



## Walters State Community College Course Syllabus

### Course Information

**Course Number and Name:** NRSG 2630 Medical-Surgical Nursing II

**Section ID:** 80568.202380

**Semester and Year:** Fall 2023

**Credit Hours:** 6

**Start Date:** August 21, 2023

**End Date:** December 08, 2023

**Course Format:** TWY - Two-Way Video/Audio (ITV)

**Catalog Course Description:** This course applies the core concepts that provide the basis for the knowledge, skills, and attitudes that are essential for providing safe nursing care for adults with alterations in health that are primarily acute in nature. **F,S**

**Meeting Details:** T; 08:30AM - 12:30PM; TECH 150 & TBD & TBD

**Course Drop Deadline:** October 27, 2023

### Instructor Information

**Name:** Wesley Pierce

**Role:** Course Coordinator

**Office Location:** TECH 122

**Office Hours:** As Posted

**Office Phone:** 423-585-6994

**Email:** Wesley.Pierce@ws.edu

**Supervisor Name:** Dr. Cheryl McCall

**Supervisor Phone:** 423-585-6981

**Name:** Shannon Grimes

**Role:** Faculty

**Office Location:** Tech 106J

**Office Hours:** As Posted

**Office Phone:** 423-585-6751

**Email:** Shannon.Grimes@ws.edu  
**Supervisor Name:** Dr. Cheryl McCall  
**Supervisor Phone:** 423-585-6981

**Name:** Mary Lawson  
**Office Location:** TECH 106A  
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**Name:** Kelly Craft  
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**Supervisor Name:** Dr. Cheryl McCall  
**Supervisor Phone:** 423-585-6981

**Name:** Dr. Sheila Williams  
**Role:** Faculty  
**Office Location:** TECH 104A  
**Office Hours:** As Posted  
**Office Phone:** 423-585-6992  
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**Supervisor Name:** Dr. Cheryl McCall  
**Supervisor Phone:** 423-585-6981

**Name:** Lee Long  
**Role:** Faculty  
**Office Location:** Tech 106A  
**Office Hours:** As Posted  
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**Email:** Lee.long@ws.edu  
**Supervisor Name:** Dr. Cheryl McCall  
**Supervisor Phone:** 423-585-6981

**Name:** Alice Lawson  
**Role:** Faculty  
**Office Location:** Main  
**Office Hours:** As Posted

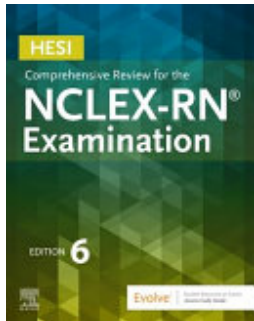
**Office Phone:** 423-585-6981

**Email:** Alice.GrigsbyLawson@ws.edu

**Supervisor Name:** Dr. Cheryl McCall

**Supervisor Phone:** 423-585-6981

## Required Textbook(s) and Materials



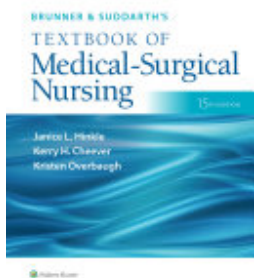
**Hesi Comprehensive Review for the Nclex-RN Examination**

