



# Academic Notes

DECEMBER 13, 2004

AN 2004-2005

## **\*\*SPECIAL NOTICES\*\***

### **CALEB MILLS DISTINGUISHED TEACHING AWARD**

Nominations for the 2005 Caleb Mills Distinguished Teaching Award are now being accepted at the Center for Teaching and Learning, Dreiser Hall 123. The award is one of ISU's most prestigious, and a faculty committee is currently being formed to review nominees. The deadline for nominations is Friday, December 17, 2004.

The University Handbook restricts nominations for the Caleb Mills Award to tenured faculty who have taught a minimum of 16 semester hours or 24 contact hours at ISU over the previous calendar year. Nominations can be provided from administrators, faculty, students, and alumni and should be submitted electronically at the Center for Teaching and Learning Web page. Click on Programs, followed by Caleb Mills Award.

Thank you for your assistance in recognizing some of ISU's most outstanding faculty. Informational posters for the award will be forthcoming and can be displayed in your building in an appropriate setting.

### **FACULTY ATTENDANCE FORM FOR FALL COMMENCEMENT**

All faculty are asked to go to the Academic Affairs Web site and fill out the Faculty Attendance form for Fall Commencement 2004 at <http://web/acadnotes/commencement.htm>. After completing the attendance form, click on the submit button, and it will be sent directly to the Office of the Provost. Please complete the attendance form no later than **5 p.m., Wednesday, December 15, 2004**. If you have questions, please contact Donna Royse at x2307.

### **ACADEMIC NOTES PUBLICATION SCHEDULE FOR SPRING 2005**

Below is the circulation schedule for the hard copy of *Academic Notes* through May 2, 2005. An asterisk (\*) indicates a curricular issue. **All submissions for inclusion in *Academic Notes* are due in the Office of Academic Affairs no later than 10:00 a.m. on the Wednesday<sup>a</sup> prior to the distribution of *Academic Notes* on the following Monday, along with an E-Mail or a diskette with the same information in Microsoft Word format. Failure to submit a diskette containing this information will delay publication.** An electronic version of *Academic Notes* is available using Acrobat Reader via the ISU Web Page at – <http://web.indstate.edu/acadnotes/> –.

**ACADEMIC NOTES PUBLICATION SCHEDULE**  
**FOR SPRING 2005**

<b><u>Deadline for Items</u></b>	<b><u>Issue Date</u></b>
January 5	January 10
January 12*	January 18* <sup>1</sup>
January 19	January 24
January 26*	January 31*
February 2	February 7
February 9*	February 14*
February 16	February 21
February 23*	February 28*
March 2	March 7
March 9*	March 14*
March 16	March 21
March 23*	March 28*
March 30	April 4
April 6*	April 11*
April 13	April 18
April 20*	April 25*
April 27	May 2

<sup>1</sup> Due to holidays, the dates for submission and publication have been moved up or back a day.

## FACULTY GOVERNMENT

### **FACULTY SENATE EXECUTIVE COMMITTEE REPORT FOR** **DECEMBER 7, 2004**

The Faculty Senate Executive Committee met Tuesday, December 7, 2004, in HMSU 227.

H. Hudson reported that the Board of Trustees had approved: Life Sciences division; sabbatical leaves handbook language; benefits proposals; TIAA-CREF proposal; revisions to the travel policy, and the tuition rate hike. She again requested a response to Senate's request for faculty representation on the Board.

#### Committee Actions

- approved minutes, 5-0-1;
- FAC report on academic deans' evaluation accepted 6-0-1;
- CAAC, FAC, SAC reports on notebook initiative accepted 6-0-1;

- discussed draft of faculty survey.

The meeting was adjourned 5:20.

*Faculty Government: continued*

### **FACULTY SENATE EXECUTIVE COMMITTEE**

The Executive Committee of the University Faculty Senate will meet at 3:15 p.m. on Tuesday, December 14, 2004, in Hulman Memorial Student Union 227.

#### Agenda

- I. Administrative Report
- II. Chair Report
- III. Fifteen Minute Open Discussion
- IV. Approval of the Minutes
- V. Old Business
- VI. New Business
- VII. Standing Committee Reports

### **INDIANA STATE UNIVERSITY FACULTY SENATE**

The University Faculty Senate will meet at 3:15 p.m. on Thursday, December 16, 2004, in Dede III.

#### Agenda

- I. Administrative Report
- II. Chair Report
- III. SGA Report
- IV. Fifteen Minute Open Discussion
- V. Approval of the Minutes
- VI. Standing Committee Recommendations
  - FEBC: Tuition Benefits
  - Technology Fee Prorating
- VII. Executive Committee: Notebook Initiative
- VIII. Old Business
- IX. New Business
- X. Standing Committee Reports

*Faculty Government: continued*

## **FACULTY SENATE STANDING COMMITTEES**

### **GENERAL EDUCATION COUNCIL**

The General Education Council will be meeting on the following dates (Mondays) from 3-4:00 PM in Holmstedt Hall Conference Room 223. Agendas and approved minutes appear on the General Education web site at the following link:

<http://www.indstate.edu/gened/GE%20Council-Committees.htm>

#### **Meeting Dates**

January 24 & 31

February 7, 14, 21 & 28

March 7, 14, & 28

## **CURRICULUM**

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# UNDERGRADUATE PROPOSALS

## PROGRAM REVISION

### COLLEGE OF HEALTH AND HUMAN PERFORMANCE

#### Health, Safety, and Environmental Health Sciences

#### Community Health Minor

#### Summary and Rationale:

The identification of the minor classes would inform students which classes would count towards the minor in Community Health. Identifying the classes will help direct students.

