

**UNIVERSITY OF VIRGINIA
SCHOOL OF NURSING
SYLLABUS**

**LEADERSHIP IN ACTION I AND II
2 OR 3 CREDIT HOURS EACH SEMESTER
FALL 2007/SPRING 2008**

COURSE PROFESSOR: Carol Lynn Maxwell-Thompson, RN, MSN, FNP-C
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COURSE DESCRIPTION:

The purpose of this elective is to promote leadership in nursing students, facilitate leadership roles, and to optimize the student's exposure to nursing leaders in Virginia, United States, and internationally.

This course prepares students to assume leadership roles in the local, state and national levels of the National Student Nurses Association. Students will develop individual learning contracts based on their specific roles in the organization. These will enhance critical thinking, communication and leadership skills. This course will involve discussion and advanced study on selected topics not covered in general courses.

This course will provide students an opportunity to earn academic credit for active involvement in the local, state and/or national levels of the National Student Nurses Association (NSNA), Virginia Nursing Student Association (VNSA), Student Nurses Association of Virginia (SNAV) and other organizations.

Any student may take the course for 2 semesters. Learning activities must be different each semester and approved by faculty.

Instructional toolkit will be used for discussion groups, logs, and other assignments.

PREREQUISITES

Faculty consent
Membership in NSNA/VNSA/SNAV/BSNA
Internet accessibility

COURSE OBJECTIVES

1. Identify the characteristics and qualities of nursing leaders in professional organization
2. Identify nursing leaders in Virginia, United States and internationally.
3. Develop an understanding of the impact of professional organizations on student achievement.
4. Link service-learning activities to professional values development and socialization in the nursing profession.
5. Develop competencies that future leaders and managers need to successfully provide for the health care needs of society.
6. Prepare for life-long commitment to participation in professional organizations.
7. Provide programs representative of current professional interests and concerns.
8. Create opportunities for mentor-protégé relationships and peer networks to grow.
9. Aid in the professional development of other nursing students.
10. Influence health care and nursing education through legislative activities.
11. Promote and encourage participation in community events.
12. Represent nursing students to the consumer, organizations, and community.
13. Encourage and promote opportunities for underrepresented students.
14. Promote collaborative relationships with the University of Virginia School of Nursing, Virginia Nurses Association, and Virginia Partnership for Nursing, and other related organizations.
15. Identify and collaborate with organizations that promote nursing as a career.

REQUIRED READINGS/RESOURCES/TEXTS:

1. Internet access to <http://www.nсна.org>
2. Www.nсна.org website for Leadership University
3. Virginia Nurses Association www.virginiannurses.com and Nursing Coalition Web sites www.virginiannurses.com/coalition
4. Virginia Partnership for Nursing website www.virginiapartnershipfornursing.org
5. Johnson and Johnson website www.discovernursing.com
6. NSNA's booklet, Guidelines for Planning Community Health Projects
7. NSNA's Awards and Honors Booklet
8. www.nснаleadershipu.org
9. School delegate information from www.nсна.org
10. info@covertheuninsured.org
11. Alcohol toxicity. Crash Course-the fight to know.
www.nursesnetworkofamericanl.com, email nnaoffices@optonline.net. Deborah Wilson, Program Administrator telephone 914-738-9277 or fax 914-813-8158
12. NSNA's booklet Guidelines for Planning Legislative Activities
13. NSNA's Sustaining Membership Brochure
14. NSNA's Getting the Pieces to Fit Brochure
15. NSNA's Guidelines for Planning Policies, Procedures, and Bylaws
16. NSNA's Guidelines for Planning Meetings and Conventions.

17. NSNA's Guidelines for Treasurers
18. NSNA's Guidelines for Fundraising.
19. American Nurses Association Web site www.nursingworld.org
20. NSNA's Guidelines for Recording Secretaries.
21. NSNA's Guidelines for Writing Resolutions.
22. NSNA's Guidelines for Planning Breakthrough for Nursing Projects.
23. NSNA's Guidelines for Planning Image of Nursing Projects
24. NSNA's Bill of Rights for Students of Nursing.