**ISBN:** 9780323582452

**Authors:** HESI

**Publisher:** Elsevier

**Publication Date:** 2019-10-01



**Brunner & Suddarth's Textbook of Medical-Surgical Nursing**

**ISBN:** 9781975161040

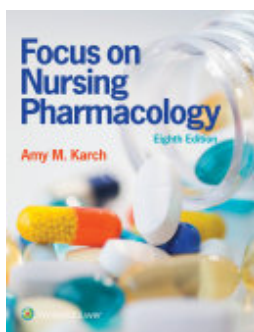
**Authors:** Janice Hinkle

**Publisher:** Lippincott Williams & Wilkins

**Publication Date:** 2021-08-05

**Additional Information**

15th edition



**Focus on Nursing Pharmacology**

**ISBN:** 9781975100971

**Authors:** Amy M. Karch

**Publisher:** Lippincott Williams & Wilkins

**Publication Date:** 2019-08-29

**Additional Information**

8th edition

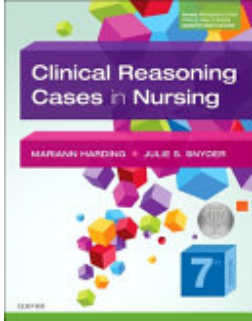
**Clinical Reasoning Cases in Nursing**

**ISBN:** 9780323527361

**Authors:** Mariann M. Harding, Julie S. Snyder

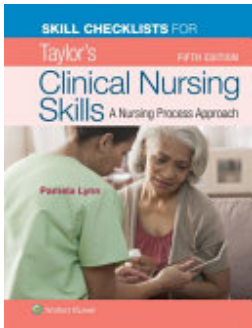
**Publisher:** Mosby

**Publication Date:** 2019-01-24



### Additional Information

7th edition



### Skill Checklists for Taylor's Clinical Nursing Skills

**ISBN:** 9781496387172

**Authors:** Pamela Barbara Lynn

**Publisher:** Elsevier Evolve

**Publication Date:** 2019-01-01

**Edition:** 5th

## Supplemental or Optional Materials

Yoost, B. L. Crawford, L. R., (2020). Fundamentals of Nursing; Active Learning for Collaborative practice (2nd ed). St. Louis: Elsevier.

Silvestri, Linda A. (2016) Comprehensive Review for the NCLEX-RN Examination (7<sup>th</sup> ed.) St. Louis: Elsevier.

Nursing drug guide of the student's choice

## Student Learning Outcomes/Objectives

- Course Outcomes
  1. Apply ethical, legal and regulatory frameworks of nursing and standards of professional nursing practice.
  2. Apply effective communication techniques including information and technology.
  3. Assess subjective and objective data to identify actual or potential health alterations.
  4. Use clinical decision making to provide safe and effective evidenced-based nursing care.
  5. Implement carding interventions that incorporate principles of dignity, diversity, safety and knowledge.

6. Implement an individualized teaching plan to meet the learning needs of patients, families, and/or groups.
7. Collaborate when planning and implementing care.
8. Examine various principles of managing care.

- Clinical Outcomes

1. Demonstrate competence with current technologies.
2. Create a safe physical and psychosocial environment to protect the patient from injury, infection and harm.
3. Assist the patient to achieve optimum functioning, self-care and independence.
4. Prepare the patient for interventions and treatment modalities.
5. Assist the patient to achieve optimum comfort in all care situations.
6. Protect the patient from violation of dignity.
7. Assist the patient and significant support persons to cope with and adapt to situations related to illness and stressful events.
8. Implement the care regimen as prescribed by the health care provider within the legal framework of practice.
9. Utilize critical thinking to make clinical judgments and solve problems.
10. Analyze and utilize assessment findings to plan care.
11. Determine the patient's response to interventions.
12. Evaluate the effectiveness of the plan of care and modify as appropriate.
13. Use current technology and evidence-based information for clinical decision making to assure the delivery of accurate and safe care.
14. Practice within ethical, legal and regulatory frameworks of nursing.
15. Report unsafe practices of health care providers using appropriate channels of communication.
16. Demonstrate accountability for nursing care given by self and/or delegated to others.
17. Be accountable for competent performance based on standards of nursing practice.
18. Practice within the parameters of individual knowledge and experience.
19. Assess the patient and significant support persons for educational needs related to health promotion, health maintenance and risk reduction.
20. Describe the management structure for the assigned clinical units and facilities.
21. Employ effective communications to interface with other health care personnel.

22. Establish therapeutic relationships with patients and their support systems.
23. Identify the spiritual and cultural beliefs of selected patients.
24. Apply concepts of nutrition appropriately to maintain or improve the patient nutritional status.
25. Identify age and development appropriate care to patients

- Core Components and Competencies

For individuals and groups of patients with common, well-defined health problems, the student, upon successful completion of this course, to include classroom and clinical attendance, required reading assignments, independent study, assigned case studies, and guided clinical practice, will work toward attainment of the following:

#### Professional Behaviors

1. Demonstrates professional accountability in clinical practice.
2. Identifies and maintains professional boundaries in the nurse-patient relationship.
3. Practices within the ethical, legal, and regulatory frameworks of nursing and standards of professional nursing practice.
4. Demonstrates an understanding of the legal/ethical implications of the patient's medical record.
5. Demonstrates leadership in the clinical area.

