# South Dakota State University College of Nursing Logo, yellow and blue SD

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| --- |
| NURS ###: Course Name Credits: ##  Semester, Year  Course Syllabus |

Course Meeting Time and Location:specify here

## **Faculty Contact Information**

| Name | Office Location | Office Phone Number | Office Hours | Email Address |
| --- | --- | --- | --- | --- |
| specify here |  |  |  |  |
|  |  |  |  |  |

## **Course Description**

Copy from current catalog description

## **Course Pre-Requisites**

List here

## **Description of Instructional Methods**

This course is D2L-enhanced and students are required to have internet access and access to D2L. Basic computer skills are a prerequisite. Learning experiences may include the following methods: [insert methods here. Examples: online learning, team learning, lecture, quizzes, examinations, student-directed learning experiences, readings, written assignments, role-play, library and internet searches, and professional presentations].

## **Required Textbooks**

[Insert textbook and material references in APA format here]

Supplementary Material:[Insert here]

SDSU Support Desk

SDSU Support Desk is your contact for any technical support, including Desire2Learn, needed for your course. Phone: 1-605-688-6776. Email: [sdsu.supportdesk@sdstate.edu](mailto:sdsu.supportdesk@sdstate.edu) Administration Building 131

## **ADA Statement**

South Dakota State University strives to ensure that physical resources, as well as information and communication technologies, are reasonably accessible to users in order to provide equal access to all. If you encounter any accessibility issues, you are encouraged to immediately contact the instructor of the course and the Office of Disability Services (Phone: 605-688- 4504; Fax: 605-688-4987; E-mail: Nancy.Crooks@sdstate.edu or SDSU.Disabilityservices@sdstate.edu; Address: Room 271, Box 2815, University Student Union, Brookings South Dakota 57007), which will work to resolve the issue as quickly as possible. Please note: if your home institution is not the institution you are enrolled at for a course (host institution), then you should contact your home institution’s Office of Disability services. The disability services at the home and host institution will work together to ensure your request is evaluated and responded.

## **Graduate Class Attendance Policy**

SDSU’s [general attendance policy](https://www.sdstate.edu/sites/default/files/2017-07/Class-Attendance.pdf)  stated in the Graduate School Catalog will be followed.

## College of Nursing Policies and Requirements

Students must adhere to all SDSU and CON policies. Refer to the [Graduate Nursing Policies & Requirements](https://www.sdstate.edu/nursing/graduate-nursing/section-iii-graduate-nursing-policies-requirements) for additional information, such as clinical information, compliance requirements, and dress code.

Make-up policy: [Insert here]

SDSU Add/Drop Dates:  
Insert Date – Last Day to Drop/Add courses and adjust fees

Insert Date – Last day to drop a course and receive a “W” grade

## Student Learning Outcomes

[List outcomes here]

## Assessments

Insert discussions, written assignments, quizzes, exam, etc.

(Sample Table)

| Assignment | Due Date | Points | Associated SLOs |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Total Points |  | ### |  |

## Grading Response Time

[Insert here]

## Performance standards/grading policy

Students will be evaluated by the academic and professional judgment of the individual faculty member(s) assigned to teach this course, based on requirements and performance standards approved by the College of Nursing. Students will receive periodic feedback throughout the course. A student must earn a B or higher in each graduate nursing course to progress in the graduate nursing program. There is no rounding of grades in graduate nursing courses. If a C or lower is earned, the course must be repeated. Refer to [Graduate Nursing Grading Policy #G4230](https://www.sdstate.edu/nursing/nursing-handbook-section-6-graduate-policies-procedures-and-guidelines#grading).

Grading scale:  
A = 91 to 100  
B = 81 to 90  
C = 71 to 80  
D = 61 to 70  
F = <61

## Tentative Course Outline/Schedule

The tentative schedule for this course is outlined below. Please note, the instructors reserve the right to modify the schedule at any time.

(Sample Table)

| **Date** | **Topic** | **Associated Readings** | **Assessment** |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

This course requires adherence to due dates of assignments. Students should plan to log into the D2L course daily, throughout the duration of the course. Contact faculty immediately if you are unable to adhere to an assignment timeline.

## Email Response Time

Specify here – preferred method of communication, including any other communication request such as hours, etc. as desired by faculty.

**Respondus Lockdown Browser with Webcam**

South Dakota State University College of Nursing utilizes Respondus Lockdown Browser with

Webcam to proctor exams in this course. A part of the test security is the utilization of a room

scan and continuous video and audio recording during the exam. If the student does not approve

the use and recording of the room scan in relation to exams taken in this course, they will notify

their instructor and need to secure a testing location that is approved by the SDSU College of

Nursing. Any costs incurred are the responsibility of the student.

