# NURS 4513 - Professional Nursing Role

**Fall 2026 Syllabus, Section 101, CRN 19033**

## Instructor Information

**Viridiana Vela, MSN, RN, VA-BC**
Clinical Assistant Professor
Email: viridiana.vela@tamiu.edu
Office: CNS 313 F
Office Hours:
IN PERSON

Monday: 10:30-1:30
Tuesday: 11;20-2:30 ( if in simulation, arrangements will be made)

VIRTUAL
By appointment
Office Phone: 956-326-3270
Cell Phone: 956-237-9500
Meetings should be booked through bookings link. If unable to book, dusty email is the primary mean of communication

## Times and Location

M 2:20pm-4:20pm in Canseco Hall 101

## Course Description

## Additional Course Information

Meetings will be scheduled through oulook bookings

https://outlook.office365.com/owa/calendar/MrsVelaProfessionalNursingrolePNR@dustytamiu.onmicrosoft.com/bookings/

**Simulation day and time(s): Tentatively set for Tuesdays 12-5** pm throughout the semester and /or any clinical days / Wednesdays – Sundays assigned, and schedule/ simulation lab / sites permit. **Hospital Clinical Rotation**s: Wednesdays – Sundays, times, and sites TBA

**Course Credit Hours:** 5 credit hours: 3 hours theory & 9 clock hours practicum per week.
126 hours total practicum are required in this course.

**Clinical Hours Breakdown:** 70% direct patient care and 30 % combination nursing skills lab, low and high definition simulation and evolving case studies.

**TEACHING STRATEGIES**

The course will consist in presentation guided in class instruction, where interaction among peers is expected, case studies, online discussions, self-study and and group activities.

**COURSE STRUCTURE**

In addition to lecture time, all additional content and assignments will be listed in Blackboard. Each module under 'Content' will contain the week's content such as PowerPoints, articles, video links, and instructions for assignments. All clinical forms and other resources will be available for review in Blackboard under 'Clinical'. The expectation is for the student to review these materials each week. See week-specific learning objectives on Blackboard modules. See tentative course schedule on this syllabus.

The clinical portion of this course will be taught in the nursing skills lab, simulation lab, and clinical settings (local hospitals). Clinical experiences include instructor-supervised practice and/or assigned nursing preceptor supervision.

*Note that the clinical schedule may change due to unforseen circumstances placed by our practice clinical partners. If any changes are made, faculty will

send an announcement via Blackboard at the time that the change is known to the faculty.

**WRITTEN ASSIGNMENTS AND AI**

The use of Artificial Intelligence (AI) tools—including but not limited to ChatGPT, Grammarly (GO/PRO)AI, Quillbot, Bard, Copilot, Jasper, or any other text-generating, paraphrasing, or content-creation software—is strictly prohibited in all nursing coursework unless explicitly authorized in writing by the course faculty.

1. Students must complete and submit all academic and clinical coursework using their own independent work, analysis, and writing.

2. Use of AI to generate, rewrite, summarize, paraphrase, or organize content for assignments, discussions, papers, clinical documentation, care plans, or scholarly work constitutes academic misconduct.

3. It applies to all forms of coursework, including but not limited to:

a. Written assignments

b. Discussion board posts

c. Research papers

d. Care plans

e. Clinical paperwork

f. Case studies

g. Posters and presentations

h. Capstone and practicum projects

i. Reference pages

j. Exams and quizzes

4. Prohibited Uses of AI - Students may not use AI for:

a. Writing or generating any portion of an assignment

b. Paraphrasing or rewording content

c. Summarizing articles or research

d. Producing discussion board posts or responses

e. Writing care plans, SOAP notes, or clinical documentation

f. Creating PowerPoint slides or poster content

g. Producing reference pages

5. Source Verification Requirement- Students are required to include direct and clearly accessible links to all sources referenced in their written assignments.

a. The use of automated reference or citation generators (e.g., Zotero, MyBib, Citation Machine) is not recommended and highly discouraged/ prohibited to be used due to producing incorrect citations.

b. Citations are to be formatted according to the American Psychological Association manual, following the edition specified in the course syllabus.

c. Students are to take the time to double-check their links to guarantee that they lead directly to the content cited, thereby enhancing the overall quality and trustworthiness of their work.

d. This requirement encompasses a diverse range of materials, including but not limited to journal articles, peer-reviewed studies, credible websites, professional reports, and videos.

e. The links should be formatted in a way that directs faculty and instructors straight to the original source, allowing for convenient verification of citations.

f. Any assignments with broken or non-functional links will receive point deductions, impacting the overall grade as dictated by the lead faculty.

g. References that cannot be verified due to missing or incorrect links, screenshots, or lack of URLs/DOIs will not be counted toward the assignment's reference requirements.

h. Improperly formatting citations and failing to provide verifiable sources may negatively impact the assessment of a student's work and their demonstration of academic rigor. Such issues will be referred to the TAMIU Honor Code for formal review.

i. This includes, but is not limited to, submission of unverifiable sources, falsified or fabricated references, persistent use of broken or misleading links, or failure to correct issues after written notice.

6. Permitted Uses- The only permitted use of AI is:

a. Brainstorming: Idea generation, questions to consider, themes or angles to explore.

b. Outlining: Structuring your own paper, presentation, or project (e.g., headings, subheadings, sequence of points).

c. Planning tasks: Milestones, timeliness, checklists for your workflow.

7. Instructors have the ability to utilize various methods for assessing the authenticity of submitted work, including but not limited to:

a. Employing AI-detection software to analyze the text for signs of machine-generated content.

b. Conduct writing pattern analysis to identify inconsistencies in style or voice.

c. Document version histories that can provide insights into the evolution of the work as it was developed.

d. In-class writing samples provide a valuable contrast to the materials that have been submitted for evaluation.

e. Oral defense to assess if students can demonstrate their understanding and ability to explain the content that was submitted.

