

## Memorandum

**To:** General Faculty

**Date:** July 5, 2017

**Regarding:** Faculty Senate agenda for July 7, 2017 in TLC 1-203 at 3 p.m.

The agenda for the July 7, 2017 Faculty Senate meeting is as follows:

1. Call to order
2. Roll call
3. Committee Reports

**Committee II: Graduate Programs Committee (Chair, Susan Hall Webb)**

**Action Items (Addendum I):**

A) Tanner Hospital System School of Nursing

- 1) [Doctor of Education with a Major in Nursing Education, full-time plan of study  
Option D track](#)

Request: Add

- 2) [Doctor of Education with a Major in Nursing Education, part-time plan of study  
Option D track](#)

Request: Add

- 3) [NURS 9019: Independent Study](#)

Request: Add

4. Old Business
5. New Business

A) Campus Carry Implementation

6. Announcements
7. Adjournment

# Addendum I

Program View (Read-Only)

**Attachments**  
Current File: [OptionD\\_PlanofStudy\\_Fulltime Fall 2017.docx](#)

**Originator**  
Tanner Health System School of Nursing College  
Nursing Department  
Hite, Jo  
Originator

**What would you like to do?**  
 Add New Track/Concentration  Modify Existing Program  Deactivate Existing Program  Terminate Existing Program  Add New Program

**Modifications**  
 Program Name  Program Description  Degree Name  See Comments

**Program Selection**  
Tanner Health System School of Nursing College  
Doctor of Education with a Major in Nursing Education  
Track/Concentration's Program  
Full Time Plan of Study Option D  
Track/Concentration Name  
Doctor of Education  
Degree Name  
On Line Track Location  
Fall Effective Semester/Year  
2017  
Graduate Degree Level

**Shared Governance Process**  
Senate Action Item (See Procedure)

**Modification Details**

New Full-time Plan of Study Option D which will include the new NURS 9019 Independent Study Course

(Max 4000 characters)

**Rationale**

Previous Plan of study did not have the new NURS 9019 Independent Study Course.

(Max 4000 characters)

**Attachments**

Current File: OptionD\_PlanofStudy\_Fulltime Fall 2017.docx

**SACSCOC Substantive Change**

Please review the [Policy Summary and Decision Matrix](#)  
Send questions to [cjenks@wesiga.edu](mailto:cjenks@wesiga.edu)

Check all that apply to this program

- Significant departure from previously approved programs
- New instructional site at which more than 50% of program is offered
- Change in credit hours required to complete the program
- Program deactivation
- None of these apply

**Comments**

New Full-time Plan of Study Option D

(Max. 4000 characters)

**College Approvals**

**Susan Welch** [APPROVED 2017-04-19]

Associate Dean of Nursing

**Jennifer Schuessler** [APPROVED 2017-04-19]

Dean, School of Nursing

**Other Approvals**

**Matt Varga** [APPROVED 2017-04-21]

Chair, Graduate Programs Committee

**Julia Farmer** [REQUIRED]

Chair of the Faculty Senate

**Final Approval**

**David Jenks** [REQUIRED]

Final Approver

*THS-School of Nursing  
EdD in Nursing Education Program  
Full Time Plan of Study Option D*