#### Communication

1. Utilize therapeutic communication skills when interacting with staff, patients and significant others.
2. Communicates relevant, accurate, and complete information in a concise and clear manner.
3. Communicates with appropriate consideration of a patient's

physical status, developmental, emotional, cultural and spiritual influences.

1. Recognizes feelings attitudes and values of self and others and is cognizant of the implications in the clinical setting.

## Assessment/Nursing Process

1. Performs ongoing physical and psychosocial assessments of patients, with consideration of developmental, emotional, cultural and spiritual influences.
2. Establishes, implements, evaluates and revises as needed the plan of care for assigned patients.
3. Documents pertinent information using appropriate terminology in an accurate, complete, concise manner.

## Clinical Decision Making

1. Practices within the parameters of individual knowledge and experience.
2. Makes sound clinical judgments and decisions to ensure safe and effective care.
3. Recognizes hazards to patient and takes appropriate action to maintain a safe environment.
4. Identifies and reports patient deviations from normal to instructor and/or staff in a timely and efficient manner.

## Caring Interventions

1. Applies principles of infection control and standard precautions.
2. Demonstrates caring behaviors towards the patient, significant others and members of the health care team.
3. Performs nursing care competently in diverse settings.
4. Applies concepts of nutrition appropriately in order to maintain or improve the nutritional status of the patient.
5. Demonstrates understanding of assigned patient's medications.
6. Performs medication calculations correctly.
7. Administers and documents medications correctly.
8. Evaluates medication effectiveness.
9. Provides for a safe environment for the patient.

10. Adapts care in consideration of the patient's developmental needs, values, customs, culture and/or habits.
11. Supports the patient and significant others appropriately during end of life experiences.

#### Teaching/Learning

1. Identifies, develops, implements evaluates and revises as needed individualized teaching plans based on assessed needs.

#### Collaboration

1. Works cooperatively with others to achieve patient outcomes
2. Identifies and distinguishes between the roles of members of the healthcare team and interacts appropriately.
3. Begins to collaborate with other health care team members to develop, implement, evaluate and revise the plan of care.
4. Identifies the need for referrals.

#### Managing Care

1. Prioritizes and coordinates the implantation of individualized plans of care.
2. Begins to delegate appropriately aspects of patient care to qualified assistive personnel.
3. Begins to identify and implement nursing strategies to provide cost effective care.

QSEN: Quality and Safety Education for Nurses:

#### Patient-Centered Care



1. Recognize the patient and family are in a partnered relationship with their health care providers and should be equipped with relevant information, resources, access, and support to fully engage in and/or direct their health care experience.
2. Develop and integrate an understanding of multiple dimensions of patient-centered care.

#### Teamwork and Collaboration

1. Function effectively within nursing and multi-disciplinary teams, fostering open and effective communication, mutual respect, and shared decision-making to achieve quality patient care.

#### Evidence Based Practice

1. Integrate best current evidence with clinical expertise and patient/family preferences and values for delivery of optimal, individualized health care.

#### Quality Improvement

1. Recognize that improving patient care requires a systematic process of defining problems in order to identify potential causes and develop strategies to improve care. This process requires the ability to measure care and utilizing data to monitor the outcomes of care processes to design and test changes to continuously improve the quality and safety of health care systems.

#### Safety

1. Deliver safe effective care through an understanding of the complexity of care delivery, the limits of human factors, safety design principles, characteristics of high reliability organizations and patient safety resources.

#### Informatics

1. Navigate the electronic health record.

2. Utilize electronic health records to access relevant patient information, document, and plan nursing care.
3. Protect confidentiality of protected health information in electronic health records.

## Instructional Approach and Methods

1. Assigned readings
2. Audiovisual presentations
3. Case studies
4. Classroom presentations
5. Clinical and campus laboratory experience
6. Computerized Common Curriculum HESI Medical Surgical Examination
7. Critical thinking activities
8. Dosage calculation assessment
9. Elearn
10. Evolve/Elsevier website
11. Examinations
12. Guided clinical practice
13. Independent study
14. Internet resources
15. Journal articles
16. Lecture
17. On-line case studies
18. Powerpoint presentations
19. Quizzes
20. NearPod
21. Small and large group discussions
22. Student presentations
23. Student textbook
24. Various apps
25. Videos