8. Assignments suspected of AI use will be reviewed and investigated by lead faculty.

9. Violations and Consequences - Use of AI in violation of this policy constitutes academic dishonesty and will result in:

a. First offense – Reporting to TAMIU Honors Code, formal writing, student counseling with faculty and program coordinator/director, and a zero (0) in the assignment.

b. Second offense - Reporting to TAMIU Honors Code, formal writing, student counseling with faculty and program coordinator/director, a zero (0) in the assignment, and failure of the course.

c. For a third offense or any serious violations, the matter may be escalated to the Nursing Chair and the Dean

# Program Learning Outcomes

1. Synthesize knowledge from the arts, humanities, sciences, and other disciplines in developing a framework for nursing knowledge and practice.

2. Explore the effect of variations in health status, developmental processes, values, beliefs and attitudes, culture, history, and environment on nursing care needs.

3. Use critical thinking, clinical judgment/decision making, problem-solving, and the research process in the development of nursing knowledge and practice.

4. Assess, diagnose, plan, implement, and evaluate evidenced-based and culturally appropriate safe nursing care with patients, families, populations and communities.

5. Evaluate utilization of health promotion strategies in the development of nursing practice.

6. Develop professional nursing practice frameworks and roles, including the provider of patient-centered care, health care team member/ collaborator, leader/manager, educator, scholar, patient-safety advocate, activist, mentor, and entrepreneur.

7. Evaluate the impact of evolving technological, socioeconomic, political and demographic changes on nursing practice and health care systems.

8. Adhere to legal and ethical principles in the development of professional nursing practice.

9. Articulate a commitment to life-long learning.

10. Participate in nursing- and health-related service opportunitie

## Student Learning Outcomes

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

1. Integrate prior learning and experiences from nursing and non-nursing courses to provide safe professional nursing care in diverse health care settings. (PLO:1, 6, 8)

2. Demonstrate increasing independence in planning, prioritizing, implementing, and evaluating nursing care for a workload of multiple patients in diverse clinical settings. (PLO:4)

3. Demonstrate an ability to set appropriate priorities in delegating and supervising team members according to skill level, agency policies, and Nurse Practice Act. (PLO:6, 8)

4. Utilize and demonstrate effective communication skills with the interdisciplinary health care team, patients, and families. (PLO:4, 6)

5. Utilize an interdisciplinary approach to identify, implement and document patient/family teaching/learning and discharge needs. (PLO:4, 5, 6)

6. Identify and implement strategies for resolving conflicts arising in clinical practice (e.g., moral, ethical, safety, delegation, and legal dilemmas). (PLO:2, 3, 6, 8

7. Discuss issues related to professional development including licensure, career strategies, community service, societal trends, continuing education, and involvement in professional organizations. (PLO: 7, 8, 9, 10)

8. Incorporate teaching/learning principles in planning and implementing care for the
critically ill across the lifespan. (PLO: 3,4,)

9. Communicate effectively to develop professional relationships that facilitate therapeutic interactions with the critically ill across the lifespan, in collaboration with the interdisciplinary health care team.(PLO:1,6)

## Important Dates

Visit the Academic Calendar (tamiu.edu) (https://www.tamiu.edu/academiccalendar/) page to view the term's important dates.

# Textbooks

| Group | Title | Author | ISBN |
|---|---|---|---|
| Required | ATI Leadership and Management | | |
| Required | ATI Nurse Touch the Leader | | |
| Required | ATI Skills Modules | | |
| Required | ATI Modules TBA | | |

# Other Course Materials

**Other Resources:**

• HESI must be purchased and will be used for assignments in this course. Required.(Dr. F. M. Canseco School of Nursing requires the use of computer resources provided by Elsevier. The student is responsible for paying the designated fee during the allocated time set by the College of Nursing (CON). Failure of payment by the set date will result in a hold placed on the student's account and the student will be responsible for paying the College of Nursing the amount owed).

• APA 7th ed. Download handouts under resource tab from TAMIU Writing Center website. https://www.tamiu.edu/uc/ace/handouts.shtml

• Texas Board of Nursing Nurse practice ACT under the BON website. https://www.bon.texas.gov/laws_and_rules_nursing_practice_act.asp.html

Library Homepage (https://www.tamiu.edu/library/index.shtml): Search here for books, ebooks, journal articles, videos and more. Serves as the portal to all library services.

Killam Library Services, Hours and Access during COVID-19 (https://www.tamiu.edu/library/covid-19.shtml): Find updated status on Killam Library service changes that are occurring in response to COVID-19. Here you will find among other topics how to borrow physical items in the collection during limited building access.

Nursing Research Guide (https://urldefense.proofpoint.com/v2/url?
u=http-3A__tamiu.libguides.com_nursing&d=DwMFAg&c=H5IuV89wgp5zRbL6y0Ptc2lgooFyRqrlrd-0IU1a1U&r=zxt8YOEmWXHLtCe86LmZx5JyDSLZVfI8zKEbv43

Specialized research guide to nursing information sources.
Distance Learning Research Guide (https://urldefense.proofpoint.com/v2/url?
u=http-3A__tamiu.libguides.com_c.php-3Fg-3D984472-26p-3D7119734&d=DwMFAg&c=H5IuV89wgp5zRbL6y0Ptc2lgooFyRqrlrd-0IU1a1U&r=zxt8YOEmWXHLtCe
to online learners and faculty, this guide includes general research tips as well as how to get help and support.

RefWorks Citation Management Tool (https://www.tamiu.edu/library/refworks.shtml): RefWorks is a web-based citation management tool that makes research management / paper-writing easier. See tutorial on how to get started and use
rwebb@tamiu.edu : Email Rodney Webb, Library Liaison to the Sanchez School of Business, to get help with specific questions or problems using library resources or to request an appointment for help with your research paper or project.
researchhelp@tamiu.edu: Email a librarian to get answers to your library questions.
Library Chat (https://urldefense.proofpoint.com/v2/url?
u=https-3A__tamiu.libanswers.com_&d=DwMFAg&c=H5IuV89wgp5zRbL6y0Ptc2lgooFyRqrlrd-0IU1a1U&r=zxt8YOEmWXHLtCe86LmZx5JyDSLZVfI8zKEbv43JOdA

Chat with library reference staff to get answers to questions. When chat is offline, search frequently answered questions bank or submit your question to be answered later

**Recommended Textbooks:** None.

**Other resources**: None

**Minimum Computer/Technology Requirements:**

It is recommended that you meet the technical requirements listed on the Instructional Technology and Distance Education Services' webpage (http://www.tamiu.edu/distance/students/technology-requirements.shtml) when using the learning management system (LMS) of the University.

