



## Walters State Community College Course Syllabus

### Course Information

**Course Number and Name:** NRSG 1330 Pediatric Nursing

**Section ID:** 80572.202380

**Semester and Year:** Fall 2023

**Credit Hours:** 3

**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 knowledge, skills and attitudes that are essential for providing safe nursing care for children with alterations in health including pharmacological management. **F,S**

**Meeting Details:** T; 01:30PM - 03:30PM; TECH 150 & TBD & TBD

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

### Instructor Information

**Name:** Dr. Jane Parish

**Role:** Course Coordinator

**Office Location:** TECH 106B or KOH building Sevier campus

**Office Hours:** As posted and as scheduled at this link:

<https://outlook.office365.com/owa/calendar/JaneParishOffice@ws.edu/bookings/>

**Office Phone:** 423-585-6760

**Email:** Jane.Parish@ws.edu

**Supervisor Name:** Dr. Cheryl McCall, Program Director

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

**Secretary Name:** Barbara Chandler

**Secretary Phone:** 423-585-6981

**Name:** Mrs. Lee Long

**Role:** Clinical Coordinator

**Office Location:** TECH 106A  
**Office Hours:** As posted  
**Office Phone:** 423-585-6918  
**Email:** Lee.Long@ws.edu  
**Supervisor Name:** Dr. Cheryl McCall, Program Director  
**Supervisor Phone:** 423-585-6981  
**Secretary Name:** Barbara Chandler  
**Secretary Phone:** 423-585-6981

**Name:** Mrs. Jacklyn Clark  
**Role:** Adjunct Clinical Faculty  
**Office Location:** Niswonger Children's Hospital, Johnson City  
**Office Hours:** As arranged  
**Office Phone:** TBA  
**Email:** Jacklyn.Clark@ws.edu  
**Supervisor Name:** Dr. Cheryl McCall  
**Supervisor Phone:** 423-585-6981  
**Secretary Name:** Barbara Chandler  
**Secretary Phone:** 423-585-6981

**Name:** Erinn Smith  
**Office Location:** CCEN 108  
**Email:** Erinn.Smith@ws.edu

**Name:** Elizabeth Wildt  
**Office Location:** TECH 106I  
**Office Hours:** Posted on Office Door  
**Office Phone:** 423-585-6987  
**Email:** Liz.Wildt@ws.edu

**Name:** Leslie Goins  
**Office Location:** CCEN Main 126  
**Email:** Leslie.Goins@ws.edu

**Name:** Mrs. Erinn Smith  
**Role:** Adjunct Clinical Instructor  
**Office Location:** TBA  
**Office Hours:** TBA  
**Office Phone:** TBA  
**Email:** TBA

**Supervisor Name:** Dr. Cheryl McCall , Director of Nursing

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

**Secretary Name:** Barbara Chandler

**Secretary Phone:** 423-585-6981

**Name:** Mrs. Leslie Goins

**Role:** Adjunct Clinical Instructor

**Office Location:** TBA

**Office Hours:** leslie.goins@ws.edu

**Office Phone:** TBA

**Email:** TBA

**Supervisor Name:** Dr. Cheryl McCall, Nursing Director

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

**Secretary Name:** Barbara Chandler

**Secretary Phone:** 423-585-6981

## Required Textbook(s) and Materials



**Pediatric Nursing CoursePoint +**

**Subtitle:** A case-based approach

**ISBN:** 978-1-975134-69-3

**Authors:** Gannon Tagher, Lisa Knapp

**Publisher:** Lippincott Williams & Wilkins

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

**Edition:** 1st

**Additional Information**

Direct Purchase with DISCOUNT:

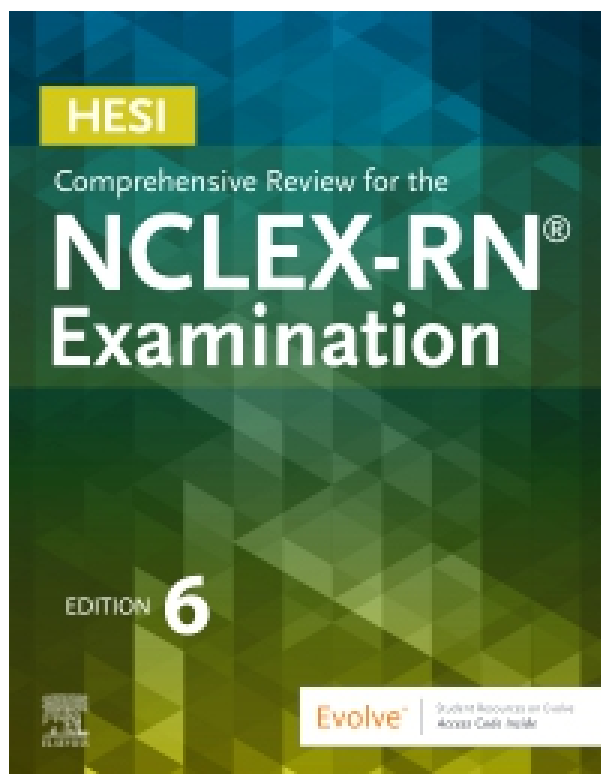
<https://lippincottdirect.lww.com/NursingEducation-WaltersStateCommunityCollege>

**Current WSCC Department of Nursing Student Handbook (online @ <https://ws.edu/academics/health/nursing/> )**

## Supplemental or Optional Materials

Boyd, D. (2020). HESI *Comprehensive Review for the NCLEX-RN Examination* (6th Ed.). St. Louis, Mo: Elsevier. (7th, 4<sup>th</sup> or 5<sup>th</sup> edition is ok if you already have)

ISBN: 978-0-323-58245-2



## Student Learning Outcomes/Objectives

- Upon completion of this course, which includes lecture, discussion, text reading, independent study, written assignments, clinical and lab, and in acknowledgment of the patient's need for a safe and effective environment, health promotion and maintenance, and psychosocial and physiologic integrity, the student will:
  1. Demonstrate foundational knowledge of concepts of child growth and development throughout all age groups.
  2. Use principles of family-centered care to effectively care for children and their families and caregivers.
  3. Prioritize the nursing responsibilities necessary for safe and effective child and family care.
  4. Use the nursing process and clinical decision-making tools to administer care for pediatric patients/families with commonly occurring health care needs and problems.
  5. Satisfy the following core components and QSEN outcomes.
- Student Learning Outcomes: Upon completion of the course, the student will be able to meet the eight (8) core competencies related to safe nursing care for children as evidenced by:

**1. Professional Behavior:** Demonstrate ethical, legal, and regulatory frameworks of nursing and **standards of professional nursing practice.**

**2. Communication:** Demonstrate effective **communication** techniques including information and technology.

- a. Utilize therapeutic communication skills in providing care to patients/families.
- b. Employ effective communications to interface with other health care personnel

**3. Assessment:** Demonstrate ability to collect **subjective and objective data** to identify actual or potential health alterations.

**4. Clinical Decision Making:** Formulate **clinical decisions** to provide safe and effective evidence-based nursing care.

**5. Caring Interventions:** Demonstrate **caring interventions** that incorporate principles of dignity, diversity, safety, and knowledge.

**6. Teaching/Learning:** Develop an individualized **teaching plan** to meet the learning needs of patients, families, and/or groups.

**7. Collaboration: Collaborate** when planning care.

- a. Confer with members of the health care team, the patient, and the family and/or significant others to identify problems (actual or potential).
- b. Interact with the patient, family, significant others, and members of the health care team to establish goals/priorities and to develop plans of care, teaching, and discharge.

**8. Managing Care:** Use basic principles of **managing care.**

- QSEN: Quality and Safety Education for Nurses

Upon successful completion of this course, which includes classroom attendance, text and journal readings, independent study, campus laboratory simulation, and guided clinical practice, the learner will:

**1. Client-Centered Care**

- A. Recognize the client 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.
- B. Develop and integrate an understanding of multiple dimensions of client-centered care.

