

California State University, Chico
School of Nursing

RN-BSN Program-November 30, 2020
2020 Cohort- Advising Memo
Winter Session & Spring Semester

Janet Ellis is the RN advisor. Jan is available for advising **preferably** by email at jlellis@csuchico.edu or by phone at (530) 898-4151- for voice messages, or in more urgent situations (530)-570-9371-cell phone.

Nick Murray is the RN-BSN administrative support coordinator. He can be reached from 8:00 a.m. to 5:00 p.m. Monday-Friday by email at nmurray2@csuchico.edu .

Bookmark the CSUC School of Nursing website for copies of Advising Memos and links to helpful information: <http://www.csuchico.edu/nurs/> (Select RN to BSN (Online) and then “Currently Enrolled RN-BSN Students (Advising Memos)”.

Approximately 30 of you will be taking the 2nd and final Upper Division GE course (MCGS 310 LGBTQ Issues & Identities) in Winter Session. Enrollment for that course is currently open through RCE and will remain open to you until class begins. Here is the link: <https://rce.csuchico.edu/schedule/credit/2211-a14/lgbtq-issues-and-identities-150> You must pay course fees at the time of registration. Financial Aid is not available to pay for Winter Session classes.

Students who already have a Bachelor’s degree in another area and a few others who have already met this requirement do not need this class. I am attaching the course syllabus for that course to this email so that those who need the course can review it and begin some of the work, if desired, prior to commencement of the class in January.

The one book required for the MCGS 310 course is **The Gay Revolution by Lillian Faderman**. **According to Professor Frawley: “it is very inexpensive online and I recommend they get the digital version or the e-book so they have options with reviewing the material”**. This is helpful for the many quizzes.

The schedule for upcoming Spring 2020 classes is described in this memo. RN-BSN students do not enroll via the student portal because we are a self-support program. You can enroll directly for these classes **through RCE** : <https://rce.csuchico.edu/rn-bsn> . This is another good page for you to bookmark. Please notice in the green box on the right-hand side there is a section on “Special Session Adds/Drops and Refunds”. I hope you will not need this link.

If course enrollments are less than 10, a class may be canceled (a required statement). All nursing courses must be taken in sequence. **Fees must be paid by prior to classes starting in January for Spring. If you don’t pay fees on time, you are automatically disenrolled from classes.**

Orientation:

There will be no scheduled orientation for Spring semester. A recorded introduction to your course will be provided by each of your instructors for your Spring classes. The recording will be posted in the course on BlackBoard. The Spring semester runs between January 25 and May 21, 2021.

Spring Courses:

NURS 420W (4 units) Leadership/Management and Professional Issues in Nursing

Helen Karpilovsky, RN, MSN (Section I) and Reggie Ottem, RN, MS, ANP-BC (Section II) will be the instructors. You may sign up for either section. We may do a little moving around to keep the sections even in number of students.

Textbook Information:

American Psychological Association. (2020). Concise guide to to APA style. (7th Ed). Washington, DC: Author. **You should all already have this book.**

Huston, C.J. (2017). *Professional Issues in nursing: Challenges and opportunities* (5th ed). Philadelphia: Wolters Kluwer. ***This book was used in N300W and is also used in NURS 427.**

Marquis, B. & Huston, C. (2020). *Leadership roles and management functions in nursing* (10^h ed). Philadelphia: Wolters Kluwer. ***This book is also used in NURS 427.**

NURS 427 (2 units) Professional Values and Ethics in Nursing

Amrit Kajla, PHN, MSN, FNP will be the instructor for Section II; Dr Morgan who was scheduled to teach Section I just notified us that she will be unable to teach this Spring. I am not sure who will replace Dr. Morgan in this teaching assignment.

Textbook Information:

The same three textbooks listed above will be utilized in this course.

CSUC Student Immunization Certification Requirement

CSUC has an admission requirement for Student Immunizations for Rubella and in some cases, Hepatitis. Depending on your school records, you may be required to complete a “Student Immunization Certification” and submit it to the Admissions Department. Please look on your Chico State Portal to see if this requirement is on your “To do” list. If it is on your “To do” list, you will not be able to register for your Spring classes until you have remedied it. You can

follow this link and complete the form:

http://www.csuchico.edu/sro/documents/immunization_certification.pdf

Note there are several exemptions that you might request.

