Texas A&M International University
College of Nursing and Health Sciences
Dr. F. M. Canseco School of Nursing



ONLINE NURSING PROGRAM
Transitional RN/BSN
STUDENT HANDBOOK
2018-2019

AFFIRMED:

Glenda C. Walker

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I. INTRODUCTION

A. WELCOME!

B. ABOUT THE CANSECO SCHOOL OF NURSING

C. ACCREDITATION

A. WELCOME!

Welcome Students of the Canseco School of Nursing in the College of Nursing and Health Sciences at Texas A&M International University (TAMIU) in Laredo, Texas. We are delighted that you chose to further your education in nursing at our School!

These are exciting times in nursing with the aging of our society and the increasingly multicultural nature of our country's population. You have chosen to study nursing at one of eight nursing schools within the Texas A&M University System. Our school offers undergraduate and graduate nursing education within a conceptual framework of transcultural nursing as the essence of nursing. We view nursing as a partnership between the nurse and the client, likewise, we view education as a partnership between the student and the faculty.

The faculty at the Canseco School of Nursing has a broad range of backgrounds, experiences and areas of expertise to assist you in your journey to professional nursing practice. Many of our faculty are advanced practice nurses and most of our faculty hold specialty certification in a variety of areas of nurse specialization.

Within these pages are rules and procedures for success as a nursing student. Please take some time to review our policies, familiarize yourselves with the resources available to you on campus and get to know our curriculum. We have nursing advisors available to help you plan your schedule each semester. Please be sure you read the admission requirements carefully so that you can complete all the necessary paperwork prior to the deadline for admission.

Once again, welcome to our School of Nursing. Please let us know how we can assist you in your pursuit of higher education in nursing.

Sincerely,



Glenda Walker, PhD, RN
Dean, College of Nursing and Health Sciences
Texas A&M International University

B. ABOUT THE CANSECO SCHOOL OF NURSING

1. HISTORICAL OVERVIEW

Summer 1994	Approved by BOR, THECB for RN/BSN program
	Initial accreditation RN/BSN by State Board of Nursing
Spring 1995	First class of 32 RN/BSN students admitted
Spring 1996	First BSN graduates
	Full accreditation RN/BSN by State Board of Nursing
Spring 1997	Dedication of Canseco Hall
	Initial accreditation RN/BSN by National League for Nursing Accrediting Commission
Summer 1998	Approval by BOR, THECB for Basic BSN program
	Initial accreditation Basic BSN by State Board of Nursing
Fall 1998	Recruitment of faculty and students for Basic Program
Spring 1999	First class of 34 Basic BSN students began coursework
	Planning authority from THECB for MSN program
Fall 1999	75% of RN/BSN graduates were enrolled in Masters Education
Spring 2000	Second group of 30 Basic BSN students admitted
Spring 2001	Third group of 32 Basic students admitted
	First group of Basic BSN students graduate
	86% pass rate on NCLEX-RN
Spring 2002	Fourth group of 40 basic nursing students admitted
	Full accreditation by NLNAC
	95% pass rate on NCLEX-RN
Spring 2003	Fifth group of 40 basic students admitted
	92% pass rate on NCLEX-RN
Spring 2004	Sixth cohort admitted
	95% pass rate on NCLEX-RN
Summer 2004	First summer group of 20 basic BSN students admitted
Fall 2004	Initial approval of MSN program
	First cohort of 14 admitted
Spring 2005	Seventh Cohort admitted
	100% pass rate on NCLEX-RN
Summer 2005	Second summer cohort admitted
Spring 2006	First graduates of the basic BSN program
Fall 2006	First cohort of 14 MSN graduates complete their FNP curriculum
Summer 2007	Dr. Susan S. Walker, Professor and second Director, of the Canseco School of Nursing retires; Ms. Natalie Burkhalter, RN, MSN, APN, Associate Professor, designated Interim Dean of the College of Nursing and Health Sciences
Summer 2008	The Canseco School of Nursing (CSON) becomes the College of Nursing and Health Sciences (CONHS). SIM Man becomes part of the College's high tech commitment.
Fall 2008	Second cohort of 7 MSN graduates complete their FNP curriculum

Fall 2009	Dr. Regina C. Aune, PhD, RN, CLNC, FAAN, appointed Dean/Professor of Nursing, College of Nursing and Health Sciences, Canseco School of Nursing
Fall 2012	Dr. Regina C. Aune resigned. Ms. Natalie Burkhalter, RN, MSN, APN, Associate Professor, designated Interim Dean of the College of Nursing and Health Sciences
Fall 2013	Dr. Glenda Walker, PhD, RN appointed Dean/Professor of Nursing, College of Nursing and Health Sciences, Canseco School of Nursing. Second Master Degree in nursing admitted first cohort.
Fall 2013	First Cohort of Nursing Administration students admitted to the MSN program.
Spring 2014	State of the Art simulation equipment purchased.
Spring 2015	ACEN Reaccreditation of the Master's Program for 8 years.
Spring 2015	BSN program received a grant from Methodist Healthcare Ministries for $466,000 to add six new faculty positions to increase enrollment in BSN program from 60 students to 100 over a two year period.
2015	Admitted 80 students to BSN program.
2015	Revision of BSN curriculum to include admission of two classes of 50 students in the Fall and Spring semesters.
2015	College of Nursing and Health Sciences received 3.2 million/year, Social Innovative Grant through Methodist Healthcare Ministries to develop integrated health care system in Laredo with seven partners.
Fall 2015	Graduated first class in NADM track
2015	Dr. Marivic Torregosa received federal funding, $900, 000, from SAMHSA for a randomized controlled study on substance abuse, HIV, and hepatitis C prevention; Funded from Sept 2016 to Sept 2018.
2016	Revision of MSN curriculum
Fall 2016	Fall BSN class admitted with 100 students.
Fall 2016	NADM track will move from a hybrid to fully online program.
Fall 2017	BSN curriculum change to provided bi-annual enrollment was implemented
Fall 2017	M. Torregosa PhD, APRN, FNP appointed MSN Program Director
Spring 2018	ACEN Reaccreditation of the BSN Program for 8 years.

2. FACULTY

In Fall 2018, the CSON operates with twenty-three full-time faculty.

3. STUDENTS

Since its inception in Spring 1995, the CSON has grown from an RN/BSN program with enrollment of 32 RNs seeking a Baccalaureate Degree to a full inventory of programs at Basic, RN/BSN and MSN levels. Fall 2018 enrollment includes 654 declared Nursing majors at TAMIU.

4. SCHOLARSHIP

Scholarly activities of the CSON include publication of journal articles and book chapters, presentations by faculty and/or students at local, national and international professional meetings, and applied research. The School has also actively sought grant support and has

received funding from both private foundations and governmental sources.

5. CLINICAL PRACTICE

A majority of the faculty of the CSON hold advanced practice credentials and maintain active practice as required to renew those credentials. Ongoing involvement in clinical practice is essential to effective, up-to-date teaching.

6. COMMUNITY PARTNERSHIPS

The COSN is an integral part of Laredo's effort to provide accessible, high quality health care in the mid-Rio Grande border region. The growth and development of the School has been made possible by outstanding financial support (currently in excess of $5 million) received from the Laredo community. The Lamar Bruni Vergara Trust and Mercy Health Systems of Texas provided funding for program development, faculty and student support. Spacious, state-of-the-art facilities in Canseco Hall and an endowed scholarship fund serve as a family memorial to a noted Laredo physician and his wife, Dr. F.M. and Mrs. Consuelo Canseco. Other endowed scholarships honor Laredo families: Hurd, Epstein, and Hachar. Local philanthropic organizations also offer scholarships to our nursing students including: Laredo Medical Center Auxiliary and Women's City Club.

The CSON, in turn, is highly aware of its responsibility to prepare nurses to help meet the health care needs of Laredo's culturally diverse population. The innovative, community-based undergraduate curriculum combines mastery of acute clinical nursing competencies with effective community development strategies. Students and faculty work in community agencies and neighborhoods alongside other healthcare professionals throughout the program. In the final semester, two unique courses provide an opportunity for students to synthesize their knowledge. One course, Critical Care Nursing, prepares nurses to meet the high demand for trauma care and intensive care in Laredo, the nation's busiest inland port. During this course, students gain competence in Advanced Cardiac Life Support, Pediatric Advance Life Support and the Trauma Nursing Core Curriculum. At the same time, students are enrolled in the other synthesis course, Global Health Nursing, which challenges them to become active global citizens and advocates for "health for all."

7. MARKETABLE SKILLS, COMPETENICES, AND NCLEX-RN

Upon completion of a Bachelor of Science in Nursing at Texas A&M International University, students will have completed essential competencies developed by the Texas Board of Nursing. In addition, graduates qualify to take the NCLEX-RN; the national exam that every nursing program graduate in the United States must take to become a registered nurse.

Licensure is state specific; however, nurses licensed in Texas and 29 other states have a compact license that allows them to provide care to patients, without having to obtain additional licensure. In non-compact states, the nurse would not need to re-test but rather apply for endorsement from that state's board of nursing. For more detailed information about competencies, visit the CSON website here.

Texas A&M International University, College of Nursing and Health Sciences, Dr. F. M. Canseco

School of Nursing has been commended by the Texas Board of Nursing for their NCLEX-RN pass rates. For the past 4 years, the graduates of the CSON have had a first-time pass rate of above 94%! You can visit the Outcome Data tab on the CSON website here for more information about their pass and completion rates.

C. ACCREDITATION

The BSN program has full accreditation from the Texas Board of Nursing and the Accreditation Commission for Education in Nursing (ACEN) | 3343 Peachtree Road NE, Suite 850 | Atlanta, GA 30326 | Phone (404) 975-5000 | Fax (404) 975-5020 | Email: info@acenursing.org | www.acenursing.org.

The College of Nursing and Health Sciences, Dr. F. M. Canseco School of Nursing is approved by the Texas Board of Nursing (TBON), 333 Guadalupe, Suite 3-460, Austin, TX 78701, (512) 305-7400; www.bon.texas.gov.

II. PHILOSOPHY AND GOALS

A. MISSION OF THE CANSECO SCHOOL OF NURSING

B. TEXAS A&M INTERNATIONAL UNIVERSITY MISSION STATEMENT

C. PHILOSOPHY OF THE COLLEGE OF NURSING AND HEALTH SCIENCES

D. CONCEPTUAL FRAMEWORK

E. SCHOOL OF NURSING PROGRAM OBJECTIVES

A. MISSION OF THE CANSECO SCHOOL OF NURSING

The mission of the Dr. F.M. Canseco School of Nursing is to prepare professional nurses to improve the well-being of complex and diverse populations.

B. TEXAS A&M INTERNATIONAL UNIVERSITY MISSION STATEMENT

Texas A&M International University (TAMIU), a member of The Texas A&M University System, prepares students for leadership roles in an increasingly complex, culturally diverse state, national, and global society. TAMIU provides a learning environment built on a solid academic foundation in the arts and sciences. The University offers a range of baccalaureate and master's programs and the Doctor of Philosophy degree in International Business Administration. In addition, the University pursues a progressive agenda for global study and understanding across all disciplines.

Through instruction, faculty and student research, and public service, TAMIU improves the quality of life for citizens of the border region, the state of Texas, and national and international communities

C. PHILOSOPHY OF THE COLLEGE OF NURSING AND HEALTH SCIENCES

The Faculty believe that the College of Nursing and Health Sciences of Texas A&M International University is in a unique position, as a result of geographic location and institutional affiliation, to prepare professional nurses to improve the well-being of complex, multicultural and diverse populations. Faculty believe that professional nursing education must address a wide range of health beliefs in combination with dynamic political, social, economic and legal issues.

Professional nurses have distinct educational needs and practice responsibilities. The faculty believe that nursing education is a lifelong process that includes formal and informal components, and that teaching and learning are reciprocal activities during which faculty and students learn from each other. To effectively serve a diverse population amid rapid changes in health care systems and treatment, nurses must develop critical thinking through enhanced creative and flexible problem solving skills. Diverse and changing health care needs and patient safety goals can best be met by evidence-based practice based on theory and research. The faculty of the School of Nursing are committed to educating outstanding clinicians, scholars, health advocates, mentors and leaders who will be instrumental in addressing the health care needs of communities. Strong communication skills are essential to enactment of these roles and professional nurses must also be increasingly concerned with the ethical, legal, political and socioeconomic dimensions of their practice.

Nursing is a learned and complex therapeutic process through which the nurse engages individuals, patients, families, or communities for the purpose of meeting health needs. Nurses understand health and illness to be relative conditions that include life experiences and biological phenomena. Effective nurses utilize a broad framework based on the humanities and the social

and biological sciences. Furthermore, the nurse-patient relationship requires a broad understanding of diverse individuals and communities along with the therapeutic use of self.