#### *Current Catalog Copy*

#### Community Health Minor (18 semester hours)

**Required Health, Safety, and Environmental Health Sciences courses:** 111--3 hrs.; 221--3 hrs.; 392--3 hrs.

**Directed electives:** nine hours selected in consultation with minor advisor in the Department of Health, Safety, and Environmental Health Sciences.

#### *Proposed Catalog Copy*

#### Community Health Minor (18 semester hours)

**Required Health, Safety, and Environmental Health Sciences courses:** 111--3 hrs.; 221--3 hrs.; 392--3 hrs.

**Directed electives:** nine hours selected from the following classes Health 210, 212, 340, 341, 393, 360, 401, 402, 403, 406, 424, and 428, in consultation with minor advisor in the Department of Health, Safety, and Environmental Health Sciences.

*Preferred Effective Term: Spring 2005*

# GRADUATE PROPOSALS

## NEW COURSE

### COLLEGE OF EDUCATION: Curriculum, Instruction, and Media Technology

**\*CIMT 631 Reference Sources and Services for Library Media--3 hours.** An introduction

to standard sources of reference information for school and public libraries. Both print and non-print formats are addressed. Also included is the theory and practice of reference services. This course is cross listed with CIMT 431/531.

*Preferred Effective Term: Fall 2005*

*\*course has undergraduate equivalent*

## **UNDERGRADUATE APPROVALS**

### **NEW COURSES**

#### **COLLEGE OF HEALTH AND HUMAN PERFORMANCE: Recreation and Sport Management**

**RCSM 355 Communications and Media Relations in Sport**--3 hours. The application of communication theory and media relations in a sport environment.

*Preferred Effective Term: Fall 2005*

#### **COLLEGE OF BUSINESS: Marketing**

**MKTG 475 Seminar in Current Marketing Topics**--3 hours. This seminar course provides an in-depth study of selected topics or problems facing marketing professionals that would not ordinarily be presented in regularly scheduled MKTG courses. May be repeated one time for a maximum of 6 hours; no topic may be repeated. Prerequisite: MKTG 301 or BUS 361.

*Preferred Effective Term: Spring 2005*

### **COURSE REVISIONS**

#### **COLLEGE OF BUSINESS: Marketing**

**MKTG 449 Individual Study in Marketing**--3 hours. Specialized research, reading, and study in marketing to meet the needs and interests of the individual student. Elected on an arranged basis. Prerequisite: consent of instructor and approval of Department Chairperson.

*Change description to:*

**MKTG 449 Individual Study in Marketing**--3 hours. Specialized research, reading, and study in marketing to meet the needs and interests of the individual student. Elected on an arranged basis. Prerequisite: consent of instructor and approval of Department Chairperson. May be repeated one time.

*Preferred Effective Term: Spring 2005*

#### **COLLEGE OF EDUCATION: Counseling**

**COUN 135 Career and Life Planning** 1-3 hours. Introduction to early and middle stages of career and life planning; assessment of personal interests and values; information

processing; decision making strategies; and general academic planning.

*Change description to:*

**COUN 135 Career and Life Planning** 1-3 hours. Introduction to career and life planning; assessment of personal interests and values; career information processing; career decision making strategies; and general academic planning.

*Preferred Effective Term: Spring 2005*

*UNDERGRADUATE APPROVALS: Course Revisions - continued*

### **COLLEGE OF HEALTH AND HUMAN PERFORMANCE: Recreation and Sport Management**

**RCSM 450 Design and Development of Recreation and Sport Areas and Facilities**--3 hours. Theory, principles, and applications of community based comprehensive planning of park, recreation, and sports areas and facilities. Includes current practices in planning, design, and development. Field trip required. Prerequisite: completion of lower core division and junior level, or consent of instructor.

*Change title and description to:*

**RCSM 450 Venue/Event Management and Design**--3 hours. Theory, principles, and applications of community based comprehensive planning for park, recreation, and sports areas and facilities, including current practices in planning, design, and development. Further, venue management theory will be reviewed. Field trip required.

*Preferred Effective Term: Fall 2005*

## **COURSE ELIMINATIONS**

### **COLLEGE OF ARTS AND SCIENCES: General Honors**

**GH 130 Latin America in the Twentieth Century**--3 hours. Introduction to the social, cultural, political, and economic experience of Latin America in the twentieth century. General Education Credits [GE89: C1,D1,E1]

*Preferred Effective Term: Fall 2004*

### **COLLEGE OF HEALTH AND HUMAN PERFORMANCE: Recreation and Sport Management**

**RCSM 369 Expedition Leadership**--3 hours. Techniques and practical application of expedition leadership. Emphasis is placed on various areas of responsibility expedition leaders may encounter during phases of expeditions. Prerequisite: 365 or consent of instructor. (Field trip required.)