| Semester  | Course/Title/ Semester Hours                                                                                                                                                                                     | Credit Hours |
|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| Fall #1   | NURS 9001//Current Trends and Issues in Nursing Education/3 hours<br>NURS 9004/Teaching the Adult Learner/3 hours<br>NURS 9005/Nursing Theory in Nursing Education/3 hours<br>NURS 6900/Scholarly Writing/1 hour | 10           |
| Spring #1 | NURS 9002/Quantitative Research in Nursing/3 hours<br>NURS 9003/Principles of Qualitative Inquiry: Design and Methods/3 hours                                                                                    | 6            |
| Summer #1 | NURS 9006/Educational and Health Care Policy Analysis/2 hours<br>NURS 9007/Applied Statistical Methods in Nursing/3 hours                                                                                        | 5            |
| Fall #2   | NURS 9008 Theoretical and Philosophical Foundations of Education/3 hours<br>NURS 9009/Curriculum: Theory and Practice/3 hours<br>NURS 9018/Advanced Research Methods/3 hours                                     | 9            |
| Spring #2 | NURS 9011/Ethics in Nursing Education/3 hours<br>NURS 9012/Nursing Education Synthesis/3 hours<br>NURS 9016/Distance Education in Nursing/3 hours                                                                | 9            |
| Summer #2 | NURS 9013/Nursing Education Leadership for Diversity for the 21st century/3 hours<br>NURS 9014/Directed Readings/3 hours                                                                                         | 6            |
| Fall #3   | NURS 9019/Independent Study/ 3 hours                                                                                                                                                                             | 3            |
| Spring #3 | NURS 9015/Dissertation/ 3 hours (Variable credit 1-4 hours)                                                                                                                                                      | 3            |
| Summer #3 | NURS 9015/Dissertation/ 3 hours (Variable credit 1-4 hours)                                                                                                                                                      | 3            |
| Fall #4   | NURS 9015/Dissertation/ 3 hours (Variable credit 1-4 hours)                                                                                                                                                      | 3            |
| Spring #4 | NURS 9015/Dissertation/ 3 hours (Variable credit 1-4 hours)                                                                                                                                                      | 3            |
|           | Total Hours                                                                                                                                                                                                      | 60           |

**Approvals/modifications:**

SW\_1/11/17

GPC committee (SON)\_

GPC committee\_

Senate\_

Program View (Read-Only)

Attachments

Current File: [OptionD\\_PlanofStudy\\_Part-time Fall 2017.docx](#)

Originator

Tanner Health System School of Nursing  
College

Nursing  
Department

Hite, Jo  
Originator

What would you like to do?

- Add New Track/Concentration
- Modify Existing Program
- Deactivate Existing Program
- Terminate Existing Program
- Add New Program

Modifications

- Program Name
- Program Description
- Degree Name
- See Comments

Shared Governance Process

Senate Action Item [\(See Procedure\)](#)

Program Selection

Tanner Health System School of Nursing  
College

Doctor of Education with a Major in Nursing Education  
Track/Concentration's Program

Part-time Plan of Study Option D  
Track/Concentration Name

On Line  
Track Location

Graduate  
Degree Level

Doctor of Education  
Degree Name

Fall  
Effective Semester/Year

2017

**Modification Details**

New Part-time Plan of Study Option D which will include the new NURS 9019 Independent Study Course.

(Max 4000 characters)

**Rationale**

new NURS 9019 Independent Study Course.

(Max 4000 characters)

**Attachments**

Current File: OptionD\_PlanofStudy\_Part-time Fall 2017.docx

**SASCOC Substantive Change**

Please review the [Policy Summary and Decision Matrix](#)

Send questions to [cjenks@westga.edu](mailto:cjenks@westga.edu)

Check all that apply to this program

- Significant departure from previously approved programs
- New instructional site at which more than 50% of program is offered
- Change in credit hours required to complete the program
- Program deactivation
- None of these apply

**Comments**

(Max. 4000 characters)

**College Approvals**

**Susan Welch** [APPROVED 2017-04-19]

Associate Dean of Nursing

**Jennifer Schuessler** [APPROVED 2017-04-19]

Dean, School of Nursing

**Other Approvals**

**Matt Varga** [APPROVED 2017-04-21]

Chair, Graduate Programs Committee

**Julia Farmer** [REQUIRED]

Chair of the Faculty Senate

**Final Approval**

**David Jenks** [REQUIRED]

Final Approver

*THS-School of Nursing  
EdD in Nursing Education Program  
Part-time Plan of Study Option D*