**Additional Hardware.** For this class, you will need the following additional hardware: a webcam and microphone for VoiceThread (http://www.tamiu.edu/distance/technology/voicethread.shtml) discussions. Recently purchased laptops may have these built-in web cameras. If you do not have this equipment, it is recommended to purchase a stand-alone webcam, microphone or a webcam with a built-in microphone from your local electronic store or any online store.

**Additional Software**. You will need the following additional software: Microsoft PowerPoint for viewing lesson presentations and Microsoft Word for viewing course files and submitting assignments. TAMIU Students may access online versions of this software through their Dusty Office 365 account at https://dusty.tamiu.edu/. This site also provides students access to download the Microsoft suite for educational use. See instructions for

downloading the Microsoft Office suite (http://www.tamiu.edu/distance/documents/Microsoft-Office-2016-Download-Instructions.pdf).

**Note:** Students if you do not own the required hardware, software or do not have access to internet, it will be highly challenging for you to make any progress in this class. However, my goal is to assist you to find solutions and guide you appropriately most of the required materials can either be found free of charge at TAMIU's library, computer labs, and classrooms. In addition, you may also purchase any of these items at any electronic store.

**Learning Management System (Blackboard).** Students are provided with guides on how to use the Blackboard LMS. Guides may be available at Instructional Technology and Distance Education Services' Student eLearning Tutorial Videos page (http://www.tamiu.edu/distance/students/elearning-orientation.shtml) or by contacting the eLearning team at elearning@tamiu.edu.

# Grading Criteria

**CONHS/ CSON Grading and Rounding Criteria**

Nursing Students must achieve a grade of "C" or higher in both theory and clinical components of a course in order to "Pass" that course and progress in the program. A grade of "F" in either theory or clinical components will constitute a course failure.

To pass a course, a nursing student must attain:

• Both an exam average (Test 1, Test 2, Test 3, and Final Exam) of 75% or higher -AND- An overall course average of 75% or higher. (Failure to meet the 75% test average will result in an F assigned to the record.)
The weighted exam and course average total is calculated to two decimal places and rounded mathematically as follows

• Less than 0.45 = Rounds down to the next whole number (74.44 rounds down to a 74)
• 0.45 or greater = Rounds up to the next whole number (74.45 rounds up to a 75:

| GRADE | PERCENTAGE |
|---|---|
| A | 90-100 |
| B | 80-89 |
| C | 75-79 |
| F | below 74 |

# Grading Breakdown

| METHOD OF EVALUATION | |
|---|---|
| ASSESSMENT | GRADE PERECENTAGE |
| EXAMS(1,2,3) | 48% |
| ASSIGNMENTS, DISCUSSIONS, ADAPTIVE QUIZING, CASE STUDIES, ATI REVIEW MODULES | 20 % |
| ATTENDANCE | 1% |
| HESI (conversion score will be used, 850 or greater if a score of 100 is obtained may replace lowest test score NOT FINAL) | 10% |
| HESI REVIEW PACKET | 5 |
| FINAL EXAM | 16 |
| TOTAL | 100 |

**EXAMS**

All exams for the CONHS will be on campus, proctored, either with faculty present or at the testing center.

Respondus lockdown browser is required to be used for all exams with faculty proctoring.

Respondus webcam monitor will be used for all exams
taken remotely at the testing center or the disabilities office. Testing guidelines are as follows:

• After the student uses their cell phone to sign in with Duo, it must be powered-off and set it in a place designated by the proctor.

• All smart watches will also be removed and set in a place designated by the proctor.

• All tests will require a password that will be provided until just prior to the exam.

• All tests will begin and end exactly at the time specified (for NURS 4410, the test it will automatically shut down at the end of the two-hour testing time with the exception of those students with documented disabilities by our Disability office).

• During the test, no caps or hoodies, earphones or ear buds may be worn. Hands and forearms should be visible to faculty.

• No personal calculators will be allowed during the exam, the student must use the test calculator on Blackboard.

• If the student requires pencil and paper to do work during the exam, white copy paper and pencil will be provided by the proctor once the exam starts. Student will not be allowed to use any personal supplies during the test unless the student has approved and documented accommodations through the office of Disabilities.

• There should be absolutely no talking during the exam either to yourself or to someone else.

• No music can be played during the exam.

• Student failure to follow these guidelines will result in an automatic zero on the exam.

**Examination Policy and Guidelines**

Accurate assessment of knowledge and competencies is crucial to ensure that students process the necessary information for safe practice in clinical

settings. Accurate and valid test data are also necessary to provide students with practice prior to the licensure examination; most nursing course examinations use an NCLEX format, which is different from other methods of testing. Test items assess the student's ability to apply and analyze knowledge learned in the course.
The purpose of this policy is to ensure fair, consistent, and secure testing practices for all nursing students during examinations. The policy promotes academic integrity, professional conduct, and an environment conducive to accurate assessment of knowledge, skills, and critical thinking required for

safe nursing practice.

PROCEDURE:

1. All face-to-face class examinations are proctored in a designated, supervised testing area. All Exam dates and formats will be communicated in the course syllabus.

a. Students must sit in assigned or randomized seats as directed by the instructor or proctor.

```
b. All personal belongings, including bags, watches, and phones, must be stored in a designated area away from the testing computer site.
```

c. Students are expected to arrive at least 15 minutes before the scheduled start time. Late arrivals of more than 15 minutes without notice may not be admitted and will be considered a missed exam,

d. All materials brought into an exam must be left in an area designated by the proctor. The faculty or designated proctor will provide students with a pencil and sheet of paper, if allowed.

e. Students may wear coats or jackets during the examination period at the discretion of the proctor. All long sleeves should be rolled up to the forearms. The lead faculty will determine what additional aids will be allowed or used during the examination.

f. No food or drinks are allowed during the examination period.

g. Restroom use during testing will be documented and allowed at the faculty's discretion.

h. Prohibited behaviors include:

i. Copying, sharing, or discussing the exam before, during, or after an exam.
ii. Using unauthorized aids (e.g., notes, devices, online resources)
iii. Impersonating another student or allowing someone else to take an examination.
iv. Recording or photographing test materials.
v. Talking, note sharing, or any form of collaboration.
i. Students must complete required computer system checks before the test. The use of a secure testing platform (Lockdown Browser) is mandatory. Once logged in, the student will no longer be able to leave the testing site without notifying the faculty or the proctor. Any form of communication with

other students during this time will constitute a violation of the Academic Conduct of the TAMIU Honor Code Rules.
j. If the proctor suspects any sharing of information during an examination, all students involved will receive a ZERO (0) on the examination or quiz and
are subject to Article 7 Violations of Academic Conduct of the TAMIU Honor Code Rules. This includes:
i. Students in possession of cell phones or any other electronic device during an examination (i.e., mobile phones, smartwatches, earbuds, or tablets).
ii. Students found obtaining or suspected of obtaining information from sources other than what has been allowed by the faculty or proctor.

