this proposal.

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Missouri State.**Curricular Action Workflow**
 Missouri State > Computer Services - MIS > Curricular Action
 Workflow > CAW - Change Course Proposal Form
Change Course Proposal Form
Submitted on 11/13/2017 by Melissa Penkalski (MelissaPenkalski@MissouriState.edu).
***All fields require input**

This proposal applies to:

- An existing COURSE
- An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

NUR802 Emerging Science of Advanced Practice

Will this proposal need to be reviewed by CGEIP? No YesWill this proposal need to be reviewed by EPPC? No Yes

Current online catalog description:

NUR 802 Emerging Science of Advanced Practice

Prerequisite: admission to the DNP Program. In this course, concepts, theories, and philosophical perspectives relevant to nursing science, research, and advanced nursing practice are examined. Emphasis is placed on exploring, analyzing, and applying concepts, theories, philosophies, and research applicable to the discipline of nursing in general, and to the student's area of advanced practice and research. 2(2-0) Su

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)

A rich text editor toolbar with icons for undo, redo, bold, italic, and strikethrough.

NUR 802 Emerging Science **and Methods** of Advanced Practice

*Prerequisite: admission to the DNP Program **and completion of a graduate level nursing theory course and a graduate level nursing research course.***

In this course, concepts, theories, and philosophical perspectives relevant to nursing science, research, and advanced nursing practice **are will be** examined. Emphasis is **will be** placed on exploring, analyzing, and applying concepts, theories, philosophies, and **traditional and translational research methods**, applicable to the discipline of nursing ~~in general~~, and to the student's area of ~~advanced practice and research~~. **The use of systematic reviews, meta-analysis, and meta-synthesis in the student's DNP project and in nursing practice will be explored.** 2 ~~3~~(2 ~~3-0~~) Su **F**

What is changing? Check all boxes that apply.

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> Course Code | <input type="checkbox"/> Course Number (Check Availability) | <input checked="" type="checkbox"/> Title | <input checked="" type="checkbox"/> Prerequisite |
| <input checked="" type="checkbox"/> Credit Hours/Contact Hours | <input checked="" type="checkbox"/> Periodicity | <input checked="" type="checkbox"/> Description | |

Reason for proposed change

New content added to course based on discipline and accreditation standards.

Does this change affect course assessment (e.g. student learning evidence/outcomes)? No Yes

Explain.

Title and course description reflect content addition.

How did you determine the need for this change? Check all boxes that apply or specify other.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Routine or annual review/assessment of curriculum | <input checked="" type="checkbox"/> Faculty Input | <input checked="" type="checkbox"/> Student Input |
| <input checked="" type="checkbox"/> Accreditation/certification compliance | <input type="checkbox"/> Review of catalog information | |
| <input type="checkbox"/> Other (be specific): | | |

Check if this is a non-substantive change.

What is the date that this course change was approved by departmental or program faculty? (MM/DD/YYYY)

10/23/2017

Current Status:

Grad Council Review

Proposal Progress:

11/13/2017 - Submitted by Department Head (Kathryn Hope)

12/06/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

No comments have been added to this proposal.

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MAKE YOUR COURSE CHANGES EASIER.

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New Course Proposal Form

Submitted on 11/05/2017 by Melissa Penkalski (MelissaPenkalski@MissouriState.edu).

***All fields require input**

- New COURSE
- New REGULAR PERMANENT SECTION of an existing variable content course. If a new regular section of an existing variable topics course, enter the existing course number below

Course Code:

NUR

Course Number: ([Check Availability](#))

810

Course Title:

Finance Management and Entrepreneurship for Advanced Nursing Roles

Will this proposal need to be reviewed by CGEIP? No YesWill this proposal need to be reviewed by EPPC? No Yes

Prerequisite/Co-requisite or enter 'None':

admission to the DNP Program and meet program progression requirements.

General Course Description: (Include any Pass/Not Pass grading restrictions, repeatable limits, limitation on course applicability, UG/GR parallel course, etc.)

This course focuses on the understanding and analysis of concepts and issues related to finance, budgeting, resource management, funding, reimbursement, cost-benefit analysis, and entrepreneurship as applicable to advanced nursing roles within the changing health care environment. 2(2-0) S

Credit Hours:

2

Lecture Contact Hours:

2

Lab Contact Hours:

0

Note: If variable credit, enter the highest number and add to end of course description. (e.g. "Variable credit, may be taken 1-3 hours.")

Periodicity. Check all that apply.

- Fall Fall (even-numbered years only) Fall (odd-numbered years only)

- Spring
 Spring (even-numbered years only)
 Spring (odd-numbered years only)
- Summer
 On Demand only

Complete Catalog Description:

NUR 810 Finance Management and Entrepreneurship for Advanced Nursing Roles

Prerequisite: admission to the DNP Program and meet program progression requirements.

This course focuses on the understanding and analysis of concepts and issues related to finance, budgeting, resource management, funding, reimbursement, cost-benefit analysis, and entrepreneurship as applicable to advanced nursing roles within the changing health care environment. 2(2-0) S

Credit hours: 2 Lecture contact hours: 2 Lab contact hours: 0

Typically offered: Spring

Include sample syllabus (list topics, course goals.) Use text box OR upload only file types of PDF, DOC or DOCX.

Attached

Purpose of Course

Content is required for accreditation. Addresses financial and entrepreneurial issues specific to nursing leadership and independent nursing practice.

Relationship to Other Departments

This content is unique to the advanced nursing role.

Is there a graduate/undergraduate parallel course to this one? No Yes

New Course Resource Information

Anticipated Average Enrollment per section:

20

Maximum Enrollment Limit per section:

30

Anticipated Average Enrollment per semester:

20

Maximum Enrollment Limit per semester:

30

Anticipated Average Enrollment per year:

20

Maximum Enrollment Limit per year:

30

Faculty Load Assignment (equated hours):

2

Is another course being deleted? No Yes

What will this course require in the way of:

Additional library Holdings

none

Additional computer resources

none

Additional or remodeled facilities

none

Additional equipment or supplies

none

Additional travel funds

none

Additional faculty; general vs specialized

Specialized

Additional faculty; regular vs per-course

Per course

Other additional expenses

Expenses of per course faculty paid by tuition and fees

If additional faculty are not required, how will faculty be made available to teach this course?

N/A

List names of current faculty qualified and available to teach this course

Bruce Eady, a per course faculty that currently teaches the content in the DNP program

What is the anticipated source of students for this course?

BSN-DNP and Post-Masters DNP program

If from within the department, will students be taking this course in addition to or in place of other courses?

no

If from outside the department, which courses in other departments would most likely be affected?)

N/A

Other comments:

None

What is the date that this new course was approved by departmental or program faculty? (MM/DD/YYYY)

10/18/2017

Current Status:

Grad Council Review

Proposal Progress:

11/05/2017 - Submitted by Department Head (Kathryn Hope)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

11/05/2017 - Department Head Review - Kathryn Hope - None Bruce Eady, who a regular per course faculty for us each semester provides this content currently.

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**Missouri State University
School of Nursing
Syllabus**

COURSE: NUR 810: Finance Management and Entrepreneurship for Advanced Nursing Roles
SEMESTER: Spring
CREDITS: 2 (2-0)
SCHEDULE: Online asynchronous format
PREREQUISITES: Admission to DNP Program
ANCHOR DAY: Monday
FACULTY: TBD
OFFICE HOURS: TBA

CLASS SCHEDULE: Online, synchronous and asynchronous. Course materials available on the Blackboard course website
<http://blackboard.missouristate.edu>

COURSE DESCRIPTION

This course focuses on the understanding and analysis of concepts and issues related to finance, budgeting, resource management, funding, reimbursement, cost-benefit analysis, and entrepreneurship as applicable to advanced nursing roles within the changing health care environment. 2(2-0) Sp.

COURSE OBJECTIVES

Upon completion of the course, the student will be able to:

1. Analyze concepts, theories, and issues in healthcare financial management systems and entrepreneurship as applicable for advanced nursing roles.
MSU DNP: 1, 4, 9; NONPF DNP: A2, A4; AACN DNP: IA1, IIB2
2. Critically assess the impact of organizational structure, financing, marketing, and policy decisions on access, quality, and safety of healthcare.
MSU DNP: 1, 9; NONPF DNP: B3, B4, C2, C3, F2, G5, G6; AACN DNP: IIB2, IIIE1, VA, VIIIG
3. Evaluate tools used to plan, monitor, control and predict the financial status of health care systems and organizations.
MSU DNP: 2, 3, 4, 8, 9; NONPF DNP: E1, E5, I1, I2; AACN DNP: IIB4, IIIE1, IIIE3, IIIE5, VIIIG
4. Discuss business planning and management in healthcare projects, funding, and other initiatives.
MSU DNP: 1, 3, 4, 6, 8, 9; NONPF DNP: C2, C3, G6, I1, I2; AACN DNP: IA, IIB2, IIB4, VIIIG

5. Develop, apply, and evaluate a budget for a specific healthcare initiative related to a vulnerable population.
MSU DNP: 1, 3, 4, 6, 8, 9; NONPF DNP: C2, C3, H3, I1, I2; AACN DNP: IIB3, IIB, VIII G
6. Evaluate the cost-effectiveness of healthcare initiatives for vulnerable populations.
MSU DNP: 1, 3, 4, 6, 8, 9; NONPF DNP: C2, C3, H1, H3, I1, I2; AACN DNP: IIB5, IIB, VIII G

TEXTBOOKS:

Baker, J.J., & Baker, R.W. (2017). *Health care finance: Basic tools for nonfinancial managers* (5th ed.). Sudbury, MA: Jones and Bartlett Learning.

Finkler, S.A., Jones, C.B., & Kovner, C.T. (2013). *Financial management for nurse managers and executives*. St. Louis, MO: Elsevier.

Ward, W.J. (2015). *Health care budgeting and financial management*. (2nd ed.). Santa Barbara, CA: Praeger.

Waxman, K.T. (2018). *Financial and business management for the doctor of nursing practice, 2nd edition*. New York, NY: Springer Publishing.

TEACHING METHODS

Electronic assignments, class discussions, and presentations. This course will be managed through Blackboard. All course materials, assignments, and supplemented readings and video presentations will be posted. Class discussions will be through threaded topics.

COURSE REQUIREMENTS

- Meet course objectives
- Participate in online discussions and case studies
- Complete extensive readings from texts, journals, and online resources.
- Complete all course assignments by due dates.
- Submit signed Honor Code.
- Submit course evaluation

Blackboard

Blackboard is a Learning Management System used to house our course content, announcements, and grade book. Blackboard also provides access to discussion boards, classmate and instructor email, MSU library, and computer services.

You can login to Blackboard at <https://blackboard.missouristate.edu>. Then select this course.

You are automatically enrolled in any Blackboard courses you have registered for. In preparation

for week 1, please review the welcome announcement and the presentations located under course content Week 1 and complete the readings listed within each module. The Help tab will provide training on how to use Blackboard. Should you need further assistance with Blackboard or other technologies used for learning contact the Computer Services Help Desk as listed below.

Computer Services Help

For assistance with technology such as Blackboard, Email, or software issues contact the Computer Services Help Desk at <http://helpdesk.missouristate.edu/>; call 417-836-5891; email helpdesk@missouristate.edu; or visit one of the open labs on campus.

Minimal Technology Requirements:

Daily access to a personal computer system that meets or exceeds the minimum technology requirements is necessary. Please sign in to <http://experts.missouristate.edu/display/bb8/Operating+Systems+and+Browser+Settings> for the minimal technology requirements. In addition to the minimal technology requirements, a headset microphone is needed for narration of presentations, and software is needed for creating word documents and PowerPoint presentations. External computer speakers are recommended for best sound quality. For further assistance, contact the Computer Services Help Desk at <http://helpdesk.missouristate.edu/> or call 417-836-5891. An MSU email account for the Springfield campus is required for course related correspondence. To obtain an email account go to <http://helpdesk.missouristate.edu/get-an-account> and follow the instructions. In my experience, Apple computers tend to experience more glitches interacting with Blackboard technologies. To reduce these glitches, be sure you have updated your software to include the fullest and most recent versions of software that are compatible with Microsoft Word and Microsoft PowerPoint or use a non-Apple computer.

Grading Policies

Point Distribution:

Assignment	Points
Discussion posts x2 (20 pts each)	40
Case Studies x 2 @ 20 points each	40
Nursing Business Plan	100
Cost-Benefit Analysis of Health Initiative	50
Budget Planning for Health Initiative	50
Total Possible Points	280

Grading Scale:

A = 90-100% of total points

B = 80-89% of total points

C = 70-79% of total points
D = 60-69% of total points
F = less than 60% of total points

The School of Nursing does not use + or – grading.

Questions/Comments Discussion Board: Ask and post your questions about the course requirements, content, assignments, etc., on the Discussion Board to allow your classmates the opportunity to help you. If your question is not answered, feel free to email or phone your instructor.

Please use online course e-mail to the instructor for questions pertaining to your specific grades or coursework.

Assignment Descriptions

Discussions

Discussion postings should be detailed and thorough. The content and grammar should be reflective of graduate level expectations. You should cite references in APA format when appropriate. Responses should add to the substance of the discussion and follow the same guidelines. Your responses should be evidence-based, as opposed to “how you do it in your workplace”. In the interest of learning, we should all be tolerant of others opinions and foster a culture of sharing and support. Culturally incompetent, hostile, or inappropriate comments will not be tolerated.

Discussion Grading Rubric	Points Possible	Actual Points
Participation	6	
Content	10	
References and APA citations	4	
		Total Points:

Case Studies

Students will be work through three scenarios wherein they will determine how to resolve a fiscal management challenge using different tools that were presented in the lectures. Students will work individually to determine what tools to use to assess, monitor, and control the financial standing of different institutions in such a case. Students will also develop institutional policies to prevent further financial problems.

(Potentially could be presented in a discussion board, respond to the scenario from a refereed perspective, make their argument and solution, and then respond to at least 2 other student discussions by the end of the week.)

Students will be graded using the following criteria:

- 1) Thorough assessment of financial management problem: 5 pts
- 2) Detailed explanation of choices of financial tools: 5 pts
- 3) Creativeness of solution: 5 pts
- 4) Appropriate policy suggestion: 5 pts

Total: 20 points

Nursing Business Plan for Health Initiative (100 pts)

Students will develop a business plan related to healthcare (e.g., setting up an independent clinic or home health office).

Should include these 10 components:

- Mission statement and/or vision statement so you articulate what you're trying to create
- Description of your company and product or service
- Description of how your product or service is different
- Market analysis that discusses the market you're trying to enter, competitors, where you fit, and what type of market share you believe you can secure
- Description of your management team, including the experience of key team members and previous successes
- How you plan to market the product or service
- Analysis of your company's strengths, weaknesses, opportunities, and threat, which will show that you're realistic and have considered opportunities and challenges
- Develop a cash flow statement so you understand what your needs are now and will be in the future (a cash flow statement also can help you consider how cash flow could impact growth)
- Who do you expect your payers to be and if known what percent of charges will they pay
- Revenue projections
- Summary/conclusion that wraps everything together (this also could be an executive summary at the beginning of the plan).

Budget Development for Health Initiative (50 pts). Part 1: Students will develop a budget using any of the budget strategies presented during lecture for a health initiative which benefits vulnerable population. Aspects of budgeting that need to be considered include, but is not limited to: personnel, materials, support, etc.

Cost-Effectiveness Analysis of Health Initiative (50 pts). Part 2: In this assignment, the student will compute the cost-benefit ratio and determine cost-effectiveness of the proposed health initiative for vulnerable populations.

SAMPLE COURSE CALENDAR

Week	Topic
Week 1	Introduction to Healthcare Finance US Healthcare Financing in the Context of Nursing Profession and Health and Healthcare Disparities
Week 2	Affordable Care Act, Insurance Coverage, and Reimbursement in Acute & Non-Acute Care Settings
Week 3	The Nurse as an Entrepreneur
Week 4	Accounting Principles: Financial Statements and Terminology
Week 5	Healthcare Financial, Staffing, & Utilization
Week 6	Tools to Assess, Monitor, and Control Financial Status of Organizations
Week 7	Strategic Planning and Capital Budgeting Business Planning
Week 8	Budgeting and Financial Management
Week 9	Evaluation of Budgets and Budget Variances
Week 10	Cost Management and Cost-Effectiveness Analysis
Week 11	Financial Resource Management: Short-Term and Long Term
Week 12	Quality Initiatives: Making the Business Care for Healthcare Quality
Week 13	Trend Analysis Forecasting Finances
Week 14	Financial Management
Week 15	Financing Nursing Care Around the World: Global Healthcare Funding
Week 16	Wrap up/Course evaluations

COURSE POLICIES

Attendance and Class Participation: There are no specific meeting times for this course, as all required class activities are conducted asynchronously. However, regular and frequent participation in online discussions is expected, as well as completion of all assignments by the due dates specified in the syllabus. This course is designed so that the entire class moves through the curriculum at the same pace and completes all assignments on or before the due dates.

The readings, lectures, assignments, and activities due each week are identified on the course calendar. **Monday is the ‘anchor day’ (start day) for this course.** Readings and presentations assigned each week should be completed on or before the anchor date as they provide a foundation for activities due at a later time. When a different anchor day other than Monday is assigned it will be specified on the course calendar.

Dissemination of Course Materials: All course materials are for the intended use of students registered for this course. Dissemination to others not currently registered for this course, including posting course materials electronically to other sites, is prohibited without the instructor’s permission.

Correspondence with Faculty:

Please post *general inquiries* about the course, assignments, policies, on the “Course Question and Answer” Discussion Forum for the benefit of other students who may have similar questions. I will respond to questions directed to me in approximately 24-48 hours, excluding University holidays and breaks.

Personal concerns that are not appropriate for class wide distribution may be shared via phone, email, or an in-person meeting.

Please use the following guidelines when sending email to your instructor.

- 1. Use your Missouri State email account.**
- 2. Include an accurate subject line that identifies the topic and course number.**
- 3. Include your full name at the end of your message if it is not apparent from your email address**
- 4. Address your instructor professionally and appropriately. (i.e. Dr. Last Name or Professor Last Name).**

Following these guidelines will help ensure that your email is not mistaken for junk mail and that your email can easily be identified and retrieved. **Failure to follow these guidelines may result in your e-mail not being answered in a timely manner.**

Submitting Assignments: All assignments and presentations should be submitted electronically via an assignment link on Blackboard, unless instructed otherwise. Please use care when submitting assignments. It is the student’s responsibility to ensure that the correct assignment and correct version of the assignment is submitted using the assignment link. Email assignments to faculty only if you are having technical difficulty using the Blackboard function or when specifically instructed.

Assignment Format: It is important that a consistent format is used for all assignments submitted. Please adhere to the following:

- 1. Save assignments as your “Last name first initial- Assignment name-Month day”.** Use the assignment name specified in the criteria for each assignment (Example “PenkalskiM-Budget-June 24”).
- 2. Include the full title of the assignment and your name and the course number at the top of the first page of the document.**
- 3. Copy and paste the grading criteria for each written assignment (excluding PowerPoint presentations) to the last page of the assignment.**
- 4. Paginate all documents of more than 1 page in length and include a footer that is identical to the name used to save the document (Ex: “PenkalskiM-Budget”).**

Failure to follow these format guidelines will result in a loss of points, as specified for each assignment.

Please use Microsoft Word and PowerPoint software for all written assignments. **If you do not have Microsoft Word save your documents as Rich Text Format** before sending or posting to

ensure that it can be opened and read by persons using a variety of computer systems and software.

Late Submission of Activities/Assignments: All discussions, written assignments and projects are due as scheduled. Please check course calendar for specific due dates. Assignments created, submitted, posted, and/or presented after the due date will be penalized **10% per day late**. **Assignments over five (5) consecutive days late will receive a grade of zero and will not be graded.** Please contact the instructor in the case of extenuating circumstances *prior* to the deadline of the assignment.

Where to Submit Assignments: The main feature of this course is the interaction between instructor-students and students-students. The discussion board area will be the main hub of activity in this course. All assignments should be submitted to both Discussion Board (for sharing with classmates and instructor) and the Assignment links (for grading by instructor) by the due date as listed in the course calendar.

Submission of Incorrect Assignment: Each student is responsible for submitting the correct assignment or version of the assignment in format that is accessible for grading, on or before the due date. Please double check each file you submit before you submit it to make sure it is the correct document and that it is saved in an approved software version. Late penalties as outlined above will be applied when an incorrect assignment is submitted or if the assignment is submitted in an incompatible or unopenable format.

Changes in the Syllabus: The instructor reserves the right to make necessary changes in the syllabus to facilitate optimal learning including adjusting the schedule, learning activities, lectures, or other aspects of the syllabus should unforeseen events occur, and/or to correct any errors or omissions in the syllabus.

Honor Code: Students enrolled in this class must read, understand, and sign an **Honor Code** affirming the academic integrity policy is to be followed. The Honor Code should be signed and submitted by **Week 1**. **Assignments will not be graded until the signed honor code is received. Late penalties will be applied to assignments if the honor code is not on file prior to the assignment due date.**

Academic Dishonesty:

Missouri State University is a community of scholars committed to developing educated persons who accept the responsibility to practice personal and academic integrity. You are responsible for knowing and following the University's academic integrity policy plus additional more-specific policies for each class. The University policy, formally known as the "Student Academic Integrity Policies and Procedures" is available online at http://www.missouristate.edu/policy/Op3_01_AcademicIntegrityStudents.htm and also at the Reserves Desk in Meyer Library. Any student participating in any form of academic dishonesty will be subject to sanctions as described in this policy.

Because the learning process takes place in an environment of mutual respect and trust, the faculty anticipates that students will conduct themselves in a professional, ethical manner in the student role. Failure to do so will result in the following consequences:

1. Plagiarism (literacy theft) of a paper may result in a grade of zero (0) for that paper.
2. A student found to be cheating on an exam will be given a grade of zero (0) on that exam.
3. A student found assisting another student in cheating or plagiarism may be given a grade of zero (0) for that assignment.
4. Penalties for academic dishonesty may result in course failure.
5. Violations of academic integrity will be documented in the student's academic file.

Sanctions:

In addition to being disciplined for any violation under the University Integrity Policy, any student found responsible by the Academic Integrity Council, may also be subject to sanctions by the Nursing Department, up to and including dismissal from the program.

Approved 01032011

Course Evaluations: Your feedback concerning this course is essential so the instructor can determine what worked and what needs to be modified. It is our policy in the Department of Nursing that a course evaluation be completed before your final grade is released. Evaluations will be online and anonymous. Your name cannot be linked to your specific responses (unless you provide comments that reveal your identity).

Online Etiquette: A key feature of this course is that communication occurs largely via the written word. Because of this, the body language, tone of voice, and instantaneous feedback of the traditional classroom are not immediately available. These facts should be taken into account when reading and posting messages and responding to email. **These netiquette guidelines are included in the discussion grading criteria.**

- **Read First, Then Write Responses:** Generally you should read all of your classmate's responses first before you comment. This is similar to the idea of listening to others before speaking in a face-to-face setting. This way you will avoid duplicating comments, and will have the full picture of what has been said before you respond.
- **Think and Re-read Before Sending:** Think carefully about the content of your message before sending it. Once it is sent there is no taking it back.
- **Avoid strong or offensive language:** Derogatory or inappropriate comments are unacceptable and subject to the same disciplinary action that they would receive if they occurred in the physical classroom. If you have concerns about something that has been posted, notify your instructor. Your instructor has the authority to remove inappropriate, erroneous, or offensive postings. You have a right to your opinion but opinions need to be voiced tactfully, without labeling others or putting them down. If you do not agree with someone, a good approach is to seek clarification from the person to better understand his or her point of view.
- **Brevity Is Best:** Web-based courses require a lot of reading, and your points might be missed if hidden in a flood of text. So be concise when contributing to a discussion. If you have several points that you want to make, consider posting them as individual messages, rather than as a single, lengthy, all-encompassing message.

- **Communicate your intention (feelings/emotions) clearly.** Use Acronyms and emoticons (arrangements of symbols to express emotions) to help clarify intent behind your comments but avoid excessive use that can make your message difficult to read. Please DO NOT TYPE IN ALL CAPS. This is regarded as shouting and is out of place in an online classroom.
- **Improve the clarity and flow of discussion:** There is a time lag between discussion responses and there may be multiple conversations (referred to as threads) occurring at the same time. These factors can make it confusing to follow the discussions. To reduce this confusion, post your comments directly under a message by opening the message and clicking 'Reply'. Address the message to the person you are replying too, then briefly summarize the focus of your message. For example, "Sue, Your comment about the lack of use of Leininger's Cultural Care theory in acute care settings in the US may have merit. I searched for research studies using Leininger's theory and found....." Then sign your name at the end of your message.

Other Policies: Other Department of Nursing policies that you should be familiar with are in the MSN Student Handbook which is available on the nursing web site <http://www.missouristate.edu/nursing/> .

Privacy & Information in Online Courses: Please be aware that there is no privacy in this online course. What you say and do can be viewed by others. Your instructor has full access to all areas in this online course including log-in records. The instructor can see if and when you have accessed the course; this online course retains a complete record of email, bulletin board communication, and chats. Furthermore others may access the course without notice.

UNIVERSITY POLICIES

Emergency response statement:

At the first class meeting, students should become familiar with a basic emergency response plan through a dialogue with the instructor that includes a review and awareness of exits specific to the classroom and the location of evacuation centers for the building. All instructors are provided this information specific to their classroom and/or lab assignments in an e-mail prior to the beginning of the fall semester from the Office of the Provost and Safety and Transportation. Students with disabilities impacting mobility should discuss the approved accommodations for emergency situations and additional options when applicable with the instructor. For more information go to <http://www.missouristate.edu/safetran/51597.htm> and <http://www.missouristate.edu/safetran/erp.htm>.

Religious accommodation:

The University may provide a reasonable accommodation based on a person's sincerely held religious belief. In making this determination, the University reviews a variety of factors, including whether the accommodation would create an undue hardship. The accommodation

request imposes responsibilities and obligations on both the individual requesting the accommodation and the University. Students who expect to miss classes, examinations, or other assignments as a consequence of their sincerely held religious belief shall be provided with a reasonable alternative opportunity to complete such academic responsibilities. It is the obligation of students to provide faculty with reasonable notice of the dates of religious observances on which they will be absent by submitting a *Request for Religious Accommodation Form* to the instructor by the end of the third week of a full semester course or the end of the second week of a half semester course.

Students with Disabilities Policy:

To request academic accommodations for a disability, contact the Director of the Disability Resource Center, Meyer Library, Suite 111, 417-836-4192 or 417-836-6792 (TTY), www.missouristate.edu/disability/contact.htm. Students are required to provide documentation of disability to the Disability Resource Center prior to receiving accommodations. The Disability Resource Center refers some types of accommodation requests to the Learning Diagnostic Clinic, which also provides diagnostic testing for learning and psychological disabilities. For information about testing, contact the Director of the Learning Diagnostic Clinic, 417-836-4787, <http://psychology.missouristate.edu/ldc>.

Statement on cell phone policy:

As a member of the learning community, each student has a responsibility to other students who are members of the community. When cell phones or pagers ring and students respond in class or leave class to respond, it disrupts the class. Therefore, the Office of the Provost prohibits the use by students of cell phones, pagers, PDAs, or similar communication devices during scheduled classes. All such devices must be turned off or put in a silent (vibrate) mode and ordinarily should not be taken out during class. Given the fact that these same communication devices are an integral part of the University's emergency notification system, an exception to this policy would occur when numerous devices activate simultaneously. When this occurs, students may consult their devices to determine if a university emergency exists. If that is not the case, the devices should be immediately returned to silent mode and put away. Other exceptions to this policy may be granted at the discretion of the instructor.

Nondiscrimination Policy:

Missouri State University is an equal opportunity/affirmative action institution, and maintains a grievance procedure available to any person who believes he or she has been discriminated against. At all times, it is your right to address inquiries or concerns about possible discrimination to the Office for Institutional Equity and Compliance, Park Central Office Building, 117 Park Central Square, Suite 111, 417-836-4252. Other types of concerns (i.e., concerns of an academic nature) should be discussed directly with your instructor and can also

be brought to the attention of your instructor's Department Head. Please visit the OED website at www.missouristate.edu/equity/.

Withdrawal Policy:

It is your responsibility to understand the University's procedure for dropping a class. If you stop attending this class but do not follow proper procedure for dropping the class, you will receive a failing grade and will also be financially obligated to pay for the class. For information about dropping a class or withdrawing from the university, contact the Office of the Registrar at 836-5520. See Academic Calendars (www.missouristate.edu/registrar/acad_cal.html) for deadlines.

Mental Health and Stress Management:

As a student you may experience a range of personal issues that can impede learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance and may reduce your ability to participate in daily activities. You can learn more about free and confidential Missouri State University Counseling Center services available to assist you at <https://counselingcenter.missouristate.edu/>.

Suicide Prevention Resource Policy available at:

https://www.missouristate.edu/policy/Op1_08-suicide-prevention-available-suicide-programs-and-related-procedures.htm

Title IX Policy:

Missouri State University has a Title IX policy that guides our response to instances of sexual violence. Sexual Violence includes: Rape, Sexual Assault, Sexual Misconduct, Sexual Discrimination, Domestic Violence, Dating Violence, Stalking, Sexual Harassment and Pregnancy issues. The Title IX policy can be located on the MSU Title IX website at www.missouristate.edu/titleix/. This website is also a good resource for any questions or issues involving Title IX and contains contact information for the MSU Title IX Office and staff. Read an [overview of the Title IX office](#).

If an MSU student discloses a Title IX related issue to a MSU faculty or staff member who is deemed to be a "Responsible Employee" under the policy, that faculty or staff member is required to report such disclosure to the Title IX Coordinator. A responsible employee includes any employee who has the authority to take action to redress sexual violence; who has been given the duty of reporting incidents of sexual violence or any other misconduct by students to the Title IX Coordinator or other appropriate school designee; or whom a student could reasonably believe has the authority or duty to take action. Taylor Health employees and MSU Counseling Center Clinicians are not considered to be Responsible Employees under the policy, and therefore, are not required to report Title IX issues to the Title IX Coordinator.

Other University Policies:

Additional University policies and academic regulations are published in the Graduate Catalog available online at <http://graduate.missouristate.edu/OnlineCatalog.htm>

Change Course Proposal Form

Submitted on 11/06/2017 by Melissa Penkalski (MelissaPenkalski@MissouriState.edu).

***All fields require input**

This proposal applies to:

- An existing COURSE
- An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

NUR824 Health Policy to Improve Health Disparities

Will this proposal need to be reviewed by CGEIP? No Yes

Will this proposal need to be reviewed by EPPC? No Yes

Current online catalog description:

NUR 824 Health Policy to Improve Health Disparities

Prerequisite: admission to the DNP Program. This course will analyze the development and implementation of health care policy and promote the role of the advanced practice nurse in policy making as an advocate for issues related to social justice, vulnerable populations, and health disparities. 2(2-0) F

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)

← → **B** *I* ~~S~~

NUR 824 Health Policy to Improve Health Disparities

Prerequisite: admission to the DNP Program.

This course will ~~analyze~~ **explore** the development and implementation of health care policy and promote the role ~~of the advanced practice nurse in policy making as an advocate for~~ **advanced roles and skills needed in health policy advocacy, analysis, development, implementation, and evaluation. Advanced advocacy skills and tools for addressing health care cost, quality, and access issues; as well as** ~~of the advanced practice nurse in policy making as an advocate for~~ **issues related to social justice, vulnerable populations, and health disparities, will be explored. Emphasis will be placed on understanding the complexities of local, national, and global health issues and policy initiatives necessary to improve health outcomes.** 2 3(3 2-0) F- Su

What is changing? Check all boxes that apply.

- | | | | |
|--|---|---|---------------------------------------|
| <input type="checkbox"/> Course Code | <input type="checkbox"/> Course Number (Check Availability) | <input type="checkbox"/> Title | <input type="checkbox"/> Prerequisite |
| <input checked="" type="checkbox"/> Credit Hours/Contact Hours | <input checked="" type="checkbox"/> Periodicity | <input checked="" type="checkbox"/> Description | |

Reason for proposed change

Deleting NUR 788. Combining content from NUR 788 due to redundancies.

Does this change affect course assessment (e.g. student learning evidence/outcomes)? No Yes

Explain.

Adding content regarding cost quality and access triad and adding more emphasis on advocacy issues which are essential to accreditation requirements.

How did you determine the need for this change? Check all boxes that apply or specify other.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Routine or annual review/assessment of curriculum | <input checked="" type="checkbox"/> Faculty Input | <input checked="" type="checkbox"/> Student Input |
| <input checked="" type="checkbox"/> Accreditation/certification compliance | <input type="checkbox"/> Review of catalog information | |
| <input type="checkbox"/> Other (be specific): | | |

Check if this is a non-substantive change.

What is the date that this course change was approved by departmental or program faculty? (MM/DD/YYYY)

10/23/2017

Current Status:

Grad Council Review

Proposal Progress:

11/06/2017 - Submitted by Department Head (Kathryn Hope)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

11/06/2017 - Department Head Review - Kathryn Hope - None I approve this proposal

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Change Course Proposal Form

Submitted on 11/05/2017 by Melissa Penkalski (MelissaPenkalski@MissouriState.edu).

***All fields require input**

This proposal applies to:

- An existing COURSE
- An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

NUR860 DNP Leadership III: Transforming Systems

Will this proposal need to be reviewed by CGEIP? No Yes

Will this proposal need to be reviewed by EPPC? No Yes

Current online catalog description:

NUR 860 DNP Leadership III: Transforming Systems

Prerequisite: admission to the DNP Program and meet program progression requirements. This course builds on previous DNP Leadership courses with an emphasis on advanced leadership roles for transforming health and healthcare disparities at the systems level. Concepts addressed include implementing a strategic plan and evaluating plan outcomes; resource management; leading and managing change and innovation in diverse healthcare environments; healthcare economics; influencing healthcare policy, and organizational culture and behavior; program/impact evaluation. Advanced leadership roles, such as consultant, entrepreneur, grant writer, mentor, advanced advocate, and change agent will be included. 4(4-0) S

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)

← → | **B** *I* ~~S~~

NUR 860 DNP Leadership III: Transforming Systems

Prerequisite: admission to the DNP Program and meet program progression requirements. This course builds on previous DNP Leadership courses with an emphasis on advanced leadership roles for transforming health and healthcare disparities at the systems level. Concepts addressed include implementing a strategic plan and evaluating plan outcomes; resource management; leading and managing change and innovation in diverse healthcare environments; ~~healthcare economics~~; influencing healthcare policy, and organizational culture and behavior; program/impact evaluation. Advanced leadership roles, such as ~~consultant, entrepreneur, grant writer, mentor, advanced advocate, and change agent~~ will be included. **3 4-(3 4-0) S, Fa**

What is changing? Check all boxes that apply.

- | | | | | | | | |
|-------------------------------------|----------------------------|-------------------------------------|--|-------------------------------------|-------------|--------------------------|--------------|
| <input type="checkbox"/> | Course Code | <input type="checkbox"/> | Course Number (Check Availability) | <input type="checkbox"/> | Title | <input type="checkbox"/> | Prerequisite |
| <input checked="" type="checkbox"/> | Credit Hours/Contact Hours | <input checked="" type="checkbox"/> | Periodicity | <input checked="" type="checkbox"/> | Description | | |

Reason for proposed change

Course content redistributed to other courses to reduce redundancies and to increase the time on implementing and evaluating the DNP project. In addition, due to sequence of courses will need to be offered in Fall as well.

Does this change affect course assessment (e.g. student learning evidence/outcomes)? No Yes

How did you determine the need for this change? Check all boxes that apply or specify other.