| Semester  | Course/Title/ Semester Hours                                                                                                                                    | Credit Hours |
|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| Fall #1   | NURS 9001/Current Trends and Issues in Nursing Education/3 hours<br>NURS 9005/Nursing Theory in Nursing Education/3 hours<br>NURS 6900/Scholarly Writing/1 hour | 7            |
| Spring #1 | NURS 9002/Quantitative Research in Nursing/3 hours<br>NURS 9003/Principles of Qualitative Inquiry: Design and Methods/3 hours                                   | 6            |
| Summer #1 | NURS 9006/Educational and Health Care Policy Analysis/2 hours<br>NURS 9007/Applied Statistical Methods in Nursing/3 hours                                       | 5            |
| Fall #2   | NURS 9004/Teaching the Adult Learner/3 hours<br>NURS 9008 Theoretical and Philosophical Foundations of Education/3 hours                                        | 6            |
| Spring #2 | NURS 9011/Ethics in Nursing Education/3 hours<br>NURS 9016/Distance Education in Nursing/3 hours                                                                | 6            |
| Summer #2 | NURS 9013/Nursing Education Leadership for Diversity for the 21st century/3 hours                                                                               | 3            |
| Fall #3   | NURS 9009/Curriculum: Theory and Practice/3 hours<br>NURS 9018/Advanced Research Methods/3 hours                                                                | 6            |
| Spring #3 | NURS 9012/Nursing Education Synthesis/3 hours                                                                                                                   | 3            |
| Summer #3 | NURS 9014/Directed Readings/3 hours                                                                                                                             | 3            |
| Fall #4   | NURS 9019/Independent Study/ 3 hours                                                                                                                            | 3            |
| Spring #4 | NURS 9015/Dissertation/ 3 hours (Variable credit 1-4 hours)                                                                                                     | 3            |
| Summer #4 | NURS 9015/Dissertation/ 3 hours (Variable credit 1-4 hours)                                                                                                     | 3            |
| Fall #5   | NURS 9015/Dissertation/ 3 hours (Variable credit 1-4 hours)                                                                                                     | 3            |
| Spring #5 | NURS 9015/Dissertation/ 3 hours (Variable credit 1-4 hours)                                                                                                     | 3            |
|           | Total Hours                                                                                                                                                     | 60           |

**Approvals/modifications:**

SW\_1/11/17

GPC committee (SON)\_

GPC committee\_

Senate\_

## Course View (Read Only)

**Attachments**

Current File: [EdD Syllabus NURS 9019.docx](#)

**Originator**

**Nursing**  
Department

**Tanner Health System School of Nursing**  
College

**Hite, Jo**  
Originator

**What would you like to do?**

Add New Course  Modify Existing Course  Delete Existing Course

**Modifications**

Prerequisites  Corequisites  Description  Title  Credit  See Comments

**Shared Governance Process**

Senate Action Item [\(See Procedure\)](#)

**Course Details**

**NURS** Prefix **9019** Number **Independent Study** Course Title

This course will assess the student's ability to demonstrate, through scholarly writing, knowledge synthesis of doctoral coursework and readiness to begin the doctoral dissertation. The course will contain the comprehensive exam for the program and the comprehensive exam will be INDEPENDENTLY written. The comprehensive exam may be repeated only once within the course. Failure of the second comprehensive exam attempt will result in an unsatisfactory in the course and dismissal from the program.

**Course Catalog Description**

**3.** Lec Hrs

**0** Lab Hrs

**3** Credit Hrs

**Fall - 2017** Effective Term

**Every Term** Frequency

**S/U/I** Grading

**Prerequisites**

NURS 9002, NURS 9003, NURS 9007, NURS 9014, NURS 9018

**Corequisites**

None

**Rationale**

Currently the EdD in Nursing Education program does not have a course for the Comprehensive Exam. This Independent Study course will allow us to track each individual students comprehensive exam for the program. Within the course students will take the comprehensive exam for the program. If a student successfully completes the comprehensive exam within the course then students may progress with their dissertation work. The comprehensive exam may be repeated in the course if they are unsuccessful on their first attempt. Failure of the second comprehensive exam attempt will result in an unsatisfactory in the course and dismissal from the program.