D. CONCEPTUAL FRAMEWORK

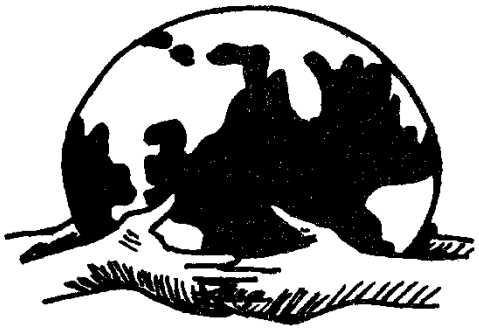
The conceptual framework of the Canseco School of Nursing is portrayed as a pair of hands joined within a globe. The globe signifies the international context of the nursing program. The hands are joined in such a way that the individual fingers are intertwined and hidden within the clasp of the two hands.



At one level, the clasped hands represent the interaction between nurse and partner, be that patient, individual, family, population, community, or member of the interdisciplinary healthcare team. In this interchange, the fingers of the two hands become so intertwined that it becomes difficult to determine which fingers derive from which hand.

At another level, the two hands represent the two foci of the curriculum: expertise in clinical nursing care and nursing in partnership with communities. Together these two capacities can effect dramatic changes in the world with which they interact.

The hand clasp can be loosened somewhat to reveal individual fingers that represent the strands of the nursing curriculum, as described by the ten curricular objectives: (1) a broad base of knowledge; (2) cultural competence; (3) critical thinking and the research process; (4) the nursing process; (5) health promotion; (6) professional nursing roles; (7) societal trends; (8) law and ethics; (9) life-long learning; and (10) service to the profession and community.



The ten strands are defined within the context of the overall program philosophy of cultural diversity and community partnership, as follows:

(1) A broad base of knowledge includes grounding in the natural and social sciences, the liberal arts as well as awareness of tradition and prior learning and experience.
(2) Transcultural nursing and cultural aspects of care include awareness of individual and cultural variations in health status, human development, values, beliefs, attitudes, history, and environment and how these differences affect the need for and acceptance of nursing care within a global context.
(3) Critical thinking includes the use of problem solving, clinical judgment/decision making and the research process to apply appropriate principles for the resolution of ever changing societal and professional problems.
(4) The nursing process involves assessing, diagnosing, planning, implementing and evaluating evidenced-based and culturally-appropriate nursing care in collaboration with patients, families, populations, communities, and other members of the health care team.
(5) Health promotion strategies incorporate the three modes of Leininger's Transcultural Nursing Care theory (preservation, accommodation and repatterning) to promote health of individuals/patients, families, populations, and communities within the limits of culturally acceptable behaviors.
(6) Professional nursing roles include those of provider of patient-centered care, health care team member/collaborator, leader/manager, educator, scholar, patient safety advocate, activist, mentor, and entrepreneur.
(7) Societal trends involve analysis of the impact of evolving socioeconomic, political, and demographic changes on nursing practice and health care systems.
(8) Legal and ethical principles that guide professional nursing practice include adherence to the Texas Nurse Practice Act, standards of professional nursing, nursing codes of ethics, and statutory and case law.
(9) Lifelong learning incorporates current evidence-based knowledge of nursing and health care standards.
(10) Service to the profession and community includes participation in activities of nursing- and health- related organizations of the University and community.

E. SCHOOL OF NURSING BSN PROGRAM OBJECTIVES

During the course of studies, the student will:

1. Synthesize knowledge from the arts, humanities, sciences, and other disciplines in developing a framework for nursing knowledge and practice.

2. Explore the effect of variations in health status, developmental processes, values, beliefs and attitudes, culture, history, and environment on nursing care needs.

3. Use critical thinking, clinical judgment/decision making, problem-solving, and the research process in the development of nursing knowledge and practice.

4. Assess, diagnose, plan, implement, and evaluate evidenced-based and culturally-appropriate safe nursing care with patients, families, populations and communities.

5. Evaluate utilization of health promotion strategies in the development of nursing practice.

6. Develop professional nursing practice frameworks and roles, including the provider of patient-centered care, health care team member/collaborator, leader/manager, educator, scholar, patient-safety advocate, activist, mentor, and entrepreneur.

7. Evaluate the impact of evolving technological, socioeconomic, political and demographic changes on nursing practice and health care systems.

8. Adhere to legal and ethical principles in the development of professional nursing practice.

9. Articulate a commitment to life-long learning.

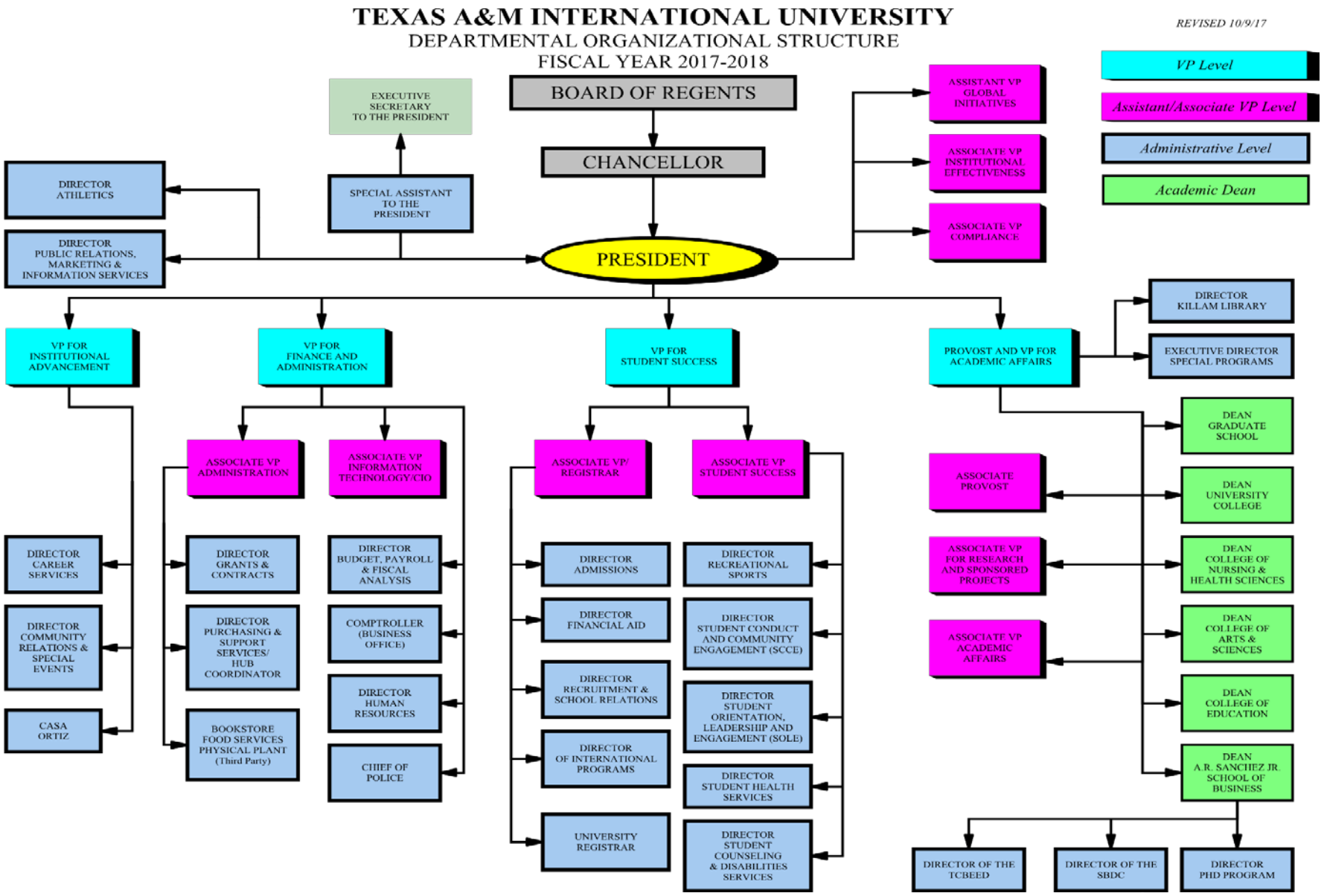
10. Participate in nursing- and health-related service opportunities.

III. ORGANIZATIONAL STRUCTURE

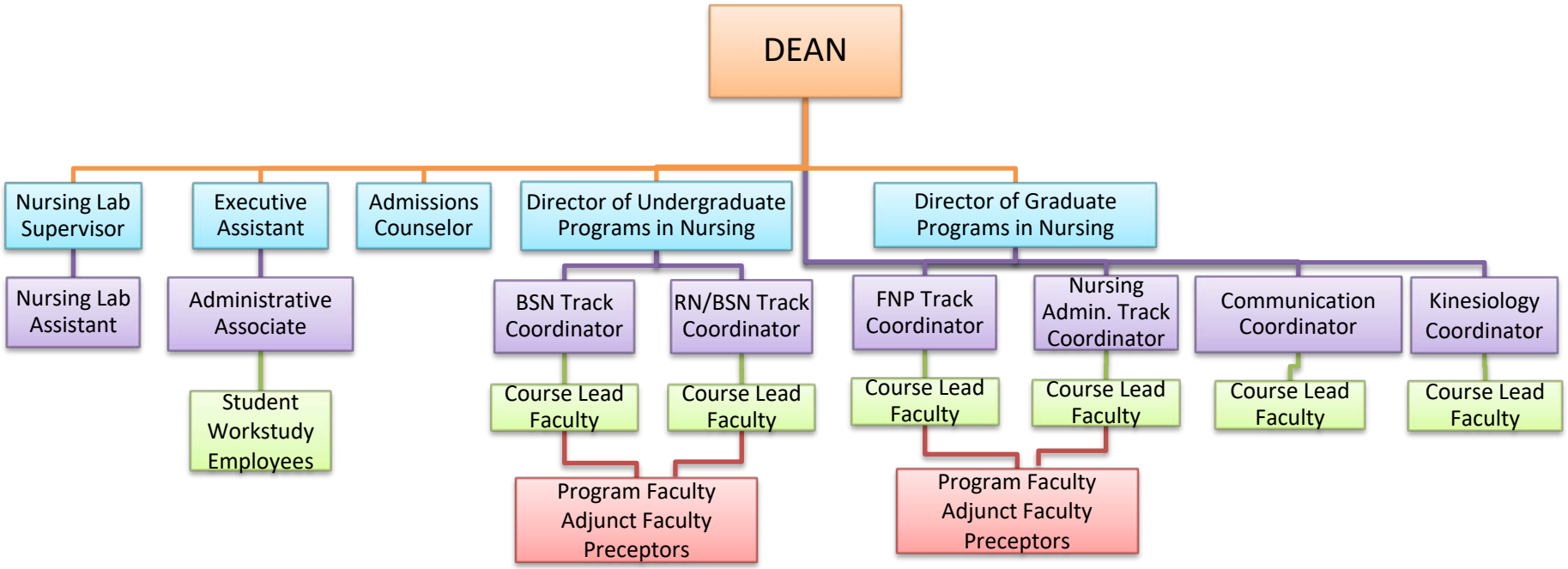
A. TEXAS A&M INTERNATIONAL UNIVERSITY FUNCTIONAL ORGANIZATIONAL STRUCTURE

B. COLLEGE OF NURSING AND HEALTH SCIENCES ORGANIZATIONAL CHART

A. TAMIU FUNCTIONAL ORGANIZATIONAL STRUCTURE



B. COLLEGE OF NURSING AND HEALTH SCIENCES ORGANIZATIONAL CHART



IV. FACILITIES

A. NURSING ADMINISTRATION OFFICES AND CLASSROOMS

B. SUE AND RADCLIFFE KILLAM LIBRARY

C. COMPUTER FACILITIES AND SERVICES

D. CLINICAL SITES

A. NURSING ADMINISTRATION OFFICES AND CLASSROOMS

The School of Nursing is located in Canseco Hall (CH), on the East side of the TAMIU campus. The Dean's office for the CSON is located in CH 301. Teaching laboratories, classrooms, and the computer laboratory are located on the first floor of the building. The simulation lab is located on the second floor of the building.

B. SUE AND RADCLIFFE KILLAM LIBRARY

Students and faculty at Texas A&M International University benefit from an attractive library facility that is well equipped to handle traditional print library resources as well as the rapidly expanding electronic library services. They also enjoy an excellent discovery tool and access to the library collections through the WorldShare Management System's WorldCat Discovery. The collection consists of 798,897 titles including print books, ebooks, audiovisual materials and Federal and Texas State Government Documents. Additionally the library has over 69,000 journal and magazine titles and houses substantial collections in microfilm and microfiche as well as archival materials in the Special Collections.

The Texas A&M International University library belongs to **TexShare**, a state-wide resource sharing network featuring joint electronic databases, an interlibrary loan agreement supported by a courier service administered through **Amigos Library Services**, and a universal library ID card. The Killam Library is also a member of **OCLC**, a world-wide library network, which makes the collections of other institutions available to our library through interlibrary loan. Killam Library's membership in the Texas Digital Library facilitates publication of locally produced digital materials such as thesis, dissertations and electronic journals. The library also belongs to a consortium of other Texas A&M University System libraries, which achieves greater value and more extensive resources through collective licensing of databases. More information on the Killam Library is available on the university web page (**http://library.tamiu.edu/**).