- | | | | | | |
|-------------------------------------|---|-------------------------------------|-------------------------------|-------------------------------------|---------------|
| <input checked="" type="checkbox"/> | Routine or annual review/assessment of curriculum | <input checked="" type="checkbox"/> | Faculty Input | <input checked="" type="checkbox"/> | Student Input |
| <input checked="" type="checkbox"/> | Accreditation/certification compliance | <input type="checkbox"/> | Review of catalog information | | |
| <input type="checkbox"/> | Other (be specific): | | | | |

Check if this is a non-substantive change.

What is the date that this course change was approved by departmental or program faculty? (MM/DD/YYYY)

10/23/2017

Current Status:

Grad Council Review

Proposal Progress:

11/05/2017 - Submitted by Department Head (Kathryn Hope)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

No comments have been added to this proposal.

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New Course Proposal Form

Submitted on 11/05/2017 by Melissa Penkalski (MelissaPenkalski@MissouriState.edu).

***All fields require input**

- New COURSE
- New REGULAR PERMANENT SECTION of an existing variable content course. If a new regular section of an existing variable topics course, enter the existing course number below

Course Code:

NUR

Course Number: ([Check Availability](#))

880

Course Title:

Leadership and Innovation in Population Health Nursing

Will this proposal need to be reviewed by CGEIP? No YesWill this proposal need to be reviewed by EPPC? No Yes

Prerequisite/Co-requisite or enter 'None':

Admission to the Post-Masters Population Health Certificate program or permission.

General Course Description: (Include any Pass/Not Pass grading restrictions, repeatable limits, limitation on course applicability, UG/GR parallel course, etc.)

This course is for students who need additional clinical learning experiences to meet the required clinical contact hours to meet DNP clinical admission requirements. The course focuses on experiential learning emphasizing the use of evidence-based practice, innovation, organizational collaboration, and leadership in health care. Students will acquire clinical experiences through a non-paid internship with healthcare leaders. Activities include completion of an organizational and needs assessment, and implementation of an evidence-based change project. This course includes clinical experience of not less than 144 contact hours. Clinical hours are counted towards the post-baccalaureate clinical hours required for DNP programs. May be repeated for a maximum of 6 credit hours. 3 (0-9) F, S, Su

Credit Hours:

3

Lecture Contact Hours:

0

Lab Contact Hours:

9

Note: If variable credit, enter the highest number and add to end of course description. (e.g. "Variable credit, may be taken 1-3 hours.")

Periodicity. Check all that apply.

- Fall
 Fall (even-numbered years only)
 Fall (odd-numbered years only)
- Spring
 Spring (even-numbered years only)
 Spring (odd-numbered years only)
- Summer
 On Demand only

Complete Catalog Description:

NUR 880 Leadership and Innovation in Population Health Nursing

Prerequisite: Admission to the Post-Masters Population Health Certificate program or permission.

This course is for students who need additional clinical learning experiences to meet the required clinical contact hours to meet DNP clinical admission requirements. The course focuses on experiential learning emphasizing the use of evidence-based practice, innovation, organizational collaboration, and leadership in health care. Students will acquire clinical experiences through a non-paid internship with healthcare leaders. Activities include completion of an organizational and needs assessment, and implementation of an evidence-based change project. This course includes clinical experience of not less than 144 contact hours. Clinical hours are counted towards the post-baccalaureate clinical hours required for DNP programs. May be repeated for a maximum of 6 credit hours. 3 (0-9) F, S, Su

Credit hours: 3 Lecture contact hours: 0 Lab contact hours: 9

Typically offered: Fall, Spring, Summer

Include sample syllabus (list topics, course goals.) Use text box OR upload only file types of PDF, DOC or DOCX.

Attached

Purpose of Course

To provide additional clinical experiences for post-masters DNP students lacking the required clinical contact hours from their Masters program to achieve DNP competencies.

Relationship to Other Departments

None

Is there a graduate/undergraduate parallel course to this one? No Yes

New Course Resource Information

Anticipated Average Enrollment per section:	<input type="text" value="5"/>	Maximum Enrollment Limit per section:	<input type="text" value="5"/>
Anticipated Average Enrollment per semester:	<input type="text" value="5"/>	Maximum Enrollment Limit per semester:	<input type="text" value="5"/>
Anticipated Average Enrollment per year:	<input type="text" value="10"/>	Maximum Enrollment Limit per year:	<input type="text" value="15"/>
Faculty Load Assignment (equated hours):	<input type="text" value="1"/>		

Is another course being deleted? No Yes

What will this course require in the way of:

Additional library Holdings

none

Additional computer resources

none

Additional or remodeled facilities

none

Additional equipment or supplies

none

Additional travel funds

none

Additional faculty; general vs specialized

none

Additional faculty; regular vs per-course

none

Other additional expenses

none

If additional faculty are not required, how will faculty be made available to teach this course?

Incorporated into faculty workload; students are registered nurses who will be working with preceptors at distant sites; faculty will be serve as course managers and general supervisors. Not all students in the program will be taking the course; only those that need additional clinical experiences.

List names of current faculty qualified and available to teach this course

Melissa R. Penkalski
Rose Utley
Kathryn Patterson
Shelley Carter
Kathryn Hope

What is the anticipated source of students for this course?

Post Masters DNP students

If from within the department, will students be taking this course in addition to or in place of other courses?

no

If from outside the department, which courses in other departments would most likely be affected?)

N/A

Other comments:

None

What is the date that this new course was approved by departmental or program faculty? (MM/DD/YYYY)

10/18/2017

Current Status:

Grad Council Review

Proposal Progress:

11/05/2017 - Submitted by Department Head (Kathryn Hope)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

11/05/2017 - Department Head Review - Kathryn Hope - None- I approve this request

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**MISSOURI STATE UNIVERSITY
School of Nursing**

Course Syllabus

Course:	NUR 880: Leadership and Innovation in Population Health Nursing
Credit Hours:	3 (0-3) Credit Hours; may be repeated up to a maximum of 6 credit hours
Pre-Requisite:	Admission to the Post-Masters Population Health Certificate program or DNP Bridge program
Class Schedule	TBA and online
Faculty:	TBD

Course Description

This course is for students who need additional clinical learning experiences to meet the required clinical contact hours to achieve DNP competencies. The course focuses on experiential learning emphasizing the use of evidence-based practice, innovation, organizational collaboration, and leadership in health care. Students will acquire clinical experiences through a non-paid internship with healthcare leaders. Activities include completion of an organizational and needs assessment and implementation of an evidence-based change project. This course includes clinical experience of not less than 144 contact hours. Clinical hours are counted towards the post-baccalaureate clinical hours required for DNP programs. May be repeated for a maximum of 6 credit hours. 3 (0-3) F, S, Su

Required Texts

Curley, A. L. C., & Vitale, P. A. (2016). *Population-based nursing: Concepts and competencies for advanced practice*. New York, N.Y: Springer Pub. Co

Davidson, S., Weberg, D., Porter-O'Grady, T., & Malloch, K. (2016). *Leadership for evidence-based innovation in nursing and health professions*. Sudbury, MA: Jones & Bartlett.

Porter-O'Grady, T., & Malloch, K. (2018). *Quantum leadership: Creating sustainable value in health care* (5th ed.). Sudbury, MA: Jones & Bartlett.

Course Objectives

1. Utilize appropriate theoretical and evidence-based practices to analyze a problem; and compile, critique, analyze, and present literature to support the implementation of a change project in the clinical site.
2. Integrate principles and theories of leadership, innovation, and ethics in evaluating an organization's leadership and management approach.

3. Collaborate with stakeholders and organizational leaders to implement a change project based on clinical site needs.
4. Implement advanced roles of educator, researcher, advocate, clinician, consultant, collaborator, and/or manager.
5. Integrate evidence-based guidelines and current literature into clinical practice.

Course Requirements

- Meet course objectives
- Meet the contracted number of clinical hours
- Completes weekly clinical objectives and journal logs to document achievement of objectives
- Completes an organizational Leadership & Needs Assessment
- Implements an evidence-based change project

Course Evaluation:

Signed preceptor agreement		Required
Organizational Leadership & Needs Assessment		50
Change Project in Clinical Site		
Problem Analysis and Proposal		40
Mid-Implementation Report		20
Final Evaluation Report		40
Journal entries (20 points each)	300	
Complete minimum clinical hours		Required
Satisfactory preceptor evaluation		Required
Signed final clinical time log		<u>Required</u>
TOTAL		550

Grading Scale:

- A = 90-100% of total points
- B = 80-89% of total points
- C = 70-79% of total points
- D = 60-69% of total points
- F = less than 60% of total points

The School of Nursing does not use + or – grading. You must receive a satisfactory evaluation from clinical preceptor to pass this course.

Tentative Class Schedule

Date	Topic	Assignment
Before Semester Starts	Set up internship with a nurse leader at your chosen clinical site.	Establish contract with preceptor. Determine your clinical schedule.
Week 1	Course Overview Discuss Student Objectives	Develop weekly learning objectives.

Week 1-15	1. E-mail faculty weekly to discuss experiences and get feedback on journal entries	<ul style="list-style-type: none"> • Organizational & Need Assessment (due Week 3) • Problem Analysis and Proposal (due Week 4) • Mid-Implementation Report (due Week 9) • Final Evaluation Report (Week 14) • Weekly journal entries
Week 16	Self-evaluation and course evaluation	Final clinical time log due.

Clinical Practice Guidelines

During the semester, each student will complete at least 144 hours of leadership and innovation practicum in an approved clinical site, separate from work or proposed project site, over a 16-week period. Practicum experiences should be spread out over the semester as evenly as possible to provide sufficient time for assessment of the clinical environment, collaborative interprofessional dialogue, topical research, independent study, acquisition of new skills, and self-evaluation of learning experiences. The practicum setting and populations are negotiated between the faculty, student, and preceptor. More than one setting could be used during the semester and is encouraged. Journal entries are to be made weekly describing leadership and innovation activities completed at the clinical site. A clinical time log with preceptor signature is required.

Responsibilities of the Faculty:

The Faculty will:

1. Suggest preceptors or agencies for a practicum experience.
2. Facilitate the student in obtaining a formal contract with the preceptor or agency.
3. Send a preceptor agreement, course syllabus, and student evaluation to the preceptor.
4. Communicate with the students as needed to discuss the practicum experience.
5. Provide guidance to fulfill course objectives throughout the semester.
6. Grade all assignments and evaluate the completion of the change project.

Responsibilities of the Student:

The Student will:

1. Select and establish a contract with an agency and preceptor for practicum experience.
2. Contact the preceptor to arrange times for teaching and direct care experience.
3. Begin the practicum experience only after the formal contract with the preceptor or agency, and the preceptor agreement have been signed.
4. Discuss objectives for the leadership and innovation experiential learning experience, as well as the change project, with faculty and the preceptor.
5. Communicate with the faculty as needed to discuss the leadership and innovation experiences as needed.
6. Be prepared to collaborate interprofessionally to complete learning activities and assignments.

7. Behave in a professional manner at all times in the practicum site.
8. Complete weekly journals addressing the student's learning objectives and course objectives.
9. Complete course assignments as scheduled.
10. Complete a self-evaluation, along with an evaluation of the practicum site and preceptor.
11. Complete a clinical time log with preceptor signature reflecting completed hours.

Responsibilities of the Preceptor:

The Preceptor will:

1. Agree to work with the student and sign a preceptor agreement.
2. Identify potential practicum times and dates for the student.
3. Be available for student consultation and guidance for leadership and innovation experience.
4. Approve student topic and objectives for change project.
5. Complete evaluation of the student at the end of the practicum experience.
6. Contact the faculty with any questions or concerns during the semester.

Assignments

Guidelines for Weekly Objectives and Journal Logs:

You are to write weekly professional learning objectives that are specific, measurable, and meaningful that will guide your clinical experience. These objectives should be submitted to and approved by the faculty each week, prior to presenting to your preceptor. These objectives should be related to, but more specific than, the overall course objectives listed in your proposal.

Requirements for weekly journals:

- a. Discuss your learning experience and document how the objectives were met/not met.
- b. Identify strategies for improvement that will maximize learning and objectives achievement.
- c. Analyze factors that influenced your outcomes.
- d. Revise objectives as needed.
- e. Integrate relevant leadership and innovation theories, approaches, and research into your practicum experiences.
- f. Reference at least one current (within last 5 years) journal article each week.
- g. Indicate which course objectives were achieved during your weekly clinical experience.

The weekly journals are submitted to the faculty weekly for grading.

Organizational and Needs Assessment of Clinical Site

Complete a thorough organizational assessment utilizing the system you will complete your DNP project at. This should be a thorough internal, external, and needs assessment including purpose/mission, environment, culture, stakeholders, and any other pertinent information as described in your texts.

You will apply either:

- Clinical microsystem assessment
(<http://www.ihl.org/resources/Pages/Tools/ClinicalMicrosystemAssessmentTool.aspx>) OR
- Bolman & Deal's Four Frame model
(<http://www.tnellen.com/ted/tc/bolman.html>)

Change Project

The project you will complete in this experiential learning course will be narrower in scope compared to the quality improvement project you are completing for your DNP project. There are a total of three assignments you will submit to report your progress in this micro-project: **Problem Analysis and Proposal, Mid-Implementation Report, and Final Evaluation Report.**

Problem Analysis and Proposal

Evaluate your clinical site and confer with your preceptor regarding potential issues that could be resolved by implementing simple evidence-based interventions (i.e. adding a catch phrase in the electronic health record to capture essential data, providing mandatory training sessions to providers and staff regarding a clinical practice guideline, or clarifying policies and procedures related to providing care for the patients) that could help improve patient outcomes or improve processes in the clinical site. It may be helpful to work with the quality improvement/risk management team of the clinical site to see if you can assist them in their current initiatives.

Write a 4 to 5 page paper describing the clinical issue you would like to help resolve, analyzing potential root causes of the clinical issue, and proposing a simple evidence-based solution. A short literature review of supporting literature for the evidence-based solution should be included as part of the proposal.

Mid-Implementation Report

In 1 to 2-page paper, you will describe what actions have been implemented to ensure progress with the micro-project. Also, describe what data has been collected for evaluations, as well as plans for project sustainability for the healthcare staff of the clinical site.

Final Evaluation Report

In a 4 to 5-page paper, describe the preliminary results of change project. Provide information on the micro-project's impact in improving organizational procedures and/or patient outcomes. Enumerate lessons learned from the micro-project process.

COURSE POLICIES

Attendance

Because attendance at practicum sites is an integral part of the learning of this class, students are expected to be prepared for and attend practicum experiences. All practicums that are missed

due to illness or other absence must be made up. The student will notify the preceptor and faculty of anticipated absences(s) and arrange for make up for the missed experience.

Scheduled Work

All work is due as scheduled with faculty. Unless late work is approved prior to the scheduled date by the faculty, a 5% late penalty for each day that the work is late will be assigned.

Correspondence with Faculty:

Please post *general inquiries* about the course, assignments, policies, on the “Course Question and Answer” Discussion Forum for the benefit of other students who may have similar questions. I will respond to questions directed to me in approximately 24-48 hours, excluding University holidays and breaks.

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Please use the following guidelines when sending email to your instructor.

- 1. Use your Missouri State email account.**
- 2. Include an accurate subject line that identifies the topic and course number.**
- 3. Include your full name at the end of your message if it is not apparent from your email address**
- 4. Address your instructor professionally and appropriately. (i.e. Dr. Last Name or Professor Last Name).**

Following these guidelines will help ensure that your email is not mistaken for junk mail and that your email can easily be identified and retrieved. Failure to follow these guidelines could result in your e-mail not being answered in a timely manner.

If you use the email from Blackboard, your message may not be saved or retrievable so cc a copy to yourself.

Submitting Assignments:

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Please use Microsoft Word (or save as rich text Format [RTF] and PowerPoint software for written assignments and presentations, respectively. **If you do not have Microsoft Word save your documents as Rich Text Format** before sending or posting to ensure that they can be opened and read by persons using a variety of computer systems and software. All final papers are to be submitted first with the Safe Assign, and then submit the paper, as well as the safe assign score. You should have less than 10% similar to other sources.

Assignment Format:

It is important that a consistent format is used for all assignments submitted electronically:
Please

1. Save assignments as your “Last name first initial- Assignment name”. Use the assignment name specified in the criteria for each assignment (Example “Hope, K- EvaluationPlan”).
2. Include the full title of the assignment and your name and the course number at the top of the first page of the document.
3. **Copy and paste the grading criteria for each written assignment (excluding PowerPoint presentations) to the last page of the assignment.**
4. Number your presentation slides and paginate all documents of more than 1 page in length and include a footer that is identical to the name used to save the document (Ex: “Hope, K - LessonPlan”).

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Other Policies

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<http://www.missouristate.edu/nursing/doctor/141772.htm>

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In the event we should ever have seated classroom components:

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the beginning of the fall semester from the Office of the Provost and Safety and Transportation. Students with disabilities impacting mobility should discuss the approved accommodations for emergency situations and additional options when applicable with the instructor. For further information on Missouri State University's Emergency Response Plan, please refer to the following web site: <http://www.missouristate.edu/safetran/erp.htm>.

Religious accommodation

The University may provide a reasonable accommodation based on a person's sincerely held religious belief. In making this determination, the University reviews a variety of factors, including whether the accommodation would create an undue hardship. The accommodation request imposes responsibilities and obligations on both the individual requesting the accommodation and the University. Students who expect to miss classes, examinations, or other assignments as a consequence of their sincerely held religious belief shall be provided with a reasonable alternative opportunity to complete such academic responsibilities. It is the obligation of students to provide faculty with reasonable notice of the dates of religious observances on which they will be absent by submitting a *Request for Religious Accommodation Form* to the instructor by the end of the third week of a full semester course or the end of the second week of a half semester course.

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Academic Integrity and Conduct

Missouri State University is a community of scholars committed to developing educated persons who accept the responsibility to practice personal and academic integrity. You are responsible

for knowing and following the university's student honor code and Student Academic Integrity Policies and Procedures, available at www.missouristate.edu/assets/provost/AcademicIntegrityPolicyRev-1-08.pdf and also available at the Reserves Desk in Meyer Library. You are also responsible for knowing the Academic Integrity Policies and Procedures of the DNP program found in the *DNP Student Handbook*. Any student participating in any form of academic dishonesty will be subject to sanctions as described in these policies. **Failure to follow academic integrity policies may result in the following consequences:**

1. Plagiarism (literacy theft) of a paper may result in a grade of zero (0) for that paper.
2. A student found to be cheating on an exam will be given a grade of zero (0) on that exam.
3. A student found assisting another student in cheating or plagiarism may be given a grade of zero (0) for that assignment.
4. Penalties for academic dishonesty may result in course failure.
5. Violations of academic integrity will be documented in the student's academic file.

Sanctions:

In addition to being disciplined for any violation under the University Integrity Policy, any student found responsible by the Academic Integrity Council, may also be subject to sanctions by the Nursing Department, up to and including dismissal from the program.
Approved 01032011

Dropping a Class

It is your responsibility to understand the University's procedure for dropping a class. If you stop attending this class but do not follow proper procedure for dropping the class, you will receive a failing grade and will also be financially obligated to pay for the class. For information about dropping a class or withdrawing from the university, contact the [Office of the Registrar](#) at 836-5520. See Academic Calendars (www.missouristate.edu/registrar/acad_cal.html) for deadlines.

Other University Policies:

Additional University policies and academic regulations are published in the Graduate Catalog available online at <http://graduate.missouristate.edu/OnlineCatalog.htm>

New Course Proposal Form

Submitted on 11/05/2017 by Melissa Penkalski (MelissaPenkalski@MissouriState.edu).

***All fields require input**

- New COURSE
- New REGULAR PERMANENT SECTION of an existing variable content course. If a new regular section of an existing variable topics course, enter the existing course number below

Course Code:

NUR

Course Number: ([Check Availability](#))

896

Course Title:

Independent Study in Community and Population Health Leadership

Will this proposal need to be reviewed by CGEIP? No YesWill this proposal need to be reviewed by EPPC? No Yes

Prerequisite/Co-requisite or enter 'None':

Admission to the Post-Masters Population Health Certificate program, or permission, and completion of graduate epidemiology course

General Course Description: (Include any Pass/Not Pass grading restrictions, repeatable limits, limitation on course applicability, UG/GR parallel course, etc.)

This course is for students who need additional clinical learning experiences to meet the required clinical contact hours to achieve DNP competencies. Clinical experiences via independent study will focus on specific topics of interest in community and population health leadership. This course includes clinical experience of 48 contact hours per credit hour. Clinical hours are counted towards the post-baccalaureate clinical hours required for DNP programs. Variable credit, may be taken 1-3 hours. May be repeated for a maximum of 6 credit hours. (0 - 3 to 9) F, S, Su

Credit Hours:

3

Lecture Contact Hours:

0

Lab Contact Hours:

9

Note: If variable credit, enter the highest number and add to end of course description. (e.g. "Variable credit, may be taken 1-3 hours.")

Periodicity. Check all that apply.

- Fall
 Fall (even-numbered years only)
 Fall (odd-numbered years only)
- Spring
 Spring (even-numbered years only)
 Spring (odd-numbered years only)
- Summer
 On Demand only

Complete Catalog Description:

NUR 896 Independent Study in Community and Population Health Leadership

Prerequisite: Admission to the Post-Masters Population Health Certificate program, or permission, and completion of graduate epidemiology course

This course is for students who need additional clinical learning experiences to meet the required clinical contact hours to achieve DNP competencies. Clinical experiences via independent study will focus on specific topics of interest in community and population health leadership. This course includes clinical experience of 48 contact hours per credit hour. Clinical hours are counted towards the post-baccalaureate clinical hours required for DNP programs. Variable credit, may be taken 1-3 hours. May be repeated for a maximum of 6 credit hours. (0 - 3 to 9) F, S, Su

Credit hours: 3 Lecture contact hours: 0 Lab contact hours: 9

Typically offered: Fall, Spring, Summer

Include sample syllabus (list topics, course goals.) Use text box OR upload only file types of PDF, DOC or DOCX.

Attached

Purpose of Course

Provide additional clinical experiences for post-masters DNP students who lack required clinical contact hours in their masters program to achieve DNP competencies.

Relationship to Other Departments

None

Is there a graduate/undergraduate parallel course to this one? No Yes

New Course Resource Information

Anticipated Average Enrollment per section:	<input type="text" value="5"/>	Maximum Enrollment Limit per section:	<input type="text" value="5"/>
Anticipated Average Enrollment per semester:	<input type="text" value="5"/>	Maximum Enrollment Limit per semester:	<input type="text" value="5"/>
Anticipated Average Enrollment per year:	<input type="text" value="10"/>	Maximum Enrollment Limit per year:	<input type="text" value="15"/>
Faculty Load Assignment (equated hours):	<input type="text" value="1"/>		

Is another course being deleted? No Yes

What will this course require in the way of:

Additional library Holdings

none

Additional computer resources

none

Additional or remodeled facilities

none

Additional equipment or supplies

none

Additional travel funds

none

Additional faculty; general vs specialized

none

Additional faculty; regular vs per-course

none

Other additional expenses

none

If additional faculty are not required, how will faculty be made available to teach this course?

Incorporated into faculty workload; students are registered nurses who will be working with preceptors at distant sites; faculty will be serve as course managers and general supervisors. Not all students in the program will be taking the course; only those that need additional clinical experiences.

List names of current faculty qualified and available to teach this course

Kathryn Hope
Rose Utley
Melissa R. Penkalski
Kathryn Patterson
Shelley Carter
Jo Ellen Branstetter-Hall

What is the anticipated source of students for this course?

Post-Masters DNP program

If from within the department, will students be taking this course in addition to or in place of other courses?

no

If from outside the department, which courses in other departments would most likely be affected?)

N/A

Other comments:

None

What is the date that this new course was approved by departmental or program faculty? (MM/DD/YYYY)

10/18/2017

Current Status:

Grad Council Review

Proposal Progress:

11/05/2017 - Submitted by Department Head (Kathryn Hope)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

11/05/2017 - Department Head Review - Kathryn Hope - None- I approve

Copy As New Proposal

MAKE YOUR

MENT.

**MISSOURI STATE UNIVERSITY
SCHOOL OF NURSING
COURSE SYLLABUS**

Course:	NUR 896 Independent Study in Community and Population Health Leadership
Credit Hours:	1-3 (0-3 to 9) Credit Hours; may be repeated up to a maximum of 6 credit hours
Pre-Requisite:	Admission to the Post-Masters Population Health Certificate program or DNP Bridge program, and completion of graduate epidemiology course
Class Schedule	TBA and online
Faculty:	TBD

Course Description:

This course is for students who need additional clinical learning experiences to meet the required clinical contact hours to achieve DNP competencies. Clinical experiences via independent study will focus on specific topics of interest in community and population health leadership. This course includes clinical experience of 48 contact hours per credit hour. Clinical hours are counted towards the post-baccalaureate clinical hours required for DNP programs. Variable credit, may be taken 1-3 hours. May be repeated for a maximum of 6 credit hours. (0 - 3 to 9) F, S, Su

Course Objectives:

During practicum experiences, the student will

1. Analyze and apply epidemiological, biostatistical, environmental, and/or other appropriate scientific data related to the vulnerable populations served by community-based organizations.
2. Evaluate the quality of health care delivery methods and health information resources used by community-based organizations.
3. Apply leadership principles in evaluating and resolving technological, ethical, and legal issues within community-based organizations.
4. Analyze advocacy initiatives for social justice, equity, and ethical and legal issues within the community.
5. Analyze leadership skills used by stakeholders and organizational leaders to create change in community and healthcare systems.

Required textbooks: (same as texts required in DNP courses)

American Psychological Association (2010). *Publication manual of the American Psychological Association*. (6th ed.). Washington, DC: Author.

Curley, A. L. C., & Vitale, P. A. (2016). *Population-based nursing: Concepts and competencies for advanced practice*. New York, N.Y: Springer Pub. Co

Course Evaluation and Grading Scale:

Independent Study Outcomes	Required
Journal entries (40 points each)	up to 600
Complete minimum clinical hours	Required
Signed preceptor agreement	Required
Signed clinical time log	Required
Satisfactory preceptor evaluation	<u>Required</u>
TOTAL	up to 600

GRADING SCALE:

80% = Pass

< 80% = Fail

You must receive a satisfactory evaluation from clinical preceptor to pass this course.

TENTATIVE COURSE OUTLINE AND TOPIC OBJECTIVES

DATE	ASSIGNMENT
Before Semester Starts	<p>Meet with Instructor (in person or virtual) to discuss overview of the independent study process and semester schedule.</p> <p>Submit a proposal for community and population health leadership clinical experiences which will meet all course objectives.</p> <p>Establish a contract with clinical site and preceptor and signed preceptor agreement.</p> <p>Determine your clinical schedule.</p>
Week 1-15	<ol style="list-style-type: none"> 1. Class information will be posted on Blackboard. 2. E-mail faculty weekly to discuss experiences and get feedback on journal. 3. Students should meet with the instructor as needed. 4. Submit weekly Journal logs.

Week 15	Submit final journal entry, preceptor evaluation, and clinical time logs.
Week 16	Course evaluation

Clinical Practice Guidelines

At least a minimum of 48 contact hours per credit hour will be completed through independent study. Practicum experiences should be spread out over the semester as evenly as possible to provide sufficient time for assessment of the clinical environment, collaborative interprofessional dialogue, topical research, independent study, acquisition of new skills, and self-evaluation of learning experiences. The practicum setting and populations are negotiated between the faculty, student, and preceptor. More than one setting may be used during the semester and is encouraged. Journal entries are to be made weekly describing leadership and innovation activities completed at the clinical site. A clinical time log with preceptor signature is required.

Responsibilities of the Faculty:

The Faculty will:

1. Suggest preceptors or agencies for a practicum experience.
2. Facilitate the student in obtaining a formal contract with the preceptor or agency.
3. Send a preceptor agreement, course syllabus, and student evaluation to the preceptor.
4. Communicate with the students as needed to discuss the practicum experience.
5. Provide guidance to fulfill course objectives throughout the semester.
6. Grade all assignments and evaluate the completion of the change project.

Responsibilities of the Student:

The Student will:

1. Select and establish a contract with an agency and preceptor for practicum experience.
2. Contact the preceptor to arrange times for teaching and direct care experience.
3. Begin the practicum experience only after the formal contract with the preceptor or agency, and the preceptor agreement have been signed.
4. Discuss objectives for the leadership and innovation experiential learning experience with faculty and the preceptor.
5. Communicate with the faculty as needed to discuss the leadership and innovation experiences as needed.
6. Initiates regular meetings with preceptor and instructor to facilitate completion of the independent study.
7. Be prepared to collaborate interprofessionally to complete learning activities and assignments.
8. Behave in a professional manner at all times in the practicum site.
9. Complete weekly journals addressing the student's learning objectives and course objectives.
10. Takes ownership and self-direction and stay on timeline for submission of assignments.

11. All course assignments are complete and demonstrate significant thought, depth, and effort
12. Complete a self-evaluation, along with an evaluation of the practicum site and preceptor.
13. Complete a clinical time log with preceptor signature reflecting completed hours.

Responsibilities of the Preceptor:

The Preceptor will:

1. Agree to work with the student and sign a preceptor agreement.
2. Identify potential practicum times and dates for the student.
3. Be available for student consultation and guidance for leadership and innovation experience.
4. Approve student topic and objectives for change project.
5. Complete evaluation of the student at the end of the practicum experience.
6. Contact the faculty with any questions or concerns during the semester.

Assignments

Independent Study Proposal

Prior to the start of the semester, the student will submit a proposal to the course instructor regarding the clinical site, preceptor, and objectives for the independent study. This proposal must be approved by instructor prior to start of course.

Guidelines for Journal Logs:

One journal entry is required per every eight hours of clinical time.

- If taking 1 credit hour need a minimum of 48 hours with 6 clinical journals.
- If taking 2 credit hours need a minimum of 96 hours with 12 clinical journals.
- If taking 3 credit hours need a minimum of 144 hours with 18 clinical journals.

You are to write weekly professional learning objectives that are specific, measurable, and meaningful that will guide your clinical experience. These objectives should be submitted to and approved by the faculty each week, prior to presenting to your preceptor. These objectives should be related to, but more specific than, the overall course objectives listed in your proposal.

Requirements for weekly journals:

- a. Discuss your learning experience and document how the objectives were met/not met.
- b. Identify strategies for improvement that will maximize learning and objectives achievement.
- c. Analyze factors that influenced your outcomes.
- d. Revise objectives as needed.
- e. Integrate current leadership, community, and population health theories and research into your practicum experiences.
- f. Reference at least one current (within last 5 years) journal article each

- week.
- g. Indicate which course objectives were achieved during your weekly clinical experience.

The weekly journals are submitted to the faculty weekly for grading.

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Because attendance at practicum sites is an integral part of the learning of this class, students are expected to be prepared for and attend practicum experiences. All practicums that are missed due to illness or other absence must be made up. The student will notify the preceptor and faculty of anticipated absences(s) and arrange for make up for the missed experience.

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Academic Integrity and Conduct

Missouri State University is a community of scholars committed to developing educated persons who accept the responsibility to practice personal and academic integrity. You are responsible for knowing and following the university's student honor code and Student Academic Integrity Policies and Procedures, available at www.missouristate.edu/assets/provost/AcademicIntegrityPolicyRev-1-08.pdf and also available at the Reserves Desk in Meyer Library. You are also responsible for knowing the Academic Integrity Policies and Procedures of the DNP program found in the *DNP Student Handbook*. Any student participating in any form of academic dishonesty will be subject to sanctions as described in these policies. **Failure to follow academic integrity policies may result in the following consequences:**

1. Plagiarism (literacy theft) of a paper may result in a grade of zero (0) for that paper.
2. A student found to be cheating on an exam will be given a grade of zero (0) on that exam.
3. A student found assisting another student in cheating or plagiarism may be given a grade of zero (0) for that assignment.
4. Penalties for academic dishonesty may result in course failure.
5. Violations of academic integrity will be documented in the student's academic file.

Sanctions:

In addition to being disciplined for any violation under the University Integrity Policy, any student found responsible by the Academic Integrity Council, may also be subject to sanctions by the Nursing Department, up to and including dismissal from the program.
Approved 01032011

Dropping a Class

It is your responsibility to understand the University's procedure for dropping a class. If you stop attending this class but do not follow proper procedure for dropping the class, you will receive a failing grade and will also be financially obligated to pay for the class. For information about dropping a class or withdrawing from the university, contact the [Office of the Registrar](http://www.missouristate.edu/registrars/acad_cal.html) at 836-5520. See Academic Calendars (www.missouristate.edu/registrars/acad_cal.html) for deadlines.

Other University Policies:

Additional University policies and academic regulations are published in the Graduate Catalog available online at <http://graduate.missouristate.edu/OnlineCatalog.htm>

New Course Proposal Form

Submitted on 11/05/2017 by Melissa Penkalski (MelissaPenkalski@MissouriState.edu).

***All fields require input**

- New COURSE
- New REGULAR PERMANENT SECTION of an existing variable content course. If a new regular section of an existing variable topics course, enter the existing course number below

Course Code:

NUR

Course Number: ([Check Availability](#))

999

Course Title:

Active in DNP Project

Will this proposal need to be reviewed by CGEIP? No YesWill this proposal need to be reviewed by EPPC? No Yes

Prerequisite/Co-requisite or enter 'None':

permission of DNP project advisor.

General Course Description: (Include any Pass/Not Pass grading restrictions, repeatable limits, limitation on course applicability, UG/GR parallel course, etc.)

This course is continued application of translational research process in the supervised project of a selected evidence-based practice problem. This course is for students who require additional time to complete the DNP project. Variable credit, may be taken 1-3 hours. May be repeated for a maximum of 6 hours. Does not count toward degree requirements. (0 - 3 to 9) F, S, Su

Credit Hours:

3

Lecture Contact Hours:

0

Lab Contact Hours:

9

Note: If variable credit, enter the highest number and add to end of course description. (e.g. "Variable credit, may be taken 1-3 hours.")

Periodicity. Check all that apply.

- Fall
 Fall (even-numbered years only)
 Fall (odd-numbered years only)
- Spring
 Spring (even-numbered years only)
 Spring (odd-numbered years only)
- Summer
 On Demand only

Complete Catalog Description:

NUR 999 Active in DNP Project

Prerequisite: permission of DNP project advisor.

This course is continued application of translational research process in the supervised project of a selected evidence-based practice problem. This course is for students who require additional time to complete the DNP project. Variable credit, may be taken 1-3 hours. May be repeated for a maximum of 6 hours. Does not count toward degree requirements. (0 - 3 to 9) F, S, Su

Credit hours: 3 Lecture contact hours: 0 Lab contact hours: 9

Typically offered: Fall, Spring, Summer

Include sample syllabus (list topics, course goals.) Use text box OR upload only file types of PDF, DOC or DOCX.

Attached

Purpose of Course

Provide additional time to complete the DNP project.

Relationship to Other Departments

None

Is there a graduate/undergraduate parallel course to this one? No Yes

New Course Resource Information

Anticipated Average Enrollment per section:

5

Maximum Enrollment Limit per section:

5

Anticipated Average Enrollment per semester:

5

Maximum Enrollment Limit per semester:

5

Anticipated Average Enrollment per year:

10

Maximum Enrollment Limit per year:

15

Faculty Load Assignment (equated hours):

1

Is another course being deleted? No Yes

What will this course require in the way of:

Additional library Holdings

none

Additional computer resources

none

Additional or remodeled facilities

none

Additional equipment or supplies

none

Additional travel funds

none

Additional faculty; general vs specialized

none

Additional faculty; regular vs per-course

none

Other additional expenses

none

If additional faculty are not required, how will faculty be made available to teach this course?

Incorporated into faculty workload; students are registered nurses who will be working with preceptors at distant sites; faculty will be serve as course managers and general supervisors. Not all students in the program will be taking the course; only those that need additional clinical experiences.