Planning Info

- Library Resources are Adequate
- Library Resources Need Enhancement

Is this a SACS substantive change? YES (See Policy)

Present or Projected Annual Enrollment: 12

Comments

Attachments

Current File: EdD\_Syllabus\_NURS 9019.docx

College Approvals

**Susan Welch** [APPROVED 2017-04-20]  
Associate Dean of Nursing

**Jennifer Schuessler** [APPROVED  
2017-04-20]

Dean, School of Nursing

Other Approvals

**Matt Varga** [APPROVED 2017-04-21]

Chair, Graduate Programs Committee

**Julia Farmer** [REQUIRED]

Chair of the Faculty Senate

Final Approval

**David Jenks** [REQUIRED]

Final Approver

**University of West Georgia**  
**Tanner Health System School of Nursing**  
**NURS 9019**  
**Fall 20XX**

**NURS 9019- Independent Study**

**Credit Hours: 3-0-3**

**Prerequisites: NURS 9002, NURS 9003, NURS 9007, NURS 9014, NURS 9018**

**Co-requisites: none**

**Faculty Contact Information**

**Name:**

**Office:** *School of Nursing, Newnan, Etc.*

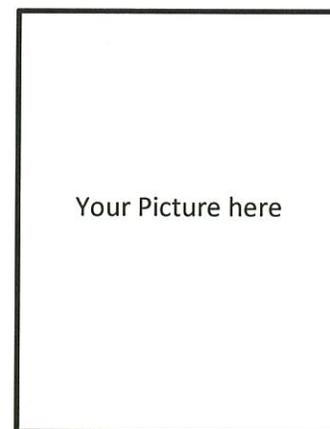
**Office Phone:** *(XXX)-XXX-XXXX*

**Cell Phone:** *(XXX)-XXX-XXXX*

**Fax Number:** *(XXX)-XXX-XXXX*

**e-mail:** *XXXXXXX@westga.edu*

**Office Hours:** *(A clear statement of virtual hours, lead time and preference for responding to students' queries via email, phone, the web, or other means. Times when students can reach you.)*



**About me:** *(Short introductory and personal background.)*

**Course Description:** This course will assess the student's ability to demonstrate, through scholarly writing, knowledge synthesis of doctoral coursework and readiness to begin the doctoral dissertation. The course will contain the comprehensive exam for the program and the comprehensive exam will be INDEPENDENTLY written. The comprehensive exam may be repeated only once within the course. Failure of the second comprehensive exam attempt will result in an unsatisfactory in the course and dismissal from the program.

**Course Learning Outcome:**

| Course Outcomes                                                           | EdD Program Outcomes                                                                                            | Specialty Standards (CNE)                                           | Learning Activity Outcomes |
|---------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|----------------------------|
| 1. Upon completion of this course, students will have written an approved | 1. Demonstrate advanced nurse educator competencies to enact increasingly complex faculty and leadership roles. | 6. Pursue Continuous Quality Improvement in the Nurse Educator Role | Comprehensive Exam         |

| Course Outcomes                                                                               | EdD Program Outcomes                             | Specialty Standards (CNE) | Learning Activity Outcomes |
|-----------------------------------------------------------------------------------------------|--------------------------------------------------|---------------------------|----------------------------|
| comprehensive exam.                                                                           |                                                  |                           |                            |
| 1. Upon completion of this course, students will have written an approved comprehensive exam. | 4. Advance the scholarship of nursing education. | 7. Engage in Scholarship  | Comprehensive Exam         |

**Required Textbooks:**

**Optional Textbooks:**

**Attention Faculty the following information must be included in this syllabus:**

- Software, plugins and hardware above the basics. (required by BOR)
- Disclaimer stating dates may change.
- Dates of no show withdrawals, midpoint withdrawal.
- Dates of major assignments, papers, exams, course requirements.
- Can use CourseDen calendar for this but should state there is a course calendar.

**Description of Assignments: (Optional)**

**Assignments/Methods of Evaluation:**

Comprehensive exam of the EdD in Nursing Education program

**Grading scale:**

S = Satisfactory

U = Unsatisfactory

**Missed and Late Assignment Policy:**

Students are expected to submit assignments by the due date. Assignments will receive a deduction of 10% of the total assignment points possible for each day the assignment is late. Assignments will be accepted up to a maximum of three days late, after which point a zero will be recorded for the assignment. In the event of an emergency that

prevents timely submission of an assignment, students should notify the professor who will determine if the late policy can be waived. Consideration of the student's total course performance to date will be a contributing factor in the determination.