COURSE EVALUATION

The grading scale for the School of Nursing is uniform. You will earn credit depending on the approved credits you accumulate with leadership activities.

	2 credit course	3 credit course
97-100 = A+	200 points	300 points
94-96 = A	175-199	275-299
90-93 = A-	150-174	250-274
87-89 = B+	125-149	225-249
84-86 = B	100-124	200-224
80-83 = B-	90-99	175-199
77-79 = C+	85-89	150-174
74-76 = C	75-84	125-149
70-73 = C-	60-74	100-124
67-69 = D+	less than 60	less than 99 points
64-66 = D		
60-63 = D-		

Below 50 = F for 2 credits below 80 = Failing for 3 credits

See the Undergraduate Record for specifics concerning policies for failing grades, probation and suspension.

HONOR PLEDGE

The pledge may be found at www.virginia.edu/honor/pledge.html "On my honor as a student I have neither given nor received aid on this exam/assignment."

COURSE REQUIREMENTS FOR ALL STUDENTS

1. Membership in National Student Nurses Association (NSNA). Applications are available through course professor. Membership in NSNA includes membership in Virginia Nursing Student Association (VNSA), the state of Virginia association

- and Student Nurses Association of Virginia (SNAV) local University of Virginia chapter.
2. Submit to course professor by email listing your individual list of objectives. Use the contract in the syllabus. These should describe your specific leadership activities you plan to accomplish. The date for submission will be one week after first day of class in the semester and will be submitted in a word document by email. **5 points Due September 10th for fall semester and Wednesday January 23rd for spring semester by 5pm.**
 3. Submit **two logs** of progress in meeting the course objectives. This log should include a written summary of how you have met the objectives and points and an updated contract. This log should be submitted by email attachment to the course professor at cm2s@virginia.edu by 5pm on **October 18th, and December 3rd by 5pm for the fall semester and March 10th and April 25th by 5pm for the spring semester. 5 points each.** .
 4. Weekly participation on toolkit with discussion groups **5 points/week-** maximum of 10 weeks for 50 points. **Must participate weekly by Sunday 9pm**
 5. Each student will be responsible for one project such as food drive, clothing drive, toy drive, gifts for soldiers, fundraising, membership drive, collecting used cartridges, etc. You may share a project. Your project goals and objectives need to be included in both logs.
 6. Attend orientation class during the first 2 weeks of semester.
 7. SNAV meetings
 8. Virginia Nurses Association Legislative Dinner/Meeting **September 19th, 2007 5-7:30pm, McLeod Hall**
 9. Fall Leadership Forum **Saturday November 10th, 2007 9am-4pm McLeod Hall**
 10. Bice Lecture in Fall **Wednesday November 7th, 2007 Jordan Hall Auditorium**
 11. Lectures during Nurses Week **May 2008**
 12. Virginia Nursing Student Association Convention in Spring(20 points for entire day, 10 points for ½ day) in February in Roanoke, Virginia in Roanoke Hotel
 13. Toy Drive wrapping party in December
 14. Nurses Career Fair **December 2nd, 2006 11am-2pm McLeod Hall**
 15. Other leadership activities
 16. Membership in NSNA-applications available through course professor
 17. **Digital pictures are required for all leadership activities and events. Pictures need to be downloaded to a disc and given to course professor. We will use them in our scrapbooks and most active constituency book. Please include names, dates, event, other literature from event for example a flyer or brochure.**

COURSE ACTIVITIES FOR OBTAINING CREDIT

Students may pick activities that interest them. Requirements will be negotiated for each student. Students are encouraged to create and negotiate other activities. A learning contract is attached for your use. **A guide to use would be 5 points/hour of work.**

Students may choose from the below to gain credit for this elective. Include your choices with your objectives. Other choices may be made with the professor's permission.