List names of current faculty qualified and available to teach this course

Kathryn Hope
Rose Utley
Melissa Penkalski
Jo Ellen Branstetter-Hall

What is the anticipated source of students for this course?

Post-Masters DNP program

If from within the department, will students be taking this course in addition to or in place of other courses?

no

If from outside the department, which courses in other departments would most likely be affected?)

N/A

Other comments:

None

What is the date that this new course was approved by departmental or program faculty? (MM/DD/YYYY)

10/23/2017

Current Status:

Grad Council Review

Proposal Progress:

11/05/2017 - Submitted by Department Head (Kathryn Hope)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

11/05/2017 - Department Head Review - Kathryn Hope - None - I approve

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**MISSOURI STATE UNIVERSITY
DEPARTMENT OF NURSING
COURSE SYLLABUS**

Course:	NUR 999 DNP Project
Credit Hours:	1-6 Credit Hours Minimum
Pre-Requisite:	Permission
Class Schedule	TBA and online
Faculty:	TBD

Course Description:

This course is continued application of translational research process in the supervised project of a selected evidence-based practice problem. This course is for students who require additional time to complete the DNP project. May be repeated for a maximum of 6 hours. Does **not** count toward degree requirements. Variable credit may be taken 1-6 credit hours. 1-6 (0, 1-6).

Course Objectives:

1. Identify multidisciplinary research and evidence-based literature appropriate for implementation of a systems-level translational research project affecting health or healthcare disparities.
2. Apply principles of advanced leadership and project management into the development of DNP project.
3. Examine health care system barriers and implement a plan to address barriers within the DNP project.
4. Incorporate components of interdisciplinary team leadership into the project plan.

Required textbooks: (same as NUR 990, 991, 992, and 993)

Course Evaluation and Grading Scale:

The course will be graded as a whole instead of assigning points to individual assignments. See below to determine what constitutes each letter grade.

A	<p>Initiates regular meetings with preceptor and chair to facilitate completion of the project plan.</p> <p>Takes ownership and self-direction and stays on timeline for submission of project plan assignments.</p>
---	--

	<p>All course assignments are complete and demonstrate significant thought, depth, and effort.</p> <p>Follows the online etiquette policy</p> <p>Project Plan is:</p> <ul style="list-style-type: none"> • Submitted on-time • Complete and includes all required components • <u>1st draft of papers</u> are written at a high scholarly level with minimal errors or need for correction • Includes a <u>comprehensive synthesis of the evidence</u> that supports the project including strengths and gaps in the literature • Feedback from chair, committee, and preceptor is incorporated and integrated to improve the project. • Project plan including references that are scholarly and in APA format.
B	Meets the vast majority of A level criteria, 2-3 or more criteria are not at the level of A work
C	Does not meet B level criteria, 4 or more A level criteria are not met. Work is higher level than the D/F criteria below.
D/F	<p>Work is superficial</p> <p>Multiple APA errors</p> <p>Decreased effort and depth resulting in poor quality work</p> <p>No contact with preceptor and chair</p> <p>Does not seek or incorporate feedback from preceptor or chair.</p> <p>Literature does not support project</p>

Note: The “I” (Incomplete) grade can only be assigned when there are extraordinary circumstances and the majority of the work has been completed in the course for the semester. See the Missouri State University Graduate Catalog regarding the assignment of “I” grades.

TENTATIVE COURSE OUTLINE AND TOPIC OBJECTIVES

DATE	ASSIGNMENT
Week 1	Meet with the Chair to discuss overview of the process and semester.
Week 2-16	<ol style="list-style-type: none"> 1. Class information will be posted on Blackboard. 2. The Discussion Board will be available to post questions, comments, concerns. 3. Students should meet with their Project Chair regularly. 4. Review concurrent project course syllabus to meet course requirements.
Week 16	Course evaluation

Change Program Proposal Form

Submitted on 11/03/2017 by Sylvia Feeney (MonikaFeeney@MissouriState.edu).

Department:

Biomedical Sciences

Type of Program**Choose One:**

- Major (Non-Comprehensive/Graduate Program)
- Comprehensive Major
- Option
- Minor
- Certificate
- Certification
- Academic Rules
- Other

Title of Program Affected:

Nurse Anesthesia Practice, Doctor of (BS to DNAP)

Current Catalog Description: (Either cut and paste present description from online catalog **OR** provide as an attachment below)

Doctor of Nurse Anesthesia Practice

Monika Feeney, DNAP, CRNA, Program Director

MSU School of Anesthesia

Phone: 417-836-5039

MonikaFeeney@MissouriState.edu

Tracy Beckham, DNAP, CRNA, Assistant Program Director

MSU School of Anesthesia;

Phone 417-836-5039 or tbeckham@missouristate.edu

Program Description

The Missouri State University School of Anesthesia provides the scientific foundation and clinical training that prepares anesthesia providers as certified registered nurse anesthetists (CRNA) at the clinical doctorate level.

Program Accreditation

The Missouri State University School of Anesthesia is fully accredited by the Council on Accreditation of Nurse Anesthesia Educational Programs, the official accrediting agency for nurse anesthetists. They may be contacted at 222 South Prospect Avenue, Park Ridge IL 60068; Phone 847-655-1160.

Entrance Requirements

All applicants must meet the following requirements:

A bachelor's degree in an area of life science, nursing, or chemistry from an accredited institution in the U.S. or equivalent training in a foreign country;

Undergraduate work must include inorganic chemistry (4 hrs), organic chemistry (4 hrs), microbiology, human anatomy, human physiology, and genetics (strongly recommended);

A minimum grade point average (GPA) of 3.00 on a 4.00 scale for the last 60 hours of coursework. Emphasis will be placed on science courses;

Submission of official Graduate Record Examination (GRE) scores taken no earlier than five years prior to application with a preferred minimum score of 153 in Verbal Reasoning, 150 in Qualitative Reasoning, and 3.5 in Analytical Writing, or successful passing of the CCRN exam(preferred);

Current licensure as a registered nurse in the U.S.;

A minimum of one year experience in a acute care setting is required; preferences may be given to applicants with more experience;

Current BLS, ACLS, PALS certification are required;

A personal interview with a screening committee;

The application deadline is November 1. Interviews are scheduled within 3 months of the application deadline;

Students are required to complete a criminal background check and a drug screen prior to beginning classes;

Upon acceptance to the program, the student will pay \$200.00 to the AANA for an associate membership (American Associate of Nurse Anesthetists);

A \$500.00 confirmation deposit is required to hold a seat in the class once a student is has accepted a cohort position. The fee is required to be paid to Missouri State University and is used as part of the first semester's tuition.

Degree Requirements (Minimum of 119 hours) - BS -DNAP

Course Requirements to total a minimum of 119 hours

ANE Courses (104 hours)

Course Code Course Title Credit Hours

ANE 700 Informatics & Graduate Studies for Anesthesia 3 hrs

ANE 702 Clinical Conference I 1 hr

Complete New Catalog Description: (Either provide the revised description in the text area below [strikethrough all deletions and insert/bold new information - any content that is copied and pasted will lose existing formatting; please review prior to submission] **OR** provide as an attachment below)

← → B I S

Attached

What is changing? Check all boxes that apply:

- | | | |
|--|---|--------------------------------|
| <input type="checkbox"/> Title change | <input type="checkbox"/> From option to program (major) | <input type="checkbox"/> Other |
| <input checked="" type="checkbox"/> Course changes of under 18 hours | <input type="checkbox"/> From program (major) to option | |
| <input type="checkbox"/> Course changes of 18 hours or more | | |

Reason for Proposed Change:

Accreditation Requirements updated with new curricular requirements.

What is the date that this new program was approved by departmental or program faculty? (MM/DD/YYYY)

09/15/2017

Current Status:

Grad Council Review

Proposal Progress:

11/06/2017 - Submitted by Department Head (Colette Witkowski)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

No comments have been added to this proposal.

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Doctor of Nurse Anesthesia Practice

Monika Feeney, DNAP, CRNA, Program Director

MSU School of Anesthesia

Phone: 417-836-5039

MonikaFeeney@MissouriState.edu

Tracy Beckham, DNAP, CRNA, Assistant Program Director

MSU School of Anesthesia;

Phone 417-836-5039 or tbeckham@missouristate.edu

Program Description

The Missouri State University School of Anesthesia provides the scientific foundation and clinical training that prepares anesthesia providers as certified registered nurse anesthetists (CRNA) at the clinical doctorate level.

Program Accreditation

The Missouri State University School of Anesthesia is fully accredited by the Council on Accreditation of Nurse Anesthesia Educational Programs, the official accrediting agency for nurse anesthetists. They may be contacted at 222 South Prospect Avenue, Park Ridge IL 60068; Phone 847-655-1160.

Entrance Requirements

All applicants must meet the following requirements:

A bachelor's degree in an area of life science, nursing, or chemistry from an accredited institution in the U.S. or equivalent training in a foreign country;

Undergraduate work must include inorganic chemistry (4 hrs), organic chemistry (4 hrs), microbiology, human anatomy, human physiology, and genetics (strongly recommended);

A minimum grade point average (GPA) of 3.00 on a 4.00 scale for the last 60 hours of coursework.
Emphasis will be placed on science courses;

Submission of official Graduate Record Examination (GRE) scores taken no earlier than five years prior to application with a preferred minimum score of 153 in Verbal Reasoning, 150 in Qualitative Reasoning, and 3.5 in Analytical Writing, or successful passing of the CCRN exam(preferred);

Current licensure as a registered nurse in the U.S.;

A minimum of one year experience in a acute care setting is required; preferences may be given to applicants with more experience;

Current BLS, ACLS, PALS certification are required;

A personal interview with a screening committee;

The application deadline is November 1. Interviews are scheduled within 3 months of the application deadline;

Students are required to complete a criminal background check and a drug screen prior to beginning classes;

Upon acceptance to the program, the student will pay \$200.00 to the AANA for an associate membership (American Associate of Nurse Anesthetists);

A \$500.00 confirmation deposit is required to hold a seat in the class once a student is has accepted a cohort position. The fee is required to be paid to Missouri State University and is used as part of the first semester's tuition.

Degree Requirements (Minimum of 119 hours) - BS -DNAP

Course Requirements to total a minimum of 119 hours

ANE Courses (~~104~~ **107** hours)

Course Code	Course Title	Credit Hours
ANE 700	Informatics & Graduate Studies for Anesthesia	3 hrs
ANE 702	Clinical Conference I	1 hr
ANE 705	Clinical Conference II	1 hr
ANE 708	Clinical Conference III	1 hr
ANE 711	Clinical Conference IV	1 hr
ANE 714	Orientation to Clinical Anesthesia	1 hr
ANE 720	Basic Principles of Anesthesia	3 hrs
ANE 726	Introduction to Clinical Anesthesia	2 hrs

ANE 732	Advanced Anesthesia Principles I	6 hrs	
ANE 734	Advanced Physical Assessment & Clinical Reasoning	5 hrs	
ANE 735	Clinical Practicum	44 hrs	
ANE 742	Organ Physiology	4 hrs	
ANE 745	Anesthesia Pharmacology I	4 hrs	
ANE 746	Anesthesia Pharmacology II	3 hrs	
ANE 750	Advanced Anesthesia Principles II	4 hrs	
ANE 800	Leadership for Evidence-Based Practice	3 hrs	
ANE 803	Human Factors and Patient Safety in Healthcare	3 hrs	
ANE 806	Professional Practice In Anesthesia	3 hrs	
ANE 807	Anesthesia and Healthcare Policy	3 hrs	
ANE 810	Health and Wellness in the Healthcare Setting	3 hrs	
ANE 897	Research for Scholarly Project	3 hrs	
ANE 898	Capstone Project Presentation	3 hrs	
ANE 804	Business of Anesthesia	3 hrs	

Non-ANE Courses (~~15~~ **12** hours)

Course Code	Course Title	Credit Hours
BMS 620	Medical Cell Biology	3 hrs
BMS 728	Human Neurophysiology and Anatomy	3 hrs
PHI 613	Bioethics	3 hrs
ECO 604	Healthcare Economics	3 hrs
PBH 730	Biostatistics in Health Sciences	3 hrs

Research/Capstone Requirement (total 6 hours)

Each student will complete a Capstone project. This project must be started in the ANE 897 class and completed in the ANE 898 class. Students are allowed to work in groups of 2, or maximum 3, if approved by the Program Director.

Change Program Proposal Form

Submitted on 11/03/2017 by Sylvia Feeney (MonikaFeeney@MissouriState.edu).

Department:

Biomedical Sciences

Type of Program**Choose One:**

- Major (Non-Comprehensive/Graduate Program)
- Minor
- Academic Rules
- Comprehensive Major
- Certificate
- Other
- Option
- Certification

Title of Program Affected:

Nurse Anesthesia Practice, Doctor of (MS to DNAP)

Current Catalog Description: (Either cut and paste present description from online catalog **OR** provide as an attachment below)

Certified Registered Nurse Anesthetist (MS - DNAP)

Students who have already completed the CRNA certification at the Master's level, can be admitted into the completion program, requiring 27 hours for completion. These hours may be completed via distance and may be completed on a part-time or full-time basis. Completion Program Additional Requirements: (a) Current Valid CRNA License; and (b) transcript from completed anesthesia program.

Completion program – One Year Program (27 hours)

Course Code Course Title Credit Hours

ANE 897	Research for Scholarly Project	3 hrs
ANE 806	Professional Practice In Anesthesia	3 hrs
ANE 807	Anesthesia and Healthcare Policy	3 hrs
ANE 810	Health and Wellness in the Healthcare Setting	3 hrs
ANE 898	Capstone Project Presentation	3 hrs
ANE 803	Human Factors and Patient Safety in Healthcare	3 hrs
ANE 800	Leadership, Evidence Based Practice	3 hrs
PHI 613	Bioethics	3 hrs
ECO 604	Healthcare Economics	3 hrs

Completion program – Two Year Program (27 hours)

First Year

Course Code Course Title Credit Hours

ANE 897	Research for Scholarly Project	3 hrs
ANE 800	Leadership, Evidence Based Practice	3 hrs
PHI 613	Bioethics	3 hrs
ECO 604	Healthcare Economics	3 hrs
ANE 810	Health and Wellness in the Healthcare Setting	3 hrs
ANE 803	Human Factors and Patient Safety in Healthcare	3 hrs

Second Year

Course Code Course Title Credit Hours

ANE 806	Professional Practice In Anesthesia	3 hrs
ANE 807	Anesthesia and Healthcare Policy	3 hrs
ANE 898	Capstone Project Presentation	3 hrs

Completion program – Three Year Program (27 hours)

First Year

Course Code Course Title Credit Hours

ANE 800	Leadership, Evidence Based Practice	3 hrs
PHI 613	Bioethics	3 hrs
ANE 810	Health and Wellness in the Healthcare Setting	3 hrs

Second Year

Course Code Course Title Credit Hours

ANE 897	Research for Scholarly Project	3 hrs
ECO 604	Healthcare Economics	3 hrs
ANE 803	Human Factors and Patient Safety in Healthcare	3 hrs

Third Year

Course Code Course Title Credit Hours

ANE 806	Professional Practice In Anesthesia	3 hrs
ANE 807	Anesthesia and Healthcare Policy	3 hrs
ANE 898	Capstone Project Presentation	3 hrs

Complete New Catalog Description: (Either provide the revised description in the text area below [strikethrough all deletions and insert/bold new information - any content that is copied and pasted will lose existing formatting; please review prior to submission] **OR** provide as an attachment below)

← → **B** *I* S

Attached

What is changing? Check all boxes that apply:

- | | | |
|--|---|--------------------------------|
| <input type="checkbox"/> Title change | <input type="checkbox"/> From option to program (major) | <input type="checkbox"/> Other |
| <input checked="" type="checkbox"/> Course changes of under 18 hours | <input type="checkbox"/> From program (major) to option | |
| <input type="checkbox"/> Course changes of 18 hours or more | | |

Reason for Proposed Change:

Accreditation Requirements for new curriculum in the Business of Anesthesia

What is the date that this new program was approved by departmental or program faculty? (MM/DD/YYYY)

09/15/2017

Current Status:

Grad Council Review

Proposal Progress:

11/06/2017 - Submitted by Department Head (Colette Witkowski)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

No comments have been added to this proposal.

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Certified Registered Nurse Anesthetist (MS - DNAP)

Students who have already completed the CRNA certification at the Master's level, can be admitted into the completion program, requiring 27 hours for completion. These hours may be completed via distance and may be completed on a part-time or full-time basis. Completion Program Additional Requirements: (a) Current Valid CRNA License; and (b) transcript from completed anesthesia program.

Completion program – One Year Program (27 hours)

Course Code	Course Title	Credit Hours
ANE 897	Research for Scholarly Project	3 hrs
ANE 806	Professional Practice In Anesthesia	3 hrs
ANE 807	Anesthesia and Healthcare Policy	3 hrs
ANE 810	Health and Wellness in the Healthcare Setting	3 hrs
ANE 898	Capstone Project Presentation	3 hrs
ANE 803	Human Factors and Patient Safety in Healthcare	3 hrs
ANE 800	Leadership, Evidence Based Practice	3 hrs
PHI 613	Bioethics	3 hrs
ECO 604	Healthcare Economics	3 hrs
	ANE 804 Business of Anesthesia	

Completion program – Two Year Program (27 hours)

First Year

Course Code	Course Title	Credit Hours
ANE 897	Research for Scholarly Project	3 hrs
ANE 800	Leadership, Evidence Based Practice	3 hrs
PHI 613	Bioethics	3 hrs
ECO 604	Healthcare Economics	3 hrs
	ANE 804 Business of Anesthesia	
ANE 810	Health and Wellness in the Healthcare Setting	3 hrs
ANE 803	Human Factors and Patient Safety in Healthcare	3 hrs

Second Year

Course Code	Course Title	Credit Hours
ANE 806	Professional Practice In Anesthesia	3 hrs
ANE 807	Anesthesia and Healthcare Policy	3 hrs
ANE 898	Capstone Project Presentation	3 hrs

Completion program – Three Year Program (27 hours)

First Year

Course Code	Course Title	Credit Hours
ANE 800	Leadership, Evidence Based Practice	3 hrs
PHI 613	Bioethics	3 hrs
ANE 810	Health and Wellness in the Healthcare Setting	3 hrs

Second Year

Course Code	Course Title	Credit Hours
ANE 897	Research for Scholarly Project	3 hrs
ECO 604	Healthcare Economics	3 hrs
	ANE 804 Business of Anesthesia	
ANE 803	Human Factors and Patient Safety in Healthcare	3 hrs

Third Year

Course Code	Course Title	Credit Hours
ANE 806	Professional Practice In Anesthesia	3 hrs
ANE 807	Anesthesia and Healthcare Policy	3 hrs
ANE 898	Capstone Project Presentation	3 hrs

Change Program Proposal Form

Submitted on 11/05/2017 by Melissa Penkalski (MelissaPenkalski@MissouriState.edu).

Department:

Nursing, School of

Type of Program**Choose One:**

- Major (Non-Comprehensive/Graduate Program)
- Comprehensive Major
- Option
- Minor
- Certificate
- Certification
- Academic Rules
- Other

Title of Program Affected:

Nurse Educator, Post-Masters-Graduate Certificate

Current Catalog Description: (Either cut and paste present description from online catalog **OR** provide as an attachment below)

Attached

Complete New Catalog Description: (Either provide the revised description in the text area below [strikethrough all deletions and insert/bold new information - any content that is copied and pasted will lose existing formatting; please review prior to submission] **OR** provide as an attachment below)

← → **B** *I* ~~S~~

Attached

What is changing? Check all boxes that apply:

- Title change From option to program (major) Other
- Course changes of under 18 hours From program (major) to option
- Course changes of 18 hours or more

Edits to description to correlate with other programs, course changes, and new course.

Reason for Proposed Change:

To meet requirements for accreditation and needs of the program.

What is the date that this new program was approved by departmental or program faculty? (MM/DD/YYYY)

10/30/2017

Current Status:

Grad Council Review

Proposal Progress:

11/05/2017 - Submitted by Department Head (Kathryn Hope)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

11/05/2017 - Department Head Review - Kathryn Hope - None- I approve this request

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Post-Master's Nurse Educator Certificate Program

In addition to the Master of Science in Nursing degree described previously, the School of Nursing offers a Post-master's Nurse Educator Certificate Program for nurses who have a Master's Degree in Nursing in another specialty. The Certificate Program consists of five courses, totaling a minimum of 12 credit hours and 192 clinical hours that can be completed in 2 semesters.

Admission requirements

1. Admission to the Graduate College at Missouri State University.
2. Master's Degree in Nursing from an accredited nursing graduate program, that includes, at a minimum, graduate courses in nursing theory and research.
3. Completion of a graduate clinical course with a grade of "B" or higher. Students with no graduate clinical courses may satisfy this requirement by enrolling in [NUR 781](#) and [NUR 783](#) during their Certificate Program.
4. Completion of a graduate health assessment course with a grade of "B" or higher. Students with no graduate health assessment course may satisfy this requirement by enrolling in [NUR 707](#).
5. Graduate GPA of 3.00 or higher.
6. Licensure as a registered nurse (RN) in good standing, and eligible for licensure in the State of Missouri.
7. Evidence of current liability insurance.
8. Evidence of current health insurance.
9. Admission interview
10. Evidence of immunization or vaccination for vaccine-preventable diseases.
11. Provide documentation of negative tuberculosis status or evidence of appropriate follow-up.
12. Current American Heart Association (AHA) Basic Life Support (BLS) for Healthcare Providers certification. Students taking CPR for the first time or whose CPR certification has expired must take a 4 hours face-to-face American Heart Association BLS Healthcare for Provider's CPR course. Online didactic course and written test are available at OnlineAHA.org for a fee for those students who need to recertify. No online practice and skills testing will be accepted.
13. Submit drug screening test and a criminal record check* and receive response that the applicant has not been convicted of any crime pursuant to Section 660.317 RSMO or other disqualifications that would prohibit licensure as a registered nurse.

* Students who fail these checks or procedures will be subject to further review by the School of Nursing Graduate Admission, Promotion and Graduation. This may result in dismissal from the MSN program.

Because of course constraints, only a limited number of students will be admitted to the Post-master's Nurse Educator Certificate Program. Complete applications are reviewed on an ongoing basis. Admission is on a space available basis. Students may pursue either part-time or

full-time study; however, all course work in the Post-Master's Nurse Educator Certificate Program must be completed within 5 years.

Additional Requirements of the program

Students will be required to initiate and pay for any security checks and drug screenings required for clinical agencies.

Required Courses (12 hours)

Course Code	Course Title	Credit Hours
<u>NUR 780</u>	Teaching/Learning for Health Care Educators	3 hrs
<u>NUR 781</u>	Nursing Education Practicum	2 hrs
<u>NUR 782</u>	Curriculum Design and Program Development	3 hrs
<u>NUR 783</u>	Nursing Education Practicum II	2 hrs
<u>NUR 786</u>	Issues in Healthcare Education	2 hrs

Retention Requirements

After admission into the Post-Master's Family Nurse Educator Certificate Program, the students must achieve the following for retention in the program:

1. Maintain a GPA of 3.00, with no more than 3 semester hours of graduate work below a grade of "B", and no hours of graduate work below a grade of "C". Receive a "pass" in all clinical evaluations.
2. No more than one course may be repeated.
3. Complete all requirements within five years after admission into the nurse educator option.
4. Demonstrate acceptable levels of maturity and integrity, as well as behaviors and attitudes normally expected of professional nurses in advanced nursing roles.
5. Demonstrate acceptable professional progression in application of skills and knowledge in the area of option.
6. Receive satisfactory final clinical evaluations.
7. Maintain current infant, child, and adult CPR certification, immunizations, negative tuberculosis status or evidence of appropriate follow-up, and nursing liability insurance.
8. Students must maintain an active RN license, in good standing, in the state or states in which the student does clinical or practicum experiences.

Post-Master's Nurse Educator Certificate Program

In addition to the Master of Science in Nursing degree described previously, the School of Nursing offers a Post-Master's Nurse Educator Certificate Program for nurses who have a Master's Degree in Nursing **but wish to obtain knowledge and skills used to teach in academic and non-academic settings** in another specialty. The Certificate Program consists of five courses, totaling a minimum of 12 credit hours and 192 ~~clinical hours that can be completed in 2 semesters.~~ **educator practicum hours.**

Admission requirements

1. Admission to the Graduate College at Missouri State University.
2. **Once admitted to the Graduate College, complete the application for the Post Master's Nurse Educator Certificate.**
3. Master's Degree in Nursing from an accredited nursing graduate program, that includes, at a minimum, graduate courses in nursing theory and research.
4. ~~Completion of a graduate clinical course with a grade of "B" or higher. Students with no graduate clinical courses may satisfy this requirement by enrolling in [NUR 781](#) and [NUR 783](#) during their Certificate Program.~~
5. ~~Completion of a graduate health assessment course with a grade of "B" or higher. Students with no graduate health assessment course may satisfy this requirement by enrolling in [NUR 707](#).~~
6. Graduate GPA of 3.0025 or higher.
7. Licensure as a registered nurse (RN) **without disqualification in good standing**, and eligible for licensure in the State of Missouri. **in which clinical practicums will be completed.**
8. Evidence of current **professional** liability insurance.
9. Evidence of current health insurance.
10. Admission interview
10. ~~Evidence of immunization or vaccination for vaccine preventable diseases. Current immunization (MMR, Tetanus, Varicella, complete Hepatitis B series or titer indicating immunity) and a PPD or T-Spot (or evidence of appropriate medical follow-up for PPD positive individuals).~~
11. ~~Provide documentation of negative tuberculosis status or evidence of appropriate follow-up.~~
12. Current American Heart Association (AHA) Basic Life Support (BLS) ~~for Healthcare Providers certification. Students taking CPR for the first time or whose CPR certification has expired must take a 4 hours face to face American Hearth Association BLS Healthcare for Provider's CPR course. Online didactic course and written test are available at <http://www.OnlineAHA.org> for a fee for those students who need to recertify. No online practice and skills testing will be accepted.~~
13. **Applicants must apply for a state/federal background check** ~~Submit drug screening test and a criminal record check*~~ and receive response that the applicant has not been convicted of any crime pursuant to Section 660.317 RSMO or other disqualifications that would prohibit licensure as a registered nurse **or completion of clinical experience.**

~~* Students who fail these checks or procedures will be subject to further review by the School of Nursing Graduate Admission, Promotion and Graduation. This may result in dismissal from the MSN program.~~

Because of course constraints, only a limited number of students will be admitted to the Post-Master's Nurse Educator Certificate Program. Complete applications are reviewed on an ongoing basis. Admission is on a space available basis. Students may pursue either part-time or full-time study; however, all course work in the Post-Master's Nurse Educator Certificate Program must be completed within 5 years.

Additional Requirements of the program

Students will be required to initiate and pay for any security checks and drug screenings required for clinical agencies.

Retention Requirements

After admission into the Post-Master's ~~Family~~ Nurse Educator Certificate Program, the students must achieve the following for retention in the program:

- ~~1. Maintain a GPA of 3.00, with no more than **one course with a grade of "C", and no course with a grade of "D" or lower.** ~~3 semester hours of graduate work below a grade of "B", and no hours of graduate work below a grade of "C".~~ Receive a "pass" in all clinical evaluations.~~
- ~~2. No more than one course may be repeated.~~
2. Complete all ~~requirements~~ **coursework** within five **academic** years after admission into the ~~nurse educator option.~~ **Post Master's NE Certificate Program.**
3. **Students must demonstrate acceptable levels of maturity and integrity, and professionalism** as well as behaviors and attitudes normally expected of professional nurses in advanced nursing roles.
4. Demonstrate acceptable professional progression in application of skills and knowledge in the ~~area of option.~~ **Post Master's NE Certificate Program.**
- ~~5. Receive satisfactory final clinical evaluations.~~
5. Maintain current **American Heart Association (AHA) Basic Life (BLS) infant, child, and adult CPR certification, RN licensure, health and professional liability insurance, and all immunizations required by clinical agencies throughout the program.** ~~immunizations, negative tuberculosis status or evidence of appropriate follow-up, and nursing liability insurance.~~
6. ~~Students must maintain an active RN license, in good standing, in the state or states in which the student does clinical or practicum experiences.~~
7. **The student must notify the School of Nursing within five (5) days in the event of any legal infractions or any actions taken against their nursing license, or any investigation of such incidences.**

Post Master's NE Certificate Curricula (12 hours)

NUR 780 Teaching/Learning for Health Care Educators (3 credit hours)

NUR 781 Nursing Education Practicum I (2 credit hours)

NUR 782 Program Development and Evaluation in Nursing Education (3 credit hours)

NUR 783 Nursing Education Practicum II (2 credit hours)

NUR 784 Technologies in Nursing Education (2 credit hours)

Required Courses (12 hours)

Course Code	Course Title	Credit Hours
<u>NUR 780</u>	Teaching/Learning for Health Care Educators	3 hrs
<u>NUR 781</u>	Nursing Education Practicum	2 hrs
<u>NUR 782</u>	Curriculum Design and Program Development	3 hrs
<u>NUR 783</u>	Nursing Education Practicum II	2 hrs
<u>NUR 786</u>	Issues in Healthcare Education	2 hrs

Change Program Proposal Form

Submitted on 11/05/2017 by Melissa Penkalski (MelissaPenkalski@MissouriState.edu).

Department:

Nursing, School of

Type of Program**Choose One:**

- Major (Non-Comprehensive/Graduate Program)
- Minor
- Academic Rules
- Comprehensive Major
- Certificate
- Other
- Option
- Certification


Title of Program Affected:

Nursing Practice (BSN to DNP)

Current Catalog Description: (Either cut and paste present description from online catalog **OR** provide as an attachment below)

Attached

Complete New Catalog Description: (Either provide the revised description in the text area below [strikethrough all deletions and insert/bold new information - any content that is copied and pasted will lose existing formatting; please review prior to submission] **OR** provide as an attachment below)

← → **B** *I* 

Attached

What is changing? Check all boxes that apply:

- Title change
- From option to program (major)
- Other
- Course changes of under 18 hours
- From program (major) to option
- Course changes of 18 hours or more

Course changes; new course. Program description.

Reason for Proposed Change:

Program description change, Course changes of content redistribution to eliminate redundancies; addressed essential content required for accreditation.

Note: The catalog description for the DNP Program includes both the BSN to DNP option and the Post Master's DNP option. When submitting the program change, I could not select as one program.

What is the date that this new program was approved by departmental or program faculty? (MM/DD/YYYY)

10/23/2017

Current Status:

Grad Council Review

Proposal Progress:

11/05/2017 - Submitted by Department Head (Kathryn Hope)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

11/05/2017 - Department Head Review - Kathryn Hope - None - I approve this proposal

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Graduate programs

Doctorate of Nursing Practice

Melissa Penkalski, Doctor of Nursing Practice Program Director

Professional Building, Room 311, Phone, 417-836-8374

MelissaPenkalski@missouristate.edu

Kathryn Patterson, Family Nurse Practitioner Coordinator

Professional Building, Room 315, Phone, 417-836-6267

KathrynPatterson@missouristate.edu

Program description

The DNP program in the School of Nursing is designed to prepare advanced practice nurses at the highest clinical level. The DNP program will graduate community leaders who have the knowledge and skills to address the health disparities of vulnerable and rural populations. The program will prepare graduates to function in a variety of community and acute care health settings as primary care providers, leaders, managers, and consultants.

The Post-Master's DNP Certificate Program is a 29 credit hour online program for nurses with previous advanced practice preparation (Nurse Practitioners, Clinical Nurse Specialists, Nurse Midwives and Nurse Anesthetists). The online program can be completed with full-time study in 14 months (or four (4) semesters), or part-time study.

The BSN to DNP program is an 83 credit hour program that will prepare graduates to practice in the family nurse practitioner role. The program consists of both online and on-campus courses. The student is required to be licensed and complete clinical rotations in Missouri. The program can be completed in three (3) years of full-time study. Part-time study is an option for the first year of the BSN to DNP program.

DNP program requirements

Completed applications will be reviewed beginning December 1 for summer admission.

The successful applicant will:

1. Submit an application and meet all requirements for admission to the Graduate College at Missouri State University, including complete, official transcripts of all college programs and course work. The applicant should select the Pre-DNP program on the Graduate College application if prerequisites are needed prior to beginning the DNP program. When applying to the Graduate College, select the semester that you plan on taking your first courses at MSU, including prerequisites.
2. Submit a separate DNP program application to the School of Nursing. Available on the nursing website.

3. Submit a \$50 nonrefundable application fee to the School of Nursing. This fee is in addition to the MSU Graduate Application Fee.
4. Have graduated from an Advanced Practice Nursing program accredited by the Commission on Collegiate Nursing Education (CCNE) or the National League for Nursing Accreditation (NLNAC/ACEN). Graduates from non-accredited programs will be considered on an individual basis. (Post-master's only).
5. Have graduated from a Bachelor of Science (BSN) program that is accredited by the Commission on Collegiate Nursing Education (CCNE) or the National League for Nursing Accreditation (NLNAC/ACEN). Graduates from international nursing programs or non-accredited programs will be considered on an individual basis. (BSN to DNP only).
6. Submit evidence of current certification in an area of Advanced Nursing Practice: nurse practitioner, nurse midwife, nurse anesthetist, or clinical nurse specialist. (Post-master's only).
7. Complete a minimum of clinical practice experience that equates with one year of full-time experience.
8. Hold a current unencumbered RN license in the state in which clinical practicums will occur within the United States. (Post-master's only).
9. Have a cumulative GPA of all previous graduate-level education course work of 3.25 (on a 4.00 scale) or above (Post-master's) and a GPA of 3.25 for last 60 hours of course work attempted (BSN to DNP). Students who have less than a 3.25 GPA must submit verbal, quantitative, and analytical scores on the Graduate Record Examination General Test (GRE). See current Graduate Catalog Admission section for minimum GRE requirements.
10. Submit evidence of current health and professional liability insurance.
11. Current American Heart Association (AHA) Basic Life Support (BLS) for Healthcare Providers certification. Students taking CPR for the first time or whose CPR certification has expired must take a 4 hour face-to-face American Heart Association BLS Healthcare for Provider's CPR course. Online didactic course and written test are available at OnlineAHA.org for a fee for those students show need to recertify. No online practice and skills testing will be accepted.
12. Complete all prerequisite courses; pathophysiology, healthcare informatics, epidemiology (Post-master's only), and a graduate course in statistics with a grade of "C" or higher before the program begins. Admission will be contingent on the student completing prerequisite courses prior to enrolling in DNP courses.
13. Meet the School of Nursing technical standards of the DNP program to successfully undertake the course of study (available by request from the program).
14. Submit evidence of current immunizations or immune status (MMR, Tetanus, Varicella, Hepatitis B series) and a PPD or Tspot (chest X-ray or documentation of appropriate follow up for PPD positive individuals). Individual agencies may have additional requirements.
15. Be prepared to meet the technical and technology proficiency requirements for online courses.

Admission process

For applicants with complete admission packet

1. Applicants who demonstrate a match between their project goals and the areas of expertise of the faculty will be given priority in the admission process. (Post-master's only)
2. Competitive applicants will be invited to interview with the DNP Admission Committee. An interview is required to determine the fit between the candidate's goals, and the DNP program and faculty.

Selection factors

Admission into the Doctorate of Nursing Practice Program is highly selective and competitive, and a limited number of students will be admitted each year. Completion of all admission requirements and/or admission to the Pre-DNP program does not ensure full admission to the DNP Program. The DNP Admission Committee will consider the following characteristics of competitive applicants:

- o Academic potential to successfully complete the program within the required time frame
- o Understanding of and commitment to the role of the advanced practice nurse
- o Personal maturity
- o Interpersonal communication skills, including written and verbal
- o Quality and quantity of health care experiences
- o Quality of leadership and service activities
- o Capacity for performance of the technical functions and tasks required of the advanced practice nurse.

