

## RN Advising Memo October 2007

**Dr. Jenny Lillibridge** is the RN advisor during the academic year. Jenny is available for advising by phone at 530.898-6458 or by email at [jlillibridge@csuchico.edu](mailto:jlillibridge@csuchico.edu).

**Linda MacMichael** assists Dr. Lillibridge with transcript evaluation. If you have submitted transcripts for preliminary evaluation and have questions about that, contact Linda at [Lmacmichael@csuchico.edu](mailto:Lmacmichael@csuchico.edu).

In addition, **Matthew Nyby** is available at the Shasta college Advising Office to assist students from the Redding area interested in the CSUC RN-BSN program. His phone number is 530-245-7359 and his email address is [mnyby@csuchico.edu](mailto:mnyby@csuchico.edu).

Summer Advising is handled by Sherry Fox, 530-898-5891; [sdfox@csuchico.edu](mailto:sdfox@csuchico.edu).

**Dorene Gibson** is the RN-BSN administrative support coordinator. She can be reached from 7:30 a.m. to 4:30 p.m. at 530.898-5891, or by email at [dlgibson@csuchico.edu](mailto:dlgibson@csuchico.edu)

**Bookmark the RN-BSN website for the most updated announcements:**

[http://www.csuchico.edu/nurs/RNBSN/rnbsn\\_home.shtml](http://www.csuchico.edu/nurs/RNBSN/rnbsn_home.shtml)

The schedule for upcoming classes is described in this memo. Please let us know which courses you plan to take for spring and summer by submitting the Course Request Form online <http://www.formdesk.com/damazo/CourseRequest>

**Please complete this form and submit it by Nov. 1 for spring 2008 class requests so we can anticipate numbers.** You can enroll directly for the classes you believe you are eligible to take, **through the portal**. (Do not wait for permission to enroll, as we've required in the past. If you are not eligible for a class, we'll let you know). We cannot guarantee class availability for more than 20 students in any course. If course enrollments are less than 10, a class may be canceled. Students who do not follow their advising plan, or who request a course out of sequence will be accommodated only if space is available.

See registration instructions on the CSU, Chico webpage, 'Registration link'

<http://www.csuchico.edu/schedule/step7.shtml>.

**Priority registration dates for spring are Oct. 16-Nov. 16. The campus assigns your priority date.**

**Open enrollment dates are Nov. 28-Dec. 7.**

**Fees must be paid by Dec. 13. If you don't pay fees on time, you are automatically disenrolled from classes.**

**Enrollment is closed from Dec. 8- Jan. 7, then is open again for all students to make corrections to their schedules.**

### **NURS 300W -RN-BSN BRIDGE COURSE (3 Units) Faculty: TBA**

N300W is the first nursing course taken in the RN-BSN curriculum and is required before taking other online courses. Students must be formally admitted to the RN-BSN program (but not the university) before they can register for this course.

Two sections are offered.

**Section 1** will be taught by Lillibridge, with two required meetings in Chico.

**Required on-campus meeting dates:**

**Friday, Jan. 25, 2008; 8:30 a.m.-5:00 p.m. In Meriam Library 226.**

**Tuesday, Mar. 11, 9:00 am – 4:00 pm. In Meriam Library 226.**

**Section 2** will be taught by Shovein, with 2 required meetings in Redding. TBA, pending room confirmation with Shasta College.

**NURS 306W Current Concepts Baccalaureate (3 Units)**

Prerequisites: NURS 300W, current California RN license. No meeting on campus is required. This course assumes current associate degree level competence in maternal-child and mental health nursing. If you are rusty in these areas, review your nursing texts prior to the class.

**Section 1 Faculty: Gwin Richter ([gwinrichter@gmail.com](mailto:gwinrichter@gmail.com))**

**Section 2 Faculty: Julia Shovein ([jshovein@csuchico.edu](mailto:jshovein@csuchico.edu)) for the Redding cohort.**

**NURS 307W Advanced Placement Nurs Theory (6 Units)**

Prerequisites: NURS 306W. This course provides escrow credit for NURS 306W. There are no required meetings. You should register for these units during a semester when you are paying regular full-time tuition, after completion of 306W.