*Preferred Effective Term: Fall 2005*

*UNDERGRADUATE APPROVALS: continued*

## **PROGRAM REVISIONS**

### **COLLEGE OF EDUCATION: Elementary and Early Childhood Education Junior High/Middle School License Eliminate Major Code**

#### **Summary and Rationale:**

Rules 2002 for Teacher License no longer recognizes the language of endorsements.

It is necessary to change all references to minors and endorsements. Endorsements no longer exist under Rules 2002 for licenses and minors do not automatically add a licensing area - the emphasis is on assessment of performance outcomes. The language under electives was changed to reflect this requirement.

*Current Catalog Copy:*

#### **Junior High/Middle School Endorsement for Elementary Education Majors (27 semester hours minimum)**

This endorsement may be added to the Elementary Education program.

**Professional Education:** (9 semester hours minimum). A grade of C or better is required in each course as well as a minimum grade point average of 2.5.

**Required:** Educational Psychology 422--3 hrs.; Curriculum, Instruction, and Media Technology 410M--3 hrs.; 451M--3 hrs.

#### **Teaching Area** (18 semester hours minimum)

Complete at least one of the subject areas identified below with a grade point average of at least 2.5. Consult the department or center listed in parentheses for requirements of the teaching area.

Family Life Education Minor (Family and Consumer Sciences)

Foreign Language Supporting Area/Minors (Foreign Languages and Literatures)

Health and Safety Minor (Health and Safety)

Language Arts Supporting Area (English)

General Music Minor (Music)



Physical Education Minor in Elementary Education (Physical Education)  
Mathematics Supporting Area (Mathematics and Computer Science)  
Reading Minor (Elementary, Early, and Special Education)  
Science Supporting Area (Science Education)  
Social Studies Supporting Area (Center for Social Science Education)  
Visual Arts Minor (Art)

*UNDERGRADUATE APPROVALS: Junior High/Middle School License - continued*

*Proposed Catalog Copy:*

**Addition of Junior High/Middle School Instructional License for Elementary Education Majors (27 semester hours minimum)**

This License area may be added to the Elementary Education Program.

**Professional Education:** (9 semester hours minimum). A grade of C or better is required in each course as well as a minimum grade point average of 2.5.

**Required:** Educational Psychology 422--3 hrs.; Curriculum, Instruction, and Media Technology 410M--3 hrs.; 451M--3 hrs.

**Teaching Area** (18 semester hours minimum)

Complete at least one of the subject areas identified below with a grade point average of at least 2.5. Consult the department or center listed in parentheses for requirements of the teaching area.

Family Life Education Minor (Family and Consumer Sciences)  
Foreign Language Supporting Area/Minors (Foreign Languages and Literatures)  
Health and Safety Minor (Health and Safety)  
Language Arts Supporting Area (English)  
Physical Education Minor in Elementary Education (Physical Education)  
Mathematics Supporting Area (Mathematics and Computer Science)  
Reading Minor (Elementary, Early, and Special Education)  
Science Supporting Area (Science Education)  
Social Studies Supporting Area (Center for Social Science Education)  
Visual Arts Minor (Art)

*Preferred Effective Term: Fall 2005*

**COLLEGE OF NURSING  
B.S. Nursing (completion)**

**Executive Summary:**

Every two years, as part of our evaluation process we review our courses to see if the courses offered meet the needs of the students and whether or not the course sequencing is still appropriate. The changes submitted reflect the evaluation that was done. We discussed, in particular, if all the prerequisites were needed or if some flexibility in scheduling for students could be achieved without violating the integrity of the curriculum. In addition we shortened catalogue descriptions. Thus, all the changes submitted are as a result of our regular curriculum evaluation process.

The major changes in this track are somewhat like those in the Generic Program. The grading scale and progression requirements are changed to conform to the generic program. The other major change is that students may now be conditionally admitted to the program and take non-clinical courses pending passing the NCLEX exam for registered nurses. We made this change so that students who graduate from AD programs in nursing could immediately begin our program pending receipt of licensure—in other words new graduates from IVY Tech and Vincennes will not have to delay their educational progress until after licensure. Once the licensure exam is passed the student could then progress to the clinical courses. By way of example, students could take the non-clinical Nursing 300 –Transition to Professional Nursing—while awaiting the results of the licensure exam.

### **Rationale:**

The School of Nursing is accredited by the National League for Nursing Accrediting Commission (NLNAC). The accreditation criteria required that the School has an on-going master plan for program evaluation that includes regular curriculum evaluation. Within the school the Evaluation Outcomes Assessment Committee has oversight over the evaluation process and each committee then has specific things that must be evaluated according to the master plan. Criterion 13 of the master plan states: **Program design provides opportunity for students to achieve program outcomes and acquire knowledge, skills, values, and competencies necessary for nursing practice.** Thus, the School's Curriculum and Academic Affairs Committee is charged with the responsibility to gather data and make recommendations with regard to this criterion.