Students may take up to nine (9) credit hours of course work towards their degree before full admission to the DNP specialization. Student may take:

- a. [NUR 635](#), Healthcare Informatics
- b. [NUR 640](#), Advanced Human Pathophysiology
- c. [NUR 700](#), Epidemiology
- d. [NUR 703](#), Population Health: A Local to Global Perspective
- e. [NUR 707](#), Advanced Health Assessment and Health Promotion Throughout the Lifespan
- f. [NUR 711](#), Advanced Roles and Leadership in Nursing
- g. [NUR 765](#), Applications of Advanced Pathophysiology
- h. [PSY 627](#), Advanced Psychological Statistical Methods

Additional requirements of the program

Students will be required to initiate and pay for any additional security checks and drug screenings required for placement into agencies for clinical experiences. Some agencies require annual screening and affidavits.

Admission is contingent on completing the following immediately after acceptance to the program:

1. Payment of a clinical tracking fee. See the School of Nursing website for a full list of program costs.
2. Applicants must apply and pay for the state/federal Background Check and receive a response that the applicant has not been convicted of any crime or other disqualifications that would prohibit licensure as an advanced practice nurse or completion of clinical experiences in clinical settings.
3. Pay for and complete a urine drug screen without disqualifying offenses.

Retention policies

To remain in the DNP program, the student must:

1. Maintain a minimum cumulative GPA of 3.25 with no more than three (3) credit hours of graduate work below a grade of "B" (3.00) and no hours of graduate work below a grade of "C". Receive a "pass" in all clinical evaluations.
2. Not repeat more than one course.
3. Complete all requirements for the program by the fifth year after admission to the DNP program.
4. Demonstrate acceptable levels of maturity and integrity, as well as behaviors and attitudes normally expected of professional nurses in advanced nursing roles.
5. Demonstrate acceptable professional progression in application of skills and knowledge throughout the program.
6. Maintain current Healthcare Provider Course (BLS) certification, RN licensure, health and liability insurance, and all immunizations required by clinical agencies throughout the program.
7. The student must notify the School of Nursing within five (5) days in the event of any legal infractions or any actions taken against their nursing license, or any investigation of such incidences.
8. While the student's grades are important, retention in the DNP program is based on a composite picture of the student's ability to perform at a satisfactory level in the academic and clinical component of the educational program.

The School of Nursing reserves the right to refuse enrollment or program continuation to any student. This refusal will be determined by the judgment of the DNP Admission, Progression, and Graduation (APG) Committee and the Director of the School of Nursing and based on the student's ability to successfully complete academic or clinical assignments or function effectively in the roles required in the DNP program. This includes the demonstration of characteristics associated with a professional nurse, including behaviors involving professionalism, ethics and integrity.

Technological requirements

The Missouri State University BSN to DNP Program uses a combination of online and on-campus modalities. Didactic online content is delivered using asynchronous and synchronous

formats. Applicants to the DNP program must be proficient using Blackboard (or other course platform systems), word processing, spreadsheet management, and presentation graphics software. Students are expected to be able to manage files, navigate the internet, access resources, locate scholarly references from the library, use a headset/microphone, computer camera, scanner and fax machine. Students who have deficiencies in these areas must seek training before the start of the program.

The School of Nursing uses a Blackboard course management system for all courses. Additionally, the Adobe Macromedia software is used for synchronous course offerings and other experiences. Videoconferencing may be used with Adobe Macromedia or Skype software. Access to a personal computer with broadband (Cable or DSL) connections, a web camera, microphone with headset, and a laptop computer with wireless capabilities that meet the minimal hardware is required. Our multimedia content is optimized for Internet Explorer and Firefox.

Clinical experiences

Clinical experiences for BSN to DNP students are individually arranged with preceptors, who have the appropriate educational and experiential qualifications. Students can complete their clinical experiences in their local community if appropriate sites and preceptors are available. However, students may need to travel outside of the local community for clinical experiences. All clinical sites and preceptors must be approved in advance by the DNP Program Director and a contract must be established with the clinical site before any clinical experiences occur.

For the Post-Master's DNP: Students are required to be on-campus minimum of two times during the program. The date and times for these on-campus visits will be published annually, prior to the start of the academic year.

Course requirements: Post-Master's DNP (29 hrs)

Summer 1

Course Code	Course Title	Credit Hours
<u>NUR-800</u>	<u>DNP Leadership I Concepts for EBP</u>	<u>3 hrs</u>
<u>NUR-990</u>	<u>Introduction to Transforming Practice</u>	<u>1 hr</u>

Fall 1

Course Code	Course Title	Credit Hours
<u>NUR 830</u>	DNP Leadership II	3 hrs
<u>NUR 820</u>	Social Justice and Disparities in Health	2 hrs
<u>NUR 991</u>	Transforming Practice I	3 hrs
<u>NUR 802</u>	Emerging Science of Advanced Practice	2 hrs

Spring 1

Course Code	Course Title	Credit Hours
<u>NUR 860</u>	DNP Leadership III	4 hrs
<u>NUR 840</u>	Technology for Transforming Nursing and Health Systems	2 hrs
<u>NUR 992</u>	Transforming Practice II	3 hrs
<u>NUR 824</u>	Health Policy to Improve Disparities in Health and Healthcare	2 hrs

Summer 2

Course Code	Course Title	Credit Hours
NUR 993	Transforming Practice III	4 hrs

Course Requirements: BSN to DNP (83 hrs)

Summer Year 1

Course Code	Course Title	Credit Hours
NUR 711	Roles and Leadership	2 hrs
NUR 707	Advanced Health Assessment/Health Promotion	2 hrs

Fall Year 1

Course Code	Course Title	Credit Hours
NUR 700	Epidemiology	3 hrs
NUR 701	Nursing Science	3 hrs
NUR 761	Advanced Pharmacology	3 hrs
NUR 734	Clinical Reasoning	5 hrs

Spring Year 1

Course Code	Course Title	Credit Hours
<u>NUR 765</u>	Applications of Pathophysiology	3 hrs
<u>NUR 772</u>	Advanced Nursing Research	3 hrs
<u>NUR 788</u>	Health Policy/Issues	3 hrs
<u>NUR 703</u>	Population Health	3 hrs
<u>NUR 704</u>	Cultural Immersion	1 hr

Summer Year 2

Course Code	Course Title	Credit Hours
<u>NUR 800</u>	DNP Leadership I Concepts for EBP	3 hrs
<u>NUR 802</u>	Emerging Science of Advanced Practice	2 hrs
<u>NUR 990</u>	Introduction to Transforming Practice	1 hr

Fall Year 2

Course Code	Course Title	Credit Hours
<u>NUR 830</u>	DNP Leadership II Impacting Disparities in Health and Healthcare	3 hrs
<u>NUR 730</u>	Family Practice I	6 hrs
<u>NUR 820</u>	Social Justice and Disparities in Health and Healthcare	2 hrs

Spring Year 2

Course Code	Course Title	Credit Hours
<u>NUR 860</u>	DNP Leadership III Transforming Systems	4 hrs
<u>NUR 840</u>	Technology for Transforming Nursing and Health Systems	2 hrs
<u>NUR 750</u>	Family Practice II	6 hrs

Summer Year 3

Course Code	Course Title	Credit Hours
<u>NUR 991</u>	Transforming Practice I	3 hrs

Fall Year 3

Course Code	Course Title	Credit Hours
<u>NUR 770</u>	Family Practice III	6 hrs
<u>NUR 992</u>	Transforming Practice II	3 hrs
<u>NUR 824</u>	Health Policy to Improve Disparities in Health and Healthcare	2 hrs

Spring Year 3

Course Code	Course Title	Credit Hours
<u>NUR 790</u>	Advanced Practice Practicum	5 hrs
<u>NUR 993</u>	Transforming Practice III	4 hrs

Change Program Proposal Form

Submitted on 11/05/2017 by Melissa Penkalski (MelissaPenkalski@MissouriState.edu).

Department:

Nursing, School of

Type of Program**Choose One:**

- Major (Non-Comprehensive/Graduate Program)
- Comprehensive Major
- Option
- Minor
- Certificate
- Certification
- Academic Rules
- Other

Title of Program Affected:

Nursing Practice, Doctor of-Post-Masters - DNP (Online)

Current Catalog Description: (Either cut and paste present description from online catalog **OR** provide as an attachment below)

Attached

Complete New Catalog Description: (Either provide the revised description in the text area below [strikethrough all deletions and insert/bold new information - any content that is copied and pasted will lose existing formatting; please review prior to submission] **OR** provide as an attachment below)

← → **B** *I* ~~S~~

Attached

What is changing? Check all boxes that apply:

- Title change
 From option to program (major)
 Course changes of under 18 hours
 From program (major) to option
 Course changes of 18 hours or more
 Other

Expanded admission criteria to include all nurses with a Masters in Nursing degree; Course Changes; new courses.

Reason for Proposed Change:

Expanded admission criteria to include all nurses with masters in nursing degree due to external demand; Course changes of content redistribution to eliminate redundancies; addressed essential content required for accreditation.

What is the date that this new program was approved by departmental or program faculty? (MM/DD/YYYY)

10/23/2017

Current Status:

Grad Council Review

Proposal Progress:

11/05/2017 - Submitted by Department Head (Kathryn Hope)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

11/05/2017 - Department Head Review - Kathryn Hope - None- I approve

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Graduate programs

Doctorate of Nursing Practice

Melissa Penkalski, Doctor of Nursing Practice Program Director

Professional Building, Room 311, Phone, 417-836-8374

MelissaPenkalski@missouristate.edu

Kathryn Patterson, Family Nurse Practitioner Coordinator

Professional Building, Room 315, Phone, 417-836-6267

KathrynPatterson@missouristate.edu

Program description

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2. Submit a separate DNP program application to the School of Nursing. Available on the nursing website.

3. Submit a \$50 nonrefundable application fee to the School of Nursing. This fee is in addition to the MSU Graduate Application Fee.
4. Have graduated from an Advanced Practice Nursing program accredited by the Commission on Collegiate Nursing Education (CCNE) or the National League for Nursing Accreditation (NLNAC/ACEN). Graduates from non-accredited programs will be considered on an individual basis. (Post-master's only).
5. Have graduated from a Bachelor of Science (BSN) program that is accredited by the Commission on Collegiate Nursing Education (CCNE) or the National League for Nursing Accreditation (NLNAC/ACEN). Graduates from international nursing programs or non-accredited programs will be considered on an individual basis. (BSN to DNP only).
6. Submit evidence of current certification in an area of Advanced Nursing Practice: nurse practitioner, nurse midwife, nurse anesthetist, or clinical nurse specialist. (Post-master's only).
7. Complete a minimum of clinical practice experience that equates with one year of full-time experience.
8. Hold a current unencumbered RN license in the state in which clinical practicums will occur within the United States. (Post-master's only).
9. Have a cumulative GPA of all previous graduate-level education course work of 3.25 (on a 4.00 scale) or above (Post-master's) and a GPA of 3.25 for last 60 hours of course work attempted (BSN to DNP). Students who have less than a 3.25 GPA must submit verbal, quantitative, and analytical scores on the Graduate Record Examination General Test (GRE). See current Graduate Catalog Admission section for minimum GRE requirements.
10. Submit evidence of current health and professional liability insurance.
11. Current American Heart Association (AHA) Basic Life Support (BLS) for Healthcare Providers certification. Students taking CPR for the first time or whose CPR certification has expired must take a 4 hour face-to-face American Heart Association BLS Healthcare for Provider's CPR course. Online didactic course and written test are available at OnlineAHA.org for a fee for those students show need to recertify. No online practice and skills testing will be accepted.
12. Complete all prerequisite courses; pathophysiology, healthcare informatics, epidemiology (Post-master's only), and a graduate course in statistics with a grade of "C" or higher before the program begins. Admission will be contingent on the student completing prerequisite courses prior to enrolling in DNP courses.
13. Meet the School of Nursing technical standards of the DNP program to successfully undertake the course of study (available by request from the program).
14. Submit evidence of current immunizations or immune status (MMR, Tetanus, Varicella, Hepatitis B series) and a PPD or Tspot (chest X-ray or documentation of appropriate follow up for PPD positive individuals). Individual agencies may have additional requirements.
15. Be prepared to meet the technical and technology proficiency requirements for online courses.

Admission process

For applicants with complete admission packet

1. Applicants who demonstrate a match between their project goals and the areas of expertise of the faculty will be given priority in the admission process. (Post-master's only)
2. Competitive applicants will be invited to interview with the DNP Admission Committee. An interview is required to determine the fit between the candidate's goals, and the DNP program and faculty.

Selection factors

Admission into the Doctorate of Nursing Practice Program is highly selective and competitive, and a limited number of students will be admitted each year. Completion of all admission requirements and/or admission to the Pre-DNP program does not ensure full admission to the DNP Program. The DNP Admission Committee will consider the following characteristics of competitive applicants:

- o Academic potential to successfully complete the program within the required time frame
- o Understanding of and commitment to the role of the advanced practice nurse
- o Personal maturity
- o Interpersonal communication skills, including written and verbal
- o Quality and quantity of health care experiences
- o Quality of leadership and service activities
- o Capacity for performance of the technical functions and tasks required of the advanced practice nurse.

Students may take up to nine (9) credit hours of course work towards their degree before full admission to the DNP specialization. Student may take:

- a. [NUR 635](#), Healthcare Informatics
- b. [NUR 640](#), Advanced Human Pathophysiology
- c. [NUR 700](#), Epidemiology
- d. [NUR 703](#), Population Health: A Local to Global Perspective
- e. [NUR 707](#), Advanced Health Assessment and Health Promotion Throughout the Lifespan
- f. [NUR 711](#), Advanced Roles and Leadership in Nursing
- g. [NUR 765](#), Applications of Advanced Pathophysiology
- h. [PSY 627](#), Advanced Psychological Statistical Methods

Additional requirements of the program

Students will be required to initiate and pay for any additional security checks and drug screenings required for placement into agencies for clinical experiences. Some agencies require annual screening and affidavits.

Admission is contingent on completing the following immediately after acceptance to the program:

1. Payment of a clinical tracking fee. See the School of Nursing website for a full list of program costs.
2. Applicants must apply and pay for the state/federal Background Check and receive a response that the applicant has not been convicted of any crime or other disqualifications that would prohibit licensure as an advanced practice nurse or completion of clinical experiences in clinical settings.
3. Pay for and complete a urine drug screen without disqualifying offenses.

Retention policies

To remain in the DNP program, the student must:

1. Maintain a minimum cumulative GPA of 3.25 with no more than three (3) credit hours of graduate work below a grade of "B" (3.00) and no hours of graduate work below a grade of "C". Receive a "pass" in all clinical evaluations.
2. Not repeat more than one course.
3. Complete all requirements for the program by the fifth year after admission to the DNP program.
4. Demonstrate acceptable levels of maturity and integrity, as well as behaviors and attitudes normally expected of professional nurses in advanced nursing roles.
5. Demonstrate acceptable professional progression in application of skills and knowledge throughout the program.
6. Maintain current Healthcare Provider Course (BLS) certification, RN licensure, health and liability insurance, and all immunizations required by clinical agencies throughout the program.
7. The student must notify the School of Nursing within five (5) days in the event of any legal infractions or any actions taken against their nursing license, or any investigation of such incidences.
8. While the student's grades are important, retention in the DNP program is based on a composite picture of the student's ability to perform at a satisfactory level in the academic and clinical component of the educational program.

The School of Nursing reserves the right to refuse enrollment or program continuation to any student. This refusal will be determined by the judgment of the DNP Admission, Progression, and Graduation (APG) Committee and the Director of the School of Nursing and based on the student's ability to successfully complete academic or clinical assignments or function effectively in the roles required in the DNP program. This includes the demonstration of characteristics associated with a professional nurse, including behaviors involving professionalism, ethics and integrity.

Technological requirements

The Missouri State University BSN to DNP Program uses a combination of online and on-campus modalities. Didactic online content is delivered using asynchronous and synchronous

formats. Applicants to the DNP program must be proficient using Blackboard (or other course platform systems), word processing, spreadsheet management, and presentation graphics software. Students are expected to be able to manage files, navigate the internet, access resources, locate scholarly references from the library, use a headset/microphone, computer camera, scanner and fax machine. Students who have deficiencies in these areas must seek training before the start of the program.

The School of Nursing uses a Blackboard course management system for all courses. Additionally, the Adobe Macromedia software is used for synchronous course offerings and other experiences. Videoconferencing may be used with Adobe Macromedia or Skype software. Access to a personal computer with broadband (Cable or DSL) connections, a web camera, microphone with headset, and a laptop computer with wireless capabilities that meet the minimal hardware is required. Our multimedia content is optimized for Internet Explorer and Firefox.

Clinical experiences

Clinical experiences for BSN to DNP students are individually arranged with preceptors, who have the appropriate educational and experiential qualifications. Students can complete their clinical experiences in their local community if appropriate sites and preceptors are available. However, students may need to travel outside of the local community for clinical experiences. All clinical sites and preceptors must be approved in advance by the DNP Program Director and a contract must be established with the clinical site before any clinical experiences occur.

For the Post-Master's DNP: Students are required to be on-campus minimum of two times during the program. The date and times for these on-campus visits will be published annually, prior to the start of the academic year.

Course requirements: Post-Master's DNP (29 hrs)

Summer 1

Course Code	Course Title	Credit Hours
<u>NUR-800</u>	<u>DNP Leadership I Concepts for EBP</u>	3 hrs
<u>NUR-990</u>	<u>Introduction to Transforming Practice</u>	1 hr

Fall 1

Course Code	Course Title	Credit Hours
<u>NUR 830</u>	DNP Leadership II	3 hrs
<u>NUR 820</u>	Social Justice and Disparities in Health	2 hrs
<u>NUR 991</u>	Transforming Practice I	3 hrs
<u>NUR 802</u>	Emerging Science of Advanced Practice	2 hrs

Spring 1

Course Code	Course Title	Credit Hours
<u>NUR 860</u>	DNP Leadership III	4 hrs
<u>NUR 840</u>	Technology for Transforming Nursing and Health Systems	2 hrs
<u>NUR 992</u>	Transforming Practice II	3 hrs
<u>NUR 824</u>	Health Policy to Improve Disparities in Health and Healthcare	2 hrs

Summer 2

Course Code	Course Title	Credit Hours
NUR 993	Transforming Practice III	4 hrs

Course Requirements: BSN to DNP (83 hrs)

Summer Year 1

Course Code	Course Title	Credit Hours
NUR 711	Roles and Leadership	2 hrs
NUR 707	Advanced Health Assessment/Health Promotion	2 hrs

Fall Year 1

Course Code	Course Title	Credit Hours
NUR 700	Epidemiology	3 hrs
NUR 701	Nursing Science	3 hrs
NUR 761	Advanced Pharmacology	3 hrs
NUR 734	Clinical Reasoning	5 hrs

Spring Year 1

Course Code	Course Title	Credit Hours
<u>NUR 765</u>	Applications of Pathophysiology	3 hrs
<u>NUR 772</u>	Advanced Nursing Research	3 hrs
<u>NUR 788</u>	Health Policy/Issues	3 hrs
<u>NUR 703</u>	Population Health	3 hrs
<u>NUR 704</u>	Cultural Immersion	1 hr

Summer Year 2

Course Code	Course Title	Credit Hours
<u>NUR 800</u>	DNP Leadership I Concepts for EBP	3 hrs
<u>NUR 802</u>	Emerging Science of Advanced Practice	2 hrs
<u>NUR 990</u>	Introduction to Transforming Practice	1 hr

Fall Year 2

Course Code	Course Title	Credit Hours
<u>NUR 830</u>	DNP Leadership II Impacting Disparities in Health and Healthcare	3 hrs
<u>NUR 730</u>	Family Practice I	6 hrs
<u>NUR 820</u>	Social Justice and Disparities in Health and Healthcare	2 hrs

Spring Year 2

Course Code	Course Title	Credit Hours
<u>NUR 860</u>	DNP Leadership III Transforming Systems	4 hrs
<u>NUR 840</u>	Technology for Transforming Nursing and Health Systems	2 hrs
<u>NUR 750</u>	Family Practice II	6 hrs

Summer Year 3

Course Code	Course Title	Credit Hours
<u>NUR 991</u>	Transforming Practice I	3 hrs

Fall Year 3

Course Code	Course Title	Credit Hours
<u>NUR 770</u>	Family Practice III	6 hrs
<u>NUR 992</u>	Transforming Practice II	3 hrs
<u>NUR 824</u>	Health Policy to Improve Disparities in Health and Healthcare	2 hrs

Spring Year 3

Course Code	Course Title	Credit Hours
<u>NUR 790</u>	Advanced Practice Practicum	5 hrs
<u>NUR 993</u>	Transforming Practice III	4 hrs

Nursing Practice

Graduate programs

Doctorate of Nursing Practice

Melissa Penkalski, Doctor of Nursing Practice Program Director

Professional Building, Room 311, Phone, 417-836-8374

MelissaPenkalski@missouristate.edu

Kathryn Patterson, Family Nurse Practitioner Coordinator

Professional Building, Room 315, Phone, 417-836-6267

KathrynPatterson@missouristate.edu

Program description

~~The DNP program in the School of Nursing~~ **The School of Nursing DNP program** is designed to prepare advanced practice nurses at the highest clinical level. ~~The~~ **Our community-based** DNP program will graduate ~~community~~ **community nursing** leaders who have the knowledge and skills to address the health disparities of vulnerable and rural populations. The program will prepare graduates to function in a variety of community and acute care health settings as primary care providers, leaders, managers, and consultants.

~~The Post Master's DNP Certificate Program is a 29 credit hour online program for nurses with previous advanced practice preparation (Nurse Practitioners, Clinical Nurse Specialists, Nurse Midwives and Nurse Anesthetists). The online program can be completed with full-time study in 14 months (or four (4) semesters), or part-time study.~~

~~The BSN to DNP program is an 83 credit hour program that will prepare graduates to practice in the family nurse practitioner role. The program consists of both online and on-campus courses. The student is required to be licensed and complete clinical rotations in Missouri. The program can be completed in three (3) years of full-time study. Part-time study is an option for the first year of the BSN to DNP program.~~

Program options:

- ❖ **The BSN to DNP program** is an 80 credit hour program that will prepare graduates to practice in the family nurse practitioner role. The program consists of both online and on-campus courses. The student is required to be licensed and complete FNP clinical rotations in Missouri. The program can be completed in three (3) years of full-time study. Part-time study is an option for the first year of the BSN to DNP program.

- ❖ The **Post-Master's (PM) DNP Program** is a 31 credit hour (minimum) online program for nurses with a Masters in Nursing degree. The online program can be completed with full-time study in 14 months or more, or part-time study.

- ❖ **PM DNP** applicants without a clinical focus in their master's degree program will need to take the **Post Master's Population Health Certificate** program prior to full admission into the DNP program.

- ❖ **PM DNP** applicants who have some clinical hours but do not meet the minimum 500 clinical contact hours will complete the **PM DNP Bridge program**. An individualized plan of study will be developed to ensure completion of required post-baccalaureate clinical hours before full admission into the DNP program.

The Doctor of Nursing Practice program at Missouri State University is accredited by the Commission on Collegiate Nursing Education (<http://www.aacn.nche.edu/ccne-accreditation>).

DNP program requirements

Completed applications will be reviewed beginning December 1 for summer admission.

The successful applicant will:

- ~~1. Submit an application and meet all requirements for admission to the Graduate College at Missouri State University, including complete, official transcripts of all college programs and course work. The applicant should select the Pre-DNP program on the Graduate College application if prerequisites are needed prior to beginning the DNP program. When applying to the Graduate College, select the semester that you plan on taking your first courses at MSU, including prerequisites.~~
- ~~2. Submit a separate DNP program application to the School of Nursing. Available on the nursing website.~~
- ~~3. Submit a \$50 nonrefundable application fee to the School of Nursing. This fee is in addition to the MSU Graduate Application Fee.~~
- ~~4. Have graduated from an Advanced Practice Nursing program accredited by the Commission on Collegiate Nursing Education (CCNE) or the National League for Nursing Accreditation (NLNAC/ACEN). Graduates from non-accredited programs will be considered on an individual basis. (Post-master's only).~~
- ~~5. Have graduated from a Bachelor of Science (BSN) program that is accredited by the Commission on Collegiate Nursing Education (CCNE) or the National League for Nursing Accreditation (NLNAC/ACEN). Graduates from international nursing programs~~

- ~~or non-accredited programs will be considered on an individual basis. (BSN to DNP only).~~
- ~~6. Submit evidence of current certification in an area of Advanced Nursing Practice: nurse practitioner, nurse midwife, nurse anesthetist, or clinical nurse specialist. (Post-master's only).~~
 - ~~7. Complete a minimum of clinical practice experience that equates with one year of full-time experience.~~
 - ~~8. Hold a current unencumbered RN license in the state in which clinical practicums will occur within the United States. (Post-master's only).~~
 - ~~9. Have a cumulative GPA of all previous graduate-level education course work of 3.25 (on a 4.00 scale) or above (Post-master's) and a GPA of 3.25 for last 60 hours of course work attempted (BSN to DNP). Students who have less than a 3.25 GPA must submit verbal, quantitative, and analytical scores on the Graduate Record Examination General Test (GRE). See current Graduate Catalog Admission section for minimum GRE requirements.~~
 - ~~10. Submit evidence of current health and professional liability insurance.~~
 - ~~11. Current American Heart Association (AHA) Basic Life Support (BLS) for Healthcare Providers certification. Students taking CPR for the first time or whose CPR certification has expired must take a 4-hour face-to-face American Heart Association BLS Healthcare for Provider's CPR course. Online didactic course and written test are available at OnlineAHA.org for a fee for those students who show need to recertify. No online practice and skills testing will be accepted.~~
 - ~~12. Complete all prerequisite courses; pathophysiology, healthcare informatics, epidemiology (Post-master's only), and a graduate course in statistics with a grade of "C" or higher before the program begins. Admission will be contingent on the student completing prerequisite courses prior to enrolling in DNP courses.~~
 - ~~13. Meet the School of Nursing technical standards of the DNP program to successfully undertake the course of study (available by request from the program).~~
 - ~~14. Submit evidence of current immunizations or immune status (MMR, Tetanus, Varicella, Hepatitis B series) and a PPD or Tspot (chest X-ray or documentation of appropriate follow-up for PPD positive individuals). Individual agencies may have additional requirements.~~
 - ~~15. Be prepared to meet the technical and technology proficiency requirements for online courses.~~

The application requires a two-step process:

1. Apply and be accepted to the Graduate College.
 - a) Submit an application and meet all requirements for admission to the Graduate College at Missouri State University, including complete, official transcripts of all college programs and course work, and a graduate application fee. The applicant should select the Pre-DNP program on the Graduate College application if prerequisites are needed prior to beginning the DNP program. When applying to the Graduate College, select the semester that you plan on taking your first courses at MSU, including prerequisites.

2. Apply to the School of Nursing DNP Program.

- a) Submit a separate DNP program application to the School of Nursing. The application packet is available on the MSU School of Nursing website.
- b) Submit a \$50 nonrefundable application fee to the School of Nursing. This fee is in addition to the MSU Graduate Application Fee.
- c) Have graduated from a Masters in Nursing or higher degree program accredited by a recognized accrediting organization. Graduates from non-accredited programs will be considered on an individual basis for the **Post-Master's DNP**.
- d) Have graduated from a Bachelor of Science (BSN) program that is accredited by a recognized accrediting organization. Graduates from international nursing programs or non-accredited programs will be considered on an individual basis.
- e) Licensure as a registered nurse (RN) without disqualification and eligible for licensure in the State in which clinical practicums will be completed. **Post-Master's** Advanced Practice nurses must submit a copy of their certification in their area of Advanced Nursing Practice.
- f) Have completed clinical practice experience that equates with one year minimum (two or more preferred) of full-time experience. Exceptions considered on individual basis.
- g) **Post Master's** applicants must have a cumulative GPA of all previous graduate-level education course work of 3.25 (on a 4.00 scale) or above, and **BSN to DNP** applicants must have a cumulative GPA of 3.25 for last 60 hours of college course work attempted. Students who have a GPA of less than a 3.25 must submit verbal, quantitative, and analytical writing scores on the Graduate Record Examination (GRE) General Test (minimum Verbal: 150; Quantitative: 145; Analytical Writing: 3.5).
- h) Submit evidence of current health and professional liability insurance appropriate to their nursing role.
- i) Submit evidence of current American Heart Association (AHA) Basic Life Support (BLS). Online didactic course and written test are available at <http://www.onlineAHA.org> for a fee for those students who need to recertify. No *online* skills testing will be accepted.
- j) Complete all prerequisite courses; **BSN to DNP** requires: undergraduate human pathophysiology, graduate statistics, and healthcare informatics, **Post Master's** requires: graduate human pathophysiology, graduate health assessment, graduate pharmacology, graduate epidemiology, graduate statistics, and healthcare informatics, with a grade of "B-" or higher before the program begins. Full

admission will be contingent on the student successfully completing prerequisite courses.

- k) Meet the School of Nursing technical standards of the DNP program to successfully undertake the course of study (available by request from the program).
- l) Submit evidence of current immunizations or immune status (MMR, Tetanus, Varicella, Hepatitis B series) and a PPD or T-Spot (or documentation of appropriate follow up for positive individuals).
- m) Be prepared to meet the technical and technology proficiency requirements for online courses (available by request from the program).

Admission process

For applicants with complete admission packet

- 1. **Post Master's A-applicants** who demonstrate a match between their project goals and the areas of expertise of the faculty will be given priority in the admission process. (~~Post-master's only~~)
- 2. Competitive **BSN to DNP** applicants will be invited to interview with the DNP Admission Committee. An interview is required to determine the fit between the candidate's goals, and the DNP program and faculty.

Selection factors

Admission into the Doctorate of Nursing Practice Program is highly selective and competitive, and a limited number of students will be admitted each year. Completion of all admission requirements and/or admission to the ~~Pre-DNP program~~ **Graduate College** does not ensure full admission to the DNP Program. The DNP Admission Committee will consider the following characteristics of competitive applicants:

- o Academic potential to successfully complete the program within the required time frame
- o **BSN to DNP** applicants should have a full ~~U~~ understanding of ~~and commitment to~~ the role of the advanced practice nurse
- o ~~Personal~~ **Professional integrity and** maturity
- o Interpersonal communication skills, including written and verbal
- o Quality and quantity of health care experiences
- o Quality of leadership and service activities
- o ~~Capacity for performance~~ **BSN to DNP** requires the ability to perform ~~of~~ the technical functions and tasks required of the advanced practice nurse.

~~Students may take up to nine (9) credit hours of course work towards their degree before full admission to the DNP specialization. Student may take:~~

- a. ~~[NUR 635](#), Healthcare Informatics~~
- b. ~~[NUR 640](#), Advanced Human Pathophysiology~~
- c. ~~[NUR 700](#), Epidemiology~~
- d. ~~[NUR 703](#), Population Health: A Local to Global Perspective~~
- e. ~~[NUR 707](#), Advanced Health Assessment and Health Promotion Throughout the Lifespan~~
- f. ~~[NUR 711](#), Advanced Roles and Leadership in Nursing~~
- g. ~~[NUR 765](#), Applications of Advanced Pathophysiology~~
- h. ~~[PSY 627](#), Advanced Psychological Statistical Methods~~

Students must complete the following program prerequisites before full admission into the DNP Program:

BSN to DNP: healthcare informatics, undergraduate pathophysiology, graduate statistics

Post Master's DNP: graduate human pathophysiology, graduate health assessment, graduate pharmacology, graduate epidemiology, graduate statistics, and healthcare informatics.

The following are options offered at Missouri State University:

- a) NUR 635, Healthcare Informatics
- b) NUR 640, Advanced Human Pathophysiology (undergraduate)
- c) PBH 720, Epidemiology
- d) PSY 627, Advanced Psychological Statistical Methods
- e) NUR 765, Applications of Advanced Pathophysiology (graduate)
- f) NUR 734, Advanced Physical Assessment and Clinical Reasoning
- g) NUR 761, Advanced Pharmacology

Students may take up to nine (9) credit hours of course work towards their degree before full admission to the DNP program. In addition to the prerequisite courses, the following courses are options:

- a) NUR 703, Population Health: A Local to Global Perspective
- b) NUR 711, Advanced Roles and Leadership in Nursing
- c) NUR 840, Technology for Transforming Nursing and Health Systems

Additional requirements of the program

Students will be required to initiate and pay for any additional security checks and drug screenings required for placement into agencies for clinical experiences. Some agencies require annual screening and affidavits.

Full Admission is contingent on completing the following immediately after acceptance to the program:

1. **Post Master's** applicants must submit completed Verification of Post-Baccalaureate Clinical Practice Hours form.

2. Payment of a clinical tracking fee. See the School of Nursing website for a full list of program costs.
3. Applicants must apply and pay for the state/federal Background Check and receive a response that the applicant has not been convicted of any crime **pursuant to Section 660.317 RSMO** or other disqualifications that would prohibit licensure ~~as an advanced practice-registered~~ nurse or completion of clinical experiences. ~~in clinical settings.~~
4. Pay for and complete a urine drug screen without disqualifying ~~offenses~~ **results**.
5. Applicants must submit proof of current professional liability insurance (limit \$1,000,000/aggregate \$6,000,000). For **BSN to DNP** students, the current professional liability insurance must be specifically for NP Student Liability.

Retention policies

To remain in the DNP program, the student must:

1. Maintain a ~~minimum cumulative~~ GPA of 3.25 with no more than **one course with a grade of "C", and no course with a grade of "D or lower.** ~~three (3) credit hours of graduate work below a grade of "B" (3.00) and no hours of graduate work below a grade of "C".~~ Receive a "pass" in all clinical evaluations.
2. ~~Not repeat more than one course.~~
2. Complete all requirements for the program **within five academic years after full admission** ~~by the fifth year after admission~~ to the DNP program. **Continuous enrollment in the BSN-DNP program is required once FNP clinical courses are initiated.**
3. Demonstrate acceptable levels of maturity and integrity, as well as behaviors and attitudes normally expected of professional nurses in advanced nursing roles.
4. Demonstrate acceptable professional progression in application of skills and knowledge throughout the program.
5. Maintain current ~~Healthcare Provider Course~~ **American Heart Association (AHA) Basic Life (BLS)** certification, RN licensure, health and **professional** liability insurance, and all immunizations required by clinical agencies throughout the program.
6. The student must notify the School of Nursing within five (5) days in the event of any legal infractions or any actions taken against their nursing license, or any investigation of such incidences.
7. While the student's grades are important, retention in the DNP program ~~is based on a~~ **considers the** composite picture of the student's ability to perform at a satisfactory level in the academic and clinical component of the educational program.

The School of Nursing reserves the right to refuse enrollment or program continuation to any student. This refusal will be determined by the judgment of the **DNP Program Director, the Graduate Admission, Progression, and Graduation (APG) Committee** and the Director of the School of Nursing, ~~and~~ based on the student's ability to successfully complete academic or clinical assignments or function effectively in the roles required in the DNP program. This includes the demonstration of characteristics associated with a professional nurse, including behaviors involving professionalism, ethics and integrity.

Technological requirements

The Missouri State University BSN to DNP Program uses a combination of online and on-campus modalities. Didactic online content ~~is~~ **may be** delivered using asynchronous and synchronous formats. Applicants to the DNP program must be proficient using Blackboard (or other course platform systems), word processing, spreadsheet management, and presentation graphics software. Students are expected to be able to manage files, navigate the internet, access resources, locate scholarly references from the library, use a headset/microphone, computer camera, scanner and fax machine. Students who have deficiencies in these areas must seek training before the start of the program.