**Attendance guideline:**

Course attendance is a professional expectation for all students. To obtain an A or B grade in this course, students must login, minimally, 3 times per week. Each time a student logs in they should read the course announcements, email, and all unread discussion board postings. Be sure to mark them as read when finished. If a student is having personal/professional problems and is not present in the course, please notify the instructor ASAP. Any weekly absence of logging in that occurs without notification to the instructor may result in a reduced grade or possible failure of the course. Whether a course is face to face or online, attendance and participation is expected and increases a student's chance for successful matriculation.

**Important Dates:**

|                    |                                                         |
|--------------------|---------------------------------------------------------|
| Sat. Jan. 7, 2017  | Classes begin                                           |
| Jan. 7-11, 2017    | Drop Period                                             |
| Jan. 7-12, 2017    | Add Period                                              |
| Wed. Jan. 11, 2017 | Withdrawal to receive a W                               |
| Mon. Jan 16, 2017  | Martin Luther King Holiday (no classes, offices closed) |
| Thur. Mar. 2, 2017 | Last day to withdraw with a grade of W                  |
| Mar. 20-25, 2017   | Spring Break, No classes, Offices open                  |
| May. 3-9, 2017     | Final Instruction/Fall Examinations                     |
| Thur. May 11, 2017 | Graduation                                              |
| Mon. May 15, 2017  | Grades due by noon                                      |

**Communications:**

It is University policy that all electronic communication between the faculty and students must take place only through the campus e-mail network, utilizing MyUWG or Desire2Learn. Students at UWG are required to have ready access to computers for their course work and will be expected to use Desire2Learn as directed by faculty.

**Accessibility Services:**

Students with a documented disability may work with UWG Accessibility Services to receive essential services specific to their disability. All entitlements to accommodations are based on documentation and USG Board of Regents standards. If a student needs course adaptations or accommodations because of a disability or chronic illness, or if he/she needs to make special arrangements in case the building must be evacuated, the student should notify his/her instructor in writing and provide a copy of his/her Student Accommodations Report (SAR), which is available only from Accessibility Services. Faculty cannot offer accommodations without timely receipt of the SAR; further, no retroactive accommodations will be given. For more information, please contact Accessibility Services at 678-839-6428.

**Center for Academic Success:**

The Center for Academic Success provides services, programs, and opportunities to help all undergraduate students succeed academically. For more information, contact them: 678-839-6280 or [cas@westga.edu](mailto:cas@westga.edu)

**University Writing Center:**

The University Writing Center assists students with all areas of the writing process. For more information, contact them: 678-839-6513 or [writing@westga.edu](mailto:writing@westga.edu)

**Online Courses:**

UWG takes students' privacy concerns seriously: technology-enhanced and partially and fully online courses use sites and entities beyond UWG and students have the right to know the privacy policies of these entities. For more information on privacy and accessibility for the most commonly used sites, as well as technology requirements visit the UWG Online site. Students enrolled in online courses can find answers to many of their questions in the Online/Off-Campus Student Guide. If a student is experiencing distress and needs help, please see the resources available at the UWG Cares site. Online counseling is also available for online students.

**UWG E-mail Policy:**

University of West Georgia students are provided a MyUWG e-mail account. The University considers this account to be an official means of communication between the University and the student. The purpose of the official use of the student e-mail account is to provide an effective means of communicating important university related information to UWG students in a timely manner. It is the student's responsibility to check his or her email.

**Credit Hour Policy:**

The University of West Georgia grants one semester hour of credit for work equivalent to a minimum of one hour (50 minutes) of in-class or other direct faculty instruction AND two hours of student work outside of class per week for approximately fifteen weeks. For each course, the course syllabus will document the amount of in-class (or other direct faculty instruction) and out-of-class work required to earn the credit hour(s) assigned to the course. Out-of-class work will include all forms of credit-bearing activity, including but not limited to assignments, readings, observations, and musical practice. Where available, the university grants academic credit for students who verify via competency-based testing, that they have accomplished the learning outcomes associated with a course that would normally meet the requirements outlined above (e.g. AP credit, CLEP, and departmental exams).