One of the goals of the catalogue description revision was to shorten the descriptions as directed by University guidelines. But more, importantly we evaluated whether or not all the listed prerequisites were needed for course progression. Further, the many of the courses in this BS in Nursing (Completion Program) are the same as the BS in Nursing Program and thus must have the same catalogue descriptions. The changes made as indicated below reflect the impetus for these changes. Please note that the change in Nursing 486 will become effective once the course is approved as the Capstone course. Further revisions in the course are currently being made as directed by the General Education Council

Finally, changes in the admission requirements will allow students who receive their associate degrees from IVY Tech and Vincennes and other institutions to progress directly into the RNBS program and begin taking non-clinical courses while awaiting licensure results. If a student doesn't pass the licensure exam (NCLEX) then the student will not be formally admitted and will not be able to take the required clinical courses until passing the licensure exam.

*Catalog Copy*

<b>CURRENT CATALOGUE DESCRIPTIONS</b>	<b>PROPOSED CATALOGUE DESCRIPTIONS</b>
<p><b>Admission Requirements for the Baccalaureate Track for Registered Nurses are: 1</b></p> <ol style="list-style-type: none"> <li>1. Admission to the University as a degree-seeking student.</li> <li>2. Proof of current licensure as a registered nurse in the United States.</li> <li>*3. An earned degree with a major in nursing from a program that is accredited by the National League for Nursing in a regionally accredited college or university.</li> </ol> <p style="padding-left: 40px;">*The application of a graduate from a National League for Nursing accredited diploma program or an associate degree program that is not accredited by the National League for Nursing will be evaluated on an individual basis.</p> <p><b>Advanced Standing</b></p> <p>Credits earned at another college or university will be evaluated on an individual basis in accordance with University and School policies. Opportunities for students to earn credit by examination and professional portfolio review are available. More detailed information is available from the Office of Student Affairs, School of Nursing.</p> <p><b>Progression and Retention Policies</b></p> <ol style="list-style-type: none"> <li>1. Students must maintain a 2.00 cumulative grade point average throughout their enrollment in the Baccalaureate Degree Nursing Program in the School of Nursing.</li> </ol>	<p><b>Admission Requirements</b></p> <ol style="list-style-type: none"> <li>1. Admission to the University as a degree seeking applicant.</li> <li>2. Proof of current licensure as a registered nurse in the United States. An applicant may be admitted conditionally with formal admission pending receipt/verification of licensure no later than time of enrollment in first clinical nursing course.</li> <li>3. An earned associate degree with a major in nursing from a program accredited by the National League for Nursing Accrediting Commission, Inc.(NLNAC) in a regionally accredited collegiate institution.</li> <li>4. The application of a graduate from an accredited diploma program or an associate degree program that is not accredited will be evaluated through admission portfolio review. Forms are available from the Office of Student Affairs in the College of Nursing.</li> </ol> <p><b>Progression, Retention, Dismissal Policies</b></p> <ol style="list-style-type: none"> <li>1. Students must maintain a cumulative grade point average of at least 2.25 throughout their enrollment in the Baccalaureate Track for Registered Nurses in the College of Nursing.</li> <li>2. Students must achieve a minimum grade of C (79%), as well as satisfactory for the clinical component of each nursing course.</li> <li>3. A failed nursing course may be repeated only one time. Failure of any nursing course for a second time will result in dismissal from the program.</li> </ol>

<p>2. Students must achieve a minimum grade of B, as well as a satisfactory grade for the clinical component, in each nursing course. A failed nursing course must be repeated and passed before the student enrolls in any other clinical nursing course.</p> <p>3. Students must achieve a minimum of C in the following cognate General Education courses:  Educational Psychology 302 or Health and Safety 340; Life Science 412; and English 305.</p> <p>Only two cognate courses may be repeated one time each in order to achieve a minimum grade of C. Each cognate science course and its laboratory count as one course.</p> <p>4. Students must successfully complete all nursing and cognate courses for each year before progressing to the next year of the curriculum.</p> <p>5. Enrollment in clinical nursing courses will be determined by the following priorities:</p> <ol style="list-style-type: none"> <li>Continuing students—students who enroll in at least one clinical nursing course each semester.</li> <li>Advanced placement students—students who have earned advanced placement in the sequence of nursing courses and who will be enrolling in their first clinical nursing course.</li> <li>Non-continuing students—students in good standing who have dropped out of the sequence of clinical nursing courses for at least one semester.</li> <li>Non-progressing students--student who must repeat a clinical nursing course.</li> </ol> <p>6. To assist the student in succeeding academically, the student who has failed one nursing course will:</p> <ol style="list-style-type: none"> <li>Submit a letter to the Office of Student Affairs, School of Nursing. The letter must include the student's explanation for the failure and specific recommendations and a plan to achieve academic success.</li> <li>Meet with the School's Director of Student Affairs to discuss the identified plan. Failure to meet with the Director will prohibit the student's enrollment in the failed nursing course. The student, the student's advisor, and the course facilitator of the failed nursing</li> </ol>	<p>4. Failure of any two nursing courses within the baccalaureate curriculum will result in dismissal from the program.</p> <p>5. Students must achieve a minimum grade of C in the following cognate general education courses:  English 305; Educational Psychology 302, or Health and Safety 340; Life Science 412; Mathematics 102 or Quantitative Literacy exemption.</p> <p>6. A failed cognate may be repeated only one time. Failure of any cognate for a second time will result in dismissal from the program.</p> <p>7. Failure of any 3 courses designated as a cognate in the baccalaureate nursing curriculum will result in dismissal from the program.</p> <p><b>Advanced Standing</b></p> <p>Experienced registered nurses have an opportunity to demonstrate successful attainment of course objectives for specific nursing courses through Professional Portfolio Review. Up to 15 credits may be earned. Refer to Guidelines for the Professional Portfolio Review.</p> <p><b>Graduation Requirements</b></p> <p>The Board of Trustees of Indiana State University grants the degree of bachelor of science to those candidates who are recommended for the degree by the College of Nursing faculty after fulfilling all University requirements, and having completed the following:</p> <ol style="list-style-type: none"> <li>Earned a minimum of 124 semester hours and maintained a cumulative grade point average of 2.25 or above.</li> <li>Passed all required courses with a minimum grade of C in each nursing and cognate course.</li> <li>Filed an application for graduation with the Registrar's Office by the deadline established by the University.</li> </ol>
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course will receive a copy of the recommendations from the School's Director of Student Affairs.