The School of Nursing uses a Blackboard course management system for all courses. Additionally, ~~the Adobe Macromedia~~ **web conferencing** software is used for synchronous course offerings and other experiences. ~~Videoconferencing may be used with Adobe Macromedia or Skype software.~~ **Specific information on web conferencing software used in class will be provided in the course syllabus.** Access to a personal computer/**laptop** with broadband/**high speed** ~~(Cable or DSL)~~ **internet** connections, a web camera, **and a headset with microphone is required.** ~~microphone with headset, and a laptop computer with wireless capabilities that meet the minimal hardware is required. Our multimedia content is optimized for Internet Explorer and Firefox.~~

Clinical experiences

Clinical **FNP** experiences for **BSN to DNP** students are individually arranged with preceptors, who have the appropriate educational and experiential qualifications. Students can complete their clinical experiences in their local community if ~~appropriate~~ sites and preceptors **are approved by the School of Nursing. However, students should plan to travel outside of the local community for clinical experiences.** ~~available.~~ However, students ~~may need~~ **should plan** to travel outside of the local community for clinical experiences. All clinical sites and preceptors must be approved in advance by the ~~DNP Program Director~~ **FNP Program Coordinator** and a contract must be established with the clinical site before any clinical experiences occur.

~~For the Post Master's DNP: Students are required to be on campus minimum of two times during the program. The date and times for these on-campus visits will be published annually, prior to the start of the academic year.~~

Requirements on Campus

BSN to DNP students are required to be on campus for seated classes a minimum of one day a week, with potential for additional days depending on requirements of the course.

Post-Master's DNP students are required to be on-campus a minimum of two times during the program. The date and times for these on-campus visits will be published annually, prior to the start of the academic year.

Curricular Requirements:

BSN to DNP (80 hrs)

NUR 701 Nursing Science (3 credit hours)

NUR 703 Population Health: A Local to Global Perspective (3 credit hours)

NUR 704 Population Health Practicum (1 credit hour)

NUR 711 Advanced Roles and Leadership in Nursing (2 credit hours)

NUR 730 Family Practice I (6 credit hours)

NUR 734 Advanced Physical Assessment and Clinical Reasoning (5 credit hours)

NUR 750 Family Practice II (6 credit hours)

NUR 761 Advanced Pharmacotherapeutics (3 credit hours)

NUR 765 Applications of Advanced Pathophysiology (3 credit hours)

NUR 770 Family Practice III (6 credit hours)

NUR 772 Advanced Research Methods in Nursing (3 credit hours)

NUR 790 Family Nurse Practitioner Advanced Practicum (5 credit hours)

NUR 800 DNP Leadership I: Concepts for Evidence-Based Practice (2 credit hours)

NUR 802 Emerging Science and Methods of Advanced Practice (3 credit hours)

NUR 810 Finance Management and Entrepreneurship for Advanced Nursing Roles (2 credit hours)

NUR 820 Social Justice and Disparities in Health and Healthcare (2 credit hours)

NUR 824 Health Policy to Improve Health Disparities (3 credit hours)

NUR 830 DNP Leadership II: Impacting Disparities in Health and Healthcare (3 credit hours)

NUR 840 Technology for Transforming Nursing and Health Systems (2 credit hours)

NUR 860 DNP Leadership III: Transforming Systems (3 credit hours)

NUR 990 Introduction to Transforming Practice (1 credit hour)

NUR 991 Transforming Practice I (3 credit hours)

NUR 992 Transforming Practice II (3 credit hours)

NUR 993 Transforming Practice III (4 credit hours)

PBH 720 Epidemiology (3 credit hours)

Post Master's DNP (Minimum of 31 hrs)

NUR 800 DNP Leadership I: Concepts for Evidence-Based Practice (2 credit hours)

NUR 802 Emerging Science and Methods of Advanced Practice (3 credit hours)

NUR 810 Finance Management and Entrepreneurship for Advanced Nursing Roles (2 credit hours)

NUR 820 Social Justice and Disparities in Health and Healthcare (2 credit hours)

NUR 824 Health Policy to Improve Health Disparities (3 credit hours)

NUR 830 DNP Leadership II: Impacting Disparities in Health and Healthcare (3 credit hours)

NUR 840 Technology for Transforming Nursing and Health Systems (2 credit hours)

NUR 860 DNP Leadership III: Transforming Systems (3 credit hours)

NUR 990 Introduction to Transforming Practice (1 credit hour)

NUR 991 Transforming Practice I (3 credit hours)

NUR 992 Transforming Practice II (3 credit hours)

NUR 993 Transforming Practice III (4 credit hours)

Course requirements: Post-Master's DNP (29 hrs)

Summer 1

Course Code	Course Title	Credit Hours
<u>NUR 800</u>	DNP Leadership I Concepts for EBP	3 hrs
<u>NUR 990</u>	Introduction to Transforming Practice	1 hr

Fall 1

Course Code	Course Title	Credit Hours
<u>NUR 830</u>	DNP Leadership II	3 hrs
<u>NUR 820</u>	Social Justice and Disparities in Health	2 hrs
<u>NUR 991</u>	Transforming Practice I	3 hrs
<u>NUR 802</u>	Emerging Science of Advanced Practice	2 hrs

Spring 1

Course Code	Course Title	Credit Hours
<u>NUR 860</u>	DNP Leadership III	4 hrs
<u>NUR 840</u>	Technology for Transforming Nursing and Health Systems	2 hrs

Course Code	Course Title	Credit Hours
<u>NUR 992</u>	Transforming Practice II	3 hrs
<u>NUR 824</u>	Health Policy to Improve Disparities in Health and Healthcare	2 hrs

Summer 2

Course Code	Course Title	Credit Hours
<u>NUR 993</u>	Transforming Practice III	4 hrs

Course Requirements: BSN to DNP (83 hrs)

Summer Year 1

Course Code	Course Title	Credit Hours
<u>NUR 711</u>	Roles and Leadership	2 hrs
<u>NUR 707</u>	Advanced Health Assessment/Health Promotion	2 hrs

Fall Year 1

Course Code	Course Title	Credit Hours
<u>NUR 700</u>	Epidemiology	3 hrs
<u>NUR 701</u>	Nursing Science	3 hrs
<u>NUR 761</u>	Advanced Pharmacology	3 hrs
<u>NUR 734</u>	Clinical Reasoning	5 hrs

Spring Year 1

Course Code	Course Title	Credit Hours
<u>NUR 765</u>	Applications of Pathophysiology	3 hrs
<u>NUR 772</u>	Advanced Nursing Research	3 hrs
<u>NUR 788</u>	Health Policy/Issues	3 hrs
<u>NUR 703</u>	Population Health	3 hrs
<u>NUR 704</u>	Cultural Immersion	1 hr

Summer Year 2

Course Code	Course Title	Credit Hours
<u>NUR 800</u>	DNP Leadership I Concepts for EBP	3 hrs
<u>NUR 802</u>	Emerging Science of Advanced Practice	2 hrs
<u>NUR 990</u>	Introduction to Transforming Practice	1 hr

Fall Year 2

Course Code	Course Title	Credit Hours
<u>NUR 830</u>	DNP Leadership II Impacting Disparities in Health and Healthcare	3 hrs
<u>NUR 730</u>	Family Practice I	6 hrs
<u>NUR 820</u>	Social Justice and Disparities in Health and Healthcare	2 hrs

Spring Year 2

Course Code	Course Title	Credit Hours
<u>NUR 860</u>	DNP Leadership III Transforming Systems	4 hrs
<u>NUR 840</u>	Technology for Transforming Nursing and Health Systems	2 hrs

Course Code	Course Title	Credit Hours
<u>NUR 750</u>	Family Practice II	6 hrs

Summer Year 3

Course Code	Course Title	Credit Hours
<u>NUR 991</u>	Transforming Practice I	3 hrs

Fall Year 3

Course Code	Course Title	Credit Hours
<u>NUR 770</u>	Family Practice III	6 hrs
<u>NUR 992</u>	Transforming Practice II	3 hrs
<u>NUR 824</u>	Health Policy to Improve Disparities in Health and Healthcare	2 hrs

Spring Year 3

Course Code	Course Title	Credit Hours
<u>NUR 790</u>	Advanced Practice Practicum	5 hrs
<u>NUR 993</u>	Transforming Practice III	4 hrs

Change Program Proposal Form

Submitted on 11/05/2017 by Melissa Penkalski (MelissaPenkalski@MissouriState.edu).

Department:

Nursing, School of

Type of Program**Choose One:**

- Major (Non-Comprehensive/Graduate Program)
- Minor
- Academic Rules
- Comprehensive Major
- Certificate
- Other
- Option
- Certification

Title of Program Affected:

Nursing, Master of Science in-MSN

Current Catalog Description: (Either cut and paste present description from online catalog **OR** provide as an attachment below)

Attached

Complete New Catalog Description: (Either provide the revised description in the text area below [strikethrough all deletions and insert/bold new information - any content that is copied and pasted will lose existing formatting; please review prior to submission] **OR** provide as an attachment below)

← → **B** *I* ~~S~~

Attached

What is changing? Check all boxes that apply:

- | | | |
|--|---|---|
| <input type="checkbox"/> Title change | <input type="checkbox"/> From option to program (major) | <input checked="" type="checkbox"/> Other |
| <input checked="" type="checkbox"/> Course changes of under 18 hours | <input type="checkbox"/> From program (major) to option | |
| <input type="checkbox"/> Course changes of 18 hours or more | | |

Focus of the MSN program is changing to meet accreditation requirements, course changes, and new courses.

Reason for Proposed Change:

A clinical focus is being added to the MSN program as well as courses in pharmacology, pathophysiology, and advanced health assessment, as required by accreditation standards. Population health management is an emerging role for nurses.

What is the date that this new program was approved by departmental or program faculty? (MM/DD/YYYY)

10/30/2017

Current Status:

Grad Council Review

Proposal Progress:

11/05/2017 - Submitted by Department Head (Kathryn Hope)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

11/05/2017 - Department Head Review - Kathryn Hope - None- I approve this request

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Graduate programs

Master of Science in Nursing

~~Kathryn Hope~~, Nurse Educator Program Director
Professional Building, Room 300, Phone 836-5310
nursing@missouristate.edu

Program description

The School of Nursing offers a Master of Science in Nursing (MSN) program with a specialization in nurse educator **clinical focus in population health**. ~~The Nurse Educator is prepared to teach in a variety of academic and continuing education settings to diverse learners.~~ **This Master's-prepared nurse assumes pivotal roles to improve the healthcare quality of vulnerable populations and reduce healthcare disparities. An emphasis is placed on designing, planning, implementing, and evaluating patient-centered healthcare programs to meet population health needs.**

Admission process

~~Admission to the Nurse Educator specialization is a two-step process.~~
Full admission to the MSN program is a two-step process.

1. The applicant first applies **and is accepted into** ~~to~~ the Graduate College as a MSN Major. See admission requirements below.

2. The applicant then applies to and is accepted into the MSN program. Requirements include:

~~2. Once accepted into the MSN program, an application to the specialization is submitted to the School of Nursing. See Nurse Educator specialization admission criteria below.~~

~~Students may take up to 9 credit hours of course work towards their specialization before full admission to the specialization. Students may take:~~

~~a. NUR 635 Healthcare Informatics~~

~~b. NUR 700 Epidemiology~~

~~c. NUR 703 Population Health: A Local to Global Perspective~~

~~d. PSY 627 Advanced Psychological Statistical Methods~~

~~Because of the limited resources, admission to the MSN program and the specializations are competitive and selective. Admission to the MSN program does not guarantee admission to the specialization.~~

a. Complete the prerequisites for admission to the MSN program:

1. **Healthcare informatics and graduate level inferential statistics with a “B-“or higher.**
2. **Successful completion of undergraduate pathophysiology, nursing research, and health assessment courses with a grade of “C” or higher.**
- b. **A cumulative GPA of 3.25 (on a 4.00 scale) of for the last 60 hours of college work attempted. Students who have a GPA of less than 3.25 must submit verbal, quantitative, and analytical writing scores on the Graduate Record Examination (GRE) General Test (Minimum Verbal: 150, Quantitative: 145, Analytical Writing: 3.5).**
- c. **Completion of a Bachelor of Science (BSN) program that is accredited by a recognized accrediting organization. Graduates from international nursing program or non-accredited programs will be considered on an individual basis.**
- d. **Licensure as a registered nurse (RN) without disqualification and eligible for licensure in the State in which clinical practicums will be completed.**

Additional requirements

~~Admission to the MSN Program~~

- ~~1. Acceptance into the Graduate College at Missouri State University.~~
- ~~2. Submit an application to the MSN Program.~~
- ~~3. A cumulative GPA of 3.00 on a 4.00 scale in the last 60 hours of college course work attempted.~~
- ~~4. If the student's cumulative GPA is less than 3.00 on a 4.00 scale, submission of Graduate Record Examination (GRE) scores are required. See the Graduate College Admission section for current guidelines.~~
- ~~5. Completion of a baccalaureate degree with a major in nursing from a program accredited by the Commission on Collegiate Nursing Education (CCNE), the National League for Nursing Commission for Nursing Education Accreditation (CNEA), or Accreditation Commission for Education in Nursing (ACEN).~~
- ~~6. Successful completion with a grade of "C" or higher in undergraduate statistics, nursing research, and health assessment courses. Students who don't have these courses must take them prior to submitting an application.~~
- ~~7. Licensure as a registered nurse (RN) without disqualification and eligible for licensure in Missouri.~~
- ~~8. Applicants who: (a) have a bachelor's degree in nursing from a non-accredited program, or (b) have a bachelor's degree in nursing from a foreign country, will be considered on an individual basis.~~

- ~~9. Applicants who are RNs and have a non-nursing degree or a degree without upper division nursing courses will be evaluated on an individual basis prior to applying to the MSN program.~~
Admission to the MSN Specializations

Evidence of:

- ~~1. Admission to the MSN program.~~
1. A one-page essay that addresses the applicant's professional career goals and how the MSN program will help accomplish these goals.
 2. Current immunization (MMR, Tetanus, Varicella, complete Hepatitis B series **or titer indicating immunity**) and a PPD **or T-Spot** (or evidence of appropriate medical follow-up for ~~PPD~~-positive individuals).
 3. Current health insurance and nursing **professional** liability insurance. ~~for nurse educators.~~
 - ~~4. Successful completion of prerequisites with a grade of "C-" or higher to include a graduate level or multivariate course in statistics, a course in nursing or healthcare informatics.~~
 4. Current American Heart Association (AHA) Basic Life Support (BLS) ~~for Healthcare Providers certification. Students taking CPR for the first time must take a 4 hour face to face American Heart Association BLS Healthcare for Provider's CPR course. Online didactic course and written test are available at <http://www.OnlineAHA.org>. for a fee for those students who need to recertify. No online practice and skills testing will be accepted.~~
 5. **Applicants must apply for a state/federal background check** ~~Drug screening test and a criminal record check*~~ provided by the School of Nursing and receive response that the applicant has not been convicted of any crime pursuant to Section 660.317 RSMO or other disqualifications that would prohibit licensure as a registered nurse **or completion of clinical experience.**
 6. **Pay for and complete a urine drug screen without disqualifying results.**

~~*Students who fail these checks or procedures will be subject to further review by the School of Nursing Graduate Admission, Promotion and Graduation Committee. This may result in dismissal from the MSNA program and specialization.~~

Students with complete application materials for full admission will be reviewed by a **program** departmental selection committee. Selection of students for the MSN program is on a competitive basis.

~~Nurse Educator Specialization~~

Students accepted into the MSN Program and with a completed application to the Nurse Educator specialization will be considered for admission. Acceptance into the Nurse Educator specialization is ongoing and applications will be taken until the class is filled.

Additional requirements of the program

Students will be required to initiate and pay for any additional security checks and drug screenings required for clinical agencies.

Probational Admission to the Program

- ~~1. Probational admission may be granted to the applicant with a GPA below 3.00, or academic deficiencies.~~
- ~~2. During the probationary period, the student shall receive no course grade lower than a "B-" for the first nine hours of graduate course work attempted.~~
- ~~3. Students on probationary status will be evaluated each semester by the Nursing Admission, Promotion, and Graduation Committee (APG), and a decision will be made on the student's status and a letter will be sent to the student regarding dismissal or continuation in the program.~~

Retention requirements

After admission into the MSN program and continuing through full admission into the Nurse Educator specialization, students must achieve **maintain** the following for retention in the program:

1. Maintain a GPA of 3.00, with no more than ~~3 semester hours of graduate work below a grade of "B-", and no hours of graduate work below a grade of "C".~~ **one course with a grade of "C", and no course with a grade of "D" or lower.** Receive a "pass" in all clinical evaluations.
- ~~2. No more than one course may be repeated.~~
2. Students must complete all requirements **coursework** for the degree by their 5th **within five** academic years after admission into the MSN specialization **program.**
3. **Students must demonstrate acceptable levels of maturity, and integrity, and professionalism,** as well as behaviors and attitudes normally expected of professional nurses in advanced nursing roles.
4. Demonstrate acceptable professional progression in application of skills and knowledge in the area of specialization. **population health program.**
5. **Maintain current American Heart Association (AHA) Basic Life (BLS) certification, RN licensure, health and professional liability insurance, and all immunizations required by clinical agencies throughout the program.**
6. **The student must notify the School of Nursing within five (5) days in the event of any legal infractions or any actions taken against their nursing license, or any investigation of such incidences.**

Technological Requirements

The Missouri State University MSN Program uses a combination of online and on-campus modalities. Didactic online content is **may be** delivered using asynchronous and synchronous formats. Applicants to the MSN program must be proficient using Blackboard (or other course platform systems), word processing, spreadsheet management, and presentation graphics software. Students are expected to be able to manage files, navigate the internet, access resources, locate scholarly references from the library, use a headset/microphone, computer camera, scanner and fax machine. Students who have deficiencies in these areas must seek training before the start of the program.

Computer hardware and software requirements

The School of Nursing uses a Blackboard course management system for all courses. Additionally, ~~the Adobe Connect~~ **web conferencing** software is **may be** used for synchronous course offerings and other experiences. **Specific information on web conferencing software used in class will be provided in the course syllabus.** ~~Videoconferencing may be used with Adobe Connect or Skype software.~~ Access to a personal computer/**laptop** with broadband/**high speed** (Cable or DSL) **internet** connections, a web camera, **headset with microphone is required.** ~~with headset, and a laptop computer with wireless capabilities that meet the minimal hardware is required. Our multimedia content is optimized for Internet Explorer and Firefox.~~

Degree Requirements (Minimum of ~~34 or 37-43~~ hours)

~~**Academic Advisor.** After admission to the graduate program, the student will be assigned an academic advisor who will supervise the student's graduate program and chair the candidate's graduate committee.~~

MSN in Population Health Program

NUR 701 Nursing Science (3 credit hours)

NUR 711 Advanced Roles and Leadership (2 credit hours)

NUR 824 Health Policy to Improve Health Disparities (3 credit hours)

NUR 703 Population Health: A Local to Global Perspective (3 credit hours)

NUR 704 Population Health Practicum (2 credit hours)

NUR 772 Advanced Research Methods in Nursing (3 credit hours)

NUR 761 Advanced Pharmacotherapeutics (3 credit hours)

NUR 765 Applications of Advanced Pathophysiology (3 credit hours)

NUR 734 Advanced Physical Assessment and Clinical Reasoning (5 credit hours)

NUR 705 Population Health Management I (3 credit hours)

NUR 706 Population Health Management II (4 credit hours)

NUR 785 Population Health Management Education Practicum (3 credit hours)

NUR 797 Non-thesis Project (3 credit hours)

PBH 720 Epidemiology (3 credit hours)

Core courses

Course Code	Course Title	Credit Hours
<u>NUR 701</u>	Nursing Science	3 hrs
<u>NUR 707</u>	Advanced Health Assessment and Health Promotion Throughout the Lifespan	2 hrs
<u>NUR 772</u>	Advanced Research Methods in Nursing	3 hrs
<u>NUR 788</u>	Health Policies and Issues	3 hrs
<u>NUR 797</u>	Non-thesis Project OR	3 hrs
<u>NUR 799</u>	Thesis	6 hrs
-	Total	14 or 17 hrs

Nurse Educator Specialization

Course Code	Course Title	Credit Hours
-	Core Course Requirements	14 or 17 hrs
<u>NUR 700</u>	Epidemiology	3 hrs

Course Code	Course Title	Credit Hours
<u>NUR-703</u>	Population Health: A Local to Global Perspective	3 hrs
<u>NUR-780</u>	Teaching/Learning for Health Care Education	3 hrs
<u>NUR-781</u>	Nursing Education Practicum	2 hrs
<u>NUR-782</u>	Curriculum Design and Program Development	3 hrs
<u>NUR-783</u>	Nursing Education Practicum II	2 hrs
<u>NUR-784</u>	Technology in Health Care Education	2 hrs
<u>NUR-786</u>	Issues in Healthcare Education	2 hrs
-	Total	34 or 37 hrs

Students should contact the School of Nursing for information on optional clinical focus requirements.

Accelerated RN to Masters in Nursing Option for Nurse Educator

Entrance Requirements

Students must apply to the Accelerated RN to MSN Option when they first apply for admission to the BSN completion program and prior to enrolling in nursing or supporting courses required in the BSN. Students may not enter the RN-MSN option after they begin taking courses for the BSN completion program. After successful completion of BSN requirements, all students in this

~~Nurse Educator option will receive the BSN and may be granted full admission to the Graduate College.~~

~~**Admission requirements include:**~~

- ~~1. Junior standing;~~
- ~~2. Licensure as a registered nurse (RN) in good standing and eligible for licensure in Missouri;~~
- ~~3. Meet all admission requirements for the BSN completion program;~~
- ~~4. A pre-admission interview;~~
- ~~5. Submission of Graduate Record Examination (GRE) test scores are required.~~
- ~~6. 2 letters of recommendation (faculty or employer preferred);~~
- ~~7. A written statement of goals;~~
- ~~8. The equivalent of at least one (1) year of full-time experience in direct patient care as a registered nurse;~~
- ~~9. An overall GPA of 3.25 or higher;~~
- ~~10. Current American Heart Association BLS for Healthcare Providers certification. No online courses are accepted.~~

~~**Additional Requirements of the Program**~~

- ~~1. Students will be required to initiate and pay for any security checks and drug screenings required for clinical agencies.~~
- ~~2. Apply for criminal record check and receive response that the applicant has not been convicted of any crime pursuant to Section 660.317 RSMO or other disqualifications that would prohibit licensure as a registered nurse.~~
- ~~3. Students who fail these checks or procedures will be subject to further review by a School of Nursing Graduate Faculty Committee. This may result in dismissal from the RN-MSN program.~~

~~**Retention and Progression**~~

~~In order to remain in the accelerated master's program and progress to the MSN program, students must:~~

- ~~1. Maintain an overall GPA of 3.25 or higher;~~

- ~~2. Earn a grade of “B” or higher in all undergraduate nursing courses attempted;~~
- ~~3. Earn a grade of “B” or higher in all graduate courses attempted.~~
 Students not meeting the criteria for progression in the RN-MSN, Nurse Educator option, may complete the requirements for the BSN degree, but will be removed from the accelerated option. In the final year of the BSN program, the student must make application to the nurse educator option.

Credit Course Options

The accelerated RN to master’s option allows several courses to be taken to meet undergraduate (RN) requirements and prerequisites to the graduate program.

Course Code	Course Title	Credit Hours
-	Graduate Statistics (600 level or higher)	3 hrs
<u>NUR-635</u>	Healthcare Infomatics	3 hrs

Master of Science in Nursing

Kathryn Hope, Nurse Educator Program Director
Professional Building, Room 300, Phone 836-5310
nursing@missouristate.edu

Program description

The School of Nursing offers a Master of Science in Nursing program with a specialization in nurse educator. The Nurse Educator is prepared to teach in a variety of academic and continuing education settings to diverse learners.

Admission process

Admission to the Nurse Educator specialization is a two step process.

1. The applicant first applies to the Graduate College as a MSN Major. See admission requirements below.
2. Once accepted into the MSN program, an application to the specialization is submitted to the School of Nursing. See Nurse Educator specialization admission criteria below.

Students may take up to 9 credit hours of course work towards their specialization before full admission to the specialization. Students may take:

- a. [NUR 635](#) Healthcare Informatics
- b. [NUR 700](#) Epidemiology
- c. [NUR 703](#) Population Health: A Local to Global Perspective
- d. [PSY 627](#) Advanced Psychological Statistical Methods

Because of the limited resources, admission to the MSN program and the specializations are competitive and selective. Admission to the MSN program does not guarantee admission to the specialization.

Additional requirements

Admission to the MSN Program

1. Acceptance into the Graduate College at Missouri State University.
2. Submit an application to the MSN Program.
3. A cumulative GPA of 3.00 on a 4.00 scale in the last 60 hours of college course work attempted.
4. If the student's cumulative GPA is less than 3.00 on a 4.00 scale, submission of Graduate Record Examination (GRE) scores are required. See the Graduate College Admission section for current guidelines.
5. Completion of a baccalaureate degree with a major in nursing from a program accredited by the Commission on Collegiate Nursing Education (CCNE), the National League for

Nursing Commission for Nursing Education Accreditation (CNEA), or Accreditation Commission for Education in Nursing (ACEN).

6. Successful completion with a grade of "C" or higher in undergraduate statistics, nursing research, and health assessment courses. Students who don't have these courses must take them prior to submitting an application.
7. Licensure as a registered nurse (RN) without disqualification and eligible for licensure in Missouri.
8. Applicants who: (a) have a bachelor's degree in nursing from a non-accredited program, or (b) have a bachelor's degree in nursing from a foreign country, will be considered on an individual basis.
9. Applicants who are RNs and have a non-nursing degree or a degree without upper division nursing courses will be evaluated on an individual basis prior to applying to the MSN program.

Admission to the MSN Specializations

Evidence of:

1. Admission to the MSN program.
2. A one-page essay that addresses the applicant's professional career goals and how the MSN program will help accomplish these goals.
3. Current immunization (MMR, Tetanus, Varicella, complete Hepatitis B series) and a PPD (or evidence of appropriate medical follow-up for PPD positive individuals).
4. Current health insurance and nursing liability insurance for nurse educators.
5. Successful completion of prerequisites with a grade of "C-" or higher to include a graduate level or multivariate course in statistics, a course in nursing or healthcare informatics.
6. Current American Heart Association (AHA) Basic Life Support (BLS) for Healthcare Providers certification. Students taking CPR for the first time must take a 4 hour face-to-face American Heart Association BLS Healthcare for Provider's CPR course. Online didactic course and written test are available OnlineAHA.org for a fee for those students who need to recertify. No online practice and skills testing will be accepted.
7. Drug screening test and a criminal record check* provided by the School of Nursing and receive response that the applicant has not been convicted of any crime pursuant to Section 660.317 RSMO or other disqualifications that would prohibit licensure as a registered nurse.

*Students who fail these checks or procedures will be subject to further review by the School of Nursing Graduate Admission, Promotion and Graduation Committee. This may result in dismissal from the MSNA program and specialization.

Students with complete application materials for full admission will be reviewed by a departmental selection committee. Selection of students for the MSN program is on a competitive basis.

Nurse Educator Specialization

Students accepted into the MSN Program and with a completed application to the Nurse Educator specialization will be considered for admission. Acceptance into the Nurse Educator specialization is ongoing and applications will be taken until the class is filled.

Additional requirements of the program

Students will be required to initiate and pay for any additional security checks and drug screenings required for clinical agencies.

Probational Admission to the Program

1. Probational admission may be granted to the applicant with a GPA below 3.00, or academic deficiencies.
2. During the probationary period, the student shall receive no course grade lower than a "B-" for the first nine hours of graduate course work attempted.
3. Students on probationary status will be evaluated each semester by the Nursing Admission, Promotion, and Graduation Committee (APG), and a decision will be made on the student's status and a letter will be sent to the student regarding dismissal or continuation in the program.

Retention requirements

After admission into the MSN program and continuing through full admission into the Nurse Educator specialization, students must achieve the following for retention in the program:

1. Maintain a GPA of 3.00, with no more than 3 semester hours of graduate work below a grade of "B-", and no hours of graduate work below a grade of "C". Receive a "pass" in all clinical evaluations.
2. No more than one course may be repeated.
3. Students must complete all requirements for the degree by their 5th academic year after admission into the MSN specialization.
4. Demonstrate acceptable levels of maturity and integrity, as well as behaviors and attitudes normally expected of professional nurses in advanced nursing roles.
5. Demonstrate acceptable professional progression in application of skills and knowledge in the area of specialization.

Technological Requirements

The Missouri State University MSN Program uses a combination of online and on-campus modalities. Didactic online content is delivered using asynchronous and synchronous formats. Applicants to the MSN program must be proficient using Blackboard (or other course platform systems), word processing, spreadsheet management, and presentation graphics software. Students are expected to be able to manage files, navigate the internet, access resources, locate scholarly references from the library, use a headset/microphone, computer camera, scanner and fax machine. Students who have deficiencies in these areas must seek training before the start of the program.

The School of Nursing uses a Blackboard course management system for all courses. Additionally, the Adobe Connect software is used for synchronous course offerings and other experiences. Videoconferencing may be used with Adobe Connect or Skype software. Access to a personal computer with broadband (Cable or DSL) connections, a web camera, microphone with headset, and a laptop computer with wireless capabilities that meet the minimal hardware is required. Our multimedia content is optimized for Internet Explorer and Firefox.

Degree Requirements (Minimum of 34 or 37 hours)

Academic Advisor. After admission to the graduate program, the student will be assigned an academic advisor who will supervise the student’s graduate program and chair the candidate’s graduate committee.

Core courses

Course Code	Course Title	Credit Hours
<u>NUR 701</u>	Nursing Science	3 hrs
<u>NUR 707</u>	Advanced Health Assessment and Health Promotion Throughout the Lifespan	2 hrs
<u>NUR 772</u>	Advanced Research Methods in Nursing	3 hrs
<u>NUR 788</u>	Health Policies and Issues	3 hrs
<u>NUR 797</u>	Non-thesis Project OR	3 hrs
<u>NUR 799</u>	Thesis	6 hrs
	Total	14 or 17 hrs

Nurse Educator Specialization

Course Code	Course Title	Credit Hours
	Core Course Requirements	14 or 17 hrs
<u>NUR 700</u>	Epidemiology	3 hrs
<u>NUR 703</u>	Population Health: A Local to Global Perspective	3 hrs
<u>NUR 780</u>	Teaching/Learning for Health Care Education	3 hrs
<u>NUR 781</u>	Nursing Education Practicum	2 hrs
<u>NUR 782</u>	Curriculum Design and Program Development	3 hrs
<u>NUR 783</u>	Nursing Education Practicum II	2 hrs
<u>NUR 784</u>	Technology in Health Care Education	2 hrs
<u>NUR 786</u>	Issues in Healthcare Education	2 hrs
	Total	34 or 37 hrs

Students should contact the School of Nursing for information on optional clinical focus requirements.

Accelerated RN to Masters in Nursing Option for Nurse Educator

Entrance Requirements

Students must apply to the Accelerated RN to MSN Option when they first apply for admission to the BSN completion program and prior to enrolling in nursing or supporting courses required in the BSN. Students may not enter the RN-MSN option after they begin taking courses for the BSN completion program. After successful completion of BSN requirements, all students in this Nurse Educator option will receive the BSN and may be granted full admission to the Graduate College.

Admission requirements include:

1. Junior standing;
2. Licensure as a registered nurse (RN) in good standing and eligible for licensure in Missouri;
3. Meet all admission requirements for the BSN completion program;
4. A pre-admission interview;
5. Submission of Graduate Record Examination (GRE) test scores are required.
6. 2 letters of recommendation (faculty or employer preferred);
7. A written statement of goals;
8. The equivalent of at least one (1) year of full-time experience in direct patient care as a registered nurse;
9. An overall GPA of 3.25 or higher;
10. Current American Heart Association BLS for Healthcare Providers certification. No online courses are accepted.

Additional Requirements of the Program

1. Students will be required to initiate and pay for any security checks and drug screenings required for clinical agencies.
2. Apply for criminal record check and receive response that the applicant has not been convicted of any crime pursuant to Section 660.317 RSMO or other disqualifications that would prohibit licensure as a registered nurse.
3. Students who fail these checks or procedures will be subject to further review by a School of Nursing Graduate Faculty Committee. This may result in dismissal from the RN-MSN program.

Retention and Progression

In order to remain in the accelerated master's program and progress to the MSN program, students must:

1. Maintain an overall GPA of 3.25 or higher;
2. Earn a grade of "B" or higher in all undergraduate nursing courses attempted;
3. Earn a grade of "B" or higher in all graduate courses attempted.
Students not meeting the criteria for progression in the RN-MSN, Nurse Educator option, may complete the requirements for the BSN degree, but will be removed from the accelerated option. In the final year of the BSN program, the student must make application to the nurse educator option.

Credit Course Options

The accelerated RN to master's option allows several courses to be taken to meet undergraduate (RN) requirements and prerequisites to the graduate program.

Course Code	Course Title	Credit Hours
	Graduate Statistics (600-level or higher	3 hrs
<u>NUR 635</u>	Healthcare Infomatics	3 hrs

Delete Program Proposal Form

Submitted on 11/05/2017 by Melissa Penkalski (MelissaPenkalski@MissouriState.edu).

Department:

Nursing

Type of Program**Choose One:**

- Major (Non-Comprehensive/Graduate Program) Minor Academic Rules
- Comprehensive Major Certificate Other
- Option Certification

Title of Program Affected:

Nursing/Nurse Educator-Accelerated-MSN

Current Catalog Description (cut and paste present description from online catalog):

Attached

Reason for Proposed Deletion:

No students requesting this option.

What is the date that this new program was approved by departmental or program faculty? (MM/DD/YYYY)

10/23/2017

Current Status:

Grad Council Review

Proposal Progress:

11/05/2017 - Submitted by Department Head (Kathryn Hope)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

11/05/2017 - Department Head Review - Kathryn Hope - None- I approve

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Accelerated RN to Masters in Nursing Option for Nurse Educator

Entrance Requirements

Students must apply to the Accelerated RN to MSN Option when they first apply for admission to the BSN completion program and prior to enrolling in nursing or supporting courses required in the BSN. Students may not enter the RN-MSN option after they begin taking courses for the BSN completion program. After successful completion of BSN requirements, all students in this Nurse Educator option will receive the BSN and may be granted full admission to the Graduate College.

Admission requirements include:

1. Junior standing;
2. Licensure as a registered nurse (RN) in good standing and eligible for licensure in Missouri;
3. Meet all admission requirements for the BSN completion program;
4. A pre-admission interview;
5. Submission of Graduate Record Examination (GRE) test scores are required.
6. 2 letters of recommendation (faculty or employer preferred);
7. A written statement of goals;
8. The equivalent of at least one (1) year of full-time experience in direct patient care as a registered nurse;
9. An overall GPA of 3.25 or higher;
10. Current American Heart Association BLS for Healthcare Providers certification. No online courses are accepted.

Additional Requirements of the Program

1. Students will be required to initiate and pay for any security checks and drug screenings required for clinical agencies.
2. Apply for criminal record check and receive response that the applicant has not been convicted of any crime pursuant to Section 660.317 RSMO or other disqualifications that would prohibit licensure as a registered nurse.
3. Students who fail these checks or procedures will be subject to further review by a School of Nursing Graduate Faculty Committee. This may result in dismissal from the RN-MSN program.

Retention and Progression

In order to remain in the accelerated master's program and progress to the MSN program, students must:

1. Maintain an overall GPA of 3.25 or higher;

2. Earn a grade of “B” or higher in all undergraduate nursing courses attempted;
3. Earn a grade of “B” or higher in all graduate courses attempted.

Students not meeting the criteria for progression in the RN-MSN, Nurse Educator option, may complete the requirements for the BSN degree, but will be removed from the accelerated option. In the final year of the BSN program, the student must make application to the nurse educator option.