1. Local SNAV chapter meeting attendance **5 points** per meeting (attendance must be documented on minutes)
Mon September 3, 2007 5pm room 1003 McLeod Hall
Wed September 5, 2007 5pm room 1003 McLeod Hall
Mon. October 1, 2007 5pm room 1003 McLeod Hall
Wed October 3, 2007 5pm room 1003 McLeod Hall
Mon. November 5, 2007 5pm room 1003 McLeod Hall
Wed November 7, 2007 5pm room 1003 McLeod Hall
Mon. December 3, 2007 5pm room 1003 McLeod Hall TOY DRIVE PIZZA PARTY/WRAPPING OF TOYS PARTY
2. Attendance at Virginia Nurses Association meeting/ Virginia Council of Nurse Practitioner meeting/Black Nurses Association Meeting **5 points**
3. Attendance at PNSO cabinet meetings at University of Virginia Health System. Meetings are the first and third Thursdays of the month from 2-4pm. Contact Dr. Catherine Kane for agenda. Office 924-0100 or email at cfk9m@virginia.edu.
4. Poster for state/national convention poster contest **20 points** (may do this as a group) This is presented in the spring but could be completed in the fall
5. Attendance at local town meetings/Chamber of Commerce/ Town Council/ other political meetings
6. Attend Bice Lecture **5 points**
7. Attend Virginia Nurses Association Summit or Convention **10 points VNA Summit**
8. Working for political candidate of your choice **5-50 points**
9. Distributing voting registrations forms
10. Attendance at National Student Nurse Convention or other national student convention. **25 points** (Must have documentation of attendance at meetings)
11. Perform the role of delegate at NSNA convention **15 points**
12. Perform the role of delegate at VNSA convention **15 points**
13. Write a resolution for presentation at the NSNA House of Delegates at NSNA Convention **20 points** (may be done as a group)
14. Attend Legislative Coalition Meeting **10 points** per meeting (must be documented in minutes) see VNA website for dates and directions.
15. Participation in "Covering the Kids and Families Back to School Campaign"- NSNA.org for details
16. Paper submitted for publication for NSNA/VNSA/VNA publications, communications in UVA School of Nursing Weekly memo. Publications for submission to NSNA/VNSA/VNA or other publications must a minimum of one typewritten page, APA format, topic must be approved by professor, must meet guidelines of selected publication. **5-20 points**
17. Attendance at VNSA Convention **10 points/day** (must have documentation from convention) **5 points/half day**.

18. Application for State/national scholarship. **5 points** See NSNA.org for information on scholarships.
19. Running for State/National Office in NSNA/VNSA **10 points**
20. Election to NSNA/VNSA Board **25 points**
21. Performance of duties of SNAV/BSNA offices of President/ Vice President/ Secretary/ Treasurer/ Community Chair/ Webmaster, Historian, Editor of Scrapbook and/or Most Activity Constituency Scrapbook (MAC), Break through to Nursing Chairperson, other. **5- 20 points**
22. Active participation in community projects such as health fair, toy drive, Break through to nursing projects, food and clothing drives, gifts to soldier nurses, etc **5-15 points**
23. Participation in Fundraising events for SNAV and other projects for example the Make a Wish Fundraising Dinner. **5-20 points Chairperson 60 points**
24. Participation in community service projects and fund raising events for example the American Heart Association, American Cancer Society, Arthritis Foundation, Reading for Blind, etc. **5-10 points**
25. International service or mission work (points will be negotiated depending on time commitment).
26. National service or mission work such as disaster relief (points will be negotiated depending on time commitment)
27. Complete the American Heart Association CPR Instructor Course **10 points**
28. Organize and/or participate in American Heart Association Walk on October 21st
29. Organizing events for increased awareness of the needs of the underinsured. **5-15 points**
30. Volunteer at a free clinic **5 points per visit**
31. Promote membership in professional, service, honor organizations in nursing and other disciplines including SNAV/ VNSA/ NSNA/ ODK/ BSNA/ STT, etc. **5-15 points**
32. Organize and promote whole school membership with NSNA. **5-15 points**
33. Initiate letter writing campaigns for nursing issues **5-10 points**
34. Organize events to communicate legislative issues to nursing students, colleagues, acquaintances, etc. **5-15 points**
35. Organize events to promote voting by organizing voting registration **5-15 points**
36. Visit the state Capitol for lobby day **5 points**
37. Attend the Legislative Day for Nurses in Richmond **15 points**
38. Publish a SNAV Newsletter **10-20 points**
39. Publish article in VNSA or NSNA newsletter
40. Participating in Partnership for Nursing Programs and utilizing information from Partnership in Nursing website and information in breakthrough to nursing programs **5-15 points**
41. Revise SNAV bylaws **10-20 points**
42. Attend city council meetings
43. Attend Parent teacher Meetings
44. Attend Church/place of worship council meetings