## Assessment, Evaluation and Testing Procedures

Please refer to Student Handbook for specific testing guidelines

1. 5 point quiz for Culture Article(s) posted in eLearn.
2. 10 point quiz for Skills Lab via eLearn (Chest Tube Management, Tracheostomy Care/Suctioning, Cardiac Arrhythmias, Cardioversion/Defibrillation/Pacing and 12 Lead EKG Placement).
4. Four unit exams. Four fifty-five (55) questions. Dosage calculations, pharmacologic knowledge, and ABG's will be an integral part of all the unit examinations.
5. Student Presentation with maximum of 10 points available.
6. Medical Surgical II HESI Nursing Exam of fifty-five (55) questions. The exam is incorporated as a comprehensive examination resulting in a possible twenty-five (25) points based on the conversion score obtained from the HESI score.
7. To assess student knowledge, a comprehensive final exam of one-hundred (100) questions covering the content of all of the lecture topics.
8. Adjustments to any exam questions excluding the HESI exam are made at the discretion of the course faculty. Questions deemed statistically invalid may be nullified.
9. All exams will be taken in classroom with WSCC computers.
10. Grades will be available on Elearn. Exam scores and test taking strategies may be reviewed with faculty for one week after grades are posted.
11. Exam reviews will occur at the end of each exam. Students will have 10 minutes to review incorrect exam questions. Screenshots, photos or other forms of saving exam questions are strictly forbidden and is considered academic dishonesty and will result in a grade of zero for the exam.
12. Please refer to the WSCC Nursing Program Grading/Testing policy found in the WSCC Nursing Student Handbook for further testing policy and procedures.

### Exam Schedule:

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Exam	Topic	Number of Questions	Number of Points
Culture Article (taken online via eLearn)	Articles will cover Cultural Topics Related to Healthcare	10	5
Skills Lab Quiz (taken online via eLearn)	Chest Tube Management  Tracheostomy Care/Suctioning  Cardiac Arrhythmias/Interpretation  12 lead EKG Placement  Cardioversion/Defibrillation/Pacing	20	10
Exam I  Tuesday  September 12, 2023	Resp I  Cardiac I  Cardiac II  Endo I  Hem I  Dosage calculations  ABG	55	55
Exam II  Tuesday  October 3, 2023	Cardiac III  Cardiac IV  Renal I  Resp II  Cardiac V  Dosage calculations  ABG	55	55

Exam	Topic	Number of Questions	Number of Points
Exam III Tuesday November 7, 2023	Endo II Renal II Hem II Renal III Resp III Dosage calculations ABG	55	55
Exam IV Tuesday November 28, 2023	Renal IV Endo III Endo IV Cardiac VI Cardiac VII Dosage calculations ABG	55	55
HESI Exam Tuesday December 5, 2023	Comprehensive for all lecture topics	55	25
Comprehensive Final Exam Wednesday Dec 6, 2023	Comprehensive for all lecture topics (includes Hem III & Student Presentations)	100	100

## Grading Scale

A	92-100%
B	83-91%
C	78-82%
D	70-77%
F	69% or below

## Assignments

### Course Point Plus Learning Activities

The Course Point Plus On-line Learning Activities will be available to students at the beginning of the semester. Assignments will correspond to the lecture topics and the unit exams. All assignments thru Course Point Plus are to be completed on-line at the Wolters Kluwer website

(<https://thepoint.lww.com>) with a posted score of at least 78% to be passing (if applicable).

Information regarding the Point assignments will be posted in eLearn. No points are awarded.

Students must complete the assignments from The Point to receive a passing grade for the course.

Failure to complete the required activities from Course Point Plus will result in an Incomplete ("I") for the course.

## Skills Lab

**Students will be required to have completed the skills lab quiz before attending the skills lab day.**

The Skills Lab counts toward total course clinical hours. Please refer to calendar and News Items for opening and closing of skills lab quiz. Please refer to Nursing Handbook regarding clinical attendance policies.

The maximum point value of the skills lab quiz is 10 points. Students will have two attempts on the exams with student's highest score obtained being the points obtained.

All students will attend the Skills Lab on the Morristown campus. The clinical uniform will be announced later.

## Simulation

A Simulation scenario regarding Blood Transfusion/Blood Products management will be completed by students. A Blood Transfusion/Blood Products Quiz will be completed by students which will be a prerequisite to participate in the simulation scenario. The Simulation counts toward total course clinical hours. Please refer to Nursing Handbook regarding clinical attendance policies.