C. COMPUTER FACILITIES AND SERVICES

Student computer labs are available to all students. The computer labs are located in the Cowart Hall (C building), in the Sue & Radcliffe Killam Library first and second floor, in Pellegrino (PH)~~,~~ in Canseco Hall (CH), and in Student Center second floor. All computers in the labs have a log on screen. To receive a username and password, one must setup an account at https://dusty.tamiu.edu/.

The computer laboratory of the CSON has 48 computers to be used for a variety of computer-assisted tutorials as well as giving student's access to the Internet, Email and word-processing for the preparation of reports and assignments.

TAMIU nursing students and faculty may use the Laredo Regional Campus library as walk-in visitors. From on-campus they will have access through the library computers to all of the

databases of the main campus in San Antonio as well as to all of the electronic journals accessible from those databases. The only charge is for printing. However, students can even avoid the cost of printing if they save their articles to a USB drive or email the articles to their email accounts and print them later where they have free printing. The Laredo Regional Campus is located at 1937 E. Bustamante Street. The phone number is (956) 523-7404. They are open Monday to Thursday from 9:00 a.m. to 5:00 p.m. and Friday 8:00 a.m. to Noon.

Support staff for computer education, troubleshooting and repairs is available within the CSON and from the University. All staff is knowledgeable about computer utilization, with varying levels of expertise. Specialized knowledge and skills are available from the University Office of Information Technology (OIT) help desk. OIT has solutions for problems as simple as network access and computer trouble shooting to complex instructional design and advanced telecommunications applications to facilitate the learning process.

Minimum Technology Requirements:
It is recommended that students meet the technical requirements listed on the Instructional Technology and Distance Education Services' webpage when using the Blackboard (Bb), the learning management system (LMS) of the University. Below is information regarding orientation to Bb. Additionally, students can find assistance in Bb under the "Student Support" tab of Bb, information on technology support services, academic support services, student support services, and accessibility support services may be found there. Additionally, Atomic Learning training videos may be beneficial if any students lacking technology skills.

Students should have knowledge of basic computer and Internet skills, as mentioned on the TAMIU Instructional Technology and Distance Education Services' webpage.

TAMIU Email **for Students**

All students **must** set-up a TAMIU email account. TAMIU Email is a program that provides current and former students a web- based, life-long e-mail account. With this account, you can receive e-mail via the web from any computer with Internet access. There are several other features such as on-line calendar, address book, and notification of upcoming University events. With the TAMIU email your account can be used as a primary or secondary email address in which you can read or respond to your email via the web. Your e-mail address will be <yourid>@dusty.tamiu.edu.

TAMIU Uconnect

Uconnect is a single sign-on portal that provides the TAMIU community with the ability to access, send and receive information and collaborate in a secure and reliable way. This communication tool is customized according to a user's role such as student, faculty and staff allowing the filtering of information that is only targeted to each role.

D. CLINICAL SITES

Memorandums of understanding will be established between the Texas A&M International University, CSON and clinical practice facilities. Clinical practice facilities consist of inpatient facilities/hospitals, long term care facilities and community based settings for nursing students to complete their clinical hours of practice. A listing of these facilities is available upon request from the College of Nursing and Health Sciences (CONHS) Administrative office.

Any facility, may at any time, deny clinical practice privileges of students for failure to follow policies, procedures, and requirements. This may result in failure to satisfy clinical components of the program and may also result in dismissal from the program.

V. STUDENT LIFE

A. STUDENT RIGHTS

B. ACADEMIC HONESTY

C. STUDENT HEALTH & SAFETY

D. STUDENT ORGANIZATIONS

E. STUDENT-FACULTY COMMUNICATION

F. FINANCIAL AID OPPORTUNITIES

G. CORE PERFORMANCE STANDARDS

H. NON-DISCRIMINATION / SEXUAL HARASSMENT

I. PREGNANT AND PARENTING STUDENTS

J. ANTI-DISCRIMINATION/TITLE IX

A. STUDENT RIGHTS

POLICY:

The CSON acknowledged the Bill of Rights and Responsibilities for Students of Nursing adopted by the National Student Nurses Association.

1. Under no circumstances should a student be barred from admission to a particular institution on the basis of race, sex, sexual orientation, gender identity, age, citizenship, religion, national origin, disability, illness, legal status, or personal attributes, or economic status.
2. The freedom to teach and the freedom to learn are inseparable facets of academic freedom and quality education; students should exercise their freedom in a responsible manner.
3. Each institution has a duty to develop policies and procedures which provide for and safeguard the students' freedom to learn.
4. Students should be encouraged to develop the capacity for critical judgment and engage in an autonomous, sustained, and independent search for truth
5. Students should be free to take reasoned exception in an informed, professional manner to the data or views offered in any course of study. However, students are accountable for learning the content of any course of study for which they are enrolled.
6. Students should have protection through orderly approved standard procedures, against prejudicial or capricious academic evaluation. However, students are responsible for maintaining standards of academic performance established for each course in which they are enrolled.
7. Information about student views, beliefs, political ideation, legal status, United States citizenship status, sexual orientation or other personal information which instructors acquire in the course of their work or otherwise, should be considered confidential and not released without the knowledge or consent of the student, and should not be used as an element of evaluation.
8. The student should have the right to advocate for themselves and other students in the construction, delivery and evaluation of the curriculum.
9. Institutions should have a clearly written published policy as to the disclosure of private and confidential information which should be a part of a student's permanent academic record in compliance with state and federal laws.
10. Students and student organizations should be free to examine and discuss all questions of interest to them, and to express opinions in an informed, professional manner, both publicly and privately.

11. Students should be allowed to invite and to hear any person of their own choosing within the institution's guidelines, thereby advocating for and encouraging the advancement of their education.
12. The student body should have clearly defined means to participate in the formulation and application of institutional policy affecting academic and student affairs, thereby encouraging leadership, e.g., through a faculty-student council, student membership, or representation on relevant faculty committees.
13. The institution has an obligation to clarify those standards of conduct which it considers essential to its educational mission, community life, and its objectives and philosophy. These may include, but are not limited to, policies on academic dishonesty, plagiarism, punctuality, attendance, and absenteeism.
14. Disciplinary proceedings should be instituted only for violations of standards of conduct. Standards of conduct should be formulated with student participation, clearly written and published in advance through an available set of institutional regulations. It is the responsibility of the student to know these regulations.
15. The nursing program should have readily available a set of clear, defined grievance procedures.
16. As citizens and members of an academic community, students are exposed to many opportunities and they should be mindful of their corresponding obligations.
17. Students have the right to belong or refuse to belong to any organization.
18. Students have the right to personal privacy in their individual/personal space to the extent that their wellbeing and property are respected.
19. Adequate safety precautions should be provided by nursing programs, for example, adequate street and building lighting, locks, patrols, emergency notifications, and other security measures deemed necessary to ensure a safe and protected environment.
20. Dress code, if present in school, should be established with student input in conjunction with the school administration and faculty. This policy ensures that the highest professional standards are maintained, but also takes into consideration points of comfort and practicality for the student.
21. Grading systems should be carefully reviewed initially and periodically with students and faculty for clarification and better student-faculty understanding.
22. Students should have a clear mechanism for input into the evaluation of nursing education and nursing faculty.
23. The nursing program should track their graduates' success in finding entry-level employment as registered nurses and make this information available to all who apply and enroll.
24. The nursing program should provide comprehensive, clear and concise information related to student loans, scholarships and any other student financial aid.

The NSNA Student Bill of Rights and Responsibilities was initially adopted in 1975. The document was updated by

the NSNA House of Delegates in San Antonio, Texas (1991); and item #4 was revised by the NSNA House of Delegates in Baltimore, Maryland (2006). Further amendments were adopted by the House of Delegates at the NSNA Annual Convention on April 7, 2017 in Dallas, TX.

B. ACADEMIC HONESTY

POLICY:

TAMIU is committed to upholding the core values of Respect, Integrity, Service and Excellence in everything we do. Students are at the forefront of our University and are expected to follow the Student Code of Conduct by committing to the University's Honor Pledge.

PROCEDURE:

1. As a member in an academic community, students at TAMIU Canseco School of Nursing are expected to exhibit a high level of honesty and integrity in their pursuit of higher education, be mature, be self-directed and be able to manage their own affairs.

2. Students who are unwilling to abide by these basic expectations will find themselves facing academic and/or disciplinary sanctions.

3. Students are expected to share in the responsibility and authority with faculty and staff to challenge and make known acts that violate the TAMIU Code of Conduct.

4. Student may obtain more information on the Honor Code by visiting the Office of Student Affairs website.

5. TAMIU Article 7 Violations of Academic Conduct. Academic dishonesty is any act, or attempt, which gives an unfair advantage to the student. Academic dishonesty includes, but is not limited to:
    1) Plagiarism – The act of passing off some other person's ideas, words, or works as one's own. It includes, but is not limited to, the appropriating, buying, receiving as a "gift", or obtaining, by any other means, another's work for submission as one's own academic work. Examples include, but are not limited to:
        a) If in a paper or assignment, you include material that you researched in a book, magazine, newspaper, and/or on the Internet, you MUST cite the source. If you do not, you are committing plagiarism;
        b) If you copy somebody's test answers, take any portion from an article and pass it off as your own, lift a well-phrased sentence or two and copy and paste them without crediting the author or using quotation marks, or even pass off somebody's good ideas as examples of your own genius, you are committing plagiarism;
        c) If you borrow/lend a term paper, hand in, as your own work, a paper purchased from an individual or off the Internet, or submit, as one's own, any papers from living group's, club's, or organization's files;
        d) If you hand in the same paper in more than one class without the permission of the instructor.

2) Cheating – An act of deception in which a student misrepresents that he/she has mastered information related to an academic exercise. Examples include, but are not limited to:
    a) Copying from another student's test, lab report, computer file, data listing, logs, or any other type of report or academic exercise;
    b) Using unauthorized materials during a test;
    c) Consulting a cell phone, text messages, PDAs, programmable calculators with materials that give an advantage over other students during an exam;
    d) Using crib sheets or other hidden notes in an examination, or looking at another student's test paper to copy strategies or answers;
    e) Having another person supply questions or answers from an examination to be given or in progress;
    f) Having a person other than oneself (registered for the class) attempt to take or take an examination or any other graded activity. In these cases all consenting parties to the attempt to gain unfair advantage may be charged with an Honor Pledge violation;
    g) Deliberately falsifying laboratory results, or submission of samples or findings not legitimately derived in the situation and by the procedures prescribed or allowable;
    h) Revising and resubmitting a quiz or exam for regrading, without the instructor's knowledge and consent;
    i) Giving or receiving unauthorized aid on a take-home examination;
    j) Facilitating academic dishonesty: intentionally or knowingly helping or attempting to help another to violate the Honor Pledge;
    k) Signing in another student's name on attendance sheets, rosters, Scantrons;
    l) Submitting in a paper, thesis, lab report, or other academic exercise falsified, invented, or fictitious data or evidence, or deliberate or knowingly concealing or distorting the true nature, origin, or function of such data or evidence;
    m) Procuring and/or altering without permission from appropriate authority of examinations, papers, lab reports, or other academic exercises, whether discarded or actually used, and either before or after such materials have been handed in to the appropriate recipient; and
    n) Using, buying, selling, stealing, transporting, soliciting, copying or possessing, the contents of an unadministered test, a required assignment or a past test which has, by the professor, not been allowed to be kept by their students.
3) Lying – Deliberate falsification with the intent to deceive in written or verbal form as it applies to an academic submission.
4) Bribery – Providing, offering or taking rewards in exchange for a grade, an assignment or the aid of academic dishonesty.
5) Collusion – The unauthorized collaboration with another person in preparing academic assignments offered for credit and/or grade, collaborating with others on projects where such collaboration is expressly forbidden, or where the syllabus states the default as being one's own work.
6) Flagrant academic misconduct – Repeated or severe violation(s) of the academic rule.

C. STUDENT HEALTH & SAFETY

Texas A&M International University provides a safe, healthy and secure working environment for all its students.

All TAMIU students are eligible for TAMIU Student Health Services with a valid TAMIU ID. Physician and women's health visits are available. Services available include Episodic Care, Immunizations, Men's Health, Women's Health, and Nutrition Counseling.

The TAMIU policy on Campus alcohol and other drug policy is very clear. The unlawful manufacture, distribution, possession or use of alcohol or other drugs on Campus or at any University sponsored event by any member of the University community faculty, staff or student is prohibited.

It is the position of Texas A&M International University to have a smoke-free campus. The University shall maintain a smoke-free campus by adhering to its Smoke Free Campus Rule.

Students are required to provide proof of health insurance to participate in the clinical experience.

D. STUDENT ORGANIZATIONS

Students of the Canseco School of Nursing founded a chapter of the Texas Nursing Student Association in Spring 1999. In its first few months, members of the organization participated in several community health fairs and health awareness activities.

All undergraduate nursing students (BSN and RN/BSN) and pre-nursing students are urged to be active members of the Student Nurses Association (SNA) of the CSON. In this way students, can participate in the discussion of professional issues in the meetings and the students' new knowledge can impact health care delivery in the Laredo area.