**NURS 315W Family Nursing (2 units) Faculty: Janelle Gardner**

([jgardner@csuchico.edu](mailto:jgardner@csuchico.edu))

There is one required on-campus meeting for this course, Jan. 31, 2-5 pm in Holt 363.

**NURS 332W Nursing Research (2 units) Faculty: Sheila Hoban.** A required on campus meeting with the instructor is scheduled for Thurs., Jan. 21, 1-2 pm in Holt 357.

**NURS 422 W Leadership, Management, and Professional Issues (3 units). Faculty: Jennifer Lillibridge; [jlillibridge@csuchico.edu](mailto:jlillibridge@csuchico.edu)**

**Required on campus meeting January 29, 1-4 pm, In Library 226.** Exams for this course will be online; the mid-term examination date is March 26. You will need to have 2 ½ hours set aside to take the exam.

**NURS 425/N426 Advanced Nursing/Nursing Practicum Experience (3/10 units).**

**Faculty:** Sheila Hoban; Janelle Gardner.

This course will require the RN to create a written portfolio documenting how prior educational and work experiences have met the various objectives for the different clinical subcomponents. Some individually arranged clinical days might be required to complete baccalaureate level requirements. **(See Clinical Requirements below, which must be complete before enrolling in this course).** Instructions for creating the portfolio are available online at [www.csuchico.edu/nurs](http://www.csuchico.edu/nurs). Important dates:

**Feb. 28, 2008- Friday.** Portfolios are due (5<sup>th</sup> week of classes).

**March 14, Friday 8-12 a.m: Mandatory meeting** between each RN and the faculty. Individual appointment times will be clarified by the faculty with each student once the course has begun.

**March 14, Friday, 1 - 4 p.m:** Denver Developmental Screening workshop will be completed as necessary on (place TBA).

**May 5, Monday:** Final portfolio resubmissions due

**Nurs. 475W Public Health Nursing (3 units) Faculty: Kris Warner**

**([kwarn@csuchico.edu](mailto:kwarn@csuchico.edu)).** A required on-campus meeting for is scheduled Jan. 30, from 2 – 4p.m. Information about midterm exams will be explained at that time. It is imperative that you plan to attend this required meeting.

**Nurs. 474 Practicum in Community Health Nursing (3 units).**

**This course is available on a space available basis only.** The required on-campus meeting for this course is Jan. 30, 8 am – 2 pm. Room TBA. The clinical for this course requires approximately one full clinical day each week, on a weekday. Only those students who have been given prior approval to take this course may register for this course. Nursing 472/473 or 475 must be taken previously or concurrently. Please note that you must update all clinical requirements (see below) to be enrolled in this course. You can access the Public Health Nursing Clinical request form if you would like to make a request for your clinical placement. This form will be available in December from the Nursing homepage <http://www.csuchico.edu/nurs> . If you have questions contact [bdamazo@csuchico.edu](mailto:bdamazo@csuchico.edu)

**CLINICAL REQUIREMENTS FOR NURSING 425 and 474**

Students will not be allowed into any clinical courses (N425 or N474) until they have turned in copies of the following:

- current nursing license
- current immunizations--tetanus within the last 10 years, MMR, 2<sup>nd</sup> MMR or evidence of Rubeola immunity unless born before 1957, Hepatitis B series
- TB test within the past year. (If TB positive, verification of medical assessment and treatment if indicated, and completion of symptom checklist form obtained from the nursing office).
- CPR card (current)
- health insurance
- malpractice insurance coverage (\$1 million/ 3 million)
- auto insurance

**NURSING COURSE OFFERINGS SUMMER 2008 (Classes begin June 2, 2008). REGISTER FOR THESE COURSES THROUGH THE PORTAL.**

**WebCT/VISTA will be available for these courses on June 2, 2008.** You must be enrolled and have paid your university fees before you can access the courses. If your course does not have a scheduled meeting (see below) you should access the WebCT/VISTA course for further instructions about the course.

**Nurs. 385W Nursing Assessment (2 units)**

**Two sections will be offered. Section 1 has required meetings in Chico; Section 2 has required meetings in Redding. (If Redding enrollments are less than 10 students, all meetings will be in Chico).** Most students should plan to attend the skills session, however, for those who cannot, the student will need to find a preceptor to verify completion of a skills checklist. The preceptor must be approved in advance by the course instructor, Phyllis Salopek ([psalopek@comcast.net](mailto:psalopek@comcast.net)).