Please don't confuse this requirement with the Clinical Documentation Requirements where you submit copies of all your immunization to show compliance for your clinical experience next summer. That includes documentation for Rubella and Hepatitis and much more. It is a totally separate record keeping process. We will discuss the documentation of the clinical requirements at a later date.

WHAT IF YOU CAN'T COMPLETE A COURSE?

If you are falling behind in a course, notify your instructor as early as possible to ask for assistance. If you need an extension on a deadline, contact your instructor prior to the due date to explain the circumstances and the instructor will determine if an extension will be granted.

- **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 are only allowed for "serious and compelling" reasons and require approval of the RN to BSN Advisor, SON Director and the Dean of the College of Natural Sciences. The fact that you are failing a course does not constitute a serious and compelling reason to have a late drop. 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. As all nursing courses are pre-requisites for the following semester, if you drop a nursing course you will not be able to progress in the program. This is not the case with the two Upper Division GE courses.
- **Failing a course.** If you do not formally drop a course and do not complete course requirements, you will receive an 'F' for the course. By policy, a student receiving a grade of C- or less in a Nursing course may not progress in the Nursing program. The student may petition the School of Nursing Executive Committee to review the application of the policy in his/her situation, if serious and compelling conditions contributed to a failing grade. Barring exceptional circumstances, students will not be allowed to repeat more than one course in the nursing program. Exceptions may be made by the Nursing Executive Committee on a case by case basis. If you fail only one course, you may apply for a Personal Educational Leave (PEL) and return to the program the following year to re-take the failed course (contingent upon space availability) and permission of the Nursing Executive Committee, and then continue with completion of the program (contingent upon space availability).
- **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. Note: Poor grades in the course do not constitute a “serious and compelling reason” for an “incomplete”.

Taking a leave: If you were admitted to the university and enrolled, then decide to take a semester off, you should notify the RN to BSN Advisor/Coordinator and apply to the university to take a Planned Educational Leave (PEL). However, due to the nature of the program courses are only offered once during the 15 month sequence. This means that if you stop out for a semester, you will not have the opportunity to return until the same time the following year, on a space available basis only. This formal leave process will avoid having to reapply to the university when you are ready to return. Forms are available :
https://www.csuchico.edu/sro/_assets/documents/educational-leave.pdf

FILING FOR GRADUATION

Please remember that you must file one year in advance for graduation. You must file in order to get an advanced degree audit from evaluations, so you know if you will have all the courses you need to meet degree requirements.

Filing deadline: **You should already have filed for graduation for August 2021.** If you have not, contact the RN-BSN Advisor and follow the instructions below.

You can apply for graduation online. Go to the website, click on Graduate Application. You will be asked to log in; then you will have access to the form:
http://www.csuchico.edu/evaluations/forms/grad_app.shtml There is a graduation application fee of \$28. There is a \$10 fee for late filing.

**MAJOR ACADEMIC PLAN (MAP) CSUC RN-BSN SELF SUPPORT
SCHOOL OF NURSING
RN to BSN Curriculum-2020 Cohort**

Summer Session 1	6 Units
NURS 300 RN to BSN Bridge Course	4
NURS 310 Academic Writing for Nurses	2

Fall Semester	9 Units
NURS 316 Nursing Informatics	3
NURS 342W Nursing Research	3
RELS 332 World Religion and Global Issues Upper Div.GE; Waived for 2nd Bacc. Students	3

Winter Session	3 Units
MCGS 310 LGBTQ Issues & Identities Upper Div.GE; Waived for 2nd Bacc. Students	3

Spring Semester	6 Units
NURS 420W* Leadership/Management & Professional Issues in Nursing	4
NURS 427 Professional Values & Ethics in Nursing	2

Summer Session 2	6 Units
NURS 477 Public Health Nursing Theory	3
NURS 478** Practicum in Community Health Nursing	3

Total Units = 30 + 20 units for passing NCLEX*=50 units**

*Writing proficiency (WP) course for the major; Writing Intensive and Capstone designated course to meet General Education requirements.

**Public Health clinical course. Attempts are made to place students in agencies close to where they live, but such placement is not guaranteed.

***NCLEX Credit to be issued in final semester of RN to BSN Program