45. Center for Nursing Historical Inquiry- history forum. Tuesday September 18, 2007 12-1pm in McLeod room 5044, “licks the joints but bites the heart” of children-Rheumatic Fever Dr. Barbara Brodie
46. Center for Nursing Historical Inquiry= history forum. Tuesday October 16th, 2007 12-1pm in room 5033, McLeod Hall, “History matters: Reclaiming and reframing China’s Missionary Nursing past, Sonya Grypma, RN, PhD

PROJECTS

1. Toy drive- plan with SNAV treasurer and faculty advisor, includes fundraising and buying toys, communicating with SNAV members, other students, faculty. Coordinating local toy drives- Charlottesville, Greene, Madison, Louise toy drives.
2. Make A Wish Dinner in February 2008
3. Organizing food drives includes delivering the food to food bank and/or Salvation Army or other needy location. Canister in lobby from local food bank.
4. Organize and promote school membership and renewals in SNAV/NSNA/VNSA-starting in August throughout the year
5. Clothing drives for Shelter for Help in Emergency or other needy organization.
- 6. Habitat for Humanity- organizing nursing students and other students in University to volunteer for work and fundraising, communicating with Habitat, coordinate with President of SNAV**
- 7. Program of Nurses’ Network of American. Teaching about alcohol intoxication. Organizing nursing students to teach about alcohol poisoning from school ages children to peers.**
- 8. Underinsured of America- working with schools in organizing parents to sign children up for insurance**
9. Organizing students for convention- organizing information sessions, planning travel, and orientation sessions. Must be student who has attended convention. Fall convention is in November Kansas City, Kansas and Spring convention is Grapevine, Texas
10. Monthly Blood Pressure Screening at Martha Jefferson Hospital from 10am-12
11. Organizing fundraising from CPR to selling clinical clipboards, CPR masks, sweatshirts, flowers, bake sells, etc.
- 12. Organizing the Vial of Life Program for Charlottesville.**
13. Camp Holiday Trails fundraising run.
- 14. 16th Annual United Way Laurence E. Richardson Day of Caring. Wednesday September 19th, 2007. Greenbrier Elementary School**
- 15. American Heart Association Charlottesville Heart Walk October 21st, 2007 at Scott Stadium: walk or work at blood pressure screening station 1300-1600 one hour time slots. Contact for blood pressure**

screening is Cathy Kern at clk8b@virginia.edu, voice mail 243-4680 fax 977-7422

16. **Health Fair at Third Liberty Baptist Church in Buckingham County on Saturday, September 15, 2007, 12-5.**
17. LCVN/VPN Summit November 16,2007 8am-4pm Sheraton Richmond West Hotel
18. **UVA Office of Diversity & community relations are sponsoring a Health Fair at Third Liberty Baptist Church in Buckingham County Saturday September 15th from noon-5pm. Volunteers will provide blood pressure readings, height/weight measurements, diabetes risk assessments. Maria V Synan is the coordinator. Mvc3w@virginia.edu or voice mail at 434-982-4034 or cell 434-996-7747**
19. **Fundraiser for The Park in Crozet organized by Bill Rossberg October 20, 2007. Volunteers could do health screenings, hand out health information. Bill's email is wcr3a@virginia.edu phone is 434-882-2476**

END OF COURSE EVALUATIONS

Administered on line through ITC.