Section 1—Chico. A mandatory meeting with the instructor occurs on Monday, June 2, 10-12 in Holt 359. A required skills lab for supervised skills practice will be held Monday, Aug. 11, 10- 2 pm (Holt 363).

**Section 2—Redding.** A mandatory meeting with the instructor occurs on Monday, June 2, 2-4 in TBA. A required skills lab for supervised skills practice will be held Monday, Aug. 11, 2-4 pm (TBA).

**Nurs. 495W Adv. Concepts: Pathophysiology & Theory (4 units).** Faculty: Carol Leedom and Deanna Persaud. [cleedom@csuchico.edu](mailto:cleedom@csuchico.edu).

- This is primarily web-based with a mandatory on-campus orientation on June 2, 10-12, in Holt 357. The student is ineligible to take the course if orientation is missed.

**Nurs. 474 Practicum in Community Health Nursing (3 units).**

- **This course is available on a space available basis only.** The required on-campus meeting for this course is June 2, 1-5 pm. Holt 357. The clinical for this course requires approximately one full clinical day each week, on a weekday. Only those students who have been given prior approval to take this course may register for this course. Nursing 472/473 or 475 must be completed. Please note that you must update all clinical requirements (see below) to be enrolled in this course. You can access the Public Health Nursing Clinical request form if you would like to make a request for your clinical placement. This form will be available in April from the Nursing homepage <http://www.csuchico.edu/nurs> . If you have questions contact [bdamazo@csuchico.edu](mailto:bdamazo@csuchico.edu)

## **APPLICATION AND REGISTRATION FOR COURSES**

### ➤ **Application for formal university admission:**

- **RNs who plan to be admitted to the university for spring 2008 admission should have applied to the university.**
- Please note that the university requires you to complete all of the Area A general education requirements (a course in critical thinking, a transferable lower division math course (statistics preferred), a speech course, and an English course) **prior** to formal university admission. These courses may be completed after you apply to the University, but must be completed prior to starting N300W. A grade of C- or better is mandatory in these courses. These courses can be taken at any community college and are available for home study through Coastline Community College (714.241-6142). Ask about their

Remote Educational Access Program or check their website:

<http://dl.ccc.cccd.edu>.

- **Warning letters** are sent by University Admissions if you have not completed the Area A requirements. If you receive a warning letter, you must respond to admissions, informing them if you have the missing courses in progress. If these courses can not be completed prior to beginning N300W, your application to the RN-BSN program will be deferred to the next semester.
- **FEE PAYMENT DEADLINES**  
Please note that all university fees must be paid by the university deadlines to maintain your course enrollments. After the deadline, a \$25.00 late fee must be paid. If fees are not paid, you will automatically be disenrolled from classes. If this happens, you must re-register for all classes after you pay fees. **(The School of Nursing will not re-enroll you; you must do this yourself, through the Portal).** A late fee will apply.
- **Dropping a course.** If you decide you cannot meet the course requirements, you may choose to drop a course. You must file a *change of program* form, signed by the instructor. The form is available online. If you meet certain deadlines, partial fee refunds may be available. Drops after the fourth week of classes require approval of the director and the dean. Courses may not be dropped during finals week. If you do not formally drop a course and do not complete course requirements, you will receive an 'F' for the course.
- **Incompletes.** If you have done most of the work for a course, but *serious and compelling* reasons will prevent you from meeting the deadlines for finishing the course requirements, you should explain your circumstances to the instructor and request an 'incomplete'. You may be asked to provide verification of the circumstances. If the instructor agrees to the incomplete, you will sign a contract specifying the work that needs to be completed, and a date for completion. You will have one year to remove the incomplete, after which time it will become an 'F' on your transcript. You may not register for other nursing courses until the incomplete is cleared.
- **Taking a leave.** If you were admitted to the university and enrolled, then decide to take a semester off, you should apply to the university to take a Planned Educational Leave (PEL). This formal leave process will avoid having to reapply to the university when you are ready to return. Forms are available at: <http://em.csuchico.edu/sro/forms.asp>

## **FILING FOR GRADUATION**

Please remember that you must file one year in advance for graduation.