## Student Presentation Assignment

- Each student group must submit a minimum of 5 scholarly references with at least 3 accessed from the Walters State Library databases. References should be  $\leq 5$  years old. Please submit references in the dropbox by 9/26/2023 by 08:30 a.m. A Reference Discussion Board will be available earlier to have feedback from Library Resource Coach.
- Each student group will submit a minimum of 3 presentation objectives by 10/24/23 due at 08:30 a.m. in dropbox.
- Each student group will participate in a group presentation on Monday, November 20th in Lyceum at Student Services Building on the Morristown Campus (all students will participate on the Morristown Campus). Group members and topics will be decided on orientation day. If the status of all students meeting on campus for presentations changes due to pandemic effects then a presentation time schedule will be posted of times for each group to present to faculty following guidelines for safe social distancing. The presentation will be recorded via Zoom and shared later to other students in NRS 2630 to better familiarize with the topics.
- The presentation will consist of a 10-12 minute oral presentation with use of technology applications/power point etc. Each group member must participate in the oral presentation.
- Students will wear community uniform with WSCC photo ID during the presentation.
- Be creative and professional.
- Emphasize the nursing implications related to presentation topic.
- If any handouts are used for presentation of topic the material(s) can be posted in the discussion board.
- Develop NCLEX Style question on selected topic to be utilized in presentation. Only one NCLEX question is to be used in the presentation. The answer to the question must be correct.
- Be prepared for questions. Questions may include where you found your information, what did you learn that was new to you, what did you learn that surprised you, as well as questions about your topic.
- Each group will submit the presentation in the Discussion Board "Student Presentation".
- Groups will submit to the faculty on the day of presentation: (1) one copy of presentation, (2) one copy of bibliography to include objectives and one of every handout which will be given to class members if applicable.

- NO CELL PHONE IS TO BE USED OR VISIBLE AND MUST BE ON SILENCE OR MUTED DURING THE PRESENTATIONS!
- Remember your positive attitude and enthusiasm goes a long way. Come prepared, come eager to present, and come to learn!
- Points will be awarded for the presentation. Please note changes to the schedule and method of delivery may occur related to status of pandemic.

Point distribution is as follows:

POINTS	Criteria for points
1	References and Objectives submitted by required deadline (includes meeting revision deadlines)
1	Creativity: Aesthetic (colorful, eye-catching); neatness/organization/clarity.
1	Professionalism of presentation: demeanor, appearance, and teamwork.
1	Accuracy of information; pertinence of topic.
1	Nursing Implications: related to topic.
1	NCLEX Question: included in presentation and correct. Only 1 NCLEX question may be used in presentation.
1	Communication: articulate and appropriate; able to answer questions correctly and professionally. Includes communication reflected during group preparation of presentation.
2	Team player during research of topic (includes cooperativeness, attendance of meetings. positive attitude)
1	Timing:  Minimum presentation time 10 minutes  Maximum presentation time 12 minutes

10 total points

## Student Peer Evaluation (optional) to be submitted electronically via Dropbox

- If a student chooses to complete the Student Peer Evaluation, the following matrix needs to be completed:



Your Name:

Group Topic:

Student you are evaluating:

Instructions: Complete this form by typing in required information. Please *highlight* your rating for each topic below. Explain your rating in the comments section. Submit in the Drop Box in NRSG 2630. The evaluation is anonymous to your fellow students.

If you give the rating of 2 or 1, you must explain your rating in comments section.	Excellent	Satisfactory	Needs Improvement	Unacceptable
Participation – Student participated fully with development of presentation including attending presentation meetings, response to emails in timely manner, and completion of designated assignment in timely manner.	4	3	2	1
Professionalism – Student displayed professionalism throughout the presentation process.	4	3	2	1
Creativity – Student was very creative during the presentation process.	4	3	2	1
Respectfulness - Student was very respectful to each student in presentation group and was respectful to presentation content.	4	3	2	1

If you give the rating of 2 or 1, you must explain your rating in comments section.	Excellent	Satisfactory	Needs Improvement	Unacceptable
Organization –Student displayed organizational skills.	4	3	2	1

All Student Peer Evaluations Submitted will be taken into consideration of final points received by individual. The points rewarded by faculty are final.

## Class Participation

Students are to be on time for class and be prepared for the lesson by completing assigned readings, being familiar with key terms, and reviewing other pertinent learning activities prior to attending lecture. Students are to be prepared for and participate in class discussions initiated by the instructors. All students are required to attend orientation.