**Honor Code:**

At the University of West Georgia, we believe that academic and personal integrity are based upon honesty, trust, fairness, respect, and responsibility. Students at West Georgia assume responsibility for upholding the honor code. West Georgia students pledge to refrain from engaging in acts that do not maintain academic and personal

integrity. These include, but are not limited to, plagiarism, cheating, fabrication, aid of academic dishonesty, lying, bribery or threats, and stealing.

The University of West Georgia maintains and monitors a confidential Academic Dishonesty Tracking System. This database collects and reports patterns of repeated student violations across all the Colleges, the Ingram Library, and the School of Nursing. Each incidence of academic dishonesty is subject to review and consideration by the instructor, and is subject to a range of academic penalties including, but not limited to, failing the assignment and/or failing the course. Student conduct sanctions range from verbal warning to suspension or expulsion depending on the magnitude of the offense and/or number of offenses. The incident becomes part of the student's conduct record at UWG.

Additionally, the student is responsible for safeguarding his/her computer account. The student's account and network connection are for his/her individual use. A computer account is to be used only by the person to whom it has been issued. The student is responsible for all actions originating through his/her account or network connection. Students must not impersonate others or misrepresent or conceal their identities in electronic messages and actions. For more information on the University of West Georgia Honor Code, please see the [Student Handbook](#).

#### **Turnitin:**

In an effort to ensure academic integrity, the Tanner Health System School of Nursing vigorously affirms the importance of an Honor Code as defined by the THS SON Graduate Student Handbook. Therefore, in an effort to detect and prevent plagiarism, graduate faculty members at THS SON now use an originality tool called Turnitin to compare a student's work with multiple online sources. Turnitin reports a percentage of similarity with multiple online sources and provides links to those specific sources. The tool itself does not determine whether or not a paper has been plagiarized. Instead, the individual faculty member must make that judgment.

Selected assignments in this course will be checked for originality using Turnitin.com. A Turnitin Draft Dropbox will be available for the submission of all assignments in this course so you may practice your scholarly writing over the course of the semester. Also, you may submit to the Turnitin Draft Dropbox as many times as possible and please review the originality report with each draft submission. According to the Turnitin site, when multiple submissions are submitted, only one Originality Report will be processed in a 24 hour period; reports "for second or subsequent submissions will require a 24 hour delay before the Originality Report begins processing." Lastly, once you submit your final assignment to the assigned Dropbox (not the Draft Dropbox), your paper will be reviewed through Turnitin and an Originality Report will be generated with no resubmission/revisions allowed.

#### **Turnitin Training Materials for Students:**

[Turnitin Help Center Video: Viewing an Originality Report](#). Please consult this tutorial for additional information on how to view a Turnitin Originality Report.

**UWG Online Turnitin Training resources**. These UWG Online resources will cover reviewing the originality report and Grademark feedback through CourseDen and Turnitin. Click on the Software and Services tab and then scroll down to Turnitin.

**Equal Opportunity Statement:**

No person shall, on the grounds of race, color, sex, religion, creed, national origin, age, or disability, be excluded from employment or participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity conducted by UWG.

**Affirmative Action Statement:**

University of West Georgia adheres to affirmative action policies to promote diversity and equal opportunity for all faculty and students

**Online Resources:**

**Distance Education Help:** <http://uwgonline.westga.edu/students.php>

**Ingram Library:** <http://libguides.westga.edu/content.php?pid=194430>

**UWG Book Store:** <http://www.bookstore.westga.edu/>

**UWG Network Use Policy:** [http://www.westga.edu/policy/index\\_3706.php](http://www.westga.edu/policy/index_3706.php)

**UWG Student Handbook:** <http://www.westga.edu/~handbook/index.php>