- c. Take responsibility to implement the identified plan and recommendations for academic improvement.

### **Graduation Requirements**

The Board of Trustees of Indiana State University grants the degree of bachelor of science to those candidates who are recommended for the degree by the School of Nursing faculty and who have completed the following requirements:

1. Earned a minimum of 124 semester hours with a cumulative grade point average of 2.00 or above.
2. Passed all required courses with a minimum grade of B in each nursing course as well as a minimum grade of C in each cognate course.

### **Dismissal Policy**

1. A failed nursing course may be repeated only one time. Failure of a nursing course for a second time will result in dismissal from the Baccalaureate Degree Nursing Program.
2. Failure of any two nursing courses within the Baccalaureate Degree Nursing Program will result in dismissal from the program.
3. A failed cognate course may be repeated only one time. Failure of a cognate for the second time will result in dismissal from the program.
4. Failure of any three cognate courses within the Baccalaureate Degree Nursing Program will result in dismissal from the program.
5. Any student who has been dismissed from the Baccalaureate Degree Nursing Program is not eligible to enroll in any nursing class.

*Preferred Effective Term: Spring 2005*

## **COLLEGE OF NURSING**

### **B.S. Nursing**

### **Executive Summary:**

Every two years, as part of our evaluation process we review our courses to see if the courses offered meet the needs of the students and whether or not the course sequencing is still appropriate. The changes submitted reflect the evaluation that was done. We discussed, in particular, if all the prerequisites were needed or if some flexibility in scheduling for students could be achieved without violating the integrity of the curriculum. In addition we shortened catalogue descriptions. Thus, all the changes submitted are as a result of our regular curriculum evaluation process.

With regard to course pre-requisites-you will note that in order to be admitted to the nursing major the following courses must be completed with a grade of C or better-these are considered our

*UNDERGRADUATE APPROVALS: B.S. Nursing – continued*

cognates because of the grade requirements (a student taking a course that is a prerequisite, but not a cognate can receive a grade of D in the course and still progress in the program):

A grade of C or above in the following cognate courses: English 105 or 107; Psychology 101; Life Science 231 and 231L; Chemistry 100 and 100L; Mathematics 102 or Quantitative Literacy exemption; Psychology 266, or Educational Psychology 221, or Family and Consumer Sciences 103; Sociology 100; and Communication 101. **The only change that was made was dropping the option for Chem 103 and 104. This was a change made several years back when the Department of Chemistry designed Chemistry 100 for nursing majors. Additionally we dropped statistics as a cognate, but it still is a prerequisite for one of our courses-so students still take the course.** We have also added preadmission testing. We are currently in the process of investigating which test to use. One of the things we have discovered is that even with C or higher in the required pre-nursing courses, many students come ill prepared to undertake the rigorous nursing curriculum. Preadmission testing will help us to better select students who have the highest potential for success.

With regard to the grades assigned to the nursing courses, several years back we raised the passing standard in undergraduate nursing courses to 79% because our data indicated that students who achieve less than a 79% have less chance of passing the NCLEX registered nurse licensure exam. At that time we assigned the grade as a B and our rationale at that time, was that our passing grade was so high that we didn't want to jeopardize the students' ability to get scholarships by assigning a letter of C. Since that time we have realized that this decision has led to some grade inflation. Thus, we will now assign this minimum passing grade as a C. Each instructor will now, like other instructors on campus, be able to set the grading scale as long as 79% is the minimum passing grade. In addition, we are raising standards to now say that a 2.25 is required for progression and graduation. This will counterbalance the fact that a student might receive a D in a non-nursing course.