2. Professional conduct during testing.
a. Students are expected to:
i. Demonstrate honesty, integrity, and respect.
ii. Follow all directions given by faculty or proctors.
iii. Maintain a quiet and orderly testing environment.
iv. Adhere to conduct and professional standards during testing.

3. All exam materials are the property of the Dr. F. M. Canseco School of Nursing.

4. A student who is removed from a quiz or examination for suspected sharing of information may be asked to leave the examination area and will receive a Zero (0).

5. Any student who must be absent from an examination must notify the lead faculty PRIOR to the examination. The lead faculty shall be notified in a written format, preferably via Blackboard Email, that includes a date and time. Students are responsible for providing satisfactory evidence to faculty members of their absence. The faculty member will decide if the excuse is valid and may provide the following option.
a. The weight of the missed exam may be added to the student's final examination, ONLY upon lead faculty approval. Students who fail to notify the lead faculty before the examination period will not be allowed to carry the weight of the missed exam to their final exam; thus, they will receive a Zero (0) for the missed exam.

6. Only one exam can be missed and allowed to count toward the final exam weight. Any other missed exam(s) will be assigned a grade of ZERO (0).

7. Students who need to leave the examination area prior to completion will be requested to leave all testing materials with the proctor, and the examination is considered completed. Students may not leave the examination area without the proctors' acknowledgement.

8. After the examination period, all examination materials (exam, additional work paper) shall be submitted to the proctor. Students who leave the exam room with any examination material, as a result of their actions, will earn a grade of zero (0) for the exam.

9. Examination grades will be posted per the TAMIU student handbook or course syllabus.

10. Students requiring accommodations must contact the Office of Disability Services.

11. Course faculty may elect to establish other requirements at their discretion, but in no case will these requirements be less stringent than those in this policy.

12. No exam grade shall be dropped when determining the overall course grade.

13. Pop quizzes may be given at the discretion of the lead faculty.

14. The final exam must be taken at the time specified in the course syllabus. If a student is unable to attend the final exam, the student must notify the lead faculty BEFORE the exam takes place. This notification should be submitted in writing, ideally through Blackboard Email, and must include the
date and time of the absence. If a student misses the final exam, the lead faculty may, at their discretion, arrange a makeup exam with similar content on a designated date and time

15. Any student with a conflict in exam schedule due to University business (e.g., UIL, athletics) must refer to the TAMIU catalog.

**EXAM RESULTS**

Faculty will perform an item analysis on all exams. Test results will be released to students within 24-48 hours after the exam day.

Students who fail an exam must schedule a face-to-face meeting with the faculty to review the exam, sign a learning contract, and complete an exam wrapper with a remediation plan.
Exams will not be reviewed over a remote appointment using Microsoft Teams meetings in order to conserve exam security and integrity.

**LEARNING CONTRACT**

All students who score 80% or below on any unit exam will be given a Learning Contract.
A Learning Contract is created to facilitate student success in the course and in the BSN program. Students will be assigned weekly NCLEX-style questions in Evolve and as part of their assignment grade. These questions will help prepare for the end of course final exam and end of course standardized exam (HESI). Failure to comply with the requirements listed in the Learning Contract signed both by faculty and student will result in an Incomplete "I" grade and will prevent a student from progressing to the next academic semester.

**HESI STATEMENT**

HESI Exit Exam: At the end of the semester students will be required to take the Proctored standardized course exams. The score on this exam will count as a grade and will count for 10% of the course grade. Grading for this exam will be as follows: 850 or greater: 100. Students scoring below the benchmark of 850 will receive the conversion score that is assigned by HESI as the grade of record on the gradebook.
Students will receive review packets based on their performance on the HESI exam. These packets will be counted as an assignment for the course and will count as 5% of the course grade. All students will be required to complete the review packets by the due date assigned by course faculty. Failure to complete the review packets will result in the student receiving an Incomplete Grade for the course. Information regarding the Incomplete, Withdraw, and Dismissal process can be found in the TAMIU BSN Handbook https://www.tamiu.edu/conhs/documents/handbooks/bsnhandbook.pdf

There is a mandatory requirement in this course for HESI specialty examination. The Hesi fee ($) is the responsibility of the student and must be paid within the first 2 weeks from the first day of class. If you take the Hesi and do not pay by the end of the semester the student will receive an Incomplete in the course and will have a Hold placed on their account till this matter is resolved.

**HESI REVIEW PACKETS**

All students will be required to complete the review packets by the due date assigned by course faculty. Failure to complete the review packets will result in the student receiving an Incomplete Grade for the course

**COURSE PARTICIPATION**

All HESI assignments/written/tests, weekly assignments/case studies, TBON jurisprudence exam, weekly quizzes. Discussions, group QA assignment (including class presentation)

**LATE WORK**
In fairness to all students, late assignments will NOT be accepted. The grade for a missed assignment will be recorded as a zero "0" for didactic and an
"F" for clinical assignments.
The Professional Nursing Role Course reserves the right to give a pop quiz at any time during class, no make-up, automatic zero if not present to take the quiz.

**EXTRA POINTS**

Student must submit proof of attendance to both professional development days, both luncheons (LMC & DHL) and complete the AEFIS evaluations. After submitting proof, student will have opportunity to obtain 2 point on the over the final grade if their overall grade is over 74.45.