Filing deadlines:

December 15, 2007 for graduation in December 2008

May 15, 2008 for graduation in May 2009

To file for graduation, contact Dorene in the nursing office and she will prepare the major clearance forms for you. This must be done well before the deadline for filing. There is a graduation fee of \$28. There is a \$10 fee for late filing.

## **Graduation and Pinning Ceremonies**

Once you complete our program, you are entitled to purchase the CSU nursing pin if you wish. See Dorene to order. If you graduate in December or May, you may participate in the pinning ceremony with the on-campus students. This is usually a very nice ceremony for families to attend. The pinning is held on the last Friday of finals week, at 4 pm. Please notify the Nursing office early in the semester if you plan to attend. Regardless of whether you choose to participate in the pinning ceremony or not, you may purchase the pin.

Walking at the university graduation ceremony in May is an option if you graduated the preceding December, or if you have filed for spring graduation. Filing for graduation (see above) must be done almost a year in advance, though if you've missed the deadline, you may be able to file late. Once you've filed, you will receive information from the university about how to order the academic caps and gowns, etc.

You may check the following university website for more details:

[http://www.csuchico.edu/alm/grad\\_hand.html](http://www.csuchico.edu/alm/grad_hand.html)

### **Upper Division Theme Requirements**

Nursing majors only have to take **two** upper division theme courses instead of the three courses required for non-nursing students. The two courses taken should be in Humanities and Social Science categories, not science. A nursing course (NURS 495W) exempts you from taking the science course in any theme (the science courses are listed on the following page, as courses that you should **not** take). If you have been exempted from taking NURS 495W because of transfer credit from another institution, please note that you will need another Chico general education course to meet Chico's requirement that 9 units of general education must be taken in residence. Please consult with the nursing advisor to be sure you understand this requirement.

**The availability of upper division theme courses online is rather difficult to predict. You should bookmark the following website on your computer to check for updates to theme scheduling: <http://rce.csuchico.edu/online/classes.asp?choice=all>. At this time, two theme courses are offered in summer 2007.**

<b>THEME</b>	<b>Spring 2008</b>
<b>C – Cross-Cultural Exploration</b>	PSSC 390 Food Forever (also NW)
<b>G – Global Issues</b>	PSSC 392 World Food and Fiber Systems (also NW) RELS 332 World Religions and Global Issues

**It is likely that exceptions to the theme courses will be accepted for RN students, i.e., you will not have to take both courses from the same theme, if they are not available to you online.** If you attempt to enroll in your planned course, but cannot because enrollment is restricted, the class is full, or has been canceled, consult with the RN advisor about other online courses that may be substituted. General requirements for substitutions would be that the course is an upper division general education course (i.e., cannot be from a community college), and meets requirements for upper division humanities or social science requirements. It may not always be possible for you to meet ethnic or nonwestern requirements with the theme

substitutions, although some exceptions may be allowed in this area as well. If substitutions are to be made, they must be approved by the Provost's office, using a petition form. See the nursing advisor.

Online Courses which might be considered as substitutes for theme courses include: SOSC 301 or SOSC 302 (also meets ethnic); If you cannot get into one of the approved theme courses, enroll in one of these to save your place, then discuss the petition process with the RN advisor.

#### Upper Division Theme Exceptions for Nursing Majors

Nursing majors only have to take **two** upper division theme courses, not three. These two courses must be from the same theme. The theme course that nursing majors are exempted from represents the science requirement in each theme. Therefore, **DO NOT** take the following theme courses:

Theme A	-	GEOS 350/GEOS 351
Theme B	-	BIOL 345/ NFSC 303
Theme C	-	(PSSC 390 is a science course, but is approved for RNs)
Theme D	-	BIOL 334/ GEOS 330/ GEOS 340
Theme E	-	(Not recommended—three courses required)*
Theme F	-	MCGS/NURS 326
Theme G	-	GEOS 370/ PSSC 392 (PSSC 392 has been approved for RNs)
Theme H	-	(Not recommended—three courses required)*
Theme I	-	LAST 351/351M
Theme J	-	(Not recommended—three courses required)*
Theme M	-	(Not recommended—three courses required)*
Theme N	-	PHYS 376; MATH 302
Theme O	-	HCSV/NURS/WMST 368
Theme R	-	(Not recommended—three courses required)*
Theme S	-	MATH 304
Theme T	-	BIOL 318/HCSV 363
Them U	-	GEOS 355