## Course and Class Policies/Procedures

### Attendance

Attendance at classes and other official appointments is required. Attendance is recorded and absences are counted from the first scheduled meeting of the class. An explanation for the cause of all absences should be given to each instructor. If possible, students should inform their instructor in advance of planned absences. Punctuality is expected for each lecture. When a student is unable to attend class for unforeseen reasons, it is the student's responsibility to notify the appropriate instructor for assistance in obtaining information, handouts, etc. for the missed content.

**Please note:** All students are required to attend skills labs and simulations designated in the course calendar. Mandatory attendance for entire period is required. Attendance will be taken at the beginning and end of the class period. Any absences will constitute missed clinical time and must be made up by an alternative assignment.

### College Policy:

This class is governed by the policies and procedures stated in the current Walters State Community College Student Handbook. To view the current Student Handbook, click on the following link: [Student](#)

[Handbook \(opens in new window\)](http://catalog.ws.edu/content.php?catoid=24&navoid=1896)\_http://catalog.ws.edu/content.php?catoid=24&navoid=1896

### **Course Specific Details:**

"This syllabus sets forth the expectations for the course content, work, and grading as well as expectations for student performance and conduct. The syllabus does not constitute a contract between the student and the instructor or the College. The information contained here is subject to change at any time. Instructor reserves the right to modify this syllabus at any time with written notification to the students. Though changes are possible, it is expected that the course will be conducted as described in this syllabus."

## **Additional Course Requirements/Details/Information**

### **HESI Testing**

The HESI specialty exams assess students' knowledge and their ability to apply nursing concepts within specific content areas. Each student must complete the required HESI (Health Education Systems Incorporated) exam prior to receiving a grade for the semester. All students will take the exam at the end of the semester. A score of 850 is the minimum score for the HESI exam as a predictor for success on the NCLEX-RN exam. Failure to complete the required HESI testing will result in an Incomplete ("I") for the course. Students are required to complete remediation activities on all questions missed with evidence to verify completion of the remediation process as specified by the remediation guidelines for the course.

No smart devices or cellphones are allowed during the HESI exam.

### **HESI Remediation**

Questions missed on the HESI exam(s) identify topics with related sub-topics which might be problematic for students when taking future examinations. To promote student success, remediation is a process that provides the opportunity for students to correct areas of deficiency. The purpose of remediation is to assure mastery of course content material important for passing HESI specialty exams, unit exams administered in the nursing courses, and ultimately, the NCLEX-RN licensure examination. All students are required to complete remediation activities on all questions missed on the HESI exam(s) regardless of the obtained score. Additionally, students will track areas needing remediation from the unit exams administered in the course. Remediation activities must be completed to verify that the process has been fulfilled as defined by the course remediation guidelines and by the date specified by the faculty. Additionally, it is expected that students **will remediate** all HESI exams regardless of the score obtained.

### **Total Course Points**

There are 370 total points for this course. A Pharmacology HESI will be administered with students who score: less than 850 0 bonus points, 850-900 1 bonus point, 901-950 2 bonus points, 951 or above 3 bonus points.

## Academic Program Standards/Policies/Accreditation Information

### Course Ground Rules and College Policies:

All students attending Walters State Community College, regardless of the time, location, or format of the class, must abide by the rules and regulations outlined in the current Walters State Catalog/Student Handbook and the current Walters State Timetable of Classes

## Academic Honesty

Faculty expect all students to refrain from acts of academic misconduct including but not limited to:

1. Plagiarism - refers to using another person's ideas or writing without giving proper credit to the original source. Indulging in this type of conduct will subject the student to disciplinary sanctions, which may be imposed through the regular institutional procedures of Walters State Community College as outlined in the Student Handbook. Plagiarism will result in a grade of "0" for the paper/exam/presentation. Student Conduct and Disciplinary Sanctions contained in the college Catalog/Student Handbook apply (see policy 04:18:02 Disciplinary Sanctions). Plagiarism includes, but is not limited to the following:
  - a. Using cut/paste tool from original document with no references given.
  - b. Copying another student's work and submitting it as one's own.
  - c. Forging or otherwise altering signatures.
  - d. Giving or falsifying academic documents or materials.
2. Cheating - construed as attempting to deceive or mislead which includes, but is not limited to the following:
  - a. Utilizing old tests, projects, notes or written papers.
  - b. Providing unauthorized information to a fellow student about exam content.
  - c. Receiving unauthorized aid from any source with quizzes, examinations, or other assignments.
  - d. Seeking information in an unacceptable manner during/preceding an exam or other assigned work (cheat sheet, verbal exchange, looking at another person's paper or