Credit Course Options

The accelerated RN to master’s option allows several courses to be taken to meet undergraduate (RN) requirements and prerequisites to the graduate program.

Course Code	Course Title	Credit Hours
	Graduate Statistics (600-level or higher)	3 hrs
<u>NUR 635</u>	Healthcare Infomatics	3 hrs

Change Program Proposal Form

Submitted on 11/10/2017 by Elizabeth Williamson (EWilliamson@MissouriState.edu).

Department:

Physical Therapy

Type of Program**Choose One:**

- Major (Non-Comprehensive/Graduate Program)
- Minor
- Academic Rules
- Certificate
- Other
- Comprehensive Major
- Certification
- Option

Title of Program Affected:

Physical Therapy, Doctor of-DPT

Current Catalog Description: (Either cut and paste present description from online catalog **OR** provide as an attachment below)

Physical Therapy

Graduate programs

Doctor of Physical Therapy, Entry-Level Program

Jeanne Cook, Department Head and Program Director

McQueary Family Health Sciences Hall, Room 204

Phone 417-836-6179; physicaltherapy@missouristate.edu

Scott W. Wallentine, Admissions Coordinator

McQueary Family Health Sciences Hall, Room 204

Phone 417-836-4514; SWallentine@missouristate.edu

The Department of Physical Therapy offers an entry-level Doctor of Physical Therapy (DPT) program for individuals wanting to enter the profession of physical therapy, and a post-professional, completion DPT program for individuals who are already licensed physical therapists who want to augment their education to obtain the DPT degree.

PLEASE NOTE: The following admission and degree requirements are in place for students admitted for the summer, 2016 semester. Students admitted for the fall, 2015 semester will follow the degree requirement outline in the 2014/15 catalog (pdf version available at <https://graduate.missouristate.edu/catalog/Graduate-Catalog-Archive.htm>)

Entry-Level DPT program description

The entry-level curriculum in Physical Therapy focuses on the academic and clinical foundations necessary for a career in physical therapy. Program graduates are prepared to examine patients with impairments, functional limitations, and disabilities (or other health-related conditions) in order to determine a diagnosis and prognosis relevant to physical therapy. They will be able to design, implement, and modify therapeutic interventions to produce changes in their patients' conditions. Graduates will be prepared to offer a variety of additional services including: (1) prevention, wellness and health promotion; (2) consultation with patients, clients, and other health care professionals; (3) screening to identify individuals at risk, or in need of, physical therapy; (4) educating patients, the general public, local, state, and federal health agencies, and other health care professionals; (5) clinical and basic science research; and (6) administration including direction and supervision of support personnel.

The program prepares graduates to practice in a variety of settings such as hospitals, rehabilitation centers, homes, private physical therapy practices, skilled nursing facilities, schools, corporate and industrial health centers, athletic training facilities, fitness centers, sports injury treatment centers, and education or research centers.

Program accreditation

The entry-level DPT program is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE).

Required observation experience

Verifiable observation experience in at least two (2) different areas of physical therapy specialty.

Academic and Clinical Standards

The Physical Therapy program enforces high academic standards and ethical behaviors. To remain in the program, students must earn a "C" or better in all academic courses or a pass when pass/not pass grading is used. A student who earns a "D" or "F" in any academic course in the curriculum, or receives more than 12 semester hours of "C" will be dismissed from the program. A student who earns a failing mark in a clinical internship may be dismissed from the program.

Interview

Admission into the Physical Therapy program is highly competitive and the number of students who can be admitted each year is limited. Therefore, completion of all prerequisites and other requirements does not assure acceptance into the program. Competitive applicants will be invited for an interview as part of the admission process.

Admission requirements

Minimum requirements

1. The Physical Therapy Program at Missouri State University, Springfield Campus, participates in the Physical Therapist Centralized Application Services (PTCAS). Applicants applying to the program must apply online using the PTCAS application. To learn more about the PTCAS application process, please visit <http://www.ptcas.org/>. Application deadline is October 1 (all application documents must be received by this date). Classes begin in May of each year.
 - o Submit Graduate Record Examination (GRE) scores to PTCAS. No minimum score is required; however, scores among students are compared.
 - o Submit two letters of recommendation, one from the "Pre-professional Advisor" at the institution where the

Complete New Catalog Description: (Either provide the revised description in the text area below [strikethrough all deletions and insert/bold new information - any content that is copied and pasted will lose existing formatting; please review prior to submission] **OR** provide as an attachment below)

← → B I S

Attached

What is changing? Check all boxes that apply:

- | | | |
|---|---|---|
| <input type="checkbox"/> Title change | <input type="checkbox"/> From option to program (major) | <input checked="" type="checkbox"/> Other |
| <input type="checkbox"/> Course changes of under 18 hours | <input type="checkbox"/> From program (major) to option | |
| <input type="checkbox"/> Course changes of 18 hours or more | | |

Deletion of a post-professional, completion DPT program.

Reason for Proposed Change:

Post-professional, completion DPT program was established so individuals who received an entry level Bachelor or Master of Physical Therapy degree could attain a Doctor of Physical Therapy degree. The program was established as a transient degree, designed to admit students from Spring 2011 through Fall 2013 with all coursework to be completed by 2018. No students are currently enrolled in the program thus, the program has achieved its intended purpose and is no longer needed.

What is the date that this new program was approved by departmental or program faculty? (MM/DD/YYYY)

11/1/2017

Current Status:

Grad Council Review

Proposal Progress:

11/10/2017 - Submitted by Department Head (Jeanne Cook)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

No comments have been added to this proposal.

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Physical Therapy

Graduate programs

Doctor of Physical Therapy

Jeanne Cook, Department Head and Program Director

McQueary Family Health Sciences Hall, Room 204

Phone 417-836-6179; physicaltherapy@missouristate.edu

Scott W. Wallentine, Admissions Coordinator

McQueary Family Health Sciences Hall, Room 204

Phone 417-836-4514; SWallentine@missouristate.edu

The Department of Physical Therapy offers a Doctor of Physical Therapy (DPT) program for individuals wanting to enter the profession of physical therapy. DPT program description

The Physical Therapy curriculum focuses on the academic and clinical foundations necessary for a career in physical therapy. Program graduates are prepared to examine patients with impairments, functional limitations, and disabilities (or other health-related conditions) in order to determine a diagnosis and prognosis relevant to physical therapy. They will be able to design, implement, and modify therapeutic interventions to produce changes in their patients' conditions. Graduates will be prepared to offer a variety of additional services including: (1) prevention, wellness and health promotion; (2) consultation with patients, clients, and other health care professionals; (3) screening to identify individuals at risk, or in need of, physical therapy; (4) educating patients, the general public, local, state, and federal health agencies, and other health care professionals; (5) clinical and basic science research; and (6) administration including direction and supervision of support personnel.

The program prepares graduates to practice in a variety of settings such as hospitals, rehabilitation centers, homes, private physical therapy practices, skilled nursing facilities, schools, corporate and industrial health centers, athletic training facilities, fitness centers, sports injury treatment centers, and education or research centers.

Program accreditation

The DPT program is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE).

Admission requirements

Minimum requirements

1. Admission into the Physical Therapy program is highly competitive and the number of students who can be admitted each year is limited; therefore, completion of all prerequisites and other requirements does not assure acceptance into the program. Competitive applicants will be invited for an interview as part of the admission process.
2. The Physical Therapy Program at Missouri State University, Springfield Campus, participates in the Physical Therapist Centralized Application Services (PTCAS). Applicants applying to the program must apply online using the PTCAS application. To learn more about the PTCAS application process, please visit <http://www.ptcas.org/>. Application deadline is October 1 (all application documents must be received by this date). Classes begin in May of each year.
 - o Submit Graduate Record Examination (GRE) scores to PTCAS. No minimum score is required; however, scores among students are compared.
 - o Submit two letters of recommendation to PTCAS: one from the applicant's undergraduate advisor at the institution where the majority of science courses were taken and one from a licensed physical therapist.
 - o Complete all other requirements listed in PTCAS.
3. A baccalaureate degree from an accredited college or university. The undergraduate major may be in any field, but students must have completed the prerequisites (or their equivalents) listed under "prerequisite courses".
4. A minimum overall GPA of 3.00 on a 4.00 scale.
5. Ability to meet the technical standards of the program in order to successfully undertake the course of study (available upon request from the program).
6. Verifiable observation experience is required in at least two (2) different areas of physical therapy specialty.

Program Requirements

Physical Therapy students will be required to:

1. Complete a yearly physical examination including a TB skin test or chest X-ray. In addition, MMR, Hepatitis B, and other vaccinations are required.
2. Have the capacity for performance of the technical standards (essential functions) and tasks required of a physical therapist.
3. Pass periodic drug and alcohol screening and periodic criminal background checks (Missouri State Highway Patrol, Federal Bureau of Investigation, or other approved agency). These program requirements are the result of health organizations' requirements for placement at their clinical sites. Students will be financially responsible for security checks and drug/alcohol screens and for housing/transportation costs during clinical internships. Students who do not pass the appropriate screenings may not be able to complete the program or practice professionally.
4. Maintain current professional liability insurance for the duration of the program.
5. Maintain current health insurance for the duration of the program.
6. Maintain current American Heart Association Basic Life Support Certification for the duration of the program.
7. Maintain current membership in the American Physical Therapy Association for the duration of the program.

8. Abide by the American Physical Therapy Association's Code of Ethics for the Physical Therapist (https://www.apta.org/uploadedFiles/APTAorg/About_Us/Policies/Ethics/CodeofEthics.pdf) and Guide for Professional Conduct (http://www.apta.org/uploadedFiles/APTAorg/Practice_and_Patient_Care/Ethics/GuideforProfessionalConduct.pdf)
9. Abide by the policies and procedures for physical therapy students that are explained in the *Handbook for Physical Therapy Students* at Missouri State University. This handbook may be found online.

Academic and Clinical Standards

The Physical Therapy program enforces high academic standards and ethical behaviors. To remain in the program, students must earn a "C" or better in all academic courses or a pass when pass/not pass grading is used. A student who earns a "D" or "F" in any academic course in the curriculum, or receives more than 12 semester hours of "C" will be dismissed from the program. A student who earns a failing mark in a clinical internship may be dismissed from the program.

Prerequisite courses

Below is the minimum number of required hours listed by discipline. The course numbers after each discipline indicate those courses offered at Missouri State University that fulfill that prerequisite. Students must complete the courses listed below, or their equivalents, in order to satisfy the prerequisite. If you have questions regarding the prerequisites, contact the Director of Admissions at 417-836-4514.

1. English: 6 hrs. English (Composition I and II)
2. Mathematics: 3 hrs. College Algebra ([MTH 135](#)) or higher
3. Statistics: 3 hrs. [MTH 340](#) or [MTH 545](#) or [ECO 308](#) or [QBA 237](#) or [PSY 200](#) or [SOC 302](#) or [BIO 550](#)
4. College Physics: 8 hrs. [PHY 123](#) and [PHY 124](#)
5. Chemistry: 8 hrs. [CHM 160](#) & [161](#), [CHM 170](#) & [171](#) or [CHM 201](#), [CHM 202](#)
6. Psychology: 6 hrs. One course should cover basic psychology and one should include abnormal psychology, [PSY 121](#), [PSY 304](#)
7. General Biology: 8 hrs. [BIO 121](#) and [BIO 122](#) or [BMS 110](#) & [BMS 111](#) & [BMS 230](#)
8. Human or Vertebrate Anatomy: 4 hrs. [BMS 307](#)
9. Human or Vertebrate Physiology: 4 hrs. [BMS 308](#)

Recommended courses (examples given)

1. Spanish: [SPN 101](#)
2. Computer Applications for Business: [CIS 201](#)
3. Personal Financial Planning: [FIN 381](#)

4. Management: [MGT 286](#)
5. Introduction to Biochemistry: [CHM 350](#)
6. Interpersonal Communications: [COM 205](#)
7. Applied Behavior Analysis: [PSY 508](#)
8. Cellular Biology: [BIO 320](#)
9. Biomedical Sci: [BMS 240](#), [BMS 260](#), [BMS 450](#), [BMS 467](#), [BMS 563](#), [BMS 567](#), [BMS 585](#)
10. Communication Sciences and Disorders: [CSD 201](#)
11. Philosophy: [PHI 105](#), [PHI 302](#) and [PHI 342](#), [PHI 513](#)
12. Psychology of Childhood: [PSY 331](#)
13. Human Growth and Development: [PSY 703](#) or [CFD 155](#)
14. Social Work: [SWK 200](#)

DPT Degree Requirements 133 hrs

1. Students must successfully complete the 133 hours of the physical therapy curriculum. The courses must be taken in the order and at the time scheduled for each admitted class (cohort group).
2. **Research.** Students must complete and present a graduate level scholarly paper, which is part of the requirement in [PTE 880](#).
3. **Comprehensive Examination.** Students must pass a comprehensive examination, which is implemented in the curriculum as computer competency testing.

Curriculum

The curriculum is designed sequentially so that courses must be taken in the order and at the time scheduled for each admitted class (cohort group). Any exceptions to the cohort progression requirement must stem from unavoidable and extreme personal circumstances, and must be approved by the core faculty and Department Head.

Entry-Level DPT Program course schedule

Summer, Semester 1 (10 weeks classroom)

Course Code	Course Title	Credit Hours
PTE 707	Medical Human Anatomy	6 hrs
PTE 711	Professional Issues I	2 hrs
PTE 712	Clinical Biomechanics for Physical Therapy	2 hrs
PTE 713	Embryology	1 hrs

Fall, Semester 2 (17 weeks classroom)

Course Code	Course Title	Credit Hours
PTE 710	Introduction to Physical Therapy	3 hrs
PTE 720	Neuroanatomy- Neuroscience	4 hrs
PTE 723	Patient Management: Musculoskeletal I	4 hrs
PTE 726	Clinical Kinesiology for Physical Therapy	2 hrs
PTE 740	Research Methods and Design	2 hrs
PTE 760	Management of Research Projects	1 hr

Spring, Semester 3 (17 weeks classroom)

Course Code	Course Title	Credit Hours
PTE 714	Imaging Analysis in Physical Therapy Practice	2 hrs
PTE 721	Professional Issues II	2 hrs
PTE 722	Physical Agents and Mechanical Modalities	2 hrs
PTE 733	Patient Management: Musculoskeletal II	3 hrs
PTE 743	Patient Management: Neurological I	4 hrs
PTE 750	Research and Outcome Analysis	2 hrs
BMS 752	Medical Physiology	3 hrs

Summer, Semester 4 (7 weeks classroom; 4 weeks clinical)

Course Code	Course Title	Credit Hours
PTE 732	Electrotherapeutic Modalities and Clinical Electrophysiology	2 hrs
PTE 737	Clinical Internship I	4 hrs
PTE 753	Patient Management: Neurological II	2 hrs
PTE 760	Management of Research Projects	1 hr

[PTE 773](#) Patient Management: Musculoskeletal III 2 hrs

Fall, Semester 5 (13 weeks classroom; 6 weeks clinical)

Course Code	Course Title	Credit Hours
PTE 731	Pathophysiology/Differential Diagnosis I	3 hrs
PTE 747	Clinical Internship II	6 hrs
PTE 760	Management of Research Projects	1 hr
PTE 763	Patient Management: Neuromuscular III	3 hrs
PTE 764	Patient Management: Exercise Physiology, Nutrition, and Wellness	3 hrs

Spring, Semester 6 (10 weeks classroom; 6 weeks clinical)

Course Code	Course Title	Credit Hours
PTE 730	Motor Control/Motor Learning	2 hrs
PTE 741	Pathophysiology/Differential Diagnosis II	2 hrs
PTE 744	Patient Management: Cardiovascular and Pulmonary Problems	3 hrs
PTE 754	Patient Management: Special Considerations Across the Life Span	1-2 hrs
PTE 757	Clinical Internship III	6 hrs
PTE 760	Management of Research Projects	1-2 hrs
	Electives	1-2 hrs

Summer, Semester 7 (11 weeks classroom)

Course Code	Course Title	Credit Hours
PTE 756	Patient Management: Integumentary	1 hr
PTE 760	Management of Research Projects	1 hr

PTE 761	Contemporary Issues in Professional Practice	2 hrs
PTE 762	Medical Pharmacology	2 hrs
PTE 765	The Physical Therapist as Educator	1 hr
PTE 767	Health Care Systems and the Physical Therapist	1 hr
	Electives	1-2 hrs

Fall, Semester 8 (10 weeks classroom; 8 weeks clinical)

Course Code	Course Title	Credit Hours
PTE 760	Management of Research Projects	1 hr
PTE 871	Physical Therapy Management and Administration	3 hrs
PTE 872	Orthotics and Prosthetics, and Assistive Technologies	3 hrs
PTE 873	Patient Management: Advanced Differential Diagnosis	3 hrs
PTE 877	Clinical Internship IV	8 hrs
	Electives	1-2 hrs

Spring, Semester 9 (3 weeks classroom; 14 weeks clinical)

Course Code	Course Title	Credit Hours
PTE 880	Research Seminar	1-2 hrs
PTE 883	Patient Management: Critical Integration and Analysis	1-2 hrs
PTE 887	Clinical Internship V	8 hrs
PTE 888	Clinical Internship VI	6 hrs
	Elective (Study Away)	0-2 hrs

|

New Program Proposal Form

Submitted on 11/05/2017 by Melissa Penkalski (MelissaPenkalski@MissouriState.edu).

This form is to be used for internal Missouri State approval of any proposal for a new program involving two or more courses, including any new graduate program, new undergraduate major (whether comprehensive or non-comprehensive), new option within an existing program (whether graduate or undergraduate), new minor, new certificate, or new certification program.

New graduate programs, new undergraduate majors, and certificate programs involving more than 18 credit hours require approval by the CBHE as well as approval through the Missouri State curricular process. CBHE applications for such programs are processed through the Office of Institutional Research. All proposals for new programs requiring CBHE approval should progress through the Missouri State curricular process accompanied by a draft of the required CBHE documentation.

Department:

Nursing, School of

Proposed Program Title:

Post-Master's Population Health Certificate Program

Choose One:

- Major (Non-Comprehensive/Graduate Program) Minor Academic Rules
- Comprehensive Major Certificate Other
- Option Certification

Select Degree Type (or Select Graduate Certificate or Undergraduate Certificate):

GRCT - Graduate Certificate

General Education Courses Required:

N/A

Total Hours: 0

General Education Courses Recommended:

N/A

Total Hours: 0

Requirements (including Admission) and Limitations for Specific Degree/Program:

Admission requirements

1. Admission to the Graduate College at Missouri State University.
2. Once admitted to the Graduate College, complete the application for the Post Master's Nurse Educator Certificate.
3. Master's Degree in Nursing from an accredited nursing graduate program, that includes, at a minimum, graduate courses in nursing theory and research.
4. Graduate GPA of 3.25 or higher.
5. Licensure as a registered nurse (RN) without disqualification and eligible for licensure in the State in which clinical practicums will be completed.
6. Evidence of current professional liability insurance.
7. Evidence of current health insurance.
8. Current immunization (MMR, Tetanus, Varicella, complete Hepatitis B series or titer indicating immunity) and a PPD or T-Spot (or evidence of appropriate medical follow-up for PPD positive individuals).
9. Current American Heart Association (AHA) Basic Life Support (BLS). Online didactic course and written test are available at <http://www.OnlineAHA.org>. No online skills testing will be accepted.

Because of course constraints, only a limited number of students will be admitted to the Post-Master's Population Health Certificate Program. Complete applications are reviewed on an ongoing basis. Admission is on a space available basis. Students may pursue either part-time or full-time study; however, all course work must be completed within 3 years.

Additional Requirements of the program

Full admission is contingent on completing the following immediately after acceptance to the program:

1. Payment of a clinical tracking fee. See the School of Nursing website for a full list of program costs.
2. Applicants must apply for a state/federal background check and receive response that the applicant has not been convicted of any crime pursuant to Section 660.317 RSMO or other disqualifications that would prohibit licensure as a registered nurse or completion of clinical experience.
3. Pay for and complete a urine drug screen without disqualifying results.
4. Applicants must submit proof of current professional liability insurance (limit \$1,000,000/aggregate \$6,000,000).

Total Hours: 0

Courses Required in Department:

- NUR 703 Population Health: A Local to Global Perspective- 3 credit hours (3-0)
- NUR 704 Population Health Practicum- 2 credit hours (0-2)
- NUR 705 Population Health Management I - 3 credit hours (2-1)
- NUR 706 Population Health Management II - 4 credit hours (2-2)
- NUR 880 Leadership and Innovation in Nursing Practicum- 3 credit hours (0-3)
- NUR 896 Independent Study in Community and Population Health Leadership-2 credit hours (0-2)

Total Hours: 17 credit hours and 480 clinical c

Courses Required in Other Departments:

none

Total Hours: 0

Prerequisites for Required Courses:

Students must complete the following program prerequisites before admission into the Post Master's Population Health Certificate Program: advanced health assessment with a clinical component, advanced pathophysiology, and advanced pharmacology.

Recommended Electives in Department:

none

Total Hours: 0

Recommended Electives in Other Departments:

none

Total Hours: 0

Limitations on Electives:

none

Please attach the following documents: (only one file may be attached for each requirement; accepts file types of PDF, DOC or DOCX)

1. Statement of Rationale: *Attached*
2. Estimated costs for first five years: *Attached*
3. Complete catalog description (including new courses and course changes pending approval): *Attached*
4. CBHE Application (If applicable): *Not Attached*

*Note: For new programs requiring CBHE approval, CBHE forms NP, PS, and PG will satisfy #1 and CBHE form FP will satisfy #2.

What is the date that this new program was approved by departmental or program faculty? (MM/DD/YYYY)

10/30/2017

Current Status:

Grad Council Review

Proposal Progress:

11/05/2017 - Submitted by Department Head (Kathryn Hope)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

11/05/2017 - Department Head Review - Kathryn Hope - None - I approve this proposal

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Statement of Rational for the Post Master's Population Health Certificate

Nursing accreditation guidelines require a clinical focus for all MSN programs. Currently the program has a role (nurse educator) but not a clinical focus. The Population Health focus is high growth area for nurses that encompass the roles of case and care management, risk assessment, the application of epidemiological and public health nursing concepts and skills. and health education across the care continuums (hospital to rehab/palliative care/ assisted living to home) and across the life span to improve the quality, effectiveness, and safety of care. Nurses cannot pursue a practice doctorate without clinical hours at the master's level.

Estimate five year costs for Post Master's Population Health Certificate

Faculty - No additional. Current searches for nursing faculty are incorporating population health. Our NP faculty all have a population health focus integrated into their programs. The nurse educator role in the MSN will only be a certificate, and removed from the MSN. The new courses will take their place. The DNP has high demand across the U.S. for a program that bridges a gap from the MSN with no clinical focus and the DNP. The population health certificate will bridge that demand.

Post-Master's Population Health Certificate Program

The Post-Masters Population Health Certificate program prepares nurses who have a previous Master's in Nursing (MSN) for the clinical role of population health management. Population health management improves the health of vulnerable populations and reduces health disparities. The certificate program includes both online didactic content and application of content in clinical experiences. The certificate may be taken as a full-time or part-time student.

The Post-Masters Population Health Certificate Program can be a stand-alone certificate or used to fulfill the master's level clinical hours required for admission into the DNP Program. The Certificate Program consists of six courses, totaling a minimum of 17 credit hours and 480 clinical hours.

Admission requirements

1. Admission to the Graduate College at Missouri State University.
2. Once admitted to the Graduate College, complete the application for the Post Master's Nurse Educator Certificate.
3. Master's Degree in Nursing from an accredited nursing graduate program, that includes, at a minimum, graduate courses in nursing theory and research.
4. Graduate GPA of 3.0025 or higher.
5. Licensure as a registered nurse (RN) without disqualification and eligible for licensure in the State in which clinical practicums will be completed.
6. Evidence of current professional liability insurance.
7. Evidence of current health insurance.
8. Current immunization (MMR, Tetanus, Varicella, complete Hepatitis B series or titer indicating immunity) and a PPD or T-Spot (or evidence of appropriate medical follow-up for PPD positive individuals).
9. Current American Heart Association (AHA) Basic Life Support (BLS). Online didactic course and written test are available at <http://www.OnlineAHA.org>. No online skills testing will be accepted.

Because of course constraints, only a limited number of students will be admitted to the Post-Master's Population Health Certificate Program. Complete applications are reviewed on an ongoing basis. Admission is on a space available basis. Students may pursue either part-time or full-time study; however, all course work must be completed within 3 years.

Additional Requirements of the program

Full admission is contingent on completing the following immediately after acceptance to the program:

1. Payment of a clinical tracking fee. See the School of Nursing website for a full list of program costs.

2. Applicants must apply for a state/federal background check and receive response that the applicant has not been convicted of any crime pursuant to Section 660.317 RSMO or other disqualifications that would prohibit licensure as a registered nurse or completion of clinical experience.

3. Pay for and complete a urine drug screen without disqualifying results.

4. Applicants must submit proof of current professional liability insurance (limit \$1,000,000/aggregate \$6,000,000).

Students must complete the following program prerequisites before admission into the Post Master's Population Health Certificate Program: advanced health assessment with a clinical component, advanced pathophysiology, and advanced pharmacology.

Courses for Post-Masters Population Health Certificate Program:

NUR 703 Population Health: A Local to Global Perspective- 3 credit hours (3-0)

NUR 704 Population Health Practicum- 2 credit hours (0-2)

NUR 705 Population Health Management I - 3 credit hours (2-1)

NUR 706 Population Health Management II - 4 credit hours (2-2)

NUR 880 Leadership and Innovation in Nursing Practicum- 3 credit hours (0-3)

NUR 896 Independent Study in Community and Population Health Leadership-2 credit hours (0-2)

Retention Requirements

After admission into the Post-Master's Population Health Certificate Program, the students must achieve the following for retention in the program:

1. Maintain a GPA of 3.25 or higher, with no more than one course with a grade of "C", and no course with a grade of "D or lower. Receive a "pass" in all clinical evaluations
2. Complete all requirements for the program by the 3rd year after admission to the PM Population Health Certificate program.
3. Demonstrate acceptable levels of maturity and integrity, as well as behaviors and attitudes normally expected of professional nurses in advanced nursing roles.
4. Demonstrate acceptable professional progression in application of skills and knowledge throughout the program.

5. Maintain current American Heart Association (AHA) Basic Life Support (BLS) certification, RN licensure, health and professional liability insurance, and all immunizations required by clinical agencies throughout the program.
6. The student must notify the School of Nursing within five (5) days in the event of any legal infractions or any actions taken against their nursing license, or any investigation of such incidences.

Change Course Proposal Form

Submitted on 11/11/2017 by Elizabeth Williamson (EWilliamson@MissouriState.edu).

*All fields require input

This proposal applies to:

- An existing COURSE
- An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

PTE883 Patient Management: Critical Integration and Analysis II

Will this proposal need to be reviewed by CGEIP? No Yes

Will this proposal need to be reviewed by EPPC? No Yes

Current online catalog description:

PTE 883 Patient Management: Critical Integration and Analysis II

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course stresses the importance of being proactive in resolving complex issues, particularly those that impact patients for a lifetime.

Cost effectiveness, efficiency, long-term planning, and using the best adaptive equipment for the long-term are emphasized. The elements of patient management as described in The Guide to Physical Therapist Practice are used to guide the clinical decision making process. Critical thinking is an integral part of this course. The course will culminate with the preparation of complex case studies of patients treated by each student while on Clinical Internship IV and V and the presentation of these case studies to student peers and faculty in a teaching seminar. Variable content course.

1-2 S

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)

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PTE 883 Patient Management: Critical Integration and Analysis II

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course stresses the importance of being proactive in resolving complex issues, particularly those that impact patients for a lifetime. Cost effectiveness, efficiency, long-term planning, and using the best adaptive equipment for the long-term are emphasized. The elements of patient management as described in The Guide to Physical Therapist Practice are used to guide the clinical decision making process. Critical thinking is an integral part of this course. The course will culminate with the preparation of complex case studies of patients treated by each student while on Clinical Internship IV and V and the presentation of these case studies to student peers and faculty in a teaching seminar. Variable content course. 1-2 S

What is changing? Check all boxes that apply.

- | | | | |
|---|---|---|---------------------------------------|
| <input type="checkbox"/> Course Code | <input type="checkbox"/> Course Number (Check Availability) | <input checked="" type="checkbox"/> Title | <input type="checkbox"/> Prerequisite |
| <input type="checkbox"/> Credit Hours/Contact Hours | <input type="checkbox"/> Periodicity | <input type="checkbox"/> Description | |

Reason for proposed change

The course is listed as Critical Integration and Analysis II but this is no Critical Integration and Analysis I.

Does this change affect course assessment (e.g. student learning evidence/outcomes)? No Yes

How did you determine the need for this change? Check all boxes that apply or specify other.

- | | | |
|--|---|--|
| <input type="checkbox"/> Routine or annual review/assessment of curriculum | <input type="checkbox"/> Faculty Input | <input type="checkbox"/> Student Input |
| <input type="checkbox"/> Accreditation/certification compliance | <input checked="" type="checkbox"/> Review of catalog information | |
| <input type="checkbox"/> Other (be specific): | | |

Check if this is a non-substantive change.

What is the date that this course change was approved by departmental or program faculty? (MM/DD/YYYY)

11/10/2017

Current Status:

Grad Council Review

Proposal Progress:

11/15/2017 - Submitted by Department Head (Jeanne Cook)

12/06/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

No comments have been added to this proposal.

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New Course Proposal Form

Submitted on 10/09/2017 by Hugh Gibson (Hughgibson@missouristate.edu).

***All fields require input**

- New COURSE
- New REGULAR PERMANENT SECTION of an existing variable content course. If a new regular section of an existing variable topics course, enter the existing course number below

Course Code:

REC

Course Number: ([Check Availability](#))

615

Course Title:

Risk Management for Recreation, Sport and Park Agencies

Will this proposal need to be reviewed by CGEIP? No YesWill this proposal need to be reviewed by EPPC? No Yes

Prerequisite/Co-requisite or enter 'None':

None

General Course Description: (Include any Pass/Not Pass grading restrictions, repeatable limits, limitation on course applicability, UG/GR parallel course, etc.)

This course is designed to look at the various risk management concepts, laws, and administrative practices that address the legal environment of recreation, sport, and park agencies within the scope of our legal culture. Our Constitution, legal liability related to safe environs, crowd control, transportation, employee rules and regulations, workplace risk, and the general management of risk situations and aspects will be the central core of this course. May be taught concurrently with REC 415. Cannot receive credit for both REC 415 and REC 615.

Credit Hours:

3

Lecture Contact Hours:

3

Lab Contact Hours:

0

Note: If variable credit, enter the highest number and add to end of course description. (e.g. "Variable credit, may be taken 1-3 hours.")

Periodicity. Check all that apply.

- | | | | | | |
|-------------------------------------|--------|--------------------------|-----------------------------------|--------------------------|----------------------------------|
| <input checked="" type="checkbox"/> | Fall | <input type="checkbox"/> | Fall (even-numbered years only) | <input type="checkbox"/> | Fall (odd-numbered years only) |
| <input checked="" type="checkbox"/> | Spring | <input type="checkbox"/> | Spring (even-numbered years only) | <input type="checkbox"/> | Spring (odd-numbered years only) |
| <input type="checkbox"/> | Summer | <input type="checkbox"/> | On Demand only | | |

Complete Catalog Description:

REC 615 Risk Management for Recreation, Sport and Park Agencies

Prerequisite: None

This course is designed to look at the various risk management concepts, laws, and administrative practices that address the legal environment of recreation, sport, and park agencies within the scope of our legal culture. Our Constitution, legal liability related to safe environs, crowd control, transportation, employee rules and regulations, workplace risk, and the general management of risk situations and aspects will be the central core of this course. May be taught concurrently with REC 415. Cannot receive credit for both REC 415 and REC 615.

Credit hours: 3 Lecture contact hours: 3 Lab contact hours: 0

Typically offered: Fall, Spring

Include sample syllabus (list topics, course goals.) Use text box OR upload only file types of PDF, DOC or DOCX.

Attached

Purpose of Course

Currently there are no graduate Recreation courses offered in our department. Based on student feedback, partner support, and professional demand for a more highly educated workforce, this course will provide a needed opportunity for the department, university and the community.

Relationship to Other Departments

NA

Is there a graduate/undergraduate parallel course to this one? No Yes

Enter parallel course number

REC415 Risk Management for Recreation, Sport, and Park Agencies

How do these classes differ?

Besides the two elements below, graduate students will be expected to have a higher level of critical thinking and decision making throughout the entire course. They will be expected to be more of a peer mentor instead of just a peer.

Risk Management Plan (50 points)

You will find an appropriate agency and design a RMP for that organization. The criteria will be given to you at a later date.

Risk Management document Review (50 points)

You will collect five different documents that manage risk, and explain how and why it manages risk. Then explain, how you would edit and rewrite those documents to improve them from what you have learned in class.

New Course Resource Information

Anticipated Average Enrollment per section:

2

Maximum Enrollment Limit per section:

4

Anticipated Average Enrollment per semester:

2

Maximum Enrollment Limit per semester:

4

Anticipated Average Enrollment per year:

2

Maximum Enrollment Limit per year:

4

Faculty Load Assignment (equated hours):

3

Is another course being deleted? No Yes

What will this course require in the way of:

Additional library Holdings

NA

Additional computer resources

NA

Additional or remodeled facilities

NA

Additional equipment or supplies

NA

Additional travel funds

NA

Additional faculty; general vs specialized

NA

Additional faculty; regular vs per-course

NA

Other additional expenses

NA

If additional faculty are not required, how will faculty be made available to teach this course?

This course will be taught concurrent undergraduate and graduate sections.

List names of current faculty qualified and available to teach this course

Dr. Gibson, Dr. Yating, & Dr. McCallister

What is the anticipated source of students for this course?

Students from undergraduate Recreation, Sport, and Park Administration program and students from MS in Health Promotion and Wellness Management.

If from within the department, will students be taking this course in addition to or in place of other courses?

In addition, so have additional electives from which to choose.

If from outside the department, which courses in other departments would most likely be affected?)

NA

Other comments:

NA

What is the date that this new course was approved by departmental or program faculty? (MM/DD/YYYY)

08/18/2017

Current Status:

Grad Council Review

Proposal Progress:

10/18/2017 - Submitted by Department Head (Sarah McCallister)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

No comments have been added to this proposal.

Copy As New Proposal

MAKE YOUR**MENT.**Last Modified: 07/17/2015 • [Disclaimer](#) • [Accessibility](#) • [EO/AA/M/F/Veterans/Disability](#)© 2017 [Board of Governors](#), Missouri State University • Maintained by: [Computer Services - MIS](#) • [Contact Information](#)

REC 615 Risk Management for Recreation, Sport and Park Agencies

Missouri State University
Department of Kinesiology
Recreation, Sport, and Park Administration

Class time: Tuesday & Thursday: 12:30pm – 1:45pm

Classroom: KGSX 119

Semester:

Instructor: Dr. Sarah McCallister

Office: McDonald Arena 103

Office Hours: M/W 1-2, F 11-12, T/Th 10-11; or by appointment

Phone: 417-836-5370

Email: SarahMcCallister@MissouriState.edu

Required Material:

*Textbook: Risk management for park, recreation and leisure services (six edition).
(ebook)*

***This course requires an IPAD. Please bring your IPAD with you in every class.**

Course Catalogue Description: This course is designed to look at the various risk management concepts, laws, and administrative practices that address the legal environment of recreation, sport, and park agencies within the scope of our legal culture. Our Constitution, legal liability related to safe environs, crowd control, transportation, employee rules and regulations, workplace risk, and the general management of risk situations and aspects will be the central core of this course. May be taught concurrently with REC 415. Cannot receive credit for both REC 415 and REC 615.