**CLINICAL OBJECTIVES**

After completing the clinical portion of the course, the student will demonstrate:
1. The ability to manage care of a group of clients.
2. The ability to prioritize and delegate client care to other member of the health care team.
3. Effectively communicate verbally and in writing.
4. Implement behaviors and actions reflective of a professional nurse as part of the healthcare team.
5. Discuss professional issues related to the profession of nursing.

**CLINICAL ROTATION INSTRUCTIONS**

1. Do not give medications without your nurse preceptor present.
2. Do not perform procedures without your nurse preceptor present.
3. Do not hang blood.

4. Do not hang chemotherapy.
5. Do not give IV narcotics.
6. Do not remove any type central lines.
7. Do not do anything that requires special certifications.

**CLINICAL EXPECTATIONS**

Clinical hours are required to provide students the opportunities to obtain knowledge and skills to function safely as a professional nurse.

1. Clinical is pass/fail and at the end of the rotation:
a. If assigned a preceptor at the end of the rotation, the student will be asked to evaluate the clinical preceptor (done in Typhon) and the preceptor will be asked to evaluate the student. (If preceptors are used this semester).
b. Evaluation of all simulation activities using Typhon is required after all simulation activities.
2. Attendance for hands on clinical experiences is expected and there are no excused absences; any hours missed must be made up. Due to time and clinical agency constraints if a student misses a direct patient care clinical experience or a simulation activity the makeup sessions may be after the end of the semester. If students have passed the theoretical portion of the class they will be given a course grade of incomplete and the time will be made up based on clinical facility and faculty availability.
a. Direct patient care clinical begins promptly at 6:30 or 6:45 AM (depending on the shift you are assigned). Please note that throughout the semester the clinical sites, dates and times are subject to change; this is based on faculty/preceptor/agency availability as well as to provide students with optimal clinical experiences.
b. Students will be given a five minute grace period after scheduled start time(Do not take advantage). Assigned clinical instructor, lead faculty and preceptor (in case assigned to one) must be notified ahead of time. In case of an emergency contact lead faculty. Students who miss one day must make up hour for hour. Students missing more than one day are at grave risk of course failure. Keep in mind clinical site, and faculty availability are limited, placement is not guaranteed.
b. There will be no clinical schedule changes upon request. Once clinical schedule is released, it it final, with the exception of changes to the clinical sites and/
or volunteering staff availability.
3. Professionally attired; refer to handbook, clinical dress code must be followed. (Subject to modifications)
4. If a student is under the supervision and direction of a clinical preceptor, a signed agreement with the clinical preceptor must be obtained prior to the rotation.
a. When in the clinical area students may only perform nursing actions, administration of medication, patient teaching, and documentation under the direct supervision of the assigned clinical preceptor.
b. No skill, treatment or medication that requires special training or certification (including blood transfusions, removal of central lines, chemotherapy administration etc.) may be undertaken by the student even under the supervision of a preceptor.
c. If the clinical preceptor is absent or pulled to another unit the student must immediately notify the faculty for directions on how to proceed.
5. Exhibit professional behavior at all times, the preceptor and/or faculty may send the student home for non-professional behavior Examples include but not limited to the following:
a. Reporting to clinical unprepared, inappropriately dressed or comes in >5 minutes late.
b. Leaves clinical area without reporting to preceptor.
c. Display non-professional behavior in the clinical area (i.e. fighting, using profanity, giving medication or performing procedure without preceptor or faculty supervision,non-compliance with confidentiality requirements, etc.).
d. Bringing a cell phone to clinical area.
e. Displaying any behavior faculty/preceptor deems non-professional or unsafe to patient or others.
f. Being asked to leave the clinical area for cause is grounds for clinical failure and thus course failure.
Unsafe Clinical Performance/Patient Safety: Any act, omission or commission that may result in harm to the patient is considered unsafe clinical practice. Any student who jeopardizes patient safety will be sent home from clinical and receive a clinical F for that day. See CONHS BSN Handbook.
Clinical “F” Day: Unacceptable nursing practice in the clinical setting or unexcused clinical absence is grounds for receiving a clinical fail day, also known as an “F” Day. A clinical setting is any activity for which the student receives clinical hours. A student who receives three (3) clinical “F” days in any clinical course will receive a grade of F for that course. CONHS BSN Handbook.

**CLINICAL HOURS BREAKDOWN**

| CLINICAL EXPERIENCE | HOURS |
|---|---|
| DIRECT PATIENT CARE | 84 |
| HIGH FIDELITY SIMULATIONS | 12 |
| ATI VIRTUAL SIMULATION X 5 | 10 |
| SKILLS MARATHON | 8 |
| COLLABORATIVE CLINICAL ACTIVITY | 8 |

| | |
|---|---|
| INDEPENDENT SKILLS | 4 |
| TOTAL | 126 |

**CLINICAL REQUIREMENTS**

• All students must be up to date with all program requirements, payments, and inscriptions and / or will no be allowed to attend clinical or simulations

and will receive an F for any missed clinical / simulation which may affect passing the course.
• Simulation and lab activities: Will be assigned throughout the semester and dates and times can be found in the schedule of assignments for this class. Due to limited space and times for simulation if a student misses a simulation or lab activity make up may be scheduled after the end of the semester resulting in a grade of incomplete (provided theoretical portion of course is passed)
• Student will complete 4 hours of independent skills, assignment of room and scheduling will be based on room and staff availability.
Student will participate in a collaborative clinical activity with entry level nursing students. Schedule for this activity will be shared along with the clinical rotation schedule.
Upon completion of all clinical experiences including clinical rotations, simulations and independent skills; Students MUST complete typhon evaluations for the Agencies, the Faculty, and each simulation completed. Failure to complete all evaluations will result in an incomplete grade for the clinical experiences. Incomplete clinical grades will affect students eligibility for graduation.
• Evolving Case Studies: Evolving case studies will be assigned throughout the semester, late case studies or receiving a grade below 80% on evolving case studies will not count as clinical hours. Each case study will have discussion questions that the students must answer individually. This is not a group project and students sharing work is not allowed and considered plagiarism. Please refer to the course syllabus on how plagiarism will be handled.
(TENTATIVE) Change/QA/Teaching project: Student will be assigned to a group to design and present a clinical change/QA/Teaching project as assigned by faculty.
To review the Canseco School of Nursing policies please see the CNHS BSN Handbook. https://www.tamiu.edu/conhs/handbook-coursecycle.shtml