## SDSU College of Nursing Diversity Statement

Diversity encompasses all characteristics that comprise each unique individual. These characteristics include but are not limited to socio-economic status, geographical location, cultural and educational background, gender identity, sexual orientation, and overall life experience. The College of Nursing believes and embraces how diversity enhances the student learning environment and strengthens collaborative relationships. We recognize and welcome the value of diversity among nurses as well as individuals seeking to become future nurses. We regard these characteristics as important assets in creating a diverse healthcare workforce, reflective of the people nurses serve thus working to create a healthier region, nation, and world.

## Freedom in Learning Statement

Under Board of Regents and Regental Institutions policy, student academic performance may be evaluated solely on an academic basis, not on opinions or conduct in matters unrelated to academic standards. Discussion and debate are critical to education and professional development. Students should be free to take reasoned exception to the data or views offered in any course of study and to reserve judgment about matters of opinion, but they are responsible for learning the content of any course of study for which they are enrolled. Students who believe that an academic evaluation reflects prejudiced or capricious consideration of student opinions or conduct unrelated to academic standards should contact their home institution to initiate a review of the evaluation.

**Academic Dishonesty and Misconduct**

Cheating and other forms of academic dishonesty and misconduct run contrary to the purposes of higher education and will not be tolerated. Academic dishonesty includes, but is not limited to, plagiarism, copying answers or work done by another student (either on an exam or an assignment), allowing another student to copy from you, and using unauthorized materials during an exam. The Regental Institution’s policy and procedures on cheating and academic dishonesty can be found in SDSU Policy 2:4 and the governing Board of Regents policies can be found in BOR Policy 2:33 and BOR Policy 3:4. The consequences for cheating and academic dishonesty are outlined in policy.

**Complaint Procedure and Academic Appeals**

South Dakota State University’s primary objective is to assist students in meeting their academic goals through a positive and rigorous academic experience. In the case that a student has a concern, the University’s [procedures](https://www.sdstate.edu/office-dean-students/concerns-and-complaints) should be followed to address these concerns and/or complaints. [Policy 2:4](https://www.sdstate.edu/sites/default/files/Student%20Academic%20Misconduct%20and%20Academic%20Appeals.pdf) outlines procedures for academic appeals.

### **Acceptable Use of Technology**

While Regental Institutions strive to provide access to computer labs and other technology, it is the student’s responsibility to ensure adequate access to the technology required for a course. This may include access to a computer (not Chromebooks, iPads, etc.), webcam, internet, adequate bandwidth, etc. While utilizing any of the information technology systems students, faculty and staff should observe all relevant laws, regulations, BOR Policy 7.1, and any institutional procedural requirements.

### **Emergency Alert Communication**

In the event of an emergency arising on campus under [BOR Policy 7:3,](https://www.sdbor.edu/policy/documents/7-3.pdf) your Regental Home Institution will notify the campus community via the emergency alert system. It is the responsibility of the student to ensure that their information is updated in the emergency alert system. The student’s cell phone will be automatically inserted if available and if not, their email address is loaded. Students can at any time update their information in the student alert system.

**Optional Syllabus Statements** [Insert here]

## APA Resources

All course assignments (pass/fail included) must follow APA guidelines

[Hilton M. Briggs Library APA Guide](http://libguides.sdstate.edu/c.php?g=582180&p=7193375)

[Wegner Health Sciences Library](https://www.usd.edu/Academics/Libraries/Wegner-Health-Sciences-Library)

[Purdue Online Writing Lab](https://owl.english.purdue.edu/owl/resource/560/01/)

**Student Success Services and Supports**

Information about student success services and supports, including tutoring and supplemental instruction, can be found at the [Wintrode Student Success and Opportunity Center website](https://www.sdstate.edu/wintrode).

## Code of Ethics

[Nursing World-Code of Ethics](http://www.nursingworld.org/MainMenuCategories/EthicsStandards/CodeofEthicsforNurses/Code-of-Ethics.pdf)

## Veterans and Active Duty Military Personnel

Veterans and Active Duty Military Personnel with special circumstances (e.g., upcoming deployments, drill requirements, disabilities, and other qualifying needs) are welcomed and encouraged to communicate these, in advance if possible, to the instructors in order to address attendance requirements or other actions in accordance with SDBOR and University Policies and procedures.

**Courses that must meet online review criteria will utilize links and statements as follows:**

1. [Quality Assurance for Internet and Blended/Hybrid Courses Policy](http://www.sdstate.edu/policies/upload/Quality-Assurance-Policy.pdf)
2. [Online Course Review Rubric](https://insidestate.sdstate.edu/technology/infotech/Units/IDS/Documents/QUALITY%20ASSURANCE%20REVIEW%20RUBRIC%20(2015).pdf)

3. [Hybrid Course Review Rubric](https://insidestate.sdstate.edu/technology/infotech/Units/IDS/d2l/Documents/How%20To%20Pages/Hybrid%20Review%20Rubric.pdf)

Last Updated: [Insert here]