E. STUDENT-FACULTY COMMUNICATION

1. Advisement

The CSON has an Admissions Counselor (AC) to assist students in: (1) planning their course of study, (2) selecting courses congruent with the nursing degree plan and career goals, and (3) utilizing existing University facilities, such as financial aid services. It is the students' responsibility to interact with the AC prior to or during each registration period to become knowledgeable of current offerings in the nursing program and review progress in the student's degree requirements. Each student is responsible for successful completion of all the degree requirements and for contacting the UAC for degree planning and preregistration appointment for each term.

The semester before graduation there will be a degree audit. Students are responsible for degree plan adherence. Changes to the degree plan will be approved by the Admissions and Progressions Committee.

2. Student Records

Students' records are maintained in the CSON office for five (5) years following graduation in an electronic format. These records will include: immunizations, background checks, drug screens, clinical evaluation by faculty and preceptor, counseling forms and all major correspondence, including degree plan and admission and acceptance letters.

The Open Record Policy is followed whereby students can review their own records within the respective office, but cannot take the record outside the office. All nursing students are responsible for keeping the Registrar's Office and the CSON office informed of any change in name, address, or phone number. In addition, students must provide evidence to the CSON of current nursing licensure (if appropriate), successful completion of the American Heart Association Basic Life Support (BLS) Provider certification, and current immunization status. A record of this information is kept in the student's administrative file. Such verification must be made prior to clinical experiences each year.

3. Student Participation on Faculty Committees

Student representatives may participate via teleconference in General Faculty meetings and selected CSON committees according to the CSON By-Laws.

F. FINANCIAL AID OPPORTUNITIES

Refer to the Texas A&M International University's Student Handbook. In addition, students should ask advisors about any special financial aid opportunities, which may be available to nursing students. Students may also find many additional opportunities through the Internet. Students are encouraged to exercise caution if solicited for financial aid opportunities outside of our University Financial Aid office. Many of these "opportunities" are phishing attempts to gain your personal information. School of Nursing scholarships applications can be picked up from the Nursing Administrative offices located in Canseco Hall.

G. CORE PERFORMANCE STANDARDS

The Texas A&M International Dr. F.M. Canseco School of Nursing has adopted the following Core Performance standards for Admission and Progression in compliance with the 1990 Americans with Disabilities Act (ADA).

Issue	Standard	Some Examples of Necessary Activities (not all inclusive)
Critical Thinking	Critical thinking ability for effective clinical reasoning and clinical judgement consistent with level of educational preparation.	Identify cause-effect relationships in clinical situations, developing nursing care plans.
Professional Relationships	Interpersonal skills sufficient for professional interactions with a diverse population of individuals, families and groups.	Establish rapport with patients/clients and colleagues
Communication	Communication adeptness sufficient for verbal and written professional interactions.	Explain treatment procedures, initiate health teaching, document and interpret nursing actions and patient/client responses.
Mobility	Physical abilities sufficient for movement from room to room and in small spaces	Move around in patients' rooms, work spaces, and treatment areas; administer cardiopulmonary procedures.
Motor Skills	Gross and fine motor abilities sufficient for providing safe, effective nursing care.	Calibrate and use equipment; position patients/clients.
Hearing	Auditory ability sufficient for monitoring and assessing health needs.	Hear monitor alarm, emergency signals, auscultatory sounds, cries for help.
Visual	Visual ability sufficient for observation and assessment necessary in patient care.	Observe patient/client responses.
Tactile	Tactile ability sufficient for physical assessment.	Perform palpation, functions of physical examinations and/or those related to therapeutic intervention, e.g., insertion of catheter

*Developed by the Southern Council on Collegiate Education for Nursing (SCCEN), March 1993 & Southern Regional Education Board (SREB). The Americans with Disabilities Act Implications for Nursing Education.

H. NON-DISCRIMINATION / SEXUAL HARASSMENT

Texas A&M International University (TAMIU) provides equal opportunity to all employees, students, applicants for employment, and the public regardless of race, color, national origin, religion, sex, age, genetic information, disability, veteran status, sexual orientation, or gender) identity. TAMIU will promptly, impartially, and thoroughly investigate all complaints of illegal discrimination, sexual harassment, and related retaliation in accordance with applicable federal and state laws, Texas A&M University System (TAMUS) Policy 08.01, TAMUS Regulation 08.01.01, and TAMIU rules and/or procedures.

Sexual harassment is a form of discrimination based on sex. It is defined as unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature that are so severe, persistent, or pervasive that it explicitly or implicitly affects an individual's employment, unreasonably interferes with an individual's work or educational performance, or creates an intimidating or hostile work or educational environment. Sexual harassment includes non-consensual sexual contact, sexual violence, rape, sexual assault, sexual exploitation as well as stalking, dating violence, and domestic violence when based on sex.

Any member of the campus community or public who witnesses, is subjected to, or is informed about incidents of illegal discrimination, sexual harassment, and/or related retaliation involving faculty, staff, or students should contact the University's Title IX Coordinator: Lauren A. Jones, J.D., 5201 University Boulevard, Laredo, TX 78041, Killam Library, Room 159B, (956) 326-2857, TitleIX@tamiu.edu. All Title IX complaints can also be filed with the Office of Civil Rights (Dallas Office), U.S. Department of Education, 1999 Bryan Street, Suite 1620, Dallas, TX 75201-6810, Phone: (214) 661-9600.

Inquiries regarding equal opportunity, disability services, or diversity should be directed to the University's Director of Equal Opportunity and Diversity: Lauren A. Jones, J.D., 5201 University Boulevard, Laredo, TX 78041, Killam Library, Room 159B, (956) 326-2857, lauren.jones@tamiu.edu.

TAMUS Policy 08.01, Civil Rights Protections and Compliance
TAMUS Regulation 08.01.01, Civil Rights Compliance
TAMUS Regulation 32.01.01, Complaint and Appeal Procedures for Faculty Members
TAMUS Regulation 32.01.02, Complaint and Appeal Process for Non-faculty Employees
University Rule 32.01.02.L1, Complaint and Appeal Process for Non-Faculty Employees
University Rule 08.01.01.L1, Civil Rights Complaint and Appeal Process
2016-2017 Student Handbook

I. PREGNANT AND PARENTING STUDENTS

Under Title IX of the Education Amendments of 1972, harassment based on sex, including harassment because of pregnancy or related conditions, is prohibited. A pregnant/parenting student must be granted an absence for as long as the student's physician deems the absence medically necessary. It is a violation of Title IX to ask for documentation relative to the pregnant/parenting student's status beyond what would be required for other medical conditions. If a student would like to file a complaint for discrimination due to his or her pregnant or parenting status, please contact the TAMIU Title IX Coordinator (Lauren A. Jones, J.D., 5201 University Boulevard, KLM 159B, Laredo, TX 78045, TitleIX@tamiu.edu, 956.326.2857) and/or the Office of Civil Rights (Dallas Office, U.S. Department of Education, 1999 Bryan Street, Suite 1620, Dallas, TX 75201-6810, 214.661.9600).

The University advises a pregnant or parenting student to notify his or her professor once he or she is aware that accommodations for such will be necessary. It is first recommended that the student and professor attempt to work out the reasonable accommodations with each other. The Office of Student Conduct and Community Engagement (Mayra Hernandez, MGHernandez@tamiu.edu) can assist the student and professor in working out the reasonable accommodations. In the event that a student will need a leave of absence for a substantial period of time from the University, the University urges the student to consider a Leave of Absence as outlined in the Student Handbook. As part of our efforts to assist and encourage all students towards graduation, TAMIU provides LOA's for students, including pregnant/parenting students, in accordance with the Attendance Rule and the Student LOA Rule. Both rules can be found in the TAMIU Student Handbook (http://www.tamiu.edu/scce/2016-2017%20Student%20Handbook.pdf).

J. ANTI-DISCRIMINATION/TITLE IX

TAMIU does not discriminate or permit harassment against any individual on the basis of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation or gender identity in admissions, educational programs, or employment. If you would like to file a complaint relative to Title IX or any civil rights violation, please contact the TAMIU Director of Equal Opportunity and Diversity/Title IX Coordinator, Lauren A. Jones, J.D., 5201 University Boulevard, Killam Library 159B, Laredo, TX 78041, TitleIX@tamiu.edu, 956.326.2857 and/or the Office of Civil Rights (Dallas Office), U.S. Department of Education, 1999 Bryan Street, Suite 1620, Dallas, TX 75201-6810, 214.661.9600.

VI. CURRICULUM

A. RN/BSN DEGREE REQUIREMENTS

B. TRADITIONAL RN/BSN COURSE DESCRIPTION & CURRICULUM

C. CURRICULUM: TRADITIONAL BACHELOR OF SCIENCE IN NURSING DEGREE PLAN

D. TRANSITION RN/BSN COURSE DESCRIPTION & CURRICULUM

E. CURRICULUM: RN/BSN TRANSITION DEGREE PLAN

F. SEQUENCE OF COURSES

G. THEORY & CLINICAL LABORATORY HOURS

H. FIELD OF STUDY CURRICULUM FOR NURSING

A. DEGREE REQUIREMENTS

TRANSITION RN/BSN COURSE DESCRIPTION & CURRICULUM

RN/BSN Nursing courses: The RN/BSN track in the CSON facilitates nurses, who have either an Associate Degree in Nursing (ADN) or a diploma in nursing, to complete the requirements for a Bachelor's of Science in Nursing.

Degree Requirements

1. **Hours Required**: A minimum of 120 semester credit hours (SCH): 45 hours must be advanced, and fulfillment of degree requirements as specified in the "Requirements for Graduation" and the Dr. F.M. Canseco School of Nursing sections of this catalog.
2. **University Core Curriculum**: 42 SCH as outlined in the suggested plans and as specified in the Requirements for Graduation. Wellness/Activity requirements met within nursing courses.
3. **BSN Additional Requirements**: 11 SCH including BIOL 2415/2421, BIO 2102, PSYC 2314, and NURN 2321.
4. Major: 32 SCH NURN 3311, 3313, 3314, 3410, 3312, 3320, 4411, 4310, 4313, and 4314.
5. After successful completion of NURN 3314, 35 credits will be transferred in for previous coursework (ADN-RN).

B. CURRICULUM: TRANSITION RN/BSN DEGREE PLAN

Texas A&M International University ❖ College of Nursing and Health Sciences
Dr. F. M. Canseco School of Nursing ❖ Bachelor of Science in Nursing (RN/BSN)

Semester 1	Semester 2	Semester 3	Semester 4
ENGL 1301, English I	ENGL 1302, English II	PSCI 2305, National Government	PSCI 2306, State Government
BIOL 2301, A&P I	BIOL 2302, A&P II	PSYC 2301, Introduction to Psychology	MATH 1342, Math Statistics
BIOL 2101, A&P I Lab	BIOL 2102, A&P II Lab	ENGL/PHIL/SPAN*, Literature, Philosophy or Spanish	PSYC 2314, Lifespan Growth and Development
HIST 1301, History I	HIST 1302, History II	BIOL 2415/2421, Microbiology for Allied Health or General Microbiology	NURN 2321, Pathophysiology
ARTS/DANC/MUSI*, Creative Arts	UNIV 1402, University Seminar Signature		
UNIV 1101, University Seminar			

*Select any course listed under the University Catalog (Core Curriculum Requirements)

RN/BSN
First course after admission
NURN 3311, Cultural Determinants of Health Behavior (WIN)

Courses taken at any point after admission:
NURN 3313, Transition to Professional Nursing
NURN 3314, Transition to Professional Nursing Clinical
NURN 3410, Health Assessment
NURN 3312, Global Health Nursing (WIN)
NURN 3320, The History of Nursing
NURN 4313, Nursing Leadership and Management
NURN 4314, Nursing Leadership and Management Clinical
NURN 4411, Community Nursing
NURN 4310, Nursing Research (WIN)

C. SEQUENCE OF COURSES

RN/BSN (BACHELOR OF SCIENCE IN NURSING)

Registered Nurse students are admitted on a space available basis. Students are responsible for reviewing the Program of Study Requirements **and the requirements of the Dr. F. M. Canseco School of Nursing**; and must meet **foreign language and writing intensive course** requirements for graduation. See Academic Regulations-Undergraduate. Admission into the nursing program is highly competitive and completion of prerequisites does not guarantee admission. Please refer to the **CONHS Student Handbook** for more information on admission into the program.

