Pre-requisite:  
English 1312

Faculty:

<table>
<thead>
<tr>
<th>Audrey Tolouian EdD, MSN, RN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office: Online only</td>
</tr>
<tr>
<td>Online Office Hours: Virtual Office Hours By Appointment</td>
</tr>
<tr>
<td>Telephone: 915-667-2696 (textable)</td>
</tr>
<tr>
<td>E-mail address: <a href="mailto:actolouian@utep.edu">actolouian@utep.edu</a></td>
</tr>
</tbody>
</table>

Peer Leader: Alexis Rico   aarico2@miners.utep.edu
Advisor: Kaay Miller 747-7306    AAC   akmiller@utep.edu
Librarian: Angela Lucero 747-5685    LIB 214   ajmartinez5@utep.edu

Course Description:  
By using technology, this course provides students with foundational knowledge in health care locally and nationally. Concepts related to communication, cultural awareness, critical thinking, problem solving, collaborating with health care professionals, health-illness continuum, ethics, and health trends in the 21st century through the advance of technology are presented. Students will examine the professional roles and responsibilities of the student and advancing nurse. Students will examine resources available through university. Readings, discussion boards, electronic database access, and Blackboard to assist in the learning process will be used. This course is designed for RN-BSN students.
Learning outcomes: By the end of the course students will be able to:

1. Identify personal roles, responsibilities and opportunities for university success.
2. Identify the impact of technology for the healthcare provider in online learning.
3. Articulate and describe the technological factors that relate to a nursing career.
4. Identify ethical issues involved with education and health care.
5. Identify the technology resources available through university.
6. Identify personal learning styles and professional and academic goals.
7. Analyze health care issues and policies in the work environment.

Course Goals and Objectives

METHODS FOR ADDRESSING GOALS:

In UNIV 1301, entering students will build on their talents, skills, and experiences to successfully transition to UTEP. UNIV 1301 will support students’ leadership development, academic excellence, and campus and community engagement, paving the way to success in their educational and professional pursuits.

Goal 1. Students will develop and apply elements of leadership through effective individual participation and meaningful team collaboration to empower them to be agents of change.

1.1 Students will assess and reflect on their strengths and leadership skill development.

1.2 Students will engage in active learning through individual, team, and class activities that develop their leadership skills.

1.3 Students will learn more about collaboration, roles, and facilitation skills through faculty instruction and student practice.

1.4 Students will develop effective interpersonal communication skills to include listening, sharing diverse perspectives, and soliciting others’ viewpoints.

1.5 Students will improve their interpersonal conflict management strategies.

Goal 2. Students will examine the roles and responsibilities crucial for their success in college and beyond.

2.1 Students will examine personal and social transition issues affecting college success.
2.2 Students will become familiar with the importance of participating in high-impact practices identified in the UTEP Edge.

2.3 Students will engage in at least one academic and one professional goal-setting activity or exercise.

2.4 Students will develop a plan of study by participating in appropriate academic advising.

2.5 Students will demonstrate knowledge of the rules of academic integrity and will practice acceptable academic behavior.

2.6 Students will become familiar with major UTEP academic policies and requirements in order to remain in good academic standing and graduate in a timely manner.

2.7 Students will demonstrate regular use of university communication systems, such as email, bulletin broadcasts, websites, and Mobile Campus.

Goal 3. Students will identify, assess, and build on their strengths and experiences to develop academic and transitional strategies necessary for success in their academic, career, and life goals.

3.1 Students will reflect on their responsibility for and contribution to their own learning.

3.2 Students will work to improve their oral, written, and electronic communication skills.

3.3 Students will work to improve their academic success strategies such as note-taking, annotation, active reading, test taking, time management, and stress management.

3.4 Students will become familiar with learning management systems such as Blackboard.

3.5 Students will examine their academic, career, and life goals by participating in at least one self-assessment activity about their interests, abilities, and values.

3.6 Students will participate in at least one activity, exercise, or information
session to become familiar with the steps, including post-graduate education, required to prepare for a career.

**Goal 4.** Students will engage in research and critical thinking activities that demonstrate their ability to effectively integrate their learning within, across, and beyond academic settings.

4.1 Students will engage in critical thinking and problem-solving through individual, team, and class activities.

4.2 Students will demonstrate the ability to develop an effective research strategy based on the specifications of the research assignment.

4.3 Students will engage in library and database research.

4.4 Students will locate and critically evaluate the reliability, validity, and accuracy of sources.

4.5 Students will develop a project that involves critical evaluation and effective integration of sources.

4.6 Students will demonstrate the ethical use of sources such as accurate paraphrasing, quotations, and citations.

4.7 Students will reflect on how the research process applies to their learning within, across, and beyond academic settings.