TOPICS FOR WEEKLY TOOLKIT DISCUSSIONS

FALL

- Benefits of professional membership
- Purpose of conventions/delegates/ caucus/ resolutions
- Nursing leadership in Virginia/ VNA/STT/ Nursing Coalition/Black Nurses Association/ other
- Break through to nursing/ Johnson and Johnson/ Partnership for Nursing
- Student nursing leadership/roles/responsibilities
- Community Service
- Alcohol Abuse Prevention
- Citizen Rights and Responsibilities
- Uninsured in American/ Free Clinics/Children's Health Insurance
- Fundraising/ Service Organizations/ American Heart Association/ American Red Cross/ Make a Wish Foundation, etc.
- Nursing leaders in Virginia

SPRING

- Convention participation/planning
- Legislative Coalition in Virginia
- Responsibilities and duties of officers in SNAV/VNSA/NSNA
- Running for elected office/ Platforms for conventions
- Alcohol Abuse Prevention
- Poster presentations
- Documenting and preserving history for SNAV- scrapbooks, MAC books

- Benefits of WEB in promoting nursing organizations
- Recruitment tools
- Get Involved
- Scholarships

SPECIAL EVENTS:

UVA Diabetes Education & Management Program offers assessments and patient teaching in the clinic building on Fontaine Ave. Students would: escort people/ set up posters/ patient educational materials, do basic health assessment activities (BP's, weights, measuring BMT), administering screening questionnaires and doing patient teaching about basic aspects of diabetes. Contact Dr. Sharon Utz at swu2q@virginia.edu if you are interested.

Nursing Leadership Forum is MANDATORY for this course in the Fall Semester. Registration forms will be distributed in the early fall.

Virginia Nurses Association Legislative Coalition Meetings:

- Information on Virginia Nurses Association
- Virginia Nurses Association Convention
- Nursing Coalition Summit Meeting

National Student Nurses Association Conventions – fall and spring

- Conventions are a wonderful opportunity to learn more about different fields in nursing, to expand your nursing knowledge and learn about opportunities in nursing. Exhibitors are also in attendance from across the county to inform you about job and educational opportunities. They also bring lots of free gifts. Conventions may be attended for 1-5 days. You may earn points for attending sessions at the convention. You must document in your log what sessions you attended. You receive 5 points per session. It is an expectation that you attend most of the conference during the time that you are there. Opening and Closing sessions and Plenary Sessions attendance is encouraged. Sightseeing is an added benefit to attending convention but you can count 5 points for sightseeing if you take someone with you from UVA who you want to know better!! You need to plan for convention. Make sure that you are in good academic standing. Your clinical instructor might excuse you from clinical but you need to present to your clinical group some topic from convention. If you would like to attend convention and it falls on a clinical day, you must seek permission from your clinical instructor. NCLEX is also offered at all conventions. It is a good idea for all nursing students to attend these sessions. They not only offer services for fourth years getting ready to take state boards but also offer test taking strategies that would benefit any student.

FALL 2007 AND SPRING 2008

Virginia Nurses Association Legislative Coalition Meetings:

- Saturday, **August 18th, 2007**, Legislative Agenda Setting Meeting 10am-2pm
- Friday, **September 7, 2007** Monthly meeting 10am-12pm
- Friday, **October 5, 2007**, Monthly meeting 10am-12 noon
- Friday, **November 2, 2007** Monthly meeting 10am-12 noon
- Friday **November 16th LCVN/VPN SUMMIT 8:30AM-4:30PM**
- Friday, **December 7, 2007** Monthly meeting 10am-12 noon
- Friday, **January 4, 2008** Monthly meeting 10am-12 noon
- January-February TBA Virginia Nurses Legislative Day Marriott, Richmond, Virginia see link for directions www.virginiannurses.com 8am-5:30 pm
- Friday **March 7, 2008** Monthly meeting 10am-12 noon
- Friday **April 4, 2008** Monthly meeting 10am-12 noon
- Friday **May 2, 2008** Monthly meeting 10am-12 noon
- Friday **June 6, 2008** Monthly meeting 10am-12 noon

All meeting are held at the Bon Secours Memorial School of Nursing unless otherwise stated with the meeting announcement. Directions are available at <http://www.bonsecours.com/careers-ed/sonursing.asp>

CONVENTION SUMMARY

Date	Time	Session Title	Speaker	Comments

LEARNING CONTRACT

I, _____, am contracting for a grade of _____ and _____ credits in this course, and will accomplish the following in order to achieve this grade:

Activities	Points	Dates completed	Projects	Points	Dates completed
	Midterm				
	Final points				

STUDENT DATE

FACULTY DATE