FALL	**HOURS**	**SPRING**	**HOURS**
FRESHMAN YEAR		**FRESHMAN YEAR**	
ENGL 1301, English I	3	ENGL 1302, English II	3
BIOL 2301, A&P I	3	BIOL 2302, A&P II	3
BIOL 2101, A&P I Lab	1	BIOL 2102, A&P II Lab	1
HIST 1301, History I	3	HIST 1302, History II	3
ARTS/DANC/MUSI*, Creative Arts	3	UNIV 1402, University Seminar	4
UNIV 1101, University Seminar	1	Signature	
Total	**14**	**Total**	**14**
SOPHOMORE YEAR		**SOPHOMORE YEAR**	
PSCI 2305, National Government	3	PSCI 2306, State Government	3
PSYC 2301, Introduction to Psychology	3	MATH 1342, Math Statistics	3
ENGL/PHIL/SPAN*, Literature, Philosophy or Spanish	3	PSYC 2314, Lifespan Growth and Development	3
BIOL 2415/2421, [1]Microbiology for Allied Health or General Microbiology	4	NURN 2321, Pathophysiology	3
Total	**13**	**Total**	**12**
FIRST COURSE AFTER ADMISSION		**COURSES TAKEN AT ANY POINT AFTER ADMISSION**	
[2]NURN 3311, Cultural Determinants of Health Behavior (WIN)	3	NURN 3313, Transition to Professional Nursing	3
		[3]NURN 3314, Transition to Professional Nursing Clinical	3
		NURN 3410, Health Assessment	4
		NURN 3312, Global Health Nursing (WIN)	3
		NURN 3320, The History of Nursing	3
		NURN 4313, Nursing Leadership and Management	3
		NURN 4314, Nursing Leadership and Management Clinical	3
		NURN 4411, Community Nursing	4
		NURN 4310, Nursing Research (WIN)	3

Credits by transfer upon completion of NURN 3314: 35

TOTAL SEMESTER CREDIT HOURS: 120

[1]Microbiology, select from BIOL 2415 or BIOL 2421.

[2]NURS 3311 must be the first course taken after admission into the nursing program.

[3]Upon successful completion of the NURN 3314 (Trans to Prof Roles Clinical), 35 credits will be transferred in from previous nursing coursework.

*Information on tuition, fees, and length of program can be found on the University web site.

**The School of Nursing is accredited by the Accreditation Commission for Education in Nursing (ACEN). The contact information for the ACEN is 3343 Peachtree Road NE, Suite 500; Atlanta, Georgia 30326 Phone: (404) 975-5000; Fax: (404) 975-5020, www.acenursing.org.

**Actual degree plans may vary depending on availability of courses in a given semester. Some courses may require prerequisites not listed*

D. THEORY AND CLINIC LABORATORY HOURS

Credit hour allocation follows the standard university ratio of one semester credit hour for one clock hour of class time and one semester credit hour for one clock hours of clinical experience. Nursing is a practice discipline, requiring substantial hands-on clinical experience in support of classroom learning. Beginning students require more background classroom learning and supportive laboratory instruction, whereas advanced students require increased hours of clinical field experience in preparation for transition to the nursing workplace.

VII. RN/BSN POLICIES AND PROCEDURES

Admission Requirements for RN/BSN Program

POLICY:

The CSON encourages Registered Nurses who have obtained degrees from a diploma or associate nursing program, to advance their educational attainment to improve the quality of care of patients, families, and communities.

The Texas A&M International University Dr. F.M. Canseco School of Nursing has adopted the Core Performance standards for Admission and Progression in compliance with the Americans with Disabilities Act (ADA).

PROCEDURE:

1. Students must have been accepted by Texas A&M International University and must be a declared nursing major.

2. Students who apply must have an overall GPA of 2.5 in a 4.0 scale with a grade of "C" or better in pre-requisite courses, including transfer courses.

3. Students must provide evidence of current licensure without restrictions as a Registered Nurse. The CSON adheres to the Texas Board of Nursing, RN Nurse Licensure Compact agreement.

4. The RN/BSN application is available throughout the year. At student expense and before the first clinical course the student must provide,
   a. verification of a criminal background screening
   b. drug screen
   c. proof of current immunizations

5. The Admission and Progression Committee will determine the final selection of students entering the program. Students who are offered admission to the CSON and elect to decline, must notify the Undergraduate Admissions Counselor of their decision. Students, who decline admission, must reapply the next admission cycle.

RN/BSN Nursing Re-entry

POLICY:

Re-entry to the CSON is based on the number of seats available, student's GPA, and history of critical incidents and/or clinical warning. There is no guarantee of re-entry.

PROCEDURE:

1. A student who withdraws from any nursing course may be required to withdraw from all other nursing courses due to concurrent registration requirements.

2. A student who withdraws and intends to apply for re-entry into the BSN program must apply and return the next time the course is offered. Exceptions will be considered on a case by case basis by the CSON Admission & Progression Committee.

3. Students must petition the CSON Admission and Progression Committee for re-entry into the School of Nursing using the Petition for Special consideration form.

4. Applicants for re-entry must be eligible for re-admission to the University.

5. At the discretion of the CSON faculty, a student must demonstrate the clinical proficiency requirements for each nursing course previously successfully completed.

6. Recommendations of the CSON Admission and Progression Committee are forwarded to the Dean of the College of Nursing and Health Sciences.

Transfer of Nursing Course Credit from Other Institutions

POLICY:

The Canseco School of Nursing (CSON) may accept transfer coursework earned from other accredited schools of nursing programs. Transfer credit will be determined on a course-by-course basis.

PROCEDURE:

1. Students must provide a letter from the transferring institution indicating that the student who is transferring is eligible for reentry and in good standing.

2. Transfer applicants must meet all the University and School of Nursing admission requirements.

3. RN/BSN nursing students must have an active unencumbered RN license from the state where clinical requirement will be met.

4. If a course taken at another University does not transfer as a direct replacement, the student may petition the CSON Admission and Progression committee for acceptance as part of the degree plan. Students must apply to the CSON Admission and Progression Committee to be given credit for the nursing courses completed with a grade of "C" or higher at another institution. The course transfer credits must be upper division level.

5. Students placement in the curriculum will be determined by the CSON Admission and Progression Committee.

6. For admission requirements, review Admission Requirements for RN-BSN program policy.

Criminal Background Check

POLICY:

All students in the Canseco SON shall have a criminal background check before acceptance into the nursing program. Clinical agencies/facilities protocols require clinical background checks for security purposes on all employees, staff, volunteers, and students, who supervise care, render treatment and provide services in clinical settings. The CSON adheres to the policies of all clinical facilities which the CSON is affiliated with for student clinical learning experiences.

PROCEDURE:

1. Nursing applicants must undergo a background. Refusal of a background check will result in the student not being considered for entry into the CSON.

2. Upon applying to the CSON, students must provide the CSON their legal name, DOB, mailing address, SS# and RN license number.

3. The student is responsible for payment of services and the cost of the background check, when required.

4. If the CNHS/CSON is notified of a change in the student's background status that would result in the student's inability to meet any of the clinical site's background clearance requirements, the student must withdraw from the nursing program until the matter is satisfactorily resolved.

5. The CSON reserves the right to request random criminal background checks at any time, with the student responsible for all costs. Clinical facility or agency sites have the right to deny any student entry into their institution.

6. Once admitted to the CSON, students receiving any communication from their state licensing board, must communicate this information to the CSON.

Substance Use and / or Abuse Screening

POLICY:

All students accepted into the CSON shall have a current drug screen before admission to the nursing program to ensure safety of the public and comply with clinical agencies/facilities protocols. Substance use screens also apply to alcohol.

Admission and continued enrollment in the CSON will be withdrawn for any student with a positive drug or alcohol (refers only to drugs that do not address a documented health related purpose) and for those refusing to have screening done.

PROCEDURE:

1. Students must have a negative drug or alcohol screen documented with the CSON before admission. Student with a positive drug or alcohol screen will not be eligible to enroll in the nursing program.

2. Nursing student may be required to undergo a random or annual drug screen within the timeframe provided by the CSON. This may occur at any time with the student responsible for all costs.

3. Refusal of a drug or alcohol screen or a positive drug or alcohol screen will result in the student not being considered for entry or continued enrollment in the CSON. Students are also ineligible for readmission into the SON.

4. Clinical facility or agency sites have the right to deny any student entry into their institution.

5. A company designated by the CSON will notify the Admission Counselor of any individual who fails the drug screening, to which the Dean of the SON will be notified.

Grading Scale and Grade Rounding Policy

POLICY:

The CSON has adopted a grading scale in line with other Texas schools of nursing:

A- 90-100
B- 80-89
C- 70-79
***F- Below 70**

PROCEDURE:

1. Nursing students must achieve a grade of C or higher in both theory and clinical components of a course in order to pass that course and progress in the program. A grade of F in either theory or clinical components will constitute a course failure.

2. To pass a nursing course and progress in the program, a nursing student must attain an exam average (includes tests and the final) of 70% or higher.

3. To pass a nursing course and progress in the program, a nursing student must attain an overall course average of 70% or higher.

Grade Rounding

1. All grade assignments and assessments (exams, quizzes, etc.) will be calculated to the hundredth (i.e. 2 decimal points).

2. The final numeric course grade are calculated to two decimal places and rounded mathematically as follows:
   a. Less than 0.45: Round down to next whole number (i.e. 89.44 would be rounded down to 89).
   b. 0.45 or greater: Round up to next whole number (i.e. 89.45 would be rounded up to 90).

Course Policy

POLICY:

Each course syllabus includes a statement of course objectives and clinical competencies that must be achieved for successful completion of the course. These may be more, but not less, stringent than overall school or university policies.

PROCEDURE:

1. A student who believes that their grade was a result of unfair implementation of course policies and /or grading, may file a grade appeal request utilizing procedures noted in the Student Grievance Policy.

Examination Policy and Guidelines

POLICY:

Accurate assessment of knowledge and competencies is essential to ensure that students possess the information necessary for safe practice in clinical sites. Most nursing course examinations use a NCLEX format, which is different from other methods of testing. Test items assess the student's ability to apply and analyze knowledge learned in the course. Testing format for the course is identified in each nursing course syllabus.

PROCEDURE:

1. All exams will be proctored via an online software program. The software program monitors the student's facial movement during throughout the examination period.

2. An examination is considered completed when a student exits the exam.

3. Examination grades will be posted as noted in the course syllabus.

4. Course faculty may elect to establish other requirements at their discretion but in no case, will these requirements be less stringent than those in this policy.

5. No exam grade shall be dropped when determining the overall course grade.

6. Standardized Achievement Tests will be administered at various times during the student's enrollment in the RN/BSN program. The results will be used to identify strengths and weaknesses and assist in prescribing remedial activities that may be included in determining the final course grade, as per the course syllabus.

7. A comprehensive final exam must be taken as scheduled in the course syllabus.

8. If the student must be absent from the final exam, the student must notify the lead faculty **PRIOR to the final examination**. The lead faculty shall be notified in a written format, preferably via Blackboard Email that includes a date and time. A final exam that is missed by a student, at the discretion of the lead faculty, may contain similar content. The rescheduled final will be on an agreed date and time determined by both the lead faculty and student.

Student Counseling

POLICY:

It is the responsibility of faculty to provide students with constructive feedback to facilitate successful completion of course requirements.

PROCEDURE:

When faculty identifies an academic or behavioral issue that could negatively impact successful completion of a course, the faculty will arrange a conference meeting time with the student.

1. The faculty will identify the problem(s), and with student input, develop a plan of action to correct the problem. The plan of action will be documented on a *Counseling Form*.

2. A Counseling Form may be used to provide recognition for a student who demonstrates excellence in class or clinical.

3. Signature from the student and faculty will be obtained on the *Counseling Form*.

4. The signed Counseling Form will be place in the student's file.

Student Grievance

POLICY:

It is important that students be given the right to be heard. A nursing student who wishes to appeal a grade or file a complaint may do so in a structured manner.

PROCEDURE:

1. The student must first attempt to resolve any conflict with the faculty member or lead faculty of the course. This should be done within 2 weeks of discovery.

2. If the conflict is not resolved, the matter will be referred to the RN-BSN Program Coordinator.

3. If the RN-BSN Program Coordinator cannot resolve the matter, the student may petition to the Undergraduate Program Director.

4. If the matter is not resolved by the Undergraduate Program Director, the matter will be referred to the Dean of the CONHS.

5. If the conflict involves a course grade, then CSON Course Policy is implemented.

Add, Drop, Withdraw, and Incomplete

POLICY:

The CSON follows the general policies of Texas A&M International University as outlined in the catalog with respect to add, drop, withdrawal and incomplete grades. Pre-requisites NURN 2320 Nutrition and NURN 2321 Pathophysiology are excluded from this policy.

PROCEDURE:

1. Students must achieve a "C" (2.00) or better in each nursing course. A student may not continue in subsequent courses for which the failed course is prerequisite until a minimum grade of "C" has been achieved.

2. A student receiving an "F" grade in either the theory or the clinical portion of any nursing course will fail that course.

3. No NURN course can be taken more than twice, this includes, withdrawal or a failure, without earning a "C" or better.

4. Students will be permanently dismissed from the program and will not be considered in good standing if two (2) "F's" are earned in any NURN course.

5. Students may receive an "I" (incomplete) in a course, in keeping with TAMIU policy. The student and course faculty will contract for completion of the course requirements.

Student Clinical Role

POLICY:

Nursing courses include a variety of clinical activities. Clinical activities involve diverse settings in the community. The purpose of the clinical experience is to provide students with the opportunity to integrate theory and practice. Students will be placed in a variety of agencies where they will focus on specific activities as indicated by specific clinical assignments.