# Schedule of Topics and Assignments

| Week of | Agenda/Topic | Reading(s) | Due |
|---|---|---|---|
| 8/24 | Class ( See Course Alignment on Blackboard) | Texas Board of Nursing Website<br>ATI Resources | Weekly Assignments |
| 8/31 | Class ( See Course Alignment on Blackboard) | Texas Board of Nursing Website<br>ATI Resources<br>Materials provided by Faculty | Weekly Assignments |
| 9/7 | Labor Day Holiday / No Class | | Weekly Assignments |
| 9/14 | Exam 1 | | |
| 9/21 | Class ( See Course Alignment on Blackboard) | Texas Board of Nursing Website<br>ATI Resources | Weekly Assignments |
| 9/28 | Class ( See Course Alignment on Blackboard) | Texas Board of Nursing Website<br>ATI Resources | Weekly Assignments |
| 10/5 | Exam 2 | | Weekly Assignments |
| 10/12 | Class ( See Course Alignment on Blackboard) | Materials provided by Faculty<br>ATI Resources<br>Resume creation, Interview preparation | Weekly Assignments |
| 10/19 | Professional Development | | Weekly Assignments |
| 10/26 | Professional Development | | Weekly Assignments |
| 11/2 | Class ( See Course Alignment on Blackboard) | ATI Resources<br>Materials provided by Faculty | Weekly Assignments |
| 11/9 | Exam 3 / Project (Tentative) | | Weekly Assignments |
| 11/16 | Comprehensive HESI Exam | Review HESI Questions | Weekly Assignments |
| 11/23 | Class ( See Course Alignment on Blackboard) | ATI Resources<br>Materials provided by Faculty | HESI remediation packet Due |

| | | | |
|---|---|---|---|
| 11/30 | Class ( See Course Alignment on Blackboard) | ATI Resources<br><br>12/4 Final exam (location TBA) | Weekly Assignments |

# University/College Policies

Please see the University Policies below.

## COVID-19 Related Policies

If you have tested positive for COVID-19, please refer to the Student Handbook, Appendix A (Attendance Rule) for instructions.

## Required Class Attendance

Students are expected to attend every class in person (or virtually, if the class is online) and to complete all assignments. If you cannot attend class, it is your responsibility to communicate absences with your professors. The faculty member will decide if your excuse is valid and thus may provide lecture materials of the class. According to University policy, acceptable reasons for an absence, which cannot affect a student's grade, include:

- Participation in an authorized University activity.
- Death or major illness in a student's immediate family.
- Illness of a dependent family member.
- Participation in legal proceedings or administrative procedures that require a student's presence.
- Religious holy day.
- Illness that is too severe or contagious for the student to attend class.
- Required participation in military duties.
- Mandatory admission interviews for professional or graduate school which cannot be rescheduled.

Students are responsible for providing satisfactory evidence to faculty members within seven calendar days of their absence and return to class. They must substantiate the reason for the absence. If the absence is excused, faculty members must either provide students with the opportunity to make up the exam or other work missed, or provide a satisfactory alternative to complete the exam or other work missed within 30 calendar days from the date of absence. Students who miss class due to a University-sponsored activity are responsible for identifying their absences to their instructors with as much advance notice as possible.

## Classroom Behavior (applies to online or Face-to-Face Classes)

In the classroom, students are expected to listen attentively, participate respectfully, and adhere to established rules. Behavior that interferes with the class lecture may result in disciplinary action, ensuring a productive and respectful learning environment for everyone. Any disputes over academic matters should be addressed calmly and constructively, ideally during designated times such as office hours or after class. If a student does not agree with a decision, they can request a meeting with the instructor to discuss their concerns in more detail. Should further resolution be needed, the student may escalate the matter to the department head or use formal grievance procedures as outlined in the sections below. (please refer to Student Handbook Article 4 (https://www.tamiu.edu/handbook/article-04.shtml)).

## TAMIU Honor Code: Plagiarism and Cheating

As a TAMIU student, you are bound by the TAMIU Honor Code to conduct yourself ethically in all your activities as a TAMIU student and to report violations of the Honor Code. Please read carefully the Student Handbook Article 7 and Article 10 available at Student Handbook (https://www.tamiu.edu/handbook/index.shtml).

We are committed to strict enforcement of the Honor Code. Violations of the Honor Code tend to involve claiming work that is not one's own, most commonly plagiarism in written assignments and any form of cheating on exams and other types of assignments.

Plagiarism is the presentation of someone else's work as your own. It occurs when you:

1. Borrow someone else's facts, ideas, or opinions and put them entirely in your own words. You must acknowledge that these thoughts are not your own by immediately citing the source in your paper. Failure to do this is plagiarism.
2. Borrow someone else's words (short phrases, clauses, or sentences), you must enclose the copied words in quotation marks as well as citing the source. Failure to do this is plagiarism.

3. Present someone else's paper or exam (stolen, borrowed, or bought) as your own. You have committed a clearly intentional form of intellectual theft and have put your academic future in jeopardy. This is the worst form of plagiarism.

Here is another explanation from the 2020, seventh edition of the Manual of The American Psychological Association (APA):

"Plagiarism is the act of presenting the words, idea, or images of another as your own; it denies authors or creators of content the credit they are due. Whether deliberate or unintentional, plagiarism violates ethical standards in scholarship" (p. 254). This same principle applies to the illicit use of AI.

**Plagiarism**: Researchers do not claim the words and ideas of another as their own; they give credit where credit is due. Quotations marks should be used to indicate the exact words of another. Each time you paraphrase another author (i.e., summarize a passage or rearrange the order of a sentence and change some of the words), you need to credit the source in the text. The key element of this principle is that authors do not present the work of another as if it were their own words. This can extend to ideas as well as written words. If authors model a study after one done by someone else, the originating author should be given credit. If the rationale for a study was suggested in the discussion section of someone else's article, the person should be given credit. Given the free exchange of ideas, which is very important for the health of intellectual discourse, authors may not know where an idea for a study originated. If authors do know, however, they should acknowledge the source; this includes personal communications (p. 11). For guidance on proper documentation, consult the Academic Success Center or a recommended guide to documentation and research such as the Manual of the APA or the MLA Handbook for Writers of Research Papers. If you still have doubts concerning proper documentation, seek advice from your instructor prior to submitting a final draft.