**Goal 5.** Students will engage in campus and community activities to increase their sense of academic and social belonging.

5.1 Students will begin to build networks of faculty, staff, and peers to create a supportive and positive learning environment.

5.2 Students will attend/participate in a minimum of two social, cultural, and/or intellectual events at UTEP.

5.3 Students will become aware of and use selected academic and student support resources.
5.4 Students will meet one-on-one in person or virtually at least twice with the instructional team to discuss and receive feedback about their academic progress and transition to UTEP.

5.5 Students will meet in person or virtually with at least two other faculty or staff members important to their academic progress such as their academic advisor, their other professors, teaching assistants and/or tutors.

5.6 Students will become familiar with the university’s student organizations.

**Required Texts:**
Borders: Crossing into Your Future
7th Edition

UNIV 1301: Entering Student Program
University of Texas

_College and Career Success Program e-text_

You will have access to this once you enter the course. You will not pay for the text until you begin the class. The cost of the text is $50 if purchased by credit card. To start, go to [http://www.collegescope.com/ccs/utep](http://www.collegescope.com/ccs/utep) Follow the instructions provided on the _Student Quick Start Guide_ attached to the end of this file.
Teaching Strategies:
This is a 100% online course and all instruction and course materials will be available on Blackboard and via College Scope. Teaching strategies include:
  • Application exercises/case studies
  • Quizzes
  • Discussion Questions
  • Team project
  • Assigned readings

Computer Specifications and Related Problems:
In order to complete the course your computer must meet the minimum hardware and software requirements of the RN-BSN Distance Education program.

If you have any technical questions or problems, please directly contact ‘Help Desk’ at the IT department

http://admin.utep.edu/Default.aspx?tabid=12,
By phone at 915-747-5257, or
Email at helpdesk@utep.edu
I am unable to assist you with computer technical problems.

Course Policies

Academic Integrity:
UTEP sets forth standards relating to student conduct, describes the procedures for adjudication, and sets forth applicable sanctions. Students are responsible for adhering to University policies.

  • 1.1 Student Conduct: [From the Handbook of Operating Procedures: Student Affairs]
    All students are expected and required to obey federal, state, and local laws, to comply with the Regents' Rules and Regulations, with The University of Texas System and University rules and regulations, with directives issued by an administrative official of the U.T. System or The University of Texas at El Paso in the course of his or her authorized duties, and to observe standards of conduct appropriate for an academic institution.

  • 1.2.2.1 Scholastic Dishonesty [From the Handbook of Operating Procedures: Student Affairs]
Any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

Students with Disabilities Policy: [Suggested language from Center for Accommodations and Support Services]

If you have or suspect a disability and need an accommodation, you should contact the Center for Accommodations and Support Services at 747-5148 or at cass@utep.edu or go to Room 106 Union East Building.

"Cheating" includes:
- copying from the test paper of another student, engaging in written, oral, or any other means of communication with another student during a test, or giving aid to or seeking aid from another student during a test
- possession and/or use during a test of materials which are not authorized by the person giving the test, such as class notes, books, or specifically designed "crib notes";
- using, obtaining, or attempting to obtain by any means the whole or any part of non-administered test, test key, homework solution, or computer program, or using a test that has been administered in prior classes or semesters, but which will be used again either in whole or in part without permission of the instructor; or accessing a test bank without instructor permission;
- substituting for another person, or permitting another person to substitute for one’s self, to take a test; and
- falsifying research data, laboratory reports, and/or other records or academic work offered for credit;

1.3.1.2 "Plagiarism" means the appropriation, buying, receiving as a gift, or obtaining by any means another's work and the unacknowledged submission or incorporation of it in one's own academic work offered for credit, or using work in a paper or assignment for which the student had received credit in another course without direct permission of all involved instructors.

1.3.1.3 "Collusion" means the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any provision of the rules on scholastic dishonesty.
Course Requirements and Grading

Course Grading Scale:

<table>
<thead>
<tr>
<th>Points Range</th>
<th>Letter</th>
<th>Grade</th>
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<tbody>
<tr>
<td>100-90</td>
<td>A</td>
<td></td>
</tr>
<tr>
<td>89-80</td>
<td>B</td>
<td></td>
</tr>
<tr>
<td>79-70</td>
<td>C</td>
<td></td>
</tr>
<tr>
<td>69-60</td>
<td>D</td>
<td></td>
</tr>
<tr>
<td>&lt; 60</td>
<td>F</td>
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An overall grade of “C” or better is required in the course for progression in the RN-BSN program.