PROCEDURE:

1. Students represent the CSON at Texas A&M International University to the agency and to the community at all times they are in the clinical area.

2. When in the student role you must remain in that role. Clinical skills must not be performed unless they are part of your student assignment and approved by your clinical instructor.

3. Adherence to Texas BON regulations requires that a TAMIU student ID be worn at all times in the clinical setting. The student ID can be obtained from Campus Card services located in the Zaffirini Student Success Center.

4. Students are required to provide proof of health insurance to participate in the clinical experience.



Student Professional Dress & Appearance

POLICY:

Student Clinical Role
Students are representative of TAMIU College of Nursing and Health Sciences and must present themselves as ambassadors of this program. Students are expected to be respectful to preceptor, faculty, staff, patients and their families. Reports of unprofessional behavior or dress will result in the student being counseled and possibly subject to review by the CNHS Admission & Progression Committee and/or the University Office of Student Conduct and Community Engagement. Students are expected to conform to the dress of the clinical site were the coursework is completed.

PROCEDURE:

1. Student ID: When in the student role, you are expected to dress in a professional manner and to display your student name tag with picture and name fully visible above waist level. Student ID's are to be clipped to ones' uniform. An ID badge should identify the individual as a Registered Nurse and TAMIU College of Nursing and Health Sciences undergraduate student. The student should only wear these badges when in the clinical setting. ID strings or cords are considered unsafe and are not permitted.

2. Professional dress: Consists of a clean shirt or blouse and slacks. Slacks should come to the top of the shoes. No cargo, capri or spandex pants is permitted. The use of a white lab coat over the professional dress is preferred. The use of scrubs or jeans is not permitted.

3. Hair must be tied back and up from the face, and of a natural color. Buns, braids, and a secure ponytail that does not touch the collar or fall toward the face are acceptable. Bangs must be pinned back at all times. Plain barrettes are accepted. No ribbons, flowers or ornate headbands are permitted. Men shall be clean shaven. Beards and mustaches must be neatly trimmed and should not touch the student's uniform.

4. Fingernails: Nails must be clean, trimmed, and short length so as not to injure clients. Nail polish and artificial nails are prohibited.

5. Shoes: No clogs, open heel or open toe shoes are allowed. Low heeled shoes are a necessity to be able to move quickly.

6. Jewelry**:** No rings except a plain band should be worn during client contact. No necklaces and bracelets with stones are allowed. One pair of small stud earrings may be worn if ears are pierced.

7. Tattoo/skin piercing**:** All tattoos, skin piercings and ear gauges MUST be covered or removed. Other visible piercings, including tongue studs shall not be permitted.

8. Personal/Cosmetics: Be generous with antiperspirant or deodorant. Avoid perfume, aftershave, or cologne because this frequently provokes allergic reactions with patients.

9. Gum: No gum chewing is allowed while in uniform.

10. Tobacco Use: No tobacco products are to be used immediately before or during clinical times. The smell of smoke lingers in hair and clothing which can cause breathing problems for patients and colleagues.

11. The clinical preceptor has the right to dismiss any student who is not compliant with the facility dress code.

Student Health Requirements for Clinical Nursing Courses

POLICY:

Memorandums of understanding have been established between the Texas A&M International University, CSON and clinical practice facilities. As part of our agreement the SON will abide by the clinical practice facilities policies and procedures. These policies and procedures may include immunization or health guidelines which may be more stringent than what is defined below.

To be eligible for clinical coursework all admitted nursing students shall have all immunizations current and documented via the immunization tracking system utilized by TAMIU-CSON. Failure in providing documentation prior to the first class day of each semester will result in not being allowed to attend clinical.

PROCEDURE:

1. Each student will submit records to Verified Credentials (immunization tracking system) showing proof of the following immunizations. Documentation stating history of illness will not be accepted
   a. TdaP or Td (tetanus-diphtheria and pertussis).
   b. MMR series or positive titer confirming immunity.
   c. Hepatitis B series or positive titer confirming immunity,.
   d. Varicella series or positive titer confirming immunity.

2. Students will also be required to update immunizations annually and submit documentation to Verified Credentials which include:
   a. Annual tuberculosis (TB) skin test or blood test. If a documented reaction (10mm or more) or a history of documented reaction, a current chest x-ray or within the last 3 years, shall be accepted. A tuberculosis questionnaire will be completed by all students who are unable to receive a tuberculin skin test, regardless of submission of a chest X-Ray.
   b. Annual influenza (received in the Fall of each year).

3. Refusal to receive any the required immunization for this program is the student's prerogative; however, the CSON adheres to the health care institution policies and procedures that we work with. Students may not be able to complete the required clinical rotations hours without a current immunization status.

4. A current physical examination certifying good health and ability to perform student nursing functions, obtained from a U.S. healthcare provider (MD, NP, or PA) will also be required.

American Heart Association BLS Providers Certification for Students

POLICY:

All students shall show proof of current American Heart Association (AHA) Health Care Provider (HCP) Basic Life Support certification prior to going into the clinical area each semester.

PROCEDURE:

1. All nursing students must provide a copy of a current AHA Basic Life Support (BLS) Provider certification. This copy will be placed in the student's file.

2. Students are responsible for maintaining a current BLS certification throughout their nursing course work.

3. Students will not be allowed to go into the clinical area without BLS certification.

Clinical Attendance

POLICY:

Clinical hours are required to provide students the opportunities to obtain knowledge and skills to function safely as a professional nurse. Punctuality is expected in the professional workplace. Therefore, tardiness for clinical experience jeopardizes the student's ability to give safe nursing care.

PROCEDURE:

1. A clinical absence is defined as a failure to complete or attend an assigned clinical rotation due to:
   a. Student illness.
   b. An unexpected emergent situation (i.e., death of immediate family member or significant other).

2. In the event of imminent absence, the student will:
   a. Notify the clinical preceptor.
   b. If appropriate, notify the clinical agency at least one hour prior to scheduled clinical experience.

3. In the event of an emergency preventing the prior notification, the clinical preceptor should be notified within 24 hours of the missed clinical day.

4. Student must contact the preceptor of record to make arrangements to make up the missed clinical hours.

4. Students are responsible for meeting their commitment to the clinical schedule. It is expected that students will arrive on time and stay for the entire for clinical experience as assigned.

5. Each nursing course with a clinical component has a set number of clinical hours required as part of the course curriculum. Regardless of an excused or unexcused absence students are required to meet the minimum number of clinical hours defined in the course syllabus.

6. Absences considered excusable by TAMIU are found in Appendix F: TAMIU Attendance Rule.

Unsafe Clinical Performance / Patient Safety

POLICY:

Any act, omission or commission that may result in harm to the patient is considered unsafe clinical practice.

An unsafe clinical act includes, but is not limited to, the following:

a. Harm or threats to harm the physical, psychological, microbiological, chemical, or thermal safety of a patient.
b. Disregard of previously mastered principles, learning, or objectives in carrying out nursing skills and/or delegated medical functions.
c. Performing inappropriate acts of omission and/or commission.
d. Lack of adherence to current CDC guidelines for infection control.
e. Failure to recognize one's own limitations, incompetence, and/or legal responsibilities.
f. Failure to accept moral and legal responsibility for one's own actions, thereby violating professional integrity as expressed in the Code of Nurses, Good Professional Character policy.
g. Arrival at clinical setting in an impaired condition as determined by the clinical preceptor.

PROCEDURE:

1. Clinical objectives will be clearly defined for students and clinical requirements stated in the course syllabi as well as how the clinical grade will be determined.

2. Nursing students will provide nursing care to clients under the facilitation and supervision of the preceptor.

3. Preceptor may remove a student from the clinical setting if the level of performance does not meet an acceptable level of competency.

4. A failure in the clinical portion of the course results in failure of the course regardless of theory grades.

Confidentiality / HIPPA

POLICY:

Nurses are entrusted with a great deal of personal information about their patients in order to plan comprehensive care. The student role requires that some of this information be shared with the preceptor, faculty, and other students in a clinical conference setting. The Health Insurance Portability and Accountability Act of 1996 (HIPAA) regulations provides federal protections for personal health information held by covered entities and gives patients an array of rights with respect to that information. Students, preceptors, and faculty share the burden of carefully protecting the privacy of all persons concerned.

PROCEDURE:

1. Students are provided annual orientations in the classroom and clinical settings regarding HIPAA regulations prior to entering a clinical setting.

2. Students shall not identify patients with any patient identifying information in any written assignment, i.e., patient full name, patient initials, medical ID#, room #s, etc.

3. Students shall not discuss any patient information outside of the assigned clinical conference or class time.

4. Cell phones or other electronic devices are not permitted in the clinical setting. Cell phones are not allowed on your person during the clinical experience.

5. Social networking technology used to share or reflect upon your student nurse experience is strictly prohibited.

6. Violations of confidentiality are reportable to the Dean of the SON.

Social Networking Policy

POLICY:

To ensure the mission to protect and promote the welfare of the people served, the CSON supports both the guidelines and principles of social media use by the National Council of State Boards of Nursing (NCSBN) and the American Nurses Association. To safeguarding the CSON identity, integrity, and overall reputation and to prevent violation of confidentiality, this policy outlines the privacy and confidentiality issues related to students' social network postings.

Definition: Social Networking
Any activity that involves interaction with other individuals/users in an online environment, i.e., Facebook®, YouTube®, Twitter®, LinkedIn®, Instagram®, Snapchat® and blogs. The use of electronic devices to record pictures, images and other information or data that may be stored, reviewed, or shared with others either immediately or at a future date are considered social networking.

PROCEDURE:

1. Nursing students must recognize that they have an ethical & legal obligation to maintain patient privacy and confidentiality at all times.

2. Nursing students are strictly prohibited from transmitting by way of any electronic media any patient - related image. In addition, nurses are restricted from transmitting any information that may be reasonably anticipated to violate patient rights to confidentiality or privacy, or otherwise degrade or embarrass the patient.

3. Do not identify patients by name or post or publish information that may lead to the identification of a patient. Limiting access to postings through privacy settings is not sufficient to ensure privacy.

4. Do not take photos or videos of patients on personal devices, including cell phones. Follow employer policies for taking photographs or video of patients for treatment or other legitimate purpose using employer-provided devices.

5. Maintain professional boundaries in the use of electronic media. Online contact with patients or former patients blurs the distinction between a professional and personal relationship.

6. Promptly report any identified breach of confidentiality or privacy, to the Lead Instructor, Undergraduate Program Director or BSN Program Director, and the Dean of the CONHS.

7. Students must be knowledgeable of and comply with the clinical agency policies regarding use of clinical agency - owned computers, cameras, and other electronic devices and use of personal devices in the clinical setting.

8. Social networking technology used to share or reflect upon your student nurse experience is strictly prohibited.

9. Violations of confidentiality may result in a clinical “F” day and are reportable to the Dean of the CSON.

Blood or Body Fluid Exposure

PURPOSE:

Implement a systematic approach for blood or body fluid exposure which includes all elements required by the Occupational Safety Health Administration (OSHA) bloodborne pathogens standard (29 CFR 1910.1030).

POLICY:

The TAMIU, Dr. F. M. Canseco SON is committed to providing a safe and healthful environment for faculty and students. In pursuit of this goal, the following policy is provided to eliminate or minimize exposure to bloodborne pathogens. The CSON recognizes the profession of nursing includes tasks and procedures in which occupational exposure to blood and/ or body fluids may occur.

PROCEDURE:

1. Immediate treatment will need to be sought by the nursing student, following the clinical site Bloodborne Pathogen Protocol.

2. Completion of CSON Incident Report Form is required within 24 hours of incident.

3. The nursing student is responsible for completing the clinical facility protocol and ensuring that all medical actions required by the facility are performed.

4. In the event the student is unable to follow the clinical site Bloodborne Pathogen Protocol for any reason, the student may consult a private healthcare provider and follow the providers' protocol.

5. In either event, notification of blood testing results will follow the facility's medical protocol.

6. Any incurred expense is the student's responsibility.

7. An Incident Report Form is completed and forwarded to the Dean of the CONHS. A form is placed in the student's file.

Clinical Incident

POLICY:

Each faculty member is responsible for accurate documentation of incidents in the performance of clinical activities. Examples of clinical incidents: patient safety incidents, student safety incidents or unprofessional conduct.

PROCEDURE:

1. The student is required to notify clinical preceptor at the time of the event and complete the clinical agency's incident report form, if appropriate.

2. The clinical preceptor is responsible for notifying appropriate agency personnel at the time of the event. The agency specific protocol will be followed as defined by the clinical agency policy

3. The clinical preceptor will counsel the student verbally and in writing regarding the incident. A copy of the incident report form will be forwarded to the faculty and the Dean of the CONHS. The form will then be placed in the student's permanent file.

4. Any incurred expense is the student's responsibility,

Liability Insurance Requirements

POLICY:

The Dr. F. M. Canseco School of Nursing requires all nursing students who have patient contact to have liability insurance coverage.

PROCEDURE:

1. All students in the CSON have liability coverage from the University.

2. The liability insurance provides protection for students while they are participating in the clinical practicums, as required for academic course work.