## **2. Teamwork and Collaboration**

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

## **3. Evidence-Based Practice**

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

## **4. Quality Improvement**

A. Recognize that improving client 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 utilize data to monitor the outcomes of care processes to design and test changes promoting continuous improvement of the quality and safety of health care systems.

## **5. Safety**

A. 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 client safety resources.

## **6. Informatics**

A. Demonstrate competency with current computer-based information technologies.

B. Navigate the electronic health record.

C. Use computers to document caring interventions.

D. Recognize the time, effort, and skills required to become proficient at utilizing electronic devices and other information technologies as reliable and effective tools for client care.

E. Protect confidentiality of protected health information in electronic health records.

- Clinical Outcomes

### **1. Professional Behaviors**

A. Demonstrates professional accountability in clinical practice.

B. Identifies and maintains professional boundaries in the nurse-patient relationship.

C. Practices within the ethical, legal, and regulatory frameworks of nursing and standards of professional nursing practice.

D. Demonstrates an understanding of the legal/ethical implications of the patient's medical record.

E. Demonstrates leadership in the clinical area.

## **2. Communication**

A. Utilizes therapeutic communication skills when interacting with staff, patients, and significant others.

B. Communicates relevant, accurate, and complete information in a concise and clear manner.

C. Communicates with appropriate consideration of a patient's physical status, as well as their developmental, emotional, cultural, and spiritual influences.

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

## **3. Assessment/Nursing Process**

A. Performs ongoing physical and psychosocial assessments of patients, with consideration of developmental, emotional, cultural, and spiritual influences.

B. Establishes, implements, evaluates, and revises as needed the plan of care for assigned patients.

C. Documents pertinent information using appropriate terminology in an accurate, complete, concise manner.

## **4. Clinical Decision Making**

A. Practices within the parameters of individual knowledge and experience.

B. Makes sound clinical judgments and decisions to ensure safe and effective care.

C. Recognizes hazards to the patient and takes appropriate action to maintain a safe environment.

D. Identifies and reports patient deviations from normal to instructor and/or staff in a timely and efficient manner.

## **5. Caring Interventions**

- A. Applies principles of infection control and standard precautions.
- B. Demonstrates caring behaviors towards the patient, significant others, and members of the health care team.
- C. Performs nursing care competently in diverse settings.
- D. Applies concepts of nutrition appropriately in order to maintain or improve the nutritional status of the patient.
- E. Demonstrates understanding of assigned patient's medications.
- F. Performs medication calculations correctly.
- G. Administer and document medications correctly.
- F. Evaluates medication effectiveness.
- G. Provides a safe environment for the patient.
- H. Adapts care in consideration of the patient's developmental needs, values, customs, culture and/or habits.
- I. Supports the patient and significant others appropriately during end-of-life experiences.

## **6. Teaching and Learning**

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

## **7. Collaboration**

- A. Works cooperatively with others to achieve patient outcomes.
- B. Identifies and distinguishes between the roles of members of the healthcare team and interacts appropriately.
- C. Begins to collaborate with other health care team members to develop, implement, evaluate and revise the plan of care.
- D. Identifies the need for referrals.

## **8. Managing Care Across the Health Continuum**

- A. Prioritizes and coordinates the implementation of individualized plans of care.
- B. Begins to delegate appropriate aspects of patient care to qualified assistive personnel.

C. Begins to identify and implement nursing strategies to provide cost-effective care.

## Instructional Approach and Methods

1. Lecture
2. Small and large group discussions
3. Assigned readings
4. Audiovisual presentations
5. Walters State Streaming Technology
6. Case studies
7. Simulation- virtual and labs
8. Unit and Final Examinations
9. Computerized HESI Examinations
10. Clinical experiences
11. Clinical discussions
12. Written/online assignments

## Assessment, Evaluation and Testing Procedures

Course Points:

Unit Exams: 3 exams worth 50 points each	150 points
Final Exam (comprehensive + 10 endocrine questions)	85 points
HESI Exam	25 points using conversion %
Pre-exam online assignments (worth 5 pts for each exam)	15 pts
Brochure Assignment	25 points
AAP Cultural Article Quiz	5 points
Total Course Points Possible	<b>305 points</b>

The Grading/Test Policy is located in the current nursing handbook.