\*Note: Five themes require three courses, even for high unit majors. Therefore, these themes are not recommended for nursing majors unless they opt to take three courses rather than two. **If you have already started taking a theme course from one of the 'not recommended' themes, consult with the RN advisor before completing the theme requirement.**

#### Coastline Community College Courses

- The organic chemistry requirement can be met by taking Chem. 110 (online course) at Coastline Community College. This is a 5 unit online course with no required meetings on campus.
- Coastline also offers a 3 unit critical thinking/logic course offered as Philosophy 115. This course meets the Area A3 requirement for CSU, Chico admission.
- Political Science 100 fulfills the American government requirement and History 175 fulfills the U.S. history requirement.

- Coastline also offers math courses, sociology, foreign languages, and occasionally- a human growth and development course as well as a nutrition course.
- Check with the university advising dept. at 530-898-5712 if you have any questions about which Coastline courses meet CSU, Chico transfer requirements.

See the current Coastline Community College catalog at <http://dl.ccc.cccd.edu> or call 714-241-6216 to have a catalog sent to you.

Shasta Community College offers an online chemistry course (CHEM 26) intermittently. Information is at:  
<http://www3.shastacollege.edu/chemistry/Cgottlieb/index.html>

**Checking transferability of courses:** You can see if courses from California community colleges are transferable to CSU, Chico by using the online ASSIST program at [www.assist.org](http://www.assist.org)

Regular Schedule of Online Course Offerings for RN-BSN

COURSE	FALL	SPRING	SUMMER
Nurs 300W RN-BSN Bridge	(Aug)	(Jan)	Not offered
Nurs 306 W Current Concepts	X	X	Not offered
Nurs 315 W Family Nursing	X	X	Not offered
Nurs 332 W Research	X	X	Not offered
Nurs 385 W Assessment	Not offered	Not offered	X
Nurs 422 W Leadership	X	X	Not offered
Nurs 425 Adv. Practicum	X	X	Not offered
Nurs 475 W Pub. Health	X	X	Not offered
Nurs 474 Chn Practicum	(Space available only)	X	X
Nurs 495 W Adv. Patho	X	Not offered	X

Courses offered for escrow credit (303, 307 and 326) can be taken either fall or spring semester, when you are paying full-time state tuition.

**Required Nursing Support Courses: (May be taken anytime, but must be complete before Nurs 425)**

Intro. Soc. Or Cult. Anthro.  
 Anatomy, Physiology, Microbiology  
 Organic or Biochemistry Chemistry  
 Nutrition  
 Child or Human development

**General Education Requirements not already met by nursing requirements**

Critical Thinking (Required for CSU admission)  
 GE Math beyond intermediate algebra; we recommend Statistics; (Required for CSU admission)  
 US History  
 American government  
 Two courses in arts and humanities  
 Upper division theme courses--6 units. Must be taken at CSU, Chico; Select from one theme, non-science courses  
 Cultural diversity courses--6 units, including one ethnic and one non-western

Electives as needed to attain 120 units total

## COHORT PATTERNS

Cohort C (Bridge course in Jan. 2006) **REVISED!**

Semester	Nursing Courses	Units	Other
Jan 2006	N300W	3	November 2005 Apply to university for Fall, 2006
Spr 06			Complete Area A requirements, organic chem., nutrition, child development, or any other remaining GE requirements
Sum 06	N385W	2	Complete remaining courses (see above)
Fall 06	N315W N332W	1.5 2	Part time CSUC student Complete remaining GE &/or start on upper division theme
Spr 07	N306W Theme #1 N422W N307W	6 3 3 6	Full time CSUC student Complete remaining GE &/or start on upper division theme; Register for N307 Escrow credit (6 units)
Sum 07	425	3	Complete remaining GE requirements
Fall 07	472W N426 473W 495W	2 10 2 4	Full time CSUC student Register for N426 Escrow credits (10 units) Complete remaining GE requirements
Spr 08	474 Theme #2 N303W	3 3 6	Full time CSUC student Complete upper division theme; Register for N303 Escrow credit (6) Graduate May 2008