IMPORTANT: Check Blackboard Course Site at Least 5 times Weekly!!

Each week, additional materials and announcements will be posted to the course website. This includes contributions from your classmates and other course information. As the course unfolds, clarifications and modifications will be posted. To promote collaborative learning, you will need to use Blackboard regularly to communicate with your fellow students and the instructor.

In a compressed course (7-week format), it is essential that you stay connected.

Check your email frequently too! Please email me anytime during the workday, and I will reply to you within 24 hours. However, unless the issue is personal, I encourage you to use the Discussions- “I Have a Question” forum.

For example, if you have a question about some assignment, it is likely that others may have the same question too.

Timely adherence to due dates is expected as are academic and professional behaviors. If you are unable to meet a deadline due to a significant extenuating circumstance, please advise me before the due date. After the fact, extensions will not be considered.
<table>
<thead>
<tr>
<th>Activity</th>
<th>Total Possible Points</th>
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<tbody>
<tr>
<td><strong>Quizzes:</strong></td>
<td></td>
</tr>
<tr>
<td>Syllabus and Course Content</td>
<td>3</td>
</tr>
<tr>
<td>APA @ 5</td>
<td>5</td>
</tr>
<tr>
<td>technology @ 3</td>
<td></td>
</tr>
<tr>
<td>Library @ 8</td>
<td>8</td>
</tr>
<tr>
<td>CS (College Scope Quizzes)</td>
<td>3</td>
</tr>
<tr>
<td>14 total @ 1.5 each=21</td>
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<tr>
<td><strong>Team Project:</strong></td>
<td>30</td>
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<tr>
<td>300 pts</td>
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<tr>
<td>15 slides max</td>
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<tr>
<td><strong>Individual Assignments:</strong></td>
<td>20</td>
</tr>
<tr>
<td>Degree Plan @ 100 pt</td>
<td></td>
</tr>
<tr>
<td>Resume @ 100 pt</td>
<td></td>
</tr>
<tr>
<td><strong>Discussion Board (DB):</strong></td>
<td>10</td>
</tr>
<tr>
<td>Answers to Questions and</td>
<td></td>
</tr>
<tr>
<td>Response-4 @ 25 pt (100 pt)</td>
<td></td>
</tr>
<tr>
<td><strong>Total Points</strong></td>
<td>100</td>
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**Course Evaluation Methods: Course Assignments:**

All Assignments are due by 2200 (MT) of the posted date on the Course Calendar.  
*Late work is unacceptable* - Please complete all assignments by the assigned date and time.  
**Discussion Board (DB) postings** should follow APA format with *at least* one in-text citation and one reference. Initial postings should be a minimum of 300 words and peer responses should be a minimum of 100 words. You are expected to post at least one response to another student’s posting for each DB question. Dates for postings are listed on the course calendar.

**There is no final exam in this course.**

Policy for final exams [From the online Schedule of Classes] Exemption from final examination may not be given. Final examinations are scheduled to be two hours, forty-five minutes in length and take place during the final examination period. It is the policy of the university not to administer a second final examination in the course. It is also university policy that students shall not have more than two final examinations in a single day. In the unlikely event that the examination schedule results in a student
having three final examinations on a single day, the faculty member upon the request of the student shall reschedule the second of that student’s three examinations.

**Student Quick Start Guide**

Quick Start Guide Create your account

1) The first time you use the program, you will need to register. In an internet browser, go to www.humanesources.com and click at the top right of the screen.
2) Under Register as a new user, click Enter Access Key. 7W4LQ7F
3) Enter the Access Key you were given and click Submit Access Key
4) Enter the registration information, read the terms and conditions, and click Save & Continue.

Account tour Home has shortcuts to areas you’ll want to explore – My Portfolio, My To Do List, Career Center and My Groups. My Portfolio is where you access programs, see your careers summary and access results after completion. Career Center is where you can research, save, rate, and add notes about careers or search for jobs. My Groups is where you can join or leave a group and see the list of groups you belong to. Help Center has answers to your questions. If you need help, this is a good place to start. My Messages displays your messages and lets you read and organize them. To Do List keeps track of what’s completed and what’s left to do in your account. My Account is where you can update your profile details, photo and password. Contact us if you can’t get an answer from the Help Center or your instructor. Log out every time you finish so other people can’t access your account.

**Use College And Career Success**

After the assessments, your College And Career Success account (also called My Portfolio) will allow access to your chapters, assessment reports, career information, and more through a menu on the right. The left side summarizes your information and assessment results.

My Chapters are like the chapters of a paper textbook – except that everything is done online. There are 14 chapters that contain reading, activities, quizzes, and journals, which make it much more interactive than a textbook!