Course Goals & Objectives

- Increase students' awareness of current legal issues and emerging legal trends in recreation, sport and leisure services
- Develop the ability to understand legal foundations, laws, and the legislative process
- Examine tort laws and negligence
- Understand the principles and practices of safety, emergency, and risk management related to recreation, sport, and park services.
- Identify potential areas for liability in the management of recreation, sport and park organizations
- Application and knowledge of summary issues thorough case study analysis.

Academic dishonesty:

Missouri State University is a community of scholars committed to developing educated persons who accept the responsibility to practice personal and academic integrity. You are responsible for knowing and following the University's academic integrity policy plus additional more-specific policies for each class. The University policy, formally known as the "Student Academic Integrity Policies and Procedures" is available online at http://www.missouristate.edu/policy/Op3_01_AcademicIntegrityStudents.htm and also at the Reserves Desk in Meyer Library. Any student participating in any form of academic dishonesty will be subject to sanctions as described in this policy.

Statement of nondiscrimination:

Missouri State University is an equal opportunity/affirmative action institution, and maintains a grievance procedure available to any person who believes he or she has been discriminated against. At all times, it is your right to address inquiries or concerns about possible discrimination to the Office for Institutional Equity and Compliance, Park Central Office Building, 117 Park Central Square, Suite 111, 417-836-4252. Other types of concerns (i.e., concerns of an academic nature) should be discussed directly with your instructor and can also be brought to the attention of your instructor's Department Head. Please visit the OED website at www.missouristate.edu/equity/.

Statement on disability accommodation:

To request academic accommodations for a disability, contact the Director of the Disability Resource Center, Meyer Library, Suite 111, 417-836-4192 or 417-836-6792 (TTY), www.missouristate.edu/disability/contact.htm. Students are required to provide documentation of disability to the Disability Resource Center prior to receiving accommodations. The Disability Resource Center refers some types of accommodation requests to the Learning Diagnostic Clinic, which also provides diagnostic testing for learning and psychological disabilities. For information about testing, contact the Director of the Learning Diagnostic Clinic, 417-836-4787, <http://psychology.missouristate.edu/lcd>.

Cell phone policy:

As a member of the learning community, each student has a responsibility to other students who are members of the community. When cell phones or pagers ring and students respond in class or leave class to respond, it disrupts the class. Therefore, the Office of the Provost prohibits the use by students of cell phones, pagers, PDAs, or similar communication devices during scheduled classes. All such devices must be turned off or put in a silent (vibrate) mode and ordinarily should not be taken out during class. Given the fact that these same communication devices are an integral part of the University's emergency

notification system, an exception to this policy would occur when numerous devices activate simultaneously. When this occurs, students may consult their devices to determine if a university emergency exists. If that is not the case, the devices should be immediately returned to silent mode and put away. Other exceptions to this policy may be granted at the discretion of the instructor.

Emergency response statement:

At the first class meeting, students should become familiar with a basic emergency response plan through a dialogue with the instructor that includes a review and awareness of exits specific to the classroom and the location of evacuation centers for the building. All instructors are provided this information specific to their classroom and/or lab assignments in an e-mail prior to the beginning of the fall semester from the Office of the Provost and Safety and Transportation. Students with disabilities impacting mobility should discuss the approved accommodations for emergency situations and additional options when applicable with the instructor. For more information go to <http://www.missouristate.edu/safetran/51597.htm> and <http://www.missouristate.edu/safetran/erp.htm>.

Dropping a class:

It is your responsibility to understand the University's procedure for dropping a class. If you stop attending this class but do not follow proper procedure for dropping the class, you will receive a failing grade and will also be financially obligated to pay for the class. For information about dropping a class or withdrawing from the university, contact the Office of the Registrar at 836-5520. Faculty may also wish to include relevant drop deadlines. See Academic Calendars (www.missouristate.edu/registrar/acad_cal.html) for deadlines.

Audio and video recording course activity:

Students who wish to record lectures or class activities for study purposes should inform the faculty member first. Distribution or sale of recordings or other course materials is prohibited without the written permission of the instructor and other students who are recorded. Distribution without permission is a violation of copyright law and the Code of Student Rights and Responsibilities (Sections 4.6, 4.8, 4.9).

Religious accommodation:

The University may provide a reasonable accommodation based on a person's sincerely held religious belief. In making this determination, the University reviews a variety of factors, including whether the accommodation would create an undue hardship. The accommodation request imposes responsibilities and obligations on both the individual requesting the accommodation and the University. Students who expect to miss classes, examinations, or other

assignments as a consequence of their sincerely held religious belief shall be provided with a reasonable alternative opportunity to complete such academic responsibilities. It is the obligation of students to provide faculty with reasonable notice of the dates of religious observances on which they will be absent by submitting a *Request for Religious Accommodation Form* to the instructor by the end of the third week of a full semester course or the end of the second week of a half semester course.

Mental Health and Stress Management:

As a student you may experience a range of personal issues that can impede learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance and may reduce your ability to participate in daily activities. You can learn more about free and confidential Missouri State University Counseling Center services available to assist you at <https://counselingcenter.missouristate.edu/>.

Title IX Policy:

Missouri State University has a Title IX policy that guides our response to instances of sexual violence. Sexual Violence includes: Rape, Sexual Assault, Sexual Misconduct, Sexual Discrimination, Domestic Violence, Dating Violence, Stalking, Sexual Harassment and Pregnancy issues. The Title IX policy can be located on the MSU Title IX website at www.missouristate.edu/titleix/. This website is also a good resource for any questions or issues involving Title IX and contains contact information for the MSU Title IX Office and staff. Read an [overview of the Title IX office](#).

Chosen Name Policy:

A student may choose a name other than their legal name to identify themselves at Missouri State University. A chosen name is different than the student's legal name. Refer to the [Chosen Name policy](#) for more information. Students can provide their chosen first and middle names in the *Profile* tab of [My Missouri State](#).

Suicide Prevention Resource Policy:

https://www.missouristate.edu/policy/Op1_08-suicide-prevention-available-suicide-programs-and-related-procedures.htm

REC 615 Course Policies

Class participation and attendance

To receive maximum benefit from this course, you are expected to attend all classes, come prepared, and participate in the discussion. Attendances account for a part of your overall grade. Poor attendance will be reflected in poor performances on the exams. ***There are no make-ups for missed in-class exercises/credits because of nonattendance.***

If a student misses a lecture session, it is the student's responsibility to obtain notes from some other member of the class. The instructor does not distribute copies of lecture notes.

Written assignments

All assignments are due at the day indicated on the syllabus (at the beginning of the class). ***Only one assignment will be accepted late with at least 10% reduction in value. Late assignments must be turn in by the following class session or the grade will be posted as a "0". Demonstrating your Critical Thinking Skills to the instructor is essential through these various assignments. Besides the two elements below, graduate students will be expected to have a higher level of critical thinking and decision making throughout the entire course. They will be expected to be more of peer mentor instead of just a peer.***

All written assignments are must be accompanied with a separate cover page, which must include your name, date, class, instructor, and title of the paper. (Cover page in excluded from the length requirement for all assignments). Failing to include this part in your written assignment may result in reduction in grade.

Make-up exams

Exams that are missed due to an excused absence can be made up. Approved make-up must be taken before the following class session. A student missing an exam with an unexcused absence will not be allowed to make up the missed exam. ***Advance notification and written documentation are required. Make-up exams may be different and more difficult.***

Class Assignments

Demonstrating your Critical Thinking Skills to the instructor is essential through these various assignments.

Attendances (50 points)

Excluding holidays, exam time, attendances will be taken **at the beginning of the class. Your attendance will not be counted if you arrive late or leave early.** You will get the following points depending on your attendance:

95% class attendance & above: 50 points
 90% -94% class attendance: 45 points
 85%- 89% class attendance: 40 points
 80%-84% class attendance: 35 points
 75% -79% class attendance: 30 points
 70%-74% class attendance: 20 points etc.

In class exercises/homework (50 points)

Various amount of exercises/homework will be given. There is no make-up for missed in-class exercises. Assignments are due specified by the instructor.

Risk Management Plan (50 points)

You will find an appropriate agency and design a RMP for that organization. The criteria will be given to you at a later date.

Risk Management document Review (50 points)

You will collect five different documents that manage risk, and explain how and why it manages risk. Then explain, how you would edit and rewrite those documents to improve them from what you have learned in class.

Quizzes ---100 points

There will be tests on each chapter. Each test is worth 20 points.

Guest speaker reflection paper (60 points)

You are asked to write reflection paper on guest speaker's presentation. Each reflection paper is worth 20 points. Specific requirements on the paper are on blackboard and will be discussed in class.

Individual Case Analysis Paper (30 points)

You will be assigned a case analysis and write a paper on the case as required. Requirements are on blackboard and will be discussed in class.

Group Case Analysis & Presentation (60 points)

You will be assigned with another class to work on this case analysis together. Each of you will write your own analysis paper. Paper: 30 points; Presentation: 30 points. Specific requirements will be discussed in class. **Paper is due ON THE DAY of YOUR Presentation by 12:30 p.m..**

Final Exam (50 points) Final Exam is comprehensive. **TBA**

TENTATIVE COURSE CALENDAR: Subject to change based on instructor discretion.

Week 1

T.....Introduction

R..... IPAD/assignments logistics

Week 2

T..... Chapter 1 – Tort law

R..... Chapter 1 – Tort law

Week 3

T.....Quiz 1, Chapter 2 – Negligence

R.....Chapter 2 – Negligence

Week 4

T.....Case Study

R.....Chapter 3 –Standard of Care

Week 5

T.....Quiz 2, Chapter 2, 3

R..... Guest Speaker

Week 6

T.....Ch. 4 --Employee Rights

R.....Ch. 4 --Employee Rights

Week 7

T.....Individual Case Studies

R.....Individual Case Studies

Week 8

T..... Quiz, Chapter 4

R.....Ch. 5 –Risk Management

Week 9

T.....Ch. 5 –Risk Management

R.....Quiz, Chapter 5

Week 10

T.....Guest Speaker

R.....Chapter 6

Week 11

T.....Chapter 6

R.....Review

Week 12

T..... Quiz, Chapter 6

R..... Group Case Study Presentations

Week 13

T..... Group Case Study Presentations

R..... Group Case Study Presentations

Week 14 Group Case Study Presentations

Week 15

T..... Group Case Study Presentations

R..... Group Case Study Presentations

Week 16

Final: TBA

New Course Proposal Form

Submitted on 10/09/2017 by Hugh Gibson (Hughgibson@missouristate.edu).

***All fields require input**

- New COURSE
- New REGULAR PERMANENT SECTION of an existing variable content course. If a new regular section of an existing variable topics course, enter the existing course number below

Course Code:

REC

Course Number: ([Check Availability](#))

623

Course Title:

Organization and Administration of Leisure Services

Will this proposal need to be reviewed by CGEIP? No YesWill this proposal need to be reviewed by EPPC? No Yes

Prerequisite/Co-requisite or enter 'None':

None

General Course Description: (Include any Pass/Not Pass grading restrictions, repeatable limits, limitation on course applicability, UG/GR parallel course, etc.)

Presentation of administrative principles of leisure-oriented agencies. Specific approaches to financing, personnel budgets, facility, operation, policy development, departmental structure, public relations, legal aspects, and evaluation procedures are presented. May be taught concurrently with REC 423. Cannot receive credit for both REC 423 and REC 623.

Credit Hours:

3

Lecture Contact Hours:

3

Lab Contact Hours:

0

Note: If variable credit, enter the highest number and add to end of course description. (e.g. "Variable credit, may be taken 1-3 hours.")

Periodicity. Check all that apply.

- | | | | | | |
|-------------------------------------|--------|--------------------------|-----------------------------------|--------------------------|----------------------------------|
| <input checked="" type="checkbox"/> | Fall | <input type="checkbox"/> | Fall (even-numbered years only) | <input type="checkbox"/> | Fall (odd-numbered years only) |
| <input checked="" type="checkbox"/> | Spring | <input type="checkbox"/> | Spring (even-numbered years only) | <input type="checkbox"/> | Spring (odd-numbered years only) |
| <input type="checkbox"/> | Summer | <input type="checkbox"/> | On Demand only | | |

Complete Catalog Description:

REC 623 Organization and Administration of Leisure Services

Prerequisite: None

Presentation of administrative principles of leisure-oriented agencies. Specific approaches to financing, personnel budgets, facility, operation, policy development, departmental structure, public relations, legal aspects, and evaluation procedures are presented. May be taught concurrently with REC 423. Cannot receive credit for both REC 423 and REC 623.

Credit hours: 3 Lecture contact hours: 3 Lab contact hours: 0

Typically offered: Fall, Spring

Include sample syllabus (list topics, course goals.) Use text box OR upload only file types of PDF, DOC or DOCX.

Attached

Purpose of Course

Currently there no graduate Recreation courses offered in our department. Based on student feedback, partner support, and professional demand for higher educated workforce, this course a needed opportunity for the department, university and the community.

Relationship to Other Departments

NA

Is there a graduate/undergraduate parallel course to this one? No Yes

Enter parallel course number

REC423 Administration of Recreation, Sport, and Park Agencies

How do these classes differ?

Besides the two elements below, graduate students will be expected to have a higher level of critical thinking and decision making throughout the entire course. They will be expected to be more of peer mentor instead of just a peer.

1. Interview a Professional (50 points): Student will interview a professional in the field with help of guided questions from the instructor. Then they will write a five page reflective paper on how this interview can help them in the future.

Administration assessment of self (50 points): Student will evaluate themselves, then have to provide examples and justifications of each from actions from throughout the semester.

New Course Resource Information

Anticipated Average Enrollment per section:

2

Maximum Enrollment Limit per section:

4

Anticipated Average Enrollment per semester:

2

Maximum Enrollment Limit per semester:

4

Anticipated Average Enrollment per year:

6

Maximum Enrollment Limit per year:

8

Faculty Load Assignment (equated hours):

3

Is another course being deleted? No Yes**What will this course require in the way of:**

Additional library Holdings

NA

Additional computer resources

NA

Additional or remodeled facilities

NA

Additional equipment or supplies

NA

Additional travel funds

NA

Additional faculty; general vs specialized

NA

Additional faculty; regular vs per-course

NA

Other additional expenses

NA

If additional faculty are not required, how will faculty be made available to teach this course?

This course will be taught concurrent undergraduate and graduate sections.

List names of current faculty qualified and available to teach this course

Dr. Gibson, Dr.

What is the anticipated source of students for this course?

Students from undergraduate Recreation, Sport, and Park Administration program and students from MS in Health Promotion and Wellness Management.

If from within the department, will students be taking this course in addition to or in place of other courses?

In addition, so have additional electives from which to choose.

If from outside the department, which courses in other departments would most likely be affected?)

NA

Other comments:

NA

What is the date that this new course was approved by departmental or program faculty? (MM/DD/YYYY)

08/18/2017

Current Status:

Grad Council Review

Proposal Progress:

10/18/2017 - Submitted by Department Head (Sarah McCallister)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

No comments have been added to this proposal.

Copy As New Proposal

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REC 623
ORGANIZATION AND ADMINISTRATION OF LEISURE SERVICES
Recreation, Sport and Park Administration
Missouri State University

Instructor: Dr. Hugh Gibson
Office Hours: TBA
Other by appointment
E-mail: hughgibson@missouristate.edu

Semester:
Office: KGSX102
Phone: 836-5417
TDD: 836-6792
Fax: 836-4200

Course Text

Ipad 2 or Better

Management of Park and Recreation Agencies 3rd. edition. Edited by M. Moiseichick. NRPA

Course Description and Purpose

Presentation of administrative principles of leisure oriented agencies. Specific approaches to financing, personnel budgets, facility, operation, policy development, departmental structure, public relations, legal aspects, and evaluation procedures are presented. If from within the department, will students be taking this course in addition to or in place of other courses? May be taught concurrently with REC 423. Cannot receive credit for both REC 423 and REC 623.

Objectives of this Course

1. To develop an appreciation and understanding of administrative/management parameters through the exposure to principles and practices of such.
2. To develop self-awareness toward management career roles by practicing realistic situations of management and supervision of recreation, sport and park agencies.
3. To create an atmosphere of recreation, sport, and park management by examining various service techniques within role-playing applications.
4. To learn to communicate and work together in multiple different formats and levels and practice teamwork and leadership and followership roles.

Course Content

1. The Management/ Leadership/Followership
2. You – The Administrator
3. Human Resource Management
4. Budgets and the Budgeting Process
5. Problem-Solving and the Executive
6. Public Relations

TOBO, MO

There will be a simulated system of management established during the first few weeks of this class. Each class member will be employed by the Tobo Parks and Recreation Department in Tobo, MO and will participate in various forms of personnel management, policy writing and development, and a comprehensive budget and inventory exercise. Since this role-playing exercise is considered a necessary and integral part of this course, the student must complete this unit in order to pass the course. This class is a critical and creative thinking course. This course is not about coming up with the correct answer it's about coming up with your answers and problem solving as an individual as well as a group.

How well you communicate on individual, small group, and large group will depend upon how others perceive you. Taking this class out of the class is a disservice to you and your other classmates. To get the most out of this course, put more into this course. Then you and your classmates will get more out of this course. The more you deal with issues from this class in class the more you will benefit from that experience and your classmates will benefit from dealing with these issues as well. That is what the whole course is about learning about dealing with not only yourself but other people in professional setting and manner. We as a class are not looking for correct answer we are looking for the best answer we come up with as a class. We strive for improvement not perfection!

Being Present

The objectives of this course cannot be met unless the student is present. Students should be aware that a lack of presence during the Tobo system of management could result in a dismissal from that exercise. In the case that a student is dismissed from the Tobo exercise, no points from the Tobo assignments will be assigned to that student. It would be very difficult to pass this course without the benefit of the Tobo assignment points.

Academic dishonesty:

Missouri State University is a community of scholars committed to developing educated persons who accept the responsibility to practice personal and academic integrity. You are responsible for knowing and following the University's academic integrity policy plus additional more-specific policies for each class. The University policy, formally known as the "Student Academic Integrity Policies and Procedures" is available online at http://www.missouristate.edu/policy/Op3_01_AcademicIntegrityStudents.htm and also at the Reserves Desk in Meyer Library. Any student participating in any form of academic dishonesty will be subject to sanctions as described in this policy.

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(TTY), www.missouristate.edu/disability/contact.htm. Students are required to provide documentation of disability to the Disability Resource Center prior to receiving accommodations. The Disability Resource Center refers some types of accommodation requests to the Learning Diagnostic Clinic, which also provides diagnostic testing for learning and psychological disabilities. For information about testing, contact the Director of the Learning Diagnostic Clinic, 417-836-4787, <http://psychology.missouristate.edu/lcd>.

Cell phone policy:

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Emergency response statement:

At the first class meeting, students should become familiar with a basic emergency response plan through a dialogue with the instructor that includes a review and awareness of exits specific to the classroom and the location of evacuation centers for the building. All instructors are provided this information specific to their classroom and/or lab assignments in an e-mail prior to the beginning of the fall semester from the Office of the Provost and Safety and Transportation. Students with disabilities impacting mobility should discuss the approved accommodations for emergency situations and additional options when applicable with the instructor. For more information go to <http://www.missouristate.edu/safetran/51597.htm> and <http://www.missouristate.edu/safetran/erp.htm>.

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responsibilities. It is the obligation of students to provide faculty with reasonable notice of the dates of religious observances on which they will be absent by submitting a *Request for Religious Accommodation Form* to the instructor by the end of the third week of a full semester course or the end of the second week of a half semester course.

Mental Health and Stress Management:

As a student you may experience a range of personal issues that can impede learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance and may reduce your ability to participate in daily activities. You can learn more about free and confidential Missouri State University Counseling Center services available to assist you at <https://counselingcenter.missouristate.edu/>.

Title IX Policy:

Missouri State University has a Title IX policy that guides our response to instances of sexual violence. Sexual Violence includes: Rape, Sexual Assault, Sexual Misconduct, Sexual Discrimination, Domestic Violence, Dating Violence, Stalking, Sexual Harassment and Pregnancy issues. The Title IX policy can be located on the MSU Title IX website at www.missouristate.edu/titleix/. This website is also a good resource for any questions or issues involving Title IX and contains contact information for the MSU Title IX Office and staff. Read an [overview of the Title IX office](#).

Chosen Name Policy:

A student may choose a name other than their legal name to identify themselves at Missouri State University. A chosen name is different than the student's legal name. Refer to the [Chosen Name policy](#) for more information. Students can provide their chosen first and middle names in the *Profile* tab of [My Missouri State](#).

Suicide Prevention Resource Policy:

https://www.missouristate.edu/policy/Op1_08-suicide-prevention-available-suicide-programs-and-related-procedures.htm

Course Requirements

All assignments should be computer generated or IPAD generated unless specified otherwise. Computer generated assignments should be double-spaced using 12-point, Times New Roman font with 1 inch margins. All assignments should be in APA 5th edition format. Course grade will be determined on a Percentage of Total Point Basis. *Demonstrating your Critical Thinking Skills to the instructor is essential through these various assignments. Besides the two elements below, graduate students will be expected to have a higher level of critical thinking and decision making throughout the entire course. They will be expected to be more of peer mentor instead of just a peer.*

1. **Mid term Exam (100 total points):** The format of these exams could include, listing, multiple choice, true/false, short answer, matching, and essay.

2. **Class Participation/Quizzes/IPAD assignments/Critical Thinking (5 points each):** Unannounced quizzes or activities may be assigned during the semester. These quizzes or activities will be given at different times of the class period. If you miss the quiz or activity you forfeited the opportunity of achieving those points. **BE ON TIME. Missing class and not reading before class will affect your grade.**
3. **Drop Box Sign Up- 15 pts.**
4. **PDF Assignment- 10 pts.** Scan a document and send it to me as a PDF document.
5. **Attendance- 75 points- More details will be give later**
6. **Grant Assignment: (50 points):** More details to be given later.
7. **Administration assessment by Instructor: (100 points):** The student will be evaluated by the instructor about their participation in role playing activities in and out of the class and how professionally they approach the course and the content in the course.
8. **Administration assessment by peers (100 points):** Same as above however the peers will be doing the evaluation. More detail will be given.
9. **Policy and Procedures/TOBO Manual (125) points:** Each student will be given the opportunity to write policy and procedures for their emphasis area and the instructor will evaluate their level of professional integration of their academic preparation.
10. **Professional etiquette and common Manners (25 points):** More details to be given later.
11. **Interview a Professional (50 points):** Student will interview a professional in the field with help of guided questions from the instructor. Then they will write a five page reflective paper on how this interview can help them in the future.
12. **Administration assessment of self (50 points):** Student will evaluate themselves, then have to provide examples and justifications of each from actions from throughout the semester.
13. **Press Release (25 points)**

Comprehensive Mid Term (100 points)
 Attendance/Participation (75 pts.)
 Grant Assignment (55 points)
 Drop Box (15 points)
 PDF (10 pts.)
 Administration Instructor eval (100 points)
 Peer Eval (100 points)
 TOBO policies (125 points)

Grading Scale

A = 90-100%

B=80-89%

C=70-79%

D=60-69%

F= 59% or less

Professional Etiquette and common manners (25 points)

Quizzes 5-pts. each

Interview a Professional (50 points)

Administration assessment of Self (50 points)

Press Release (25 points)

TENTATIVE COURSE CALENDAR: Subject to change based on instructor discretion.

Week 1

T.....Introduction/Dropbox Assignment

R..... Define Grants/PDF Assignment

Week 2

T..... Look up Grants/Ideal Job

R..... Grants/Discuss Tobo

Week 3

T.....Present Grants

R.....Discuss Tobo Areas/Look at Manuals

Week 4

T..... Discuss Tobo Areas/Look at Manuals/Decide Leadership

R.....Assign Areas/Job titles

Week 5

T..... Job Description/ Book Chap. presentation Legal Authority and Jurisdiction

R..... Organization Chart/ Book Chap. Presentation/Organization Structure and Admin.

Operations

Week 6

T.....Mission Statement/Book Chapt, Presentation Finical Management/Press Release #

1 due

R.....Facility Descriptions: Pictures for each department/Budgeting

Week 7

T..... Budgeting

R..... Budgeting/ Press Release # 2 due

Week 8

T..... Mid Term

R.....Policy and Procedures

Week 9

T..... Policy and Procedures/ Press Release # 3 due

R..... Policy and Procedures

Week 10

T.....Guest Speaker

R.....Inventory / Press Release # 4 due

Week 11

T..... Human Resource Management

R..... Human Resource Management

Week 12

T..... Leaders and You in Recreation

R..... Leaders and You in Recreation

Week 13

T..... Creative Problem Solving in a leadership Position

R..... Creative Problem Solving in a leadership Position

Week 14

T..... Putting it all together

R..... Putting it all together

Week 15

T..... Current Trends In RSPA

R..... Current Trends In RSPA

Week 16 Finals

New Course Proposal Form

Submitted on 10/09/2017 by Hugh Gibson (Hughgibson@missouristate.edu).

***All fields require input**

- New COURSE
- New REGULAR PERMANENT SECTION of an existing variable content course. If a new regular section of an existing variable topics course, enter the existing course number below

Course Code:

REC

Course Number: ([Check Availability](#))

651

Course Title:

Outdoor Leadership

Will this proposal need to be reviewed by CGEIP? No YesWill this proposal need to be reviewed by EPPC? No Yes

Prerequisite/Co-requisite or enter 'None':

Permission of Instructor

General Course Description: (Include any Pass/Not Pass grading restrictions, repeatable limits, limitation on course applicability, UG/GR parallel course, etc.)

Course Prerequisites: Instructor Permission. This course emphasizes experiential teaching/learning using the American Canoe Association and the Center for Outdoor Ethics curricula under field conditions which builds upon the student's prior outdoor study and experience. The result is a practical group experience in the outdoors spent enjoyably and safely with minimum harm to the environment. This environmental stewardship course stresses leadership, decision making, Leave No Trace techniques, sound expedition behavior and environmental ethics. Students in the Parks and Outdoor Recreation emphasis will have additional course costs because of the required gear and clothing to their profession. May be taught concurrently with REC 451. Cannot receive credit for both REC 451 and REC 651. Field trips will be required

Credit Hours:

3

Lecture Contact Hours:

1

Lab Contact Hours:

4

Note: If variable credit, enter the highest number and add to end of course description. (e.g. "Variable credit, may be taken 1-3 hours.")

Periodicity. Check all that apply.

- | | | |
|---------------------------------|--|---|
| <input type="checkbox"/> Fall | <input type="checkbox"/> Fall (even-numbered years only) | <input type="checkbox"/> Fall (odd-numbered years only) |
| <input type="checkbox"/> Spring | <input type="checkbox"/> Spring (even-numbered years only) | <input type="checkbox"/> Spring (odd-numbered years only) |
| <input type="checkbox"/> Summer | <input checked="" type="checkbox"/> On Demand only | |

Complete Catalog Description:

REC 651 Outdoor Leadership

Prerequisite: Permission of Instructor

Course Prerequisites: Instructor Permission. This course emphasizes experiential teaching/learning using the American Canoe Association and the Center for Outdoor Ethics curricula under field conditions which builds upon the student's prior outdoor study and experience. The result is a practical group experience in the outdoors spent enjoyably and safely with minimum harm to the environment. This environmental stewardship course stresses leadership, decision making, Leave No Trace techniques, sound expedition behavior and environmental ethics. Students in the Parks and Outdoor Recreation emphasis will have additional course costs because of the required gear and clothing to their profession. May be taught concurrently with REC 451. Cannot receive credit for both REC 451 and REC 651. Field trips will be required

Credit hours: 3 Lecture contact hours: 1 Lab contact hours: 4

Typically offered: On Demand only

Include sample syllabus (list topics, course goals.) Use text box OR upload only file types of PDF, DOC or DOCX.

Attached

Purpose of Course

Currently there are no graduate Recreation courses offered in our department. Based on student feedback, partner support, and professional demand for a more highly educated workforce, this course will provide a needed opportunity for the department, university and the community.

Relationship to Other Departments

NA

Is there a graduate/undergraduate parallel course to this one? No Yes

Enter parallel course number

REC451 Outdoor Leadership

How do these classes differ?

Besides the two elements below, graduate students will be expected to have a higher level of critical thinking and decision making throughout the entire course. They will be expected to be more of peer mentor instead of just a peer.

1. Pre-trip Planning (35 points): Student will be required to be involved with certain aspects of the pre-trip planning to include but not limited to shuttles, preparing gear, securing permits, scouting locations, checking weather, doing needed research, etc.
2. Post -trip Analysis (65 points): Student will be required to assist instructor in organizing, cleaning, and repairing gear, filling out needed reports, collecting media and gear from other students and making inventory of what is need for the future, etc.

New Course Resource Information

Anticipated Average Enrollment per section:	<input type="text" value="2"/>	Maximum Enrollment Limit per section:	<input type="text" value="4"/>
Anticipated Average Enrollment per semester:	<input type="text" value="2"/>	Maximum Enrollment Limit per semester:	<input type="text" value="4"/>
Anticipated Average Enrollment per year:	<input type="text" value="6"/>	Maximum Enrollment Limit per year:	<input type="text" value="8"/>
Faculty Load Assignment (equated hours):	<input type="text" value="3"/>		

Is another course being deleted? No Yes

What will this course require in the way of:

Additional library Holdings

NA

Additional computer resources

NA

Additional or remodeled facilities

NA

Additional equipment or supplies

NA

Additional travel funds

NA

Additional faculty; general vs specialized

NA

Additional faculty; regular vs per-course

NA

Other additional expenses

NA

If additional faculty are not required, how will faculty be made available to teach this course?

This course will be taught concurrent undergraduate and graduate sections.

List names of current faculty qualified and available to teach this course

Dr. Hugh Gibson

What is the anticipated source of students for this course?

Students from undergraduate Recreation, Sport, and Park Administration program and students from MS in Health Promotion and Wellness Management.

If from within the department, will students be taking this course in addition to or in place of other courses?

In addition, so have additional electives from which to choose.

If from outside the department, which courses in other departments would most likely be affected?)

NA

Other comments:

NA

What is the date that this new course was approved by departmental or program faculty? (MM/DD/YYYY)

08/18/2017

Current Status:

Grad Council Review

Proposal Progress:

10/18/2017 - Submitted by Department Head (Sarah McCallister)

11/12/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

No comments have been added to this proposal.

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Outdoor Leadership
Rec 651
Recreation, Sport and Park Administration
Missouri State University

Recommended:	Instructor permission	Semester:	
Instructor:	Dr. Hugh Gibson	Office KGSX 102	
Office Hours:	TBA	Phone: 836-5417	
	Other by appointment		
E-mail:	HughGibson@missouristate.edu		

Course Text

Required Texts:

Wilderness Stewardship Field Manual -- Gibson
NOLS Outdoor Cookery --Richard

I Device version 2, smart phone, or equivalent

Recommended Texts:

Wilderness Medicine -- Forgey
The Backcountry Classroom--Drury and Bonney

Assignments will be made from this text. Additional assignments may be made from supplemental reserve materials, periodical literature, or other sources containing pertinent information. It is the student's responsibility to keep up with reading assigned in and out of class.

Course Description: Course Prerequisites: Instructor Permission. This course emphasizes experiential teaching/learning using the American Canoe Association and the Center for Outdoor Ethics curriculums under field conditions which builds upon the student's prior outdoor study and experience. The result is a practical group experience in the outdoors spent enjoyably and safely with minimum harm to the environment. This environmental stewardship course stresses leadership, decision making, Leave No Trace techniques, sound expedition behavior and environmental ethics. Students in the Parks and Outdoor Recreation emphasis will have additional course cost related to specific gear and clothing related to their profession. May be taught concurrently with REC 451. Cannot receive credit for both REC 451 and REC 651. **Field trips will be required**

Course Objectives: Students completing the stewardship course will:

- A. Use and enjoy the wilderness with minimum impact.
- B. Apply safe practices for groups in outdoor recreation activities.
- C. Begin to recognize his or her leadership abilities and limitations.
- D. Demonstrate a basic standard of outdoor user knowledge and experience based on the ACA level 1 canoe, and LNT Trainer standards.

Course Design: The 15 day course will include approximately nine classroom hours, and a 5-7 day field experience canoeing and hiking in the Ozarks Area. Course members will keep a decision making journal during the entire course and participate in daily debriefings. The course will conclude with check-in and

clean-up of equipment and an exit interview.

Regarding This Course:

1) This is a leadership training experience held in a semi-wilderness setting. It is not a pure wilderness adventure. You will spend considerable time evaluating your decision making ability in group sessions and through journal entries.

2) Parts of this course may be perceived as a physical, mental and emotional challenge. A significant aspect of learning comes through challenge. However, no activities are designed for failure. The emphasis is on experiential learning in a challenging environment. It is essential that all students be in good physical condition. A current physical examination is advised and immunizations should be current.

3) All participants must realize that any form of wilderness travel involves risk. The group will be on a whitewater river and traveling on a variety of terrain both on and off of trails. During most of the course we will be isolated with no mechanical transportation and no outside communication except in the case of extreme emergency. No electronic aids will be taken on this course unless serving as prosthesis or educational device. In realizing these dangers, there will be a continual emphasis on safety procedures.

4) Participants will teach lessons during the course. (Some assignments will be made at the April meeting). The Backcountry Classroom provides lesson plans for many of these assignments.

5) Bulk rations will be supplied. Meal/ration planning will be completed by students (Nutrition will be emphasized). The LNT philosophy is to travel lightly, safely, and as economically as possible.

6) Student behavior will be in accordance with normal MSU courses. Alcohol and drugs are prohibited. Tobacco is discouraged. Coed tenting will be avoided. Using technology for outside use is not allowed without verbal approval from both instructors. People using technology for non-classroom will be counted as absent for that day of the trip and their total points will be docked **50 points per infraction**.

7). Understanding how we interact on individual and professional level is an important criterion of this course. We will not only understand sustainability but will be putting it into practice on a moment to moment basis during the field portion.

Academic dishonesty:

Missouri State University is a community of scholars committed to developing educated persons who accept the responsibility to practice personal and academic integrity. You are responsible for knowing and following the University's academic integrity policy plus additional more-specific policies for each class. The University policy, formally known as the "Student Academic Integrity Policies and Procedures" is available online at http://www.missouristate.edu/policy/Op3_01_AcademicIntegrityStudents.htm and also at the Reserves Desk in Meyer Library. Any student participating in any form of academic dishonesty will be subject to sanctions as described in this policy.

Statement of nondiscrimination:

Missouri State University is an equal opportunity/affirmative action institution, and maintains a grievance procedure available to any person who believes he or she has been discriminated against. At all times, it is your right to address inquiries or concerns about possible discrimination to the Office for Institutional Equity and Compliance, Park Central Office Building, 117 Park Central Square, Suite 111, 417-836-4252. Other types of concerns (i.e., concerns of an academic nature) should be discussed directly with your instructor and can also be brought to the attention of your instructor's Department Head. Please visit the OED website at www.missouristate.edu/equity/.

Statement on disability accommodation:

To request academic accommodations for a disability, contact the Director of the Disability Resource Center, Meyer Library, Suite 111, 417-836-4192 or 417-836-6792 (TTY), www.missouristate.edu/disability/contact.htm. Students are required to provide documentation of disability to the Disability Resource Center prior to receiving accommodations. The Disability Resource Center refers some types of accommodation requests to the Learning Diagnostic Clinic, which also provides diagnostic testing for learning and psychological disabilities. For information about testing, contact the Director of the Learning Diagnostic Clinic, 417-836-4787, <http://psychology.missouristate.edu/ldc>.