Each student must complete the required exams, course assignments, clinical assignments, Evolve assignments, and proctored HESI exam before receiving a grade for the semester. Failure to complete the assigned testing and case studies by the scheduled deadlines will result in an Incomplete "I" for the course. The student must complete all required items to remove the "I" and receive the earned grade.

1. Written Exams: There will be three unit exams (150 points), and one (1) comprehensive final exam (85 points). Nullification of exam questions determined to be statistically invalid may occur. Students must contact their advisor within one week of the exam score posting to request a meeting and this meeting must take place before the next exam. Students not scoring at least 78% on any exam must meet with their advisor to discuss exam preparation, study habits, and test-taking strategies. After one (1) week, all grades are final. A course average of at least 78% is required for the student to progress to the subsequent nursing courses.
2. Students will take a HESI Pediatric Nursing Exam. HESI points are based on the conversion score percentage taken out of 25 points. Ex: 89.24% conversion score X 20 points = 0.8924 x 25 = 22.31 points out of 25 points possible

Grading/Test Policies: See Nursing Student Handbook

1. No caps, hats, and sunglasses during examinations. Students may wear foam earplugs during testing. The exception will be for the HESI exam in which approved headphones, earbuds, or earphones are permitted. No books, paper, backpacks, or other personal belongings are allowed at the student's desk during testing. Students may bring a mouse from home if testing on a laptop computer.

## 2. Exam Review

The exam review is part of the learning process. Please review your exam before clicking out of the online exam. The procedures for this analysis are in the current nursing student handbook and the course faculty will follow these procedures.

## 3. Absences on Exam Day

If a student is absent on the day of an exam, the student must notify the Course Coordinator via email or phone or contact the Health Programs Division (423-585-6981) at least 30 minutes before testing. (Refer to Student Handbook for guidelines). Failure to do so may result in a deduction of 2 points from the final course grade. ***For an excused absence*** (refer to Student Handbook for guidelines),

***3 percentage points may be deducted from the student's exam score. Unexcused absences may result in 10 percentage points being deducted from the student's possible exam score.***

It is the student's responsibility to contact the faculty advisor within one week to schedule a make-up exam. Failure to take a make-up exam as scheduled will result in a zero (0) grade for that exam. The format of makeup exams is at the discretion of the faculty.

## Exam Schedule and Topics

Exam #	Exam Date	# Questions	Points Available	Material Tested on Exam

Exam 1	09/19/2023	50	50	Growth & development, Peds nursing overview/Special needs, Neurosensory, Fluids & A/B
Exam 2	10/24/2023	50	50	Skin, Resp, Musculoskeletal, <b>GI, GU</b>
Exam 3	11/21/2023	50	50	<b>Immune/ID, Heme/Cancer, Cardiac, dosage calculations</b>
HESI Exam	11/16/2023	~55	25	Pediatric Nursing
Final Exam	12/04/2023	85	85	75 Comprehensive + 10 Endocrine

## Grading Scale

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

## Assignments

**HESI Testing:** Each student must complete the required HESI (Health Education Systems Incorporated) exam before receiving a course grade for the semester. All students will take the assigned exam at the end of the semester. A score of 850 or higher is the desired score for the HESI exam. All monies paid for HESI testing are non-refundable and students are responsible for paying this fee by the deadline.

### Evolve/HESI Practice Assignment Tests

Each student should also complete the assigned PrepU questions to practice for the HESI exam by the assigned calendar date. Failure to complete may result in not being able to take the HESI exam on time and an incomplete for the course.

### Pre-Exam Assignments

Pre-exam assignments will be assigned in this course. See the course eLearn calendar for the assigned activities and their due dates. To receive the 5 points per exam for activity completion, students must

complete the assignment with a grade of at least 78% or meet the Mastery Level by the due date. These points are **all or none** for each exam.