### **Rationale:**

The School of Nursing is accredited by the National League for Nursing Accrediting Commission (NLNAC). The accreditation criteria required that the School has an on-going master plan for program evaluation that includes regular curriculum evaluation. Within the school the Evaluation Outcomes Assessment Committee has oversight over the evaluation process and each committee then has specific things that must be evaluated according to the master plan. Criterion 13 of the master plan states: **Program design provides opportunity for students to achieve program outcomes and acquire knowledge, skills, values, and competencies necessary for nursing practice.** Thus, the School's Curriculum and Academic Notes

Academic Affairs Committee is charged with the responsibility to gather data and make recommendations with regard to this criterion. The School's Student Affairs Committee is charged with the responsibility to evaluate admission, progression and retention policies.

One of the goals of the catalogue description revision was to shorten the descriptions as directed by University guidelines. But more, importantly we evaluated whether or not all the listed prerequisites were needed for course progression. The changes made as indicated below reflect the impetus for these changes. Please note that the change in Nursing 486 will become effective once the course is approved as the Capstone course. Further revisions in the course are currently being made as  
*UNDERGRADUATE APPROVALS: B.S. Nursing - continued*

directed by the General Education Council.

Changes in the Admission, Progression and Retention Policies were made as we determined that our attrition rate from nursing courses was due to lack of academic preparation on the part of our students.

### Catalog Copy

CURRENT CATALOGUE DESCRIPTIONS	PROPOSED CATALOGUE DESCRIPTIONS
<p><b>Admission Requirements</b></p> <p>Students who meet the University's admission requirements for regular admission will be admitted to the School of Nursing as nursing non-designated majors.</p> <p><b>Recommended high school courses</b></p> <p>Eight semesters or equivalent of English            Four semesters or equivalent of mathematics (algebra, geometry, or other similar courses)            Four semesters or equivalent of foreign language*            Two semesters or equivalent of chemistry            Two semesters or equivalent of biology            Computer literacy</p> <p>*Students who have not completed four semesters or equivalent with a C or above of a single foreign language in high school will be required to complete two semesters of a single foreign language at Indiana State University.</p> <p><b>Admission Criteria for the Baccalaureate Nursing Major</b></p> <p><b>Guaranteed Admission</b></p> <p>Students who meet the following criteria will be guaranteed admission into the second year, first semester, nursing course(s) (Nursing 200 and/or 204):</p> <ol style="list-style-type: none"> <li>1. Admission to the University.</li> <li>2. High school grade point average of 3.0 on a 4.0 scale.</li> <li>3. SAT total of 1000 or ACT composite of 22.</li> </ol>	<p><b>Baccalaureate Nursing Degree Program</b></p> <p><b>Recommended Preparation and Achievement</b></p> <p><b>High School Courses or Equivalent</b>            Indiana Core 40            GED 50            Academic Honors  <b>High School grade point average of 3.0 on a 4.0 scale</b></p> <p><b>SAT total of 1000 or ACT composite of 22</b></p> <p><b>Computer literacy</b></p> <p><b>Pre-Nursing Requirements-Freshman</b></p> <p>Students who are admitted to the University with unconditional standing may begin the program of studies in the College of Nursing as pre-nursing majors (eligible for enrollment in 100 level nursing courses).</p> <p><b>Admission Criteria for the Baccalaureate Degree Nursing Major-Sophomore</b></p> <p>Students will be considered for admission to the major in the second year, first semester nursing course(s) (Nursing 200 and/or Nursing 204) after meeting the following criteria:</p>