Cell phone policy:

As a member of the learning community, each student has a responsibility to other students who are members of the community. When cell phones or pagers ring and students respond in class or leave class to respond, it disrupts the class. Therefore, the Office of the Provost prohibits the use by students of cell phones, pagers, PDAs, or similar communication devices during scheduled classes. All such devices must be turned off or put in a silent (vibrate) mode and ordinarily should not be taken out during class. Given the fact that these same communication devices are an integral part of the University's emergency notification system, an exception to this policy would occur when numerous devices activate simultaneously. When this occurs, students may consult their devices to determine if a university emergency exists. If that is not the case, the devices should be immediately returned to silent mode and put away. Other exceptions to this policy may be granted at the discretion of the instructor.

Emergency response statement:

At the first class meeting, students should become familiar with a basic emergency response plan through a dialogue with the instructor that includes a review and awareness of exits specific to the classroom and the location of evacuation centers for the building. All instructors are provided this information specific to their classroom and/or lab assignments in an e-mail prior to the beginning of the fall semester from the Office of the Provost and Safety and Transportation. Students with disabilities impacting mobility should discuss the approved accommodations for emergency situations and additional options when applicable with the instructor. For more information go to <http://www.missouristate.edu/safetran/51597.htm> and <http://www.missouristate.edu/safetran/erp.htm>.

Dropping a class:

It is your responsibility to understand the University's procedure for dropping a class. If you stop attending this class but do not follow proper procedure for dropping the class, you will receive a failing grade and will also be financially obligated to pay for the class. For information about dropping a class or withdrawing from the university, contact the Office of the Registrar at 836-5520.

Faculty may also wish to include relevant drop deadlines. See Academic Calendars (www.missouristate.edu/registrar/acad_cal.html) for deadlines.

Audio and video recording course activity:

Students who wish to record lectures or class activities for study purposes should inform the faculty member first. Distribution or sale of recordings or other course materials is prohibited without the written permission of the instructor and other students who are recorded. Distribution without permission is a violation of copyright law and the Code of Student Rights and Responsibilities (Sections 4.6, 4.8, 4.9).

Religious accommodation:

The University may provide a reasonable accommodation based on a person's sincerely held religious belief. In making this determination, the University reviews a variety of factors, including whether the accommodation would create an undue hardship. The accommodation request imposes responsibilities and obligations on both the individual requesting the accommodation and the University. Students who

expect to miss classes, examinations, or other assignments as a consequence of their sincerely held religious belief shall be provided with a reasonable alternative opportunity to complete such academic responsibilities. It is the obligation of students to provide faculty with reasonable notice of the dates of religious observances on which they will be absent by submitting a *Request for Religious Accommodation Form* to the instructor by the end of the third week of a full semester course or the end of the second week of a half semester course.

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As a student you may experience a range of personal issues that can impede learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance and may reduce your ability to participate in daily activities. You can learn more about free and confidential Missouri State University Counseling Center services available to assist you at <https://counselingcenter.missouristate.edu/>.

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Suicide Prevention Resource Policy:

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Course Expectations

Attendance is expected. Because class attendance and course grades are demonstrably and positively related, students are expected to attend all class sessions of courses in which they are enrolled. Students absent for class will not be allowed to make-up the class. Since this is an experientially based course with many hands on skills being taught and evaluated, attendance to all classes is critical.

Quizzes/Participation points missed due to absence or tardiness cannot be made up. Assignments are due on the day indicated. Assignments submitted late without prior instructor approval or acceptable written verification for late submission may not be accepted.

Course Format

The course may include lecture, class/group discussion and activities, reading assignments, written assignment, guest speakers, oral presentations, videotapes, quizzes, and written examinations.

Activities are conducted on many different levels to maximize the potential for social interaction and personal challenges in a way that is consistent with the educational goals of Missouri State University.

This course is rooted in the university Public Affairs mission.

Course Requirements

All assignments should be computer generated unless specified otherwise. Computer generated assignments should be double-spaced using 12-point, Times New Roman font with 1 inch margins. All assignments should be in APA 5th edition format. Course grade will be determined on a Percentage of Total Point Basis. *Demonstrating your Critical Thinking Skills to the instructor is essential through these various assignments. Besides the two elements below, graduate students will be expected to have a higher level of critical thinking and decision making throughout the entire course. They will be expected to be more of peer mentor instead of just a peer.*

1. **Wilderness Skill Evaluations (100 total points):** These will be conducted on a daily basis whenever the opportunity arrives.
2. **Class Participation (100 points):** Your attitude and participation will be constantly evaluated throughout the course. **BE ON TIME. Missing class and not being prepared for class will affect your grade.**
3. **Journal: (100 points):** You will be required to keep and journal throughout the entire course and will be required to turn it into the instructor for final evaluation.
4. **Class Presentation: (100 points):** The student will be responsible for being Leader of the Day (LOD) and teaching various lessons to the class throughout the course.
5. **Final Evaluation (25 points):** A final evaluation will be conducted according to LNT/ACA standards and the students will be provided with this information to better enhance their learning and understanding of the previous experiences.
6. **Pre-trip Planning (35 points):** Student will be required to be involved with certain aspects of the pre-trip planning to include but not limited to shuttles, preparing gear, securing permits, scouting locations, checking weather, doing needed research, etc.
7. **Post –trip Analysis (65 points):** Student will be required to assist instructor in organizing, cleaning, and repairing gear, filling out needed reports, collecting media and gear from other students and making inventory of what is need for the future, etc.

Grading Scale

A = 90-100%

B=80-89%

C=70-79%

D=60-69%

F= 59% or less

Week One-Tentative Schedule

M-Overview, Forms, LNT Video Lecture, Clothing, WEA history, Overview

T-Leadership, Group Dynamics, Menu, Shakedown, Complete gear re-view

W- Purchase food, Food Planning Identification, Lesson Assignments, WFA

TH- Canoeing, finalize travel plans, Risk Management, Cooking safety

F- Finalize travel plans, canoeing, and shuttles

Week Two

T-Meet at the river Put in

T- On river

W- On river

TH- On river

F- on river

S-Arrive at the take and head home

Week Three

M-Turn in all gear and paperwork

T- MM presentation due

W-

TH-

F- Self Assessment due

Student Expectations/ Requirements

1. Students are expected to look out for the safety of all participants. **Safety is always the first priority during all programs.**
2. Must have excellent group speaking and facilitating skills.
3. Students are required to know all policies and procedures having to do with the MSU Outdoor Recreation activities, the trip program, equipment use, and to strictly follow and enforce them.
4. Students is expected to be on time and dressed appropriately at all meeting, programs, and trainings.
6. Students is expected to express all concerns to Dr. Gibson.
Students is expected to create a positive environment.
7. Students is expected to adhere to principles of Leave No Trace during all programs, and to educate participants on these principles.
8. Students are expected to act in a mature and responsible manner to any and all situations.
9. Students are expected to be understanding and caring of all participants and willing to help them at all times.

PROPER PREVIOUS PLANNING PREVENTS POOR PERFORMANCE

Change Program Proposal Form

Submitted on 12/05/2017 by Jannette Eldred (JEldred@MissouriState.edu).

Department:

Social Work, School of

Type of Program
Choose One:

- Non-Comprehensive Undergraduate Major
 Option
 Certification
 Comprehensive Undergraduate Major
 Minor
 Academic Rules
 Graduate Program
 Certificate
 Other

Does this program include any new courses?

- No
 Yes (A corresponding new course form must be submitted to create each new course.)

Title of Program Affected:


Social Work, Master of-MSW

Current Catalog Description: (Either cut and paste present description from online catalog **OR** provide as an attachment below)

Please see attachment.

Attached

Complete New Catalog Description: (Either provide the revised description in the text area below [strikethrough all deletions and insert/bold new information - any content that is copied and pasted will lose existing formatting; please review prior to submission] **OR** provide as an attachment below)


Please see attachment. Specific changes in 1) Admission Requirements for the Regular MSW Program; and 2) Admission Requirements for the Advanced Standing Program

Attached

What is changing? Check all boxes that apply:

- | | | |
|---|---|---|
| <input type="checkbox"/> Title change | <input type="checkbox"/> From option to program (major) | <input checked="" type="checkbox"/> Other |
| <input type="checkbox"/> Course changes of under 18 hours | <input type="checkbox"/> From program (major) to option | |
| <input type="checkbox"/> Course changes of 18 hours or more | | |

GPA requirement

Reason for Proposed Change:

A critical assessment of Master of Social Work programs indicate an academic norm of minimum of 3.0 GPA for admission standards. A comparison with University of Missouri- Kansas City; University of Missouri-Columbia, St. Louis University; Washington University in St. Louis; and University of Kansas was specifically considered when evaluating baseline of comparability. MSU's MSW program currently captures students of 3.0 GPA or higher with current catalog language under "Note in regard to GPA" which allows admission committee to already consider students at the 3.0 range. Officially changing and then maintaining a 3.0 GPA minimum allows MSU's MSW program to increase these qualified applicants and bolster MSU presence in our program context of rural under served areas that experience health professional shortage.

What is the date that this new program was approved by departmental or program faculty? (MM/DD/YYYY)

11/17/2017

Current Status:

Grad Council Review

Proposal Progress:

12/05/2017 - Submitted by Department Head (Michele Day)

12/11/2017 - Reviewed by Dean (Helen Reid)

Review Comments:

No comments have been added to this proposal.

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Social Work

Graduate programs

Master of Social Work

Program Administrators:

MSW Program Coordinator and Joplin Site Manager

Jannette Eldred
724 Illinois
Joplin, MO 64801
417-629-3940
jeldred@missouristate.edu

School of Social Work - West Plains Site Manager

603 West Main Street, Gohn Hall
West Plains, MO 65775
417-255-7777

Field Education Coordinators:

Springfield and West Plains Campuses
Regina Russell, Pummill Hall, Room 105-1
417-836-6322; RRussell@missouristate.edu

Joplin Campus
Janette Eldred; 724 Illinois, Joplin, MO 64801
417-629-3942; jeldred@missouristate.edu

Program description

The MSW program (fully accredited by the Council on Social Work Education) prepares students for advanced social work practice in an area of family health concentration. The student acquires the professional foundation of social work knowledge, values, and skills directed toward an area of concentration, which is family health. Goals of the MSW program include the following.

1. Provide foundation curriculum built upon the liberal arts that emphasizes a generalist perspective in family health and practice with individuals, families, groups, organizations and communities.
2. Prepare graduates committed to appreciating and accepting diversity among various groups of people.

3. Provide the social work profession with graduates who are able to skillfully respond to social problems, social change initiatives and differing service delivery systems that affect family health.
4. Infuse and affirm the values, ethics purpose and goals of the social work profession throughout the educational curriculum.
5. To prepare advanced social work practitioners who understand and accept the responsibility to become and remain proficient in professional practice through lifelong acquisition of knowledge and skills.

The MSW Program is currently offered at three campuses; Springfield, Joplin and West Plains. The Springfield site is the primary Missouri State University (MSU) campus and is where the main department office of the School of Social Work resides. The Joplin site is located at 724 Illinois Street. The West Plains program is on the Missouri State-West Plains campus. Since Joplin and West Plains are considered satellite programs offered via Missouri State Outreach program, in-state tuition is available to Joplin students regardless of whether they live in Missouri, Arkansas, Kansas or Oklahoma and to West Plains students in Missouri and Arkansas.

The School of Social Work offers the MSW program in two formats: Advanced Standing and Regular programs. At the Springfield campus, both the Advanced Standing and Regular programs are offered in full- and part-time sequences. At the Joplin and West Plains campuses, both programs are available in a part-time sequence only. Admission to the Springfield Campus is held yearly. Admission to the Joplin and West Plains programs are held in rotation years.

The Advanced Standing program is designed for students who have a baccalaureate degree in social work (BSW) from a Council on Social Work Education (CSWE) accredited program and who meet the other Advanced Standing program admission requirements. Those who have substantial work experience in the social work field and/or have completed course work in social work (even a minor) but have not graduated with a BSW, are *not* eligible for Advanced Standing. The Advanced Standing program involves 34 credit hours and can be completed in full-time status (three semesters) or part-time status (six semesters). Advanced Standing students begin their studies during the Summer semester of the admission year.

The Regular MSW program is designed for students who do not have a baccalaureate degree in social work from a program accredited by the CSWE, or who do not meet the other admission requirements for the Advanced Standing program. The Regular program requires 62 credit hours to earn the MSW degree. The student can complete the program in full-time status (two calendar years) or part-time status (four calendar years or in mixed status (three calendar years). Students accepted for admission into the regular MSW program begin their studies in the Fall.

Master of Social Work admission Objectives

Admission to the Master of Social Work program is competitive and selective. All applicants applying on time and meeting the minimum standards will be considered for

admission. However, merely meeting these standards does not guarantee admission. Only those students showing significant promise for a career in social work will be admitted to the program. The MSW program is committed to providing equal educational opportunities to all students regardless of their economic or social status, race, color, gender, sexual orientation, political orientation, disability, age, veterans' status, or marital or parental status.

Proficiency Examinations and Life Experience

The MSW program does not currently allow completion of degree requirements through proficiency examinations except to use CLEP. No credit will be given for life or work experience in lieu of field practicum, foundation courses, elective or family health concentration courses.

Transfer Students

The MSW program will consider transfer credits for core courses only from accredited graduate schools of social work. A maximum of 12 graduate hours from such programs may be accepted if taken at the Foundation level. No transfer course work will be accepted for classes taken at the Concentration Level. Elective credit may be transferred from other social work programs or from programs related to social work (i.e., psychology, counseling, public health, etc.). Elective courses must have been taken within 5 years of entering the MSW program in order to count toward the degree requirements.

After a prospective student has been accepted for admission, the Graduate Admissions Committee will determine the amount of acceptable transfer credit (up to the maximum credit allowed) following a review of official transcripts, catalog descriptions, and course syllabi. Primary emphasis is on assessing whether the objectives and content of transfer courses matches those of required Missouri State University courses. No transfer credits for core courses or electives will be accepted if the student earned less than a "B" or took the class more than 5 years prior to enrolling in the MSW program.

Social Work Policies and Procedures for Review of Academic Performance and Grievances

All social work graduate students are expected to conduct themselves in a professional manner consistent with the National Association of Social Workers Code of Ethics. All policies concerning student academic performance and personal conduct are delineated by University Policies. All related or other departmental policies and procedures are published on the School of Social Work web site: <http://www.missouristate.edu/swk/>.

Application Deadlines

Applications must be completed and in the School of Social Work office before 5.00 p.m. on the last working business day of January for the year of desired admission for both Advanced Standing and REgular MSW applicants. Deadlines will be strictly enforced so applicants are encouraged to apply early.

Applications must have **all** application materials turned into and/or received by the School of Social Work and the Graduate College by the application deadline for full consideration. Since

the Graduate College materials may take processing time, applicants should complete these requirements at least two weeks before the deadline.

Applicants must print and mail completed application packets. All required forms are found on the MSW website under Admission (listed below). Mail to: School of Social Work; MSW Admission Committee, 901 S National Ave, Springfield, MO 65897.

Important Note: Applicants should visit the MSW website (www.missouristate.edu/swk) for the latest information and updates related to admissions and to access the online application system. Admission materials for the upcoming year will be posted by October of the year prior.

Admissions to the MSW program involves the “whole person” concept. As such, the admission process takes into account a person’s character and personal fitness to the social work profession, academic preparedness for graduate study and potential to conduct applied social work as evidence by previous employment or significant volunteer experience in human services, the student’s statement of purpose, letters of reference, and other information relevant to the admission decision.

Admission Requirements for the Regular MSW Program

Applicants to the Regular MSW program must meet the following requirements to be considered for admission:

Applicants must have earned a bachelor's degree from a college or university accredited by a regional agency recognized by the Commission on Recognition of Postsecondary Accreditation.

Note in regard to the GPA: Those with less than a 3.25 who have exceptional qualifications toward becoming a professional social worker may be considered, but are not guaranteed an admission review (based on the number of applications which meet the minimum standards).

Prerequisites: Applicants must show evidence of a bachelors degree that encompasses a liberal arts perspective with at least 9 credits of social science, child, family or aging studies preferred. A liberal arts perspective is considered a program of study that involves classes from many of all of the following areas: economics, history or geography; natural, applied or life science; humanities, philosophy or literature; writing or other communication studies; mathematics or statistics; and social or human sciences.

Applicants must also have taken at least 3 credits in research design and/or statistics with a grade of C or better, preferably in the social sciences, as evidenced in the departmental application and student transcript.

Admission Requirements for the Advanced Standing Program

Applicants to the Advanced Standing MSW program must meet the following requirements to be considered for admission:

1. Applicants must have earned a bachelor's degree in social work from an undergraduate program accredited by the Council on Social Work Education no longer than seven years prior to admission to the MSW program.
2. Applicants must have no more than one grade of "C" and not grades below "C" in social work major courses.
3. Applicants must have earned an overall GPA of at least 3.25 on a 4.00 scale for all undergraduate course work taken. The GPA for upper-division course work (last 60 hours) in undergraduate classes may be used if higher than the overall GPA and if this GPA is calculated by the Graduate College or a referring college office.

Note in regard to the GPA: Those with less than a 3.25 who have exceptional qualifications toward becoming a professional social worker may be considered, but are not guaranteed an admission review (based on the number of applications which meet the minimum standards).

Application Materials and Requirements

All MSW program applicants must complete the required application materials and procedures below. Note that certain items must be turned into the School of Social Work (SSW) office, while others must be submitted directly to the Graduate College office.

Items or Procedures for Graduate College office:

1. Submit all prior college transcripts and course work.
2. Complete a Graduate College Application.
3. Pay the required application fee.
The Graduate Record Examination (GRE) is not required for MSW applications.

Items or Procedures for SSW department office:

1. Complete a department application for the MSW program.
2. Submit written personal statements that conform to the requirements set forth in the MSW program application.
3. Submit three letters of reference that indicate the applicant's potential to be successful in graduate study and to become an independent, professional social worker. These must be included in your mailed application packet in sealed envelopes signed on the back by the reference.
4. Submit a professional resume.

5. Any other forms or items listed on the website.

Academic Standards

Students are expected to meet graduate school requirements for good academic standing of a 3.0 GPA for all graduate course work transferred in or earned at Missouri State University. Students will be dismissed from the program for any of the following academic reasons:

1. Two grades of “C” in any social work degree courses
2. A grade of “no pass” or “C” in any field practicum (i.e., [SWK 740](#) and [SWK 780](#)).
3. A grade below “C” in any graduate social work degree courses or any counting towards the MSW degree.

Research Requirement

A masters research project is required primarily conducted within the requirements of the two research classes in the MSW curriculum. A poster presentation displaying this research is also required.

Comprehensive Examination

A comprehensive examination, typically administered in the final semester of the MSW program, must be passed by the candidate before a degree will be granted.

Degree Requirements for Regular Standing MSW Program

The Regular MSW program requires a minimum of 62 hours of graduate credit plus any prerequisite courses. The required courses by curriculum level are listed as follows for both full-time and part-time options. The first phase in the program is the Foundation Level and involves courses taken in the first year (if full-time status) or first and second years (if part-time). These courses must be completed before enrolling in the second level of classes. The second phase of course work is the Concentration Level and involves courses taken in the second year (if full-time status) or third and fourth year (if part-time). Typical class schedules by semester and year are found on the School of Social Work website for both full-time and part-time students: <http://www.missouristate.edu/swk/>

Required Courses for Regular Standing MSW Program:

Foundation Level Courses:

Course Code	Course Title	Credit Hours
SWK 705	Human Behavior in the Social Environment	3 hrs

Course Code	Course Title	Credit Hours
<u>SWK 710</u>	Foundations in Social Work Practice with Individuals	3 hrs
<u>SWK 715</u>	Social Welfare Policy and Services	3 hrs
<u>SWK 725</u>	Foundations in Social Work Practice with Families and Groups	3 hrs
<u>SWK 726</u>	Foundations in Social Work Practice with Communities and Organizations	3 hrs
<u>SWK 730</u>	Perspectives in Human Diversity and Societal Systems	3 hrs
<u>SWK 740</u>	Social Work Field Practicum I (450 hours)	10 hrs
	Level Total	28 hrs

Concentration Level Courses:

Course Code	Course Title	Credit Hours
<u>SWK 746</u>	Foundations in Social Work Research	3 hrs
<u>SWK 750</u>	Human Behavior and Family Systems	3 hrs
<u>SWK 754</u>	Perspectives on Individual and Family Health Assessment	3 hrs

Course Code	Course Title	Credit Hours
<u>SWK 755</u>	Family Health Social Work Practice I	3 hrs
<u>SWK 756</u>	Family Health Social Work Practice II	3 hrs
<u>SWK 760</u>	Family Health Policy	3 hrs
<u>SWK 780</u>	Social Work Field Practicum II (525 hours)	10 hrs
<u>SWK 797</u>	Applications in Social Work Research	3 hrs
	Social Work Elective	3 hrs
	Level Total	34 hrs
	Degree Total	62 hrs

Current Elective Courses in the MSW Program:

Course Code	Course Title	Credit Hours
<u>SWK 602</u>	Rural Health (online)	3 hrs
<u>SWK 641</u>	Family Health and Family Violence	3 hrs

Course Code	Course Title	Credit Hours
<u>SWK 695</u>	Forensic Social Work	3 hrs
<u>SWK 696</u>	Health Literacy in the Human Services (online)	3 hrs
<u>SWK 699</u>	Special Topics in Social Work Practice	3 hrs
<u>SWK 742</u>	Family Health and Substance Abuse	3 hrs
<u>SWK 743</u>	Management and Program Development In Human Services (online)	3 hrs

Required Courses for Advanced Standing Program

The Advanced Standing MSW degree requires a minimum of 34 semester hours of graduate credit and involves the classes described above as the Concentration Level of course work.

Concentration Level Courses:

Course Code	Course Title	Credit Hours
<u>SWK 746</u>	Foundations in Social Work Research	3 hrs
<u>SWK 750</u>	Human Behavior and Family Systems	3 hrs
<u>SWK 754</u>	Perspectives on Individual and Family Health Assessment	3 hrs
<u>SWK 755</u>	Family Health Social Work Practice I	3 hrs
<u>SWK 756</u>	Family Health Social Work Practice II	3 hrs
<u>SWK 760</u>	Family Health Policy	3 hrs

Course Code	Course Title	Credit Hours
<u>SWK 780</u>	Social Work Field Practicum II (525 hours)	10 hrs
<u>SWK 797</u>	Applications in Social Work Research	3 hrs
	Social Work Elective	3 hrs
	Degree Total	34 hrs

Social Work

Graduate programs

Master of Social Work

Program Administrators:

MSW Program Coordinator and Joplin Site Manager

Jannette Eldred
724 Illinois
Joplin, MO 64801
417-629-3940
jeldred@missouristate.edu

School of Social Work - West Plains Site Manager

603 West Main Street, Gohn Hall
West Plains, MO 65775
417-255-7777

Field Education Coordinators:

Springfield and West Plains Campuses
Regina Russell, Pummill Hall, Room 105-1
417-836-6322; RRussell@missouristate.edu

Joplin Campus
Janette Eldred; 724 Illinois, Joplin, MO 64801
417-629-3942; jeldred@missouristate.edu

Program description

The MSW program (fully accredited by the Council on Social Work Education) prepares students for advanced social work practice in an area of family health concentration. The student acquires the professional foundation of social work knowledge, values, and skills directed toward an area of concentration, which is family health. Goals of the MSW program include the following.

1. Provide foundation curriculum built upon the liberal arts that emphasizes a generalist perspective in family health and practice with individuals, families, groups, organizations and communities.
2. Prepare graduates committed to appreciating and accepting diversity among various groups of people.

3. Provide the social work profession with graduates who are able to skillfully respond to social problems, social change initiatives and differing service delivery systems that affect family health.
4. Infuse and affirm the values, ethics purpose and goals of the social work profession throughout the educational curriculum.
5. To prepare advanced social work practitioners who understand and accept the responsibility to become and remain proficient in professional practice through lifelong acquisition of knowledge and skills.

The MSW Program is currently offered at three campuses; Springfield, Joplin and West Plains. The Springfield site is the primary Missouri State University (MSU) campus and is where the main department office of the School of Social Work resides. The Joplin site is located at 724 Illinois Street. The West Plains program is on the Missouri State-West Plains campus. Since Joplin and West Plains are considered satellite programs offered via Missouri State Outreach program, in-state tuition is available to Joplin students regardless of whether they live in Missouri, Arkansas, Kansas or Oklahoma and to West Plains students in Missouri and Arkansas.

The School of Social Work offers the MSW program in two formats: Advanced Standing and Regular programs. At the Springfield campus, both the Advanced Standing and Regular programs are offered in full- and part-time sequences. At the Joplin and West Plains campuses, both programs are available in a part-time sequence only. Admission to the Springfield Campus is held yearly. Admission to the Joplin and West Plains programs are held in rotation years.

The Advanced Standing program is designed for students who have a baccalaureate degree in social work (BSW) from a Council on Social Work Education (CSWE) accredited program and who meet the other Advanced Standing program admission requirements. Those who have substantial work experience in the social work field and/or have completed course work in social work (even a minor) but have not graduated with a BSW, are *not* eligible for Advanced Standing. The Advanced Standing program involves 34 credit hours and can be completed in full-time status (three semesters) or part-time status (six semesters). Advanced Standing students begin their studies during the Summer semester of the admission year.

The Regular MSW program is designed for students who do not have a baccalaureate degree in social work from a program accredited by the CSWE, or who do not meet the other admission requirements for the Advanced Standing program. The Regular program requires 62 credit hours to earn the MSW degree. The student can complete the program in full-time status (two calendar years) or part-time status (four calendar years or in mixed status (three calendar years). Students accepted for admission into the regular MSW program begin their studies in the Fall.

Master of Social Work admission Objectives

Admission to the Master of Social Work program is competitive and selective. All applicants applying on time and meeting the minimum standards will be considered for

admission. However, merely meeting these standards does not guarantee admission. Only those students showing significant promise for a career in social work will be admitted to the program. The MSW program is committed to providing equal educational opportunities to all students regardless of their economic or social status, race, color, gender, sexual orientation, political orientation, disability, age, veterans' status, or marital or parental status.

Proficiency Examinations and Life Experience

The MSW program does not currently allow completion of degree requirements through proficiency examinations except to use CLEP. No credit will be given for life or work experience in lieu of field practicum, foundation courses, elective or family health concentration courses.

Transfer Students

The MSW program will consider transfer credits for core courses only from accredited graduate schools of social work. A maximum of 12 graduate hours from such programs may be accepted if taken at the Foundation level. No transfer course work will be accepted for classes taken at the Concentration Level. Elective credit may be transferred from other social work programs or from programs related to social work (i.e., psychology, counseling, public health, etc.). Elective courses must have been taken within 5 years of entering the MSW program in order to count toward the degree requirements.

After a prospective student has been accepted for admission, the Graduate Admissions Committee will determine the amount of acceptable transfer credit (up to the maximum credit allowed) following a review of official transcripts, catalog descriptions, and course syllabi. Primary emphasis is on assessing whether the objectives and content of transfer courses matches those of required Missouri State University courses. No transfer credits for core courses or electives will be accepted if the student earned less than a "B" or took the class more than 5 years prior to enrolling in the MSW program.

Social Work Policies and Procedures for Review of Academic Performance and Grievances

All social work graduate students are expected to conduct themselves in a professional manner consistent with the National Association of Social Workers Code of Ethics. All policies concerning student academic performance and personal conduct are delineated by University Policies. All related or other departmental policies and procedures are published on the School of Social Work web site: <http://www.missouristate.edu/swk/>.

Application Deadlines

Applications must be completed and in the School of Social Work office before 5.00 p.m. on the last working business day of January for the year of desired admission for both Advanced Standing and REgular MSW applicants. Deadlines will be strictly enforced so applicants are encouraged to apply early.

Applications must have **all** application materials turned into and/or received by the School of Social Work and the Graduate College by the application deadline for full consideration. Since

the Graduate College materials may take processing time, applicants should complete these requirements at least two weeks before the deadline.

Applicants must print and mail completed application packets. All required forms are found on the MSW website under Admission (listed below). Mail to: School of Social Work; MSW Admission Committee, 901 S National Ave, Springfield, MO 65897.

Important Note: Applicants should visit the MSW website (www.missouristate.edu/swk) for the latest information and updates related to admissions and to access the online application system. Admission materials for the upcoming year will be posted by October of the year prior.

Admissions to the MSW program involves the “whole person” concept. As such, the admission process takes into account a person’s character and personal fitness to the social work profession, academic preparedness for graduate study and potential to conduct applied social work as evidence by previous employment or significant volunteer experience in human services, the student’s statement of purpose, letters of reference, and other information relevant to the admission decision.

Admission Requirements for the Regular MSW Program

Applicants to the Regular MSW program must meet the following requirements to be considered for admission:

1. Applicants must have earned a bachelor's degree from a college or university accredited by a regional agency recognized by the Commission on Recognition of Postsecondary Accreditation.
2. ~~Note in regard to the GPA: Those with less than a 3.25 who have exceptional qualifications toward becoming a professional social worker may be considered, but are not guaranteed an admission review (based on the number of applications which meet the minimum standards).~~ **Applicants must have earned an overall GPA of at least 3.00 on a 4.00 scale for all undergraduate course work taken. The GPA for upper-division course work (last 60 hours) in undergraduate classes may be used if higher than the overall GPA and if this GPA is calculated by the Graduate College or a referring college office.**
3. **Applicants must also have taken at least 3 credits in research design and/or statistics with a grade of C or better, preferably in the social sciences, as evidenced in the departmental application and student transcript.**
4. *Prerequisites:* Applicants must show evidence of a bachelors degree that encompasses a liberal arts perspective with at least 9 credits of social science, child, family or aging studies preferred. A liberal arts perspective is considered a program of study that involves classes from many of all of the following areas: economics, history or geography; natural, applied or life science; humanities, philosophy or literature; writing or other communication studies; mathematics or statistics; and social or human sciences.

~~Applicants must also have taken at least 3 credits in research design and/or statistics with a grade of C or better, preferably in the social sciences, as evidenced in the departmental application and student transcript.~~

Admission Requirements for the Advanced Standing Program

Applicants to the Advanced Standing MSW program must meet the following requirements to be considered for admission:

1. Applicants must have earned a bachelor's degree in social work from an undergraduate program accredited by the Council on Social Work Education no longer than seven years prior to admission to the MSW program.
2. Applicants must have no more than one grade of "C" and not grades below "C" in social work major courses.
3. Applicants must have earned an overall GPA of at least ~~3.25~~ **3.00** on a 4.00 scale for all undergraduate course work taken. The GPA for upper-division course work (last 60 hours) in undergraduate classes may be used if higher than the overall GPA and if this GPA is calculated by the Graduate College or a referring college office.
~~Note in regard to the GPA: Those with less than a 3.25 who have exceptional qualifications toward becoming a professional social worker may be considered, but are not guaranteed an admission review (based on the number of applications which meet the minimum standards).~~

Application Materials and Requirements

All MSW program applicants must complete the required application materials and procedures below. Note that certain items must be turned into the School of Social Work (SSW) office, while others must be submitted directly to the Graduate College office.

Items or Procedures for Graduate College office:

1. Submit all prior college transcripts and course work.
2. Complete a Graduate College Application.
3. Pay the required application fee.
The Graduate Record Examination (GRE) is not required for MSW applications.

Items or Procedures for SSW department office:

1. Complete a department application for the MSW program.
2. Submit written personal statements that conform to the requirements set forth in the MSW program application.
3. Submit three letters of reference that indicate the applicant's potential to be successful in graduate study and to become an independent, professional social worker. These must be included in your mailed application packet in sealed envelopes signed on the back by the reference.
4. Submit a professional resume.
5. Any other forms or items listed on the website.

Academic Standards

Students are expected to meet graduate school requirements for good academic standing of a 3.0 GPA for all graduate course work transferred in or earned at Missouri State University. Students will be dismissed from the program for any of the following academic reasons:

1. Two grades of "C" in any social work degree courses
2. A grade of "no pass" or "C" in any field practicum (i.e., [SWK 740](#) and [SWK 780](#)).
3. A grade below "C" in any graduate social work degree courses or any counting towards the MSW degree.

Research Requirement

A masters research project is required primarily conducted within the requirements of the two research classes in the MSW curriculum. A poster presentation displaying this research is also required.

Comprehensive Examination

A comprehensive examination, typically administered in the final semester of the MSW program, must be passed by the candidate before a degree will be granted.

Degree Requirements for Regular Standing MSW Program

The Regular MSW program requires a minimum of 62 hours of graduate credit plus any prerequisite courses. The required courses by curriculum level are listed as follows for both full-time and part-time options. The first phase in the program is the Foundation Level and involves courses taken in the first year (if full-time status) or first and second years (if part-time). These courses must be completed before enrolling in the second level of classes. The second phase of course work is the Concentration Level and involves courses taken in the second year (if full-time status) or third and fourth year (if part-time). Typical class schedules by semester and year

are found on the School of Social Work website for both full-time and part-time students: <http://www.missouristate.edu/swk/>

Required Courses for Regular Standing MSW Program:

Foundation Level Courses:

Course Code	Course Title	Credit Hours
<u>SWK 705</u>	Human Behavior in the Social Environment	3 hrs
<u>SWK 710</u>	Foundations in Social Work Practice with Individuals	3 hrs
<u>SWK 715</u>	Social Welfare Policy and Services	3 hrs
<u>SWK 725</u>	Foundations in Social Work Practice with Families and Groups	3 hrs
<u>SWK 726</u>	Foundations in Social Work Practice with Communities and Organizations	3 hrs
<u>SWK 730</u>	Perspectives in Human Diversity and Societal Systems	3 hrs
<u>SWK 740</u>	Social Work Field Practicum I (450 hours)	10 hrs
	Level Total	28 hrs

Concentration Level Courses:

Course Code	Course Title	Credit Hours
<u>SWK 746</u>	Foundations in Social Work Research	3 hrs
<u>SWK 750</u>	Human Behavior and Family Systems	3 hrs
<u>SWK 754</u>	Perspectives on Individual and Family Health Assessment	3 hrs
<u>SWK 755</u>	Family Health Social Work Practice I	3 hrs
<u>SWK 756</u>	Family Health Social Work Practice II	3 hrs
<u>SWK 760</u>	Family Health Policy	3 hrs
<u>SWK 780</u>	Social Work Field Practicum II (525 hours)	10 hrs
<u>SWK 797</u>	Applications in Social Work Research	3 hrs
	Social Work Elective	3 hrs
	Level Total	34 hrs
	Degree Total	62 hrs

Current Elective Courses in the MSW Program:

Course Code	Course Title	Credit Hours
<u>SWK 602</u>	Rural Health (online)	3 hrs
<u>SWK 641</u>	Family Health and Family Violence	3 hrs
<u>SWK 695</u>	Forensic Social Work	3 hrs
<u>SWK 696</u>	Health Literacy in the Human Services (online)	3 hrs
<u>SWK 699</u>	Special Topics in Social Work Practice	3 hrs
<u>SWK 742</u>	Family Health and Substance Abuse	3 hrs
<u>SWK 743</u>	Management and Program Development In Human Services (online)	3 hrs

Required Courses for Advanced Standing Program

The Advanced Standing MSW degree requires a minimum of 34 semester hours of graduate credit and involves the classes described above as the Concentration Level of course work.

Concentration Level Courses:

Course Code	Course Title	Credit Hours
<u>SWK 746</u>	Foundations in Social Work Research	3 hrs
<u>SWK 750</u>	Human Behavior and Family Systems	3 hrs
<u>SWK 754</u>	Perspectives on Individual and Family Health Assessment	3 hrs

Course Code	Course Title	Credit Hours
<u>SWK 755</u>	Family Health Social Work Practice I	3 hrs
<u>SWK 756</u>	Family Health Social Work Practice II	3 hrs
<u>SWK 760</u>	Family Health Policy	3 hrs
<u>SWK 780</u>	Social Work Field Practicum II (525 hours)	10 hrs
<u>SWK 797</u>	Applications in Social Work Research	3 hrs
	Social Work Elective	3 hrs
	Degree Total	34 hrs