### **Clinical Assignments**

Assignments and guidelines for clinical experiences are available in the clinical module content in eLearn and students are responsible for completing all of these by the due date as given by their clinical instructor. Failure to do so may result in a clinical failure or an Incomplete grade for the course.

### **Brochure Group Project**

Each group will design a tri-fold brochure for a community nursing educational booth at a health fair. Groups will be formed and topics are chosen within the first few weeks of the semester. This project is worth 25 points and points will be deducted for group members who do not participate fully in brochure development.

### **American Academy of Pediatrics Journal Article Reading and Quiz**

Each student will read an article (in eLearn) about the effects of racism on children and answer 10 quiz questions about the article. This quiz will be located under the Assessments tab in eLearn and will be worth 5 points.

## **Class Participation**

Attendance at classes and other official appointments is required. Faculty records attendance and count absences from the first scheduled meeting of the class. Faculty expect punctual attendance for each lecture, campus lab, and clinical experience. There may be times when a student will be unable to attend class for reasons beyond his/her control. In such cases, it is the student's responsibility to see the appropriate instructor for assistance in obtaining information, handouts, etc. for the missed content.

The faculty may return unacceptable written work for resubmission. Failure to resubmit will result in an incomplete grade for the course.

Faculty give incomplete grades in this course only in cases of serious personal or family illness or other extenuating circumstances clearly beyond student control that prevent completion of assignments by the course deadlines. Documentation may be required.

## **Course and Class Policies/Procedures**

Please email the faculty for this course using our Walters State email addresses: [lee.long@ws.edu](mailto:lee.long@ws.edu) OR [jane.parish@ws.edu](mailto:jane.parish@ws.edu)

Mrs. Long and Dr. Parish will split advising for the Morristown students

Mrs. Long will be the advisor for Niswonger students

## Online/Web-Enhanced Course Supplementary Information

The Evolve help desk can be reached at 1.800.222.9570 OR <https://evolve.elsevier.com/studentlife/>

The Wolters Kluwer contact information for technical support:

[techsupp@lww.com](mailto:techsupp@lww.com), Live chat

1-800-468-1128 | 1-301-223-2344

Sunday | 4 PM to 12 AM EST

Monday–Thursday | 8 AM to midnight EST

Friday | 8 AM to 7 PM EST

## Additional Course Requirements/Details/Information

1. Students will comply with the WSCC Department of Nursing Handbook and the WSCC College Catalog for pertinent policies and procedures.
2. Each student is responsible for ensuring their Health Program files are complete to begin NRSG 1330 (completed physical with immunizations, BLS card, photograph, signed permission sheets, and proof of malpractice insurance). Failure to comply may result in removal from the course.
3. Students are required to attend the first day of class or contact the course coordinator before the first class. Failure to do this will result in removal from the class.
4. Background checks and drug screens are required for most clinical sites. It is the responsibility of the student to provide the requested information and submit the background check and drug screen as directed before orientation at the clinical site. Failure to do so will result in removal from the class. Additional information is in the current WSCC Catalog and Nursing Student Handbook.
5. Faculty may post visual aids selected by the instructor to present class lectures on eLearn for students to access. Placing visual aid (slides, PowerPoint, overhead, etc.) on eLearn is at the discretion of the individual instructor. The instructor will provide no paper copies.

6. Professional and ethical behavior within the classroom setting as well as the clinical setting is expected. The nursing student will demonstrate respect for peers and faculty in all situations, will demonstrate accountability for all actions, will actively participate in and accept responsibility for learning, will demonstrate dependability and timeliness, and will maintain an acceptable level of personal appearance.

## 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://www.waltersstate.edu/academics/humanities/writing-lab)  
[ws.edu/academics/humanities/writing-lab](https://www.waltersstate.edu/academics/humanities/writing-lab)

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

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

### 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 \(opens in new window\).](https://www.waltersstate.edu/student-services/disability/)  
[ws.edu/student-services/disability/](https://www.waltersstate.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 \(opens in new window\).](https://www.waltersstate.edu/catalog/)  
[catalog.ws.edu/](https://www.waltersstate.edu/catalog/)

[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 \(opens in new window\)](#)