- electronic device, utilizing headphones, using textbook when the test/quiz is not an open book test/quiz, using textbook test bank etc.).
- e. Consulting with a classmate or others when taking a computerized test.
  - f. Disregarding other specific policies and procedures outlined for a particular class.
  - g. Utilizing unapproved technology/electronic equipment during testing (i.e.: mobile devices such as cell phones, smart devices, or tablets, etc.).
  - h. Using the same Internet Protocol network address (IP address) as another student for testing without approval from the course faculty.
3. The use of any generative artificial intelligence (AI) tool, such as OpenAI's ChatGPT, Google's Bard, or any other pre-trained language model (commonly referred to as "chatbot"), must be cited for any assignment where it has been used and may not be used unless specifically allowed by your instructor. Please see your instructor or the course policies within the syllabus if you have questions.

## Student Resources

### TUTORING SERVICES

Students in need of tutoring assistance are encouraged to contact the Office of Student Tutoring located as follows:

- Morristown Campus - Student Services Building Room L107 - (423) 585-6920
- Niswonger Campus - GRNV 226 - (423) 798-7982
- Sevierville Campus - MMH Room 210 - (865) 286-2787
- Claiborne Campus - Room 123A - (423) 851-4761

Specific tutoring assistance in mathematics and writing is available in-person and online as follows:

- Morristown Campus - English Learning Lab - HUM 120 - (423) 585-6970

[Walters State English Learning Lab \(opens in new window\)](https://ws.edu/academics/humanities/writing-lab)  
[ws.edu/academics/humanities/writing-lab](https://ws.edu/academics/humanities/writing-lab)

- Morristown Campus - Mathematics Lab - MBSS 222 - (423) 585-6872

[Walters State Mathematics Learning Lab \(opens in new window\)](https://ws.edu/academics/mathematics/learning-lab)  
[ws.edu/academics/mathematics/learning-lab](https://ws.edu/academics/mathematics/learning-lab)

### TECHNOLOGY SUPPORT

Students who need assistance with computing and technology issues should contact the IET Helpdesk by phone at Morristown: (423) 318-2742; Niswonger: (423) 798-8186; or Sevierville: (865) 286-2789 or on-line access.

[Walters State Helpdesk \(opens in new window\).](#)

[helpdesk.ws.edu](http://helpdesk.ws.edu)

## **STUDENTS WITH DISABILITIES SUPPORT SERVICES**

Students with disabilities must register with Student Support Services each semester in the Student Services Building, Room U134 (phone (423) 585-6892) if they need any special facilities, services, or consideration.

[Walters State Student Support Services \(opens in new window\).](#)

[ws.edu/student-services/disability/](http://ws.edu/student-services/disability/)

## **SUICIDE PREVENTION STATEMENT**

Walters State is committed to and cares about all students. Support services are available for any person at Walters State who is experiencing feelings of being overwhelmed, hopelessness, depression, thinking about dying by suicide, or is otherwise in need of assistance. For immediate help, contact the National Suicide Prevention Lifeline by calling or texting 9-8-8 or the Trevor Lifeline at 1-866-488-7386. Veterans may also contact the Veterans Crisis Line at 1-800-273-8255 (press 1) or Text 838255.

Walters State has a relationship in place with the following community agencies to provide services (may include crisis referral services, prevention screenings, etc.):

- Cherokee Health Systems 423-586-5032
- Frontier Health 423-467-3600

# **College Policies**

## **STUDENTS HANDBOOK AS OFFICIAL GOVERNING DOCUMENT**

This class is governed by the policies and procedures stated in the current Walters State Community College Student Handbook. All students attending Walters State Community College, regardless of the time, location, or format of the class, must abide by the rules and regulations outlined in the current Walters State Catalog/Student Handbook and the current Walters State Timetable of Classes.