<p>4. Two years of high school mathematics (at least one year of algebra).</p> <p>5. One year of high school chemistry.</p> <p>6. Minimum cumulative grade point average of 2.25 on a 4.00 scale in the course prerequisites for Nursing 200 and/or 204.</p> <p>7. Grade of B or above in Nursing 104 and 106.</p> <p>8. Grade of C or above in the following cognate courses: English 105 or 107; Psychology 101; Life Sciences 231 and 231L; Mathematics requirement; Psychology 266, Educational Psychology 221, or Family and Consumer Sciences 103; Sociology 100; Communication 101; and Chemistry 100 and 100L or Chemistry 104 and 104L.</p> <p>If a grade of C or above is not earned the first time the course is taken, a grade of C or above must be earned the second time the course is taken.</p> <p><b>General Admission</b></p> <p>Students will be considered for admission into the second year, first semester nursing course(s) (Nursing 200 and/or 204) after meeting the following criteria:</p> <ol style="list-style-type: none"> <li>1. Admission to the University.</li> <li>2. A minimum cumulative grade point average of 2.25 on a 4.00 scale for Nursing 200 and /or 204 course prerequisites.</li> <li>3. A grade of B or above in Nursing 104 and 106.</li> <li>4. A grade of C or above in the following cognate courses: English 105 or 107; Psychology 101; Life Sciences 231 and 231L; Mathematics 102 or Quantitative Literacy exemption; Psychology 266, Educational Psychology 221, or Family and Consumer Sciences 103; Sociology 100; Communication 101; and Chemistry 100 and 100L or Chemistry 104 and 104L.</li> </ol> <p>If a grade of C or above is not earned the first time the course is taken, a grade of C or above must be earned the second time the course is taken.</p> <p><b>Transfer Admission</b></p> <p>A student transferring to the Indiana State University School of Nursing has the same consideration for admission to the baccalaureate nursing major as any matriculating Indiana State University nursing student. Students will be considered for admission as a transfer student when the following minimum requirements are met:</p>	<ol style="list-style-type: none"> <li>1. A minimum cumulative grade point average of 2.5 on a 4.0 scale following completion of required courses in the first year of the program of studies.</li> <li>2. A grade of C (79%) or above in Nursing 104 and Nursing 106.</li> <li>3. Nursing 104 and Nursing 106 may be repeated only one time. Failure of either course for a second time will result in ineligibility for admission to the major.</li> <li>4. A grade of C or above in the following cognate courses: English 105 or 107; Psychology 101; Life Science 231 and 231L; Chemistry 100 and 100L; Mathematics 102 or Quantitative Literacy exemption; Psychology 266, or Educational Psychology 221, or Family and Consumer Sciences 103; Sociology 100; and Communication 101.</li> <li>5. A failed cognate course may be repeated only one time. Failure of any single cognate course (each failed cognate science course and its laboratory count as one course) for a second time will result in ineligibility for admission to the major</li> <li>6. Failure of any 3 single courses designated as cognates in the baccalaureate nursing curriculum will result in ineligibility for admission to the major. Each failed cognate science course and its laboratory count as one course.</li> <li>7. Pre-admission testing as determined by the College of Nursing.</li> <li>8. Applicants with a baccalaureate degree will have their transcripts reviewed on an individual basis.</li> </ol> <p><b>Transfer Students</b></p> <p>A student transferring to the College of Nursing has the same consideration for admission to the baccalaureate nursing major at the sophomore level as any matriculating Indiana State University nursing student providing that the minimum admission requirements for the major have been met either at Indiana State</p>
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1. Have earned at least 24 credit hours with a minimum cumulative grade point average of 2.25 on a 4.00 scale at Indiana State University or another accredited college or university.
2. Have completed the following prerequisite courses with a C or above: English 105 or 107; Psychology 101; Life Sciences 231 and 231L; Mathematics 102 or Quantitative Literacy exemption; Psychology 266, Educational Psychology 221, or Family and Consumer Sciences 103; Sociology 100; Communication 101; and Chemistry 100 and 100L or Chemistry 104 and 104L;
3. Have earned a grade of C or above for all cognate courses taken at a previous institution. A grade of C or above must have been earned the second time, if a course was repeated.

To receive transfer credit for equivalent nursing course(s) taken at another institution, a grade of B or above must have been earned.

A transfer student who is admitted to the baccalaureate nursing major with a grade less than B in one nursing course taken at another institution will be dismissed from the baccalaureate nursing major if a grade less than B is earned in any subsequent nursing course at Indiana State University.

A transfer applicant who has earned a grade less than B in two or more nursing courses at another institution will not be admitted to the baccalaureate nursing major at Indiana State University.

#### **Advanced Standing**

Credits earned at another college or university will be evaluated on an individual basis in accordance with University and School policies. Opportunities are also available for students to earn credit by examination. More detailed information is available from the Office of Student Affairs, School of Nursing.

#### **Progression and Retention Policies**

1. Students must maintain a 2.00 cumulative grade point average throughout their enrollment in the Baccalaureate Degree Nursing Program in the School of Nursing.
2. Students must achieve a minimum grade of B, as well as a satisfactory grade for the clinical component, in each nursing course. A failed nursing course must be repeated and passed before the student enrolls in any other clinical nursing course.
3. Students must achieve a minimum of C in the following cognate General Education courses:

University, or through transfer of equivalent courses from another regionally accredited collegiate institution.

Transfer applicants who have completed a portion of the baccalaureate nursing curriculum at another regionally accredited institution will be held to the same progression, retention, and graduation requirements as matriculating students.

#### **Progression, Retention, and Dismissal Policies**

Students must maintain a cumulative grade point average of at least 2.25 throughout their enrollment in the Baccalaureate Degree Nursing Program in the College of Nursing.

Students must achieve a minimum grade of C (79%), as well as satisfactory for the clinical component of each nursing course.

A failed nursing course may be repeated only one time. Failure of any nursing course for a second time will result in dismissal from the program.

Failure of any two nursing courses, excluding 100 level nursing courses, within the baccalaureate curriculum will result in dismissal from the program.

Students must achieve a minimum grade of C in the following cognate general education courses:

Communications 101; English 105 or 107; English 305; Sociology 100; Psychology 101; Educational Psychology 221, Psychology 266, or Family and Consumer Sciences 103; Educational Psychology 302, or Health and Safety 340; Life Science 231 and 231L; Life Science 241 and 241L; Life Science 274 and 274L; Life Science 412; Chemistry 100 and 100L; Mathematics 102 or Quantitative Literacy exemption.

A failed cognate may be repeated only one time. Failure of any cognate for a second time will result in dismissal from the program.

Failure of any 3 courses designated as a cognate in the baccalaureate nursing curriculum will result in dismissal from the program. Each failed cognate science course and its laboratory count as one course.