Admitted to university, state support

Cohort D (Bridge course in Aug. 2006) **REVISED!**

Semester	Nursing Courses	Units	Other
Summer 2006			Complete Area A requirements, organic chem., nutrition, child development, or any other remaining GE requirements. complete remaining courses (see above); Apply to the university in August for Spring, 2007;
Fall 06	N300W	3	Complete remaining GE (see above)
Spr 07	N306W N315W N332W	3 2 2	Full time CSUC student Complete remaining GE
Sum 07	N385W	3	Complete remaining GE
Fall 07	Theme #1 N422W N425W N307W	3 3 3 6	Full time CSUC student Start on upper division theme  Register for N307 Escrow credits
Spr 08	Theme #2 475W N426W	3 3 10	Full time CSUC student Complete upper division theme;  Register for N426 Escrow credits
Sum 08	N474 N495W N303	3 4 6	Graduate August 2008  Register for N303 Escrow credits

Admitted to university, state support

Cohort E (Bridge course in January 2007) **REVISED!**

Semester	Nursing Courses	Units	Other
Sum 06			Apply to university for Spring, 2007 by August 30, 2006; Apply to Nursing Complete Area A requirements, organic chem., nutrition, child development, or any other remaining GE requirements
Fall 06			Complete Area A requirements, organic chem., nutrition, child development, or any other remaining GE requirements
Spring 07	N300W N306W	3 3	Part time CSUC student Complete Area A requirements, organic chem., nutrition, child development, or any other remaining GE requirements
Sum 07	N385W	2	Complete remaining GE courses (see above)
Fall 07	N315W N332W	2 2	Part time CSUC student Complete remaining GE requirements or start Theme
Spring 08	N425 N422W Theme #1 N307	3 3 3 6	Full time CSUC student  Register for N307 Escrow credits
Sum 08			Complete Area A requirements, organic chem., nutrition, child development, or any other remaining GE requirements
Fall 08	N475W N495W N426 N303	3 4 10 6	Full time CSUC student  Register for N426 Escrow credits (10 units)
Spring 09	N474 N303 Theme #2	3 6 3	Full time CSUC student Register for N303 Escrow credits (6 units) Graduate May 2009

Admitted to university, state support

Cohort F (Bridge course in August 2007)

Semester	Nursing Courses	Units	Other
November 2006		3	Apply to Nursing Apply to university for Fall, 2007;
Spr 07			Complete Area A requirements, organic chem., nutrition, child development, or any other remaining GE requirements
Sum 07			Complete Area A requirements, organic chem., nutrition, child development, or any other remaining GE requirements
Fall 2007	N300W N306W	3 3	Part time admitted student CSUC
Spr 08	N315W N332W N307	2 2 (6 units escrow)	Full time CSUC student Complete remaining GE &/or start on upper division theme Register for N307 Escrow credit
Sum 08	N385W	2	Complete remaining GE courses (see above)
Fall 08	N425 N422W N426 Theme #1	3 3 10 3	Full time CSUC student Register for N426 Escrow credits Begin upper division theme
Spring 2009	N475W Theme #2 N474	3 3 3	Full time CSUC student Complete upper division theme Complete remaining GE courses (see above)
Summer 2009	N495W N303	4 6	Graduate August 2009 Register for N303 Escrow credit

Admitted to university, state support

Cohort G (Bridge course in January 2008) **NEW!**

Semester	Nursing Courses	Units	Other
Sum 07			Apply to Nursing Apply to university for spring 2008
Fall 07			Complete Area A requirements, organic chem., nutrition, child development, or any other remaining GE requirements
Spr 08	N300W N306W	3 3	Part time admitted student CSUC
Sum 08	N385W	2	Complete remaining GE
Fall 08	N315W N332W	2 2	Part time CSUC student Complete remaining GE &/or start on upper division theme
Spr 09	N425 N422W Theme #1 N307	3 3 3 (6 units escrow)	Full time CSUC student  Begin upper division theme Register for N307 Escrow credit
Sum 09			Complete remaining GE
Fall 2009	N475W N495 N426	3 4 10	Full time CSUC student Complete remaining GE courses (see above) Register for N426 Escrow credits
Spr 2010	N474 N303 Theme #2	3 6 3	Full time CSUC student Register for N303 Escrow credit Complete upper division theme Complete remaining GE courses (see above) Graduate May 2010

Admitted to university, state support