TAMIU has penalties for plagiarism and cheating.

- **Penalties for Plagiarism**: Should a faculty member discover that a student has committed plagiarism, the student should receive a grade of 'F' in that course and the matter will be referred to the Honor Council for possible disciplinary action. The faculty member, however, may elect to give freshmen and sophomore students a "zero" for the assignment and to allow them to revise the assignment up to a grade of "F" (50%) if they believe that the student plagiarized out of ignorance or carelessness and not out of an attempt to deceive in order to earn an unmerited grade; the instructor must still report the offense to the Honor Council. This option should not be available to juniors, seniors, or graduate students, who cannot reasonably claim ignorance of documentation rules as an excuse. For repeat offenders in undergraduate courses or for an offender in any graduate course, the penalty for plagiarism is likely to include suspension or expulsion from the university.
  - *Caution*: Be very careful what you upload to Turnitin or send to your professor for evaluation. Whatever you upload for evaluation will be considered your final, approved draft. If it is plagiarized, you will be held responsible. The excuse that "it was only a draft" will not be accepted.
  - *Caution*: Also, do not share your electronic files with others. If you do, you are responsible for the possible consequences. If another student takes your file of a paper and changes the name to his or her name and submits it and you also submit the paper, we will hold both of you responsible for plagiarism. It is impossible for us to know with certainty who wrote the paper and who stole it. And, of course, we cannot know if there was collusion between you and the other student in the matter.
- **Penalties for Cheating**: Should a faculty member discover a student cheating on an exam or quiz or other class project, the student should receive a "zero" for the assignment and not be allowed to make the assignment up. The incident should be reported to the chair of the department and to the Honor Council. If the cheating is extensive, however, or if the assignment constitutes a major grade for the course (e.g., a final exam), or if the student has cheated in the past, the student should receive an "F" in the course, and the matter should be referred to the Honor Council. Additional penalties, including suspension or expulsion from the university may be imposed. Under no circumstances should a student who deserves an "F" in the course be allowed to withdraw from the course with a "W."
  - *Caution*: Chat groups that start off as "study groups" can easily devolve into "cheating groups." Be very careful not to join or remain any chat group if it begins to discuss specific information about exams or assignments that are meant to require individual work. If you are a member of such a group and it begins to cheat, you will be held responsible along with all the other members of the group. The TAMIU Honor Code requires that you report any such instances of cheating.
- **Student Right of Appeal**: Faculty will notify students immediately via the student's TAMIU e- mail account that they have submitted plagiarized work. Students have the right to appeal a faculty member's charge of academic dishonesty by notifying the TAMIU Honor Council of their intent to appeal as long as the notification of appeal comes within 10 business days of the faculty member's e-mail message to the student and/or the Office of Student Conduct and Community Engagement. The Student Handbook provides more details.

## Use of Work in Two or More Courses

You may not submit work completed in one course for a grade in a second course unless you receive explicit permission to do so by the instructor of the second course. In general, you should get credit for a work product only once.

## AI Policies

Your instructor will provide you with their personal policy on the use of AI in the classroom setting and associated coursework.

## TAMIU E-Mail and SafeZone

Personal Announcements sent to students through TAMIU E-mail (tamiu.edu or dusty email) are the official means of communicating course and university business with students and faculty –not the U.S. Mail and no other e-mail addresses. Students and faculty must check their TAMIU e-mail

accounts regularly, if not daily. Not having seen an important TAMIU e-mail or message from a faculty member, chair, or dean is not accepted as an excuse for failure to take important action.

Students, faculty, and staff are encouraged to download the SafeZone app, which is a free mobile app for all University faculty, staff, and students. SafeZone allows you to: report safety concerns (24/7), get connected with mental health professionals, activate location sharing with authorities, and anonymously report incidents. Go to SafeZone (https://www.tamiu.edu/adminis/police/safezone/index.shtml) for more information.

## Copyright Restrictions

The Copyright Act of 1976 grants to copyright owners the exclusive right to reproduce their works and distribute copies of their work. Works that receive copyright protection include published works such as a textbook. Copying a textbook without permission from the owner of the copyright may constitute copyright infringement. Civil and criminal penalties may be assessed for copyright infringement. Civil penalties include damages up to $100,000; criminal penalties include a fine up to $250,000 and imprisonment. Copyright laws do not allow students and professors to make photocopies of copyrighted materials, but you may copy a limited portion of a work, such as article from a journal or a chapter from a book for your own personal academic use or, in the case of a professor, for personal, limited classroom use. In general, the extent of your copying should not suggest that the purpose or the effect of your copying is to avoid paying for the materials. And, of course, you may not sell these copies for a profit. Thus, students who copy textbooks to avoid buying them or professors who provide photocopies of textbooks to enable students to save money are violating the law.

## Students with Disabilities

Texas A&M International University seeks to provide reasonable accommodations for all qualified persons with disabilities. This University will adhere to all applicable federal, state, and local laws, regulations and guidelines with respect to providing reasonable accommodations as required to afford equal education opportunity. It is the student's responsibility to register with the Office of Disability Services for Students located in Student Center 124. This office will contact the faculty member to recommend specific, reasonable accommodations. Faculty are prohibited from making accommodations based solely on communications from students. They may make accommodations only when provided documentation by the Office of Disability Services for Students.

For accommodations or assistance with disabilities, contact the Disability Coordinator, Karla Pedraza, at karla.pedraza@tamiu.edu, call 956.326.2763, or visit Student Center 124.

## Student Attendance and Leave of Absence (LOA) Policy

As part of our efforts to assist and encourage all students towards graduation, TAMIU provides
LOA's for students, including pregnant/parenting students, in accordance with the Attendance Rule (Section 3.07) and the Student LOA Rule (Section 3.08), which includes the "Leave of Absence Request" form. Both rules can be found in the TAMIU Student Handbook (URL: Student Handbook (https://www.tamiu.edu/handbook/index.shtml)).