Enrollments in clinical nursing courses will be determined by the following priorities:

<p><b>First Year:</b> English 105 or 107; Psychology 101; Mathematics 102 or Quantitative Literacy exemption; Chemistry 100 and 100L or Chemistry 104 and 104L; Life Sciences 231 and 231L; Educational Psychology 221, or Psychology 266, or Family and Consumer Sciences 103; Sociology 100; and Communication 101.</p> <p><b>Second Year:</b> Life Sciences 241 and 241L; Life Sciences 274 and 274L.</p> <p><b>Third Year:</b> Educational Psychology 302 or Health and Safety 340; Life Science 412; English 305</p> <p>Only two cognate courses may be repeated one time each in order to achieve a minimum grade of C. Each cognate science course and its laboratory count as one course.</p> <p>4. Students must successfully complete all nursing and cognate courses for each year before progressing to the next year of the curriculum.</p> <p>1. Enrollment in clinical nursing courses will be determined by the following priorities:</p> <p>a. Continuing students—students who enroll in at least one clinical nursing course each semester.</p> <p>b. Advanced placement students—students who have earned advanced placement in the sequence of nursing courses and who will be enrolling in their first clinical nursing course.</p> <p>c. Non-continuing students—students in good standing who have dropped out of the sequence of clinical nursing courses for at least one semester.</p> <p>d. Non-progressing students—student who must repeat a clinical nursing course.</p> <p>2. To assist the student in succeeding academically, the student who has failed one nursing course will:</p> <p>a. Submit a letter to the Office of Student Affairs, School of Nursing. The letter must include the student's explanation for the failure and specific recommendations and a plan to achieve academic success.</p> <p>b. Meet with the School's Director of Student Affairs to discuss the identified plan. Failure to meet with the Director will prohibit the student's enrollment in the failed</p>	<p>Continuing students—students who enroll in at least one clinical nursing course each semester.</p> <p>Advanced placement students—students who have earned advanced placement in the sequence of nursing courses and who will be enrolling in their first clinical nursing course.</p> <p>Non-continuing students—students in good standing who have dropped out of the sequence of clinical nursing courses for at least one semester.</p> <p>Non-progressing students—students who must repeat a clinical nursing course.</p> <p><b>Graduation Requirements</b></p> <p>The Board of Trustees of Indiana State University grants the degree of bachelor of science to those candidates who are recommended for the degree by the College of Nursing faculty after fulfilling all University requirements, and having completed the following:</p> <ol style="list-style-type: none"> <li>1. Earned a minimum of 125 semester hours and maintained a cumulative grade point average of 2.25 or above.</li> <li>2. Passed all required courses with a minimum grade of C in each nursing and cognate course.</li> <li>3. Filed an application for graduation with the Registrar's Office by the deadline established by the University.</li> </ol> <p>The graduate is eligible to apply for the examination for licensure to practice as a registered nurse, National Council of Licensing Examination (NCLEX-RN).</p>
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nursing course. The student, the student's advisor, and the course facilitator of the failed nursing course will receive a copy of the recommendations from the School's Director of Student Affairs.

- c. Take responsibility to implement the identified plan and recommendations for academic improvement.

### **Graduation Requirements**

The Board of Trustees of Indiana State University grants the degree of bachelor of science to those candidates who are recommended for the degree by the School of Nursing faculty and who have completed the following requirements:

1. Earned a minimum of 125 semester hours and maintained a cumulative grade point average of 2.00 or above.
2. Passed all required courses with a minimum grade of B in each nursing course and a minimum grade of C in each cognate course.

The graduate is eligible to apply for examination for licensure to practice as a registered nurse (R.N.) in Indiana.

### **Dismissal Policy**

1. A failed nursing course may be repeated only one time. Failure of a nursing course for a second time will result in dismissal from the Baccalaureate Degree Nursing Program.
2. Failure of any two nursing courses within the Baccalaureate Degree Nursing Program will result in dismissal from the program.
3. A failed cognate course may be repeated only one time. Failure of a cognate for the second time will result in dismissal from the program.
4. Failure of any three cognate courses within the Baccalaureate Degree Nursing Program will result in dismissal from the program.
5. Any student who has been dismissed from the Baccalaureate Degree Nursing Program is not eligible to enroll in any nursing class.

*Preferred Effective Term: Spring 2005*

# FACULTY ACADEMIC APPAREL ORDER AND ATTENDANCE FORMS

1. Please provide the following information concerning your plans for the Commencement so that, if attending, you can be included in the lineup.
2. To order faculty academic apparel, fill out the faculty academic apparel order form at the bottom of this page and send to Debbie Osborne, ISU Bookstore.

## Attendance Form

### Check one:

I shall participate in Commencement \_\_\_\_\_

I shall NOT participate in Commencement \_\_\_\_\_

### Check one:

I have my own academic apparel \_\_\_\_\_

I have placed my order for rental of academic apparel from the ISU Bookstore (see form below) \_\_\_\_\_

Name: \_\_\_\_\_

Rank: \_\_\_\_\_

Year(s) Of Service at ISU: \_\_\_\_\_

**Please cut top portion of this form and send to:  
Office of the Provost and Vice President for Academic Affairs by  
December 15, 2004  
Parsons Hall, Room 208  
(812) 237-2304  
FAX: (812) 237-3607**