Evaluation of Student Clinical Performance

POLICY:

Students will receive formative clinical evaluations throughout the semester.

PROCEDURE:

1. Each student will receive a written summative clinical evaluation at the completion of each clinical course. This evaluation will be discussed with the student.

2. The student will be asked to sign and date the evaluation before it is filed in his/her permanent record.

3. If for any reason, the student disagrees with the clinical evaluation, the student may submit a petition regarding the dispute with the CSON Admission & Progression Committee.

Student Evaluations of Preceptor, Faculty, Courses, and Clinical Agencies

POLICY:

All students shall be given the opportunity to evaluate their preceptor, faculty, courses and clinical agencies at the completion of each course/clinical.

Student evaluation of their preceptor, courses and clinical agencies is invaluable to instructors as they strive for excellence in teaching performance. Student input serves to enhance the teaching-learning process by providing their preceptor with appraisals of areas of strengths and areas of needed change and/ or improvement.

A student should regard the evaluation of their preceptor as both a privilege and a right, with inherent responsibility for objectivity.

PROCEDURE:

1. For each course the student will be given the opportunity to complete a student evaluation of an online course during the time frame for evaluations provided by the University.

2. Each student evaluation of the course and instructor will be anonymous and confidential.

3. At the completion of each clinical nursing course, students will be asked to evaluate the clinical agency(ies) in which they practiced using *Student Evaluation of Clinical Agency form.*

Clinical Supervision by Preceptors

POLICY:

In some situations where the CSON students are performing nursing interventions or delegated activities, they will be under the supervision of registered nurse preceptors or other licensed health care professionals.

Registered nurses selected to serve as preceptors shall have a valid RN license and hold a baccalaureate or higher degree in nursing, recognized by the nurse manager and/or faculty as a role model in patient care management and the profession of nursing.

Other licensed health care professionals selected to serve as preceptors shall hold a minimum of a bachelor's degree in a specialty field. An example of a licensed health care professional is a social worker or medical doctor (MD).

Students are permitted to perform any function that falls within the scope of nursing practice for which they have received educational preparation, training and as allowed by their preceptor.

PROCEDURE:

1. Clinical preceptors must be affiliated with agencies that have an Affiliation Agreement or Preceptor/Affiliation Agreement with the CSON.

2. Students will select their clinical preceptors approved by the lead faculty according to specific course requirements and must demonstrate competence in designated practice areas.

3. Clinical preceptors will be requested to sign a letter of agreement annually using the *BSN Program Preceptor Agreement* form.

Preceptor Evaluation of Student

1. The student will provide the preceptor the *Preceptor Evaluation of Student* form. Lead faculty will use this assessment to evaluate the student's obtainment of clinical objectives. Faculty have the final responsibility for assessment of a student's obtainment of clinical objectives.

2. At the completion of every semester, the preceptor will evaluate every student they precepted in the clinical area using the *Preceptor Evaluation of Student* form.

3. Each semester, the student will complete a *Student Evaluation of Preceptor* form, for each of their clinical preceptors.

4. The preceptor's evaluation of the student will be placed in the student's file.

5. The Assessment & Evaluation Committee will report the results to the faculty.

Evaluation of Curriculum by Graduates and Employers

POLICY:

To ensure excellence of the programs of the School of Nursing (SON) and assist with ongoing curriculum revision at the time of graduation, nursing graduates of the CSON will be asked to participate in a summative evaluation of the program survey format. Information obtained from the surveys will be used to enhance and revise the curriculum as needed.

PROCEDURE:

1. A *Survey of Employment of BSN Nursing Graduates at Time of Graduation and at Six Months* will be distributed to all RN/BSN students upon graduation and at 6 months.

2. A *Survey of Program Outcomes for Traditional BSN and Transition (RN/BSN) Graduates at Time of Graduation and One Year* will be sent via mail or email to all graduates at time of graduation and one year after graduation. The completed graduate survey will be returned via mail or email to the designated CSON address.

3. The results of the surveys will be compiled by the Assessment and Evaluation Committee and reported to the Dean of the CONHS and faculty.

Graduation Requirements

POLICY:

The School of Nursing adheres to all general requirements and procedures of the University for Graduation. For deadlines and requirements, see TAMIU catalog.

PROCEDURE:

1. The student must verify with their Admission Counselor that all requirements for graduation and/or honors have been met.

2. Students are eligible to apply for graduation when the following conditions are met:

    a. Completion of required semester credit hours.
    b. A cumulative GPA of 2.00.
    c. Completion of all clinical studies coursework.

3. It is the student's responsibility to apply for graduation as per TAMIU policy and procedure.

Student Transportation Policy

POLICY:

The purpose of this policy is to promote the safety of the CSON student learning experiences when located beyond the confines of TAMIU. It is the responsibility of the CSON to ensure compliance with TAMIU Rule 13.04.99.L1 Student Travel. Students must use sound judgment and follow all state, federal, and/or international laws when traveling. Students are expected to comply with the State's laws on maintaining minimum liability automobile insurance coverage.

PROCEDURE:

1. Students traveling are required to abide by the TAMIU Student Handbook at all times. The Student Handbook can be found online at http://www.tamiu.edu/scce/studenthandbook.shtml.

2. Nursing students are responsible for arranging their own form of reliable transportation, including clinical rotation sites and other community activities.

3. Lack of transportation will not be accepted as an excused absence for non-attendance or tardiness at an experiential or clinical learning assignment.

4. Students are responsible for covering all gasoline and parking fees incurred by their mode of travel.

5. Carpooling and cost sharing with fellow nursing students is recommended whenever feasible.

Appendix A: Faculty / Staff Roster

Glenda Walker, PhD, RN

Dean, College of Nursing and Health Sciences
Texas A&M International University
PhD/MSN - University of Alabama at Birmingham
BSN -Troy State University

Sarah F. Bassett, MSN, RN, LNS
Clinical Assistant Professor
MSN - Texas A&M University-Corpus Christi
BSN - Texas A&M International University

Wendy L. Donnell, PhD, RN, CHSE
Assistant Professor, Tenure Track
PhD - University of Texas at Arlington
MSN - University of Texas at Tyler
BSN - Stephen F. Austin State University

Diana Flores, MSN, RN, FNP-BC
Clinical Assistant Professor
MSN- Texas A&M International University
BSN- Texas A&M International University

Linda Flores, MSN, RN
Clinical Assistant Professor
MSN - Texas A&M University-Corpus Christi
BSN - Houston Baptist College

Vivian Garcia, MSN, RN, FNP-BC
Clinical Assistant Professor
MSN/BSN - Texas A&M University-Corpus Christi

Belva Gonzalez, PhD, RN, FNP
BSN Program Director
Clinical Assistant Professor
PhD - Univ. of Wisconsin-Milwaukee
MSN/BSN - Texas A&M University-Corpus Christi

Carol Gunnoe, MSN, RN, FNP-BC
Clinical Assistant Professor
MSN - Texas A&M University-Corpus Christi
BSN – Corpus Christi State University

Rita Haber, MSN, RN, FNP-BC
Clinical Assistant Professor
MSN/BSN - Texas A&M International University
Ohio Valley General Hospital SON West Virginia

San Juanita Hernandez, MSN, RN
Clinical Assistant Professor
MSN/BSN - Texas A&M International University

Lisa Kong, MSN, RN, FNP-BC
Clinical Assistant Professor
MSN/BSN- Texas A&M International University

Heidi T. Landry, DNS, RN
Associate Professor/Coordinator of MSN Administration Track
DNS/MSN – Louisiana State University
BSN – Nicholis State University, Louisiana

Sara A. Melendez, MSN, RN, CCNS-BC
Clinical Assistant Professor
MSN- University of Texas Health Science Center San Antonio
BSN – Texas A&M International University

Angelica M. Michelangeli, MSN, RN, FNP-BC
Clinical Assistant Professor
MSN/BSN - Texas A&M International University

"Jessie" Maria De Jesus Mena, MSN, RN, FNP-BC
Clinical Assistant Professor
MSN/BSN - Texas A&M University-Corpus Christi

Monika L. Perez, MSN, RN
Clinical Assistant Professor of Nursing
MSN - Jacksonville University
BSN - Texas A&M International University

Mayra J. Pliego, MSN, RN, FNP-BC
Clinical Assistant Professor
MSN/BSN- Texas A&M International University

Rose A. Saldivar, DNP, APR, FNP-BC, PMHNP-BC
Clinical Assistant Professor
MSN - Texas A&M University-Corpus Christi
BSN - University of Texas Medical Branch at Galveston

Martha Salinas MSN, RN, FNP-BC
Clinical Assistant Professor
MSN/BSN - Texas A&M International University
Doctor of Medicine– Facultad de Medicina, Universidad Autónoma de Tamaulipas

Nancy Sandrock, DNP, RNC-OB, CNM
Clinical Assistant Professor
DNP: Case Western Reserve University
MSN: Case Western Reserve University
BSN: Grand Canyon University

Marivic B. Torregosa, PhD, RN, FNP-BC
Assistant Professor/Director of Graduate Programs in Nursing
PhD - University of Wisconsin-Milwaukee
MSN - Texas A&M University-Corpus Christi

Maria Julieta Vicharelli, MSN, RN, FNP-BC
Clinical Assistant Professor of Nursing
MSN- University of Texas at Arlington
BSN-Texas A&M International University

Russell Wise MSN, RN, FNP-BC
Clinical Assistant Professor
MSN/BSN University of Texas Health Science Center at San Antonio

Staff Roster

Anna Buentello
Admissions Counselor

Hilda P. Garcia
Administrative Assistant

Linda Gribble
Administrative Executive Assistant

Claudia L. Sanchez
Administrative Assistant

Merari T. Teran
Nursing Lab Supervisor

Juana E. Villagran
Nursing Lab Assistant

Appendix B: Abbreviations Used in this Document

ACEN	Accreditation Commission for Education in Nursing, Inc.
BON	Board of Nursing
BOR	Board of Regents
BSN	Bachelor's of Science in Nursing
CONHS	College of Nursing and Health Sciences
CSON	Canseco School of Nursing
JCAHO	Joint Commission of Accreditation of Health Care Organizations
MSN	Master's of Science in Nursing
NCLEX	National Council Licensure Examination
OSHA	Occupational Safety and Health Administration
PDA	Personal Digital Assistant
RN	Registered Nurse
TAMIU	Texas A&M International University
THECB	Texas Higher Education Coordinating Board
TBON	Texas Board of Nursing
SCH	Semester Credit Hour
SON	School of Nursing
WIN	Writing Intensive Course

Appendix C: RN/BSN FORMS

TEXAS A&M INTERNATIONAL UNIVERSITY
COLLEGE OF NURSING AND HEALTH SCIENCES
DR. F.M. CANSECO SCHOOL OF NURSING

Annual Tuberculosis Health Questionnaire

Your health records indicate you to be reactive (skin test positive) to the tuberculin skin test. The tuberculin skin test is the most widely used test for identifying infection with *Mycobacterium tuberculosis*, the bacteria that cause tuberculosis (TB), in people who do not have tuberculosis disease.

People who have a positive tuberculin skin test result should not have repeat chest radiographs (CXR) performed routinely. The Canseco School of Nursing policy reads that students should have a CXR every three years that is at least one CXR to exclude a diagnosis of TB disease, during your nursing program. Afterwards, repeat radiographs are not needed unless signs or symptoms of TB develop, or a clinician recommends a repeat chest radiograph, or after a new exposure to M. tuberculosis.

Adults who have active TB disease usually have many of the following symptoms: cough for more than two weeks duration, loss of appetite, weight loss of ten or more pounds over a short period of time, fever, chills and night sweats. A person can have TB germs in his or her body but not have active TB disease (this is called latent TB infection or LTBI).

Please answer the following questions:

TB can cause fever of long duration, unexplained weight loss, a bad cough (lasting over two weeks), or coughing up blood. As far as you know:		
Have you been around anyone with any of these symptoms or problems?	YES	NO
Have you had any of these symptoms or problems?	YES	NO
Have you been around anyone sick with TB?	YES	NO

In the last year, have you had any of the following?