[Walters State Catalog \(opens in new window\).](#)

[catalog.ws.edu/](http://catalog.ws.edu/)

[Walters State Timetable of Classes \(opens in new window\)](https://www.waltersstate.edu/admissions/registration/)  
[ws.edu/admissions/registration/](https://www.waltersstate.edu/admissions/registration/)

## **PURPOSE, LIMITATIONS AND MODIFICATION OF SYLLABUS**

This syllabus sets forth the expectations for the course content, work, and grading as well as expectations for student performance and conduct. The syllabus does not constitute a contract between the student and the instructor or the College. The information contained here is subject to change at any time. The instructor reserves the right to modify this syllabus at any time with written notification to the students. Though changes are possible, it is expected that the course will be conducted as described in this syllabus for the semester/year specified in the Course Information section of the syllabus. This syllabus is only valid for the semester/year specified and course requirements are not guaranteed for future semesters.

## **COURSE GROUND RULES**

- Students must attend the first day of on-ground class or contact the instructor prior to the first class. Failure to do this may result in being dropped from the class. Excessive absences may substantially lower the course grade.
- Regular class attendance is a student's obligation for any course regardless of format. (See the Walters State Catalog/Student Handbook). If a student misses class, it is his or her responsibility to contact the instructor regarding missed assignments and/or activities and to be prepared for the next class assignment.
- Students enrolled in web courses must follow the course attendance policy defined for online attendance during the first week of class and throughout the term. Failure to do this may result in being dropped from the class during week one OR may result in the accrual of absences which may negatively impact the student's grade in the course.
- Students who have not paid fees on time and/or are not correctly registered for this class and whose names do not appear on official class rolls generated by the Walters State student information system (MyWS) will not be allowed to remain in class or receive credit for this course.
- Electronic devices must not disrupt the instructional process or college-sponsored academic activity. Use of electronic devices is prohibited unless use of the device is relevant to the activity and use is sanctioned by the faculty member in charge. Electronic devices that are not relevant to the activity or sanctioned by the faculty member in charge should be set so that they will not produce an audible sound during classroom instruction or other college-sponsored academic activity.

## **FINANCIAL AID**

Students receiving any type of financial aid or scholarship should contact the Financial Aid Office before making any changes to their schedule. Schedule changes without prior approval may result in

loss of award for the current term and future terms.

All forms of student Financial Aid may be jeopardized or lost due to the lack of Satisfactory Academic Progress in one or multiple courses. Lack of Satisfactory Academic Progress may negatively impact a student's degree/certificate completion pace and further jeopardize Financial Aid eligibility.

### **CANCELLATION OF CLASSES AND ACADEMIC CONTINUITY**

For information related to the cancellation of classes due to inclement weather or other events, please check the Senators Emergency Text system or the college's Web site at:

[Walters State Homepage \(opens in new window\)](https://www.waltersstate.edu/home/)  
[ws.edu/home/](https://www.waltersstate.edu/home/)

[Walters State Facebook page \(opens in new window\)](https://www.facebook.com/WaltersState/)  
<https://www.facebook.com/WaltersState/>

[Walters State Twitter page \(opens in new window\)](https://twitter.com/waltersstate)  
<https://twitter.com/waltersstate>

or call the college's student information line, 1-800-225-4770, option 1; the Sevier County Campus, (865) 774-5800, option 7; the Niswonger Campus (423) 798-7940, option 7; or the Claiborne County Campus, 423-636-6200, option 7. Also, please monitor local TV and radio stations for further announcements.

When an event or disaster interrupts the scheduled operations of the college and the ability to proceed with the academic course activities as planned, the college and your instructor may alter the course plan outlined in the syllabus. Should an event occur, students should refer to their course e-Learn pages and/or class materials previously delivered to receive guidance from their instructor. Students should continue to monitor the official college channels of communication listed in the above paragraph. If you would like to sign up for the Senators Emergency Text system, please go to the following Web site:

[Senator Emergency Text System \(opens in new window\)](https://www.waltersstate.edu/set/)  
[ws.edu/set/](https://www.waltersstate.edu/set/)

Dual Enrollment students attending on a high school campus should refer to the high school inclement weather cancellations.

### **LEARNING MANAGEMENT SYSTEM**

Brightspace (commonly known as eLearn or D2L) is the college's Learning Management System (LMS).



Brightspace is committed to accessibility by "deliver[ing] a learning experience that meets the needs of all people, regardless of age or ability." [Brightspace Accessibility Standard \(opens in new window\)](#).

Brightspace is also committed to guarding student data and privacy. [Brightspace Privacy Policy \(opens in new window\)](#).