## Pregnant and Parenting Students

Under Title IX of the Education Amendments of 1972, harassment based on sex, including harassment because of pregnancy or related conditions, is prohibited. A pregnant/parenting student must be granted an absence for as long as the student's physician deems the absence medically necessary. It is a violation of Title IX to ask for documentation relative to the pregnant/parenting student's status beyond what would be required for other medical conditions. Students who experience or observe alleged or suspected discrimination due to their pregnant/parenting status, should report to the TAMIU Title IX Coordinator (Lorissa M. Cortez, 5201 University Boulevard, KLM 159B, Laredo, TX 78041, TitleIX@tamiu.edu, 956.326.2857) and/or the Office of Civil Rights (Dallas Office, U.S. Department of Education, 1999 Bryan Street, Suite 1620, Dallas, TX 75201-6810, 214.661.9600). You can also report it on TAMIU's anonymous electronic reporting site, *Report It*, at https://www.tamiu.edu/reportit (https://www.tamiu.edu/reportit/index.shtml).

TAMIU advises a pregnant/parenting student to notify their professor once the student is aware that accommodations for such will be necessary. It is recommended that the student and professor develop a reasonable plan for the student's completion of missed coursework or assignments. The Office of Compliance (Lorissa M. Cortez, lorissam.cortez@tamiu.edu) can assist the student and professor in working out the reasonable accommodation. For other questions or concerns regarding Title IX compliance related to pregnant/parenting students, contact the Title IX Coordinator. In the event that a student needs a leave of absence for a substantial period of time, TAMIU urges the student to consider a Leave of Absence (LOA) as outlined in the TAMIU *Student Handbook*.#As part of our efforts to assist and encourage all students towards graduation, TAMIU provides LOAs for students, including pregnant/parenting students, in accordance with the Attendance Rule and the Student LOA Rule.#Both rules can be found in the TAMIU *Student Handbook*.

For parenting-related rights, accommodations, and resources, contact the Parenting Liaison, Mayra Hernandez, at mghernandez@tamiu.edu, call 956.326.2265, or visit Student Center 226.

For pregnancy-related rights, accommodations, and resources, contact the TIX Coordinator, Lorissa Cortez, at lorissaM.cortez@tamiu.edu, call 956.326.2857, or visit Killam Library 159.

## Anti-Discrimination/Title IX

TAMIU does not discriminate or permit harassment against any individual on the basis of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, educational programs, or employment. If you would like to file a complaint relative to Title IX or any civil rights violation, please contact the TAMIU Director of Equal Opportunity and Diversity/Title IX Coordinator, Lorissa M. Cortez, 5201 University Boulevard, Killam Library 159B, Laredo, TX 78041, TitleIX@tamiu.edu, 956.326.2857, via the anonymous electronic reporting website, ReportIt (https://www.tamiu.edu/reportit) and/or the Office of Civil Rights (Dallas Office), U.S. Department of Education, 1999 Bryan Street, Suite 1620, Dallas, TX 75201-6810, 214.661.9600.

## Incompletes

Students who are unable to complete a course should withdraw from the course before the final date for withdrawal and receive a "W." To qualify for an "incomplete" and thus have the opportunity to complete the course at a later date, a student must meet the following criteria:

1. The student must have completed 90% of the course work assigned before the final date for withdrawing from a course with a "W", and the student must be passing the course;
2. The student cannot complete the course because an accident, an illness, or a traumatic personal or family event occurred after the final date for withdrawal from a course;
3. The student must sign an "Incomplete Grade Contract" and secure signatures of approval from the professor and the college dean.
4. The student must agree to complete the missing course work before the end of the next long semester; failure to meet this deadline will cause the "I" to automatically be converted to an "F"; extensions to this deadline may be granted by the dean of the college. This is the general policy regarding the circumstances under which an "incomplete" may be granted, but under exceptional circumstances, a student may receive an incomplete who does not meet all of the criteria above if the faculty member, department chair, and dean recommend it.

## WIN Contracts

The Department of Biology and Chemistry does not permit WIN contracts. For other departments within the college, WIN Contracts are offered only under exceptional circumstances and are limited to graduating seniors. Only courses offered by full-time TAMIU faculty or TAMIU instructors are eligible to be contracted for the WIN requirement. However, a WIN contract for a course taught by an adjunct may be approved, with special permission from the department chair and dean. Students must seek approval before beginning any work for the WIN Contract. No student will contract more than one course per semester. Summer WIN Contracts must continue through both summer sessions.

## Student Responsibility for Dropping a Course

It is the responsibility of the student to drop the course before the final date for withdrawal from a course. Faculty members, in fact, may not drop a student from a course without getting the approval of their department chair and dean.

## Independent Study Course

Independent Study (IS) courses are offered only under exceptional circumstances. Required courses intended to build academic skills may not be taken as IS (e.g., clinical supervision and internships). No student will take more than one IS course per semester. Moreover, IS courses are limited to seniors and graduate students. Summer IS course must continue through both summer sessions.

## Grade Changes & Appeals

Faculty are authorized to change final grades only when they have committed a computational error or an error in recording a grade, and they must receive the approval of their department chairs and the dean to change the grade. As part of that approval, they must attach a detailed explanation of the reason for the mistake. Only in rare cases would another reason be entertained as legitimate for a grade change. A student who is unhappy with his or her grade on an assignment must discuss the situation with the faculty member teaching the course. If students believe that they have been graded unfairly, they have the right to appeal the grade using a grade appeal process in the Student Handbook and in the Faculty Handbook.

## Final Examination

All courses in all colleges must include a comprehensive exam or performance and be given on the date and time specified by the Academic Calendar and the Final Exam schedule published by the Registrar's Office. In the College of Arts & Sciences all final exams must contain a written component. The written component should comprise at least 20% of the final exam grade. Exceptions to this policy must receive the approval of the department chair and the dean at the beginning of the semester.

## Mental Health and Well-Being

The university aims to provide students with essential knowledge and tools to understand and support mental health. As part of our commitment to your well-being, we offer access to Telus Health, a service available 24/7/365 via chat, phone, or webinar. Scan the QR code to download the app and explore the resources available to you for guidance and support whenever you need it. The Telus app is available to download directly from TELUS (tamiu.edu) (https://www.tamiu.edu/counseling/telus/) or from the Apple App Store and Google Play.