Productive cough (over 2 weeks)	YES	NO	Persistent low grade fever	YES	NO
Unexplained weight loss	YES	NO	Fatigue, malaise	YES	NO
Swollen glands (usually in the neck)	YES	NO	Coughing up blood or blood-tinged sputum	YES	NO
Night sweats	YES	NO	Shortness of breath	YES	NO
Loss of appetite	YES	NO	Chest pain	YES	NO
Have you traveled in the past year to Mexico or any other country in Latin America, the Caribbean, Africa, Eastern Europe or Asia for longer than 3 weeks?				YES	NO
If yes, please specify which country/countries:					
Have you spent longer than 3 weeks with anyone who is/has been an intravenous (IV) drug user, HIV-infected, in jail or prison or recently came to the United States from another country?				YES	NO
If you answered yes to any of the items above, please provide a brief history or explanation ***:					

****Use the back of this page to provide a brief history or explanation to any positive response*

Signature: _____ Student ID#:_____
Print Name: _____ Date: _____

Texas A&M International University
College of Nursing and Health Sciences - Dr. F. M. Canseco School of Nursing

Counseling Form

Date of Conference: _____ Course Number: _____

Name of Student: _____

Select one: ❑ Academic Counseling ❑ Counseling for "W" Day
❑ Clinical Counseling ❑ Clinical "F" Day Counseling ❑ Other

Reason for Conference:

Recommended Action:

Comments:

_____ _____
Signature of Student Date Signature of Faculty Member Date

❑ **Requesting Administrative Signature**

_____
BSN Program Coordinator Date

_____
BSN Program Director Date

_____
Dean, CONHS Date

Texas A&M International University
College of Nursing and Health Sciences - Dr. F. M. Canseco School of Nursing

BSN Program Preceptor Agreement

Name of Preceptor as on Texas RN license: _____

Contact Information: _____

Agency: _____

Texas Nursing License Number: _____ [ ] Verified On-Line: See Attached

Please choose your highest level of education:

[ ] ADN [ ] BSN [ ] MSN [ ] NP [ ] DNP [ ] PhD/DNSc [ ] Other: _____

Clinical Qualifications: [ ] Years of practice: _____ [ ] Areas of practice: _____

[ ] Certifications (e.g., BLS, ACLS, etc.): _____

_____

[ ] Other: _____

Course Title and Number: _____ **Academic Year:** _____

Faculty Responsibilities:

1. Ensure that preceptors meet qualifications in Rule 215.10 or Rule 219.10, as appropriate.
2. Ensure that there are written agreements which delineate the functions and responsibilities of the affiliating agency, clinical preceptor, and nursing program.
3. Ensure that clinical experiences using preceptors occur only after the student has received applicable theory and clinical experiences necessary to safely provide care to client within course or curriculum, as appropriate.
4. Orient the student and preceptor to the clinical experience.
5. Provide the preceptor with the mission, core values, organizational framework, and Differentiated Essential Competencies (DECs) of Graduates of Texas Nursing Programs Evidenced by Knowledge for the School of Nursing; and discuss student expectations, skills performance, student guidelines for performance procedures and methods of evaluation.
6. Assure student compliance with standards on immunization, screening OSHA standards, AHA-Healthcare Provider BLS and current liability insurance coverage as appropriate.
7. Communicate assignments and other essential information to the agency and preceptor.
8. Meet regularly with the clinical preceptor and the student in order to monitor and evaluate the learning experience.
9. Readily available, e.g., telephone or email, for consultation when the students are in the clinical area.
10. Receive feedback from the preceptor regarding student performance.
11. Provide feedback to preceptor regarding performance as preceptor and the clinical learning experience.
12. Provide recognition to the preceptor for participation as a preceptor, e.g. Adjunct faculty plaque or certificate.

Preceptor Responsibilities:

1. Participate in a preceptor orientation.
2. Function as a role model in the clinical setting.
3. Facilitate learning activities for no more than two students.
4. Orient the student(s) to the clinical agency.
5. Guide, facilitate, supervise and monitor the student in achieving the clinical objectives and student's performance of skills and other nursing activities to assure safe practice.
6. Collaborate with faculty to review the progress of the student toward meeting clinical learning objectives.
7. Provide feedback to the student regarding clinical performance.
8. Contact the faculty if any problem with student performance occurs.
9. Discuss with faculty/ student arrangements for appropriate coverage for supervision of the student should the preceptor be absent.
10. Give feedback to the faculty regarding clinical experience for student and suggestions for course development.

Agency Responsibilities:

1. Retain ultimate responsibility for the care of clients.
2. Retain responsibility for preceptor's salary, benefits and liability.
3. Arrange preceptors' work schedules so they are available on student clinical days.
4. Interpret the preceptor program and expectation of students to other personnel who are not directly involved with preceptorship.

Student Responsibilities:

1. Maintain open communications with the preceptor and faculty.
2. Maintain accountability for own learning activities.
3. Prepare for each clinical experience as required.
4. Accountable for own nursing action while in the clinical setting.
5. Arrange for preceptor's supervision when performing procedures, as appropriate.
6. Contact faculty by telephone or email if faculty assistance is necessary.
7. Adhere to maintaining the confidential nature of all information obtained during clinical experience.

Is the preceptor's philosophy congruent with the CSON? _____

Is the preceptor's agency's client population congruent with the course objectives? _____

Student Agreement Signature/ Date	Signature/ Date
	Preceptor Agreement:
	Faculty Agreement:
	BSN Program Coordinator or BSN Program Director:
	Dean, CONHS:

Texas A&M International University
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Incident Report Form

1. Name of the Faculty or Student: _____
2. Location/Address of Incident: _____
3. Date of Incident: _____ Day: _____ Time: _____

4. Name of Supervisor: _____

5. If the incident involved physical injury:

   a. Description of injury (give only factual information):

   _____

   _____

   _____

   b. Description of situation resulting in incident:

   _____

   _____

   _____

   c. Name(s) of any witness to medical care provided at time of injury:

   _____

   _____

6. Description of action taken at time of incident, including name of person who provided initial health care:

   _____

   _____

   _____

7. Name(s) of any witnesses to incident:

   _____

   _____

8. Person receiving report of non-injury: _____

_____ _____
Signature of Supervisor and/or Faculty Member Date

Medical History Form

1. Are you presently under a doctor's care or taking medication? _____ Yes _____ No
   If yes, please list name of physicians and/or medical facilities, diagnosis and duration.
   List name and dose of all medicines (prescribed and over the counter).

   _____

   _____

   _____

2. Have you consulted a physician in the past year? _____ Yes _____ No

   _____

   _____

   _____

3. Have you been advised by a physician to avoid or limit any activity?
   _____ Yes _____ No

   _____

   _____

4. Have you ever been the victim of an occupational injury, illness or disease?
   _____ Yes _____ No
   If yes, please describe:

   _____

   _____

   _____

5. Do you have any significant past illnesses and/or injuries not listed above?
   _____ Yes ____ No
   If yes, please describe:

   _____

   _____

   _____

These answers are complete and correct to the best of my knowledge and belief.

_____ _____

Print Name Signature Date

Texas A&M International University
College of Nursing and Health Sciences - Dr. F. M. Canseco School of Nursing

Select one: □ BSN Applicant/ Student □ BSN Program Transfer Student
□ RN/BSN Applicant/ Student □ MSN Applicant/ Student

Petition for Special Consideration

Name: _____ Student ID: _____ Date: _____

Address: _____
Street City State Zip
E-mail address: _____ Daytime telephone number: _____

Are you a 4-year degree person seeking a second degree? _____ Yes _____No

I. Request for special consideration:

_____

_____

_____

_____

_____

II. Justification and supporting documentation for special consideration

_____

_____

_____

_____

_____

DO NOT WRITE BELOW THIS LINE
STUDENT AFFAIRS COMMITTEE

Committee notes: Date:

_____

Committee decision: _____ Approve _____ Disapprove _____ More information requested
Program Director Decision: _____ Approve _____ Disapprove
Dean Decision: _____ Approve _____ Disapprove

TEXAS A&M INTERNATIONAL UNIVERSITY
COLLEGE OF NURSING AND HEALTH SCIENCES
DR. F.M. CANSECO SCHOOL OF NURSING

Physical Examination Form

Name: _____ **Student ID**: _____

Address: _____
Street **City** **State** **Zip Code**

Sex: _____ **DOB**: _____ **Weight**: _____ **Height**: _____ **B/P**: _____

Physical Examination	**No Limitations Noted**	**Other (Please describe)**
1. Past Medical History	❑	_____
2. Eyes, Ears, Nose, Throat	❑	_____
3. Heart	❑	_____
4. Lungs/ Thorax	❑	_____
5. Abdomen	❑	_____
6. Extremities	❑	_____
7. Spinal Column	❑	_____
8. Neuro	❑	_____
9. Skin	❑	_____

I certify that I have examined this student and he/she is:

❑ In good health and is able to performance student nursing functions.

❑ Has the following restrictions: _____

_____
Date of Physical Examination Print Name of Physician

_____
Physician's Address Signature of Physician

Texas A&M International University
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Preceptor Evaluation of Student

Student Name: _____
Preceptor Name: _____
Dates of clinical: _____

Instructions: Please evaluate the student performance for each item listed below using the following scale: **During the preceptor experience, the student:**	Not Applicable (0)	Strongly Disagree(1)	Disagree (2)	Neutral(3)	Agree(4)	Strongly Agree(5)
	0	**1**	**2**	**3**	**4**	**5**
provided safe, quality nursing care using the nursing process						
communicated therapeutically with patients						
demonstrated a caring attitude						
demonstrated principles of critical decision making.						
actively participated in patient education activities						
managed material and human resources related to patient care effectively						
utilized appropriate resources to address ethical/legal issues						
communicates in an effective, professional manner						
demonstrates responsibility and accountably for personal learning needs						
collaborates with other members of the health care team						

Comments: _____

_____

Evaluation reviewed by faculty: Faculty signature_____

☐ Faculty is in agreement with preceptor evaluation.

☐ Faculty does not agree with preceptor evaluation.

If not in agreement please explain: _____

_____

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Student Evaluation of Clinical Agency at End of Semester

Semester/Year: _____

Course Number: _____

Clinical Agency: _____

Unit (If Applicable): _____

Instructions: Please rate your clinical agency by using the following Likert Scale to answer the questions below. If you had clinical rotations in more than one agency please rate each agency separately.	Not Applicable	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
	0	**1**	**2**	**3**	**4**	**5**
1. The staff related to me in a supportive manner.						
2. The staff acted as a role model for professional nursing.						
3. The agency and/or experience allowed for attention to my personal needs.						
4. The agency was supportive of meeting objectives for a meaningful learning experience.						
5. Comments on clinical agency						

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Student Evaluation of Preceptor

Preceptor Name: _____

Name of Institution: _____

Instructions: Please rate your clinical preceptor by using the Likert Scale to answer the following questions.	Not Applicable (0)	Strongly Disagree(1)	Disagree (2)	Neutral(3)	Agree(4)	Strongly Agree(5)
	0	**1**	**2**	**3**	**4**	**5**
1. My preceptor facilitated achievement of the course objectives						
2. My preceptor provided learning experiences for me.						
3. My preceptor was available to help with client care/ clinical.						
4. My preceptor fostered a positive learning experience.						
5. My preceptor role modeled professional behaviors.						
6. My preceptor facilitated my understanding of nursing concepts.						

Texas A&M International University
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Survey of Employment of BSN Nursing Graduates at Time of Graduation & at Six Months

Traditional (Basic) nursing graduates and Transition (RN/ BSN) Graduates

Student Name: _____ Date: _____

Nursing Program attended: [ ] Traditional (Basic BSN graduate)

1. Did you have an offer of employment? [ ] Yes [ ] No

2. Have you been hired as a Registered Nurse? [ ] Yes [ ] No

   If so, where? _____

3. Do you have plans to continue for a graduate degree in the future? [ ] Yes [ ] No

   a. If you answer yes to the above question, in what type of graduate degree do you plan to seek? [ ] Nursing [ ] Other

   b. If you plan to seek a graduate degree in an area other than nursing, please specify the field of interest. _____

Nursing Program attended: [ ] RN/ BSN (already had licensure at time of entry)

If employed as a Registered Nurse was returning to school a requirement? [ ] Yes [ ] No

After degree attainment what are your plans? _____

_____

_____

Texas A&M International University
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Survey of Program Outcomes for Nursing Graduates at Time of Graduation and One Year after Graduation

YEAR OF GRADUATION:_____ ☐ **Time of Graduation** ☐ **BSN** ☐ **One Year after Graduation** ☐ **RN/BSN** Instructions: Consider the statements below and in the space provided after each one; rank the number that best reflects your opinion.	Never **0**	Seldom **1**	Sometimes **2**	Often **3**	Almost Always **4**	Always **5**
The CSON prepared me to synthesize knowledge from the arts, humanities, sciences and other disciplines in development of a framework for nursing knowledge and practice.						
The CSON prepared me to explore the effect of variations in health status, developmental processes, values, beliefs and attitudes, history and environment on nursing care needs						
The CSON prepared me to use critical thinking, clinical judgment/ decision making, problem-solving and the research process in the development of nursing and practice.						
The CSON prepared me to assess, diagnose, plan implement and evaluate evidence-based and culturally appropriate safe nursing care with patients, families, populations and communities.						
The CSON prepared me to evaluate utilization of health promotion and strategies in the development of nursing practice.						
The CSON prepared me to develop professional nursing practice frameworks and roles, including the provider of patient-centered care, health care team member/ collaborator, leader/ manager, educator, scholar, patient-safety advocate, activist, mentor and entrepreneur.						
The CSON prepared me to evaluate the impact of evolving technological, socioeconomic, political and demographic changes on nursing practice and health care systems.						
The CSON prepared me to adhere to legal and ethical principles in the development of professional nursing practice.						
The CSON prepared me to articulate a commitment to life-long learning.						
The CSON prepared me to participate in nursing and health related service opportunities.						