



North Central State College

MASTER SYLLABUS

2025-2026

- A. Academic Division: Health Sciences
- B. Discipline: Associate Degree Nursing
- C. Course Number and Title: RNUR1012 Nursing Fundamentals I
- D. Assistant Dean: Heidi Kreglow, PT
- E. Credit Hours: 3
- Lecture: 2 hours
 - Theory Hours: 50 total clock hours
 - Clinical/Laboratory: 1 hours
 - Clinical/Lab hours combined: 62.5 total clock hours
 - Planned Laboratory Hours: 25 clock hours
 - Planned Clinical Laboratory: 37.5 clock hours
- F. Prerequisite(s): BIOL2751, PSYC1010, STAT1010
Co-requisite(s): RNUR1030m
- G. Last Course/Curriculum Revision Date: Spring 2024 Origin date: Fall 2025
- H. Textbook(s) Title:

Required Open Education Resources:

Nursing Fundamentals (WisTech Open)

- Author: Ernstmeyer, Kimberly & Christman, Elizabeth
- Copyright Year: 2024
- Edition: 2nd
- OER site: <https://wtcs.pressbooks.pub/nursingfundamentals/>

Nursing Skills (WisTech Open)

- Author: Ernstmeyer, Kimberly & Christman, Elizabeth
- Copyright Year: 2023
- Edition: 2nd
- OER site: <https://wtcs.pressbooks.pub/nursingskills/>

Nursing Assistant (WisTech Open)

- Author: Reuter, Myra Sandquist
- Copyright Year: 2023
- Edition: 1st
- OER site: <https://wtcs.pressbooks.pub/nurseassist/>

Nursing Management and Professional Concepts (WisTech Open)

- Author: Ernstmeyer, Kimberly & Christman, Elizabeth
- Copyright Year: 2024
- Edition: 2nd
- OER site: <https://wtcs.pressbooks.pub/nursingmpc/>

Nursing Health Alterations (WisTech Open)

- Author: Ernstmeyer, Kimberly & Christman, Elizabeth
- Copyright Year: 2024
- Edition: 1st
- OER site: <https://wtcs.pressbooks.pub/healthalts/>

Required: Test Success- Test Taking Techniques for Beginning Nursing Students

- Authors: Nugent, Davis and Vitale
- Copyright Year: 2023
- Edition: 10th
- ISBN: 9781719647243

Suggested: Lippicott CoursePoint+ Plus for Brunner Med Surg Nursing

- Authors: Hinkle, Cheever, Overbaugh
- Copyright Year: 2022
- Edition: 15th
- ISBN: 9781975186814

Suggested: Comprehensive Review for the NCLEX-RN Examination

- Authors: Linda Anne Silvestri
- Copyright Year: 2023
- Edition: 9th
- ISBN: 9780323795302

I. Workbook(s) and/or Lab Manual:

Clinical Skills Checklist Packet - Will be provided during college lab orientation.

- J. Course Description: In this course, students are introduced to the concepts of basic human needs. Critical thinking, legal/ethical concepts, nursing history, and the program's philosophy of nursing are emphasized. The role of the nurse as a member of the healthcare team is emphasized throughout the course. Acquisition of basic nursing skills will prepare students to deliver safe and appropriate care in accordance with the standards of professional nursing practice. Skills performed in the nursing laboratory facilitate the transfer of knowledge from the classroom to the delivery of client care. Students will demonstrate emerging competency in the performance of basic nursing procedures in the lab setting.

K. College-Wide Learning Outcomes:

College-Wide Learning Outcome	Assessments - - How it is met & When it is met
Communication – Written	
Communication – Speech	
Intercultural Knowledge and Competence	
Critical Thinking	
Information Literacy	
Quantitative Literacy	

L. Course Outcomes and Assessment Methods:

End of Program Student Learning Outcomes

Upon completion of the program, graduates will be able to:

- I. Utilize the principles of communication to promote client care
- II. Facilitate safe care of clients using principles of evidence-based practice.
- III. Model professionalism through interpersonal interaction and ethical decision making.
- IV. Implement client centered care for individuals across the life span.
- V. Demonstrate clinical judgement when providing client care.
- VI. Collaborate with clients and the interdisciplinary healthcare team.

Following each Course Outcome, the related End of Program Student Learning Outcome(s) are indicated by the Roman Numeral(s).

Upon successful completion of this course, the student shall:

Outcomes	Assessments – How it is met & When it is met
1. Identify basic therapeutic communication principles while caring for the adult client. (I, II, III, IV, V, VI)	Clinical Evaluation Tool Week 7 Exams-Week 2-7 Final- week 8
2. Demonstrate competency in the safe performance of nursing procedures built on evidenced based practice. (I, II, III, IV, V, VI)	Clinical Evaluation Tool Week 7 Skills Testing Exams-Week 2-7 Final- week 8
3. Identify the professional elements, including legal and ethical aspects, of nursing practice that are essential for the role of the nurse. (I, II, III, IV, V, VI)	Clinical Evaluation Tool Week 7 Exams-Week 2-7 Final- week 8
4. Identify assessment findings & other clinical data, including developmental levels & tasks across the lifespan. (I, II, III, IV, V, VI)	Clinical Evaluation Tool Week 7 Exams-Week 2-7 Final- week 8
5. Develop clinical judgment using the nursing process while conducting basic physical assessment and a basic health history in the adult client. (I, II, III, IV, V, VI)	Clinical Evaluation Tool Week 7 Clinical Paperwork Exams-Week 2-7 Final- week 8
6. Define members of the interdisciplinary team and their role in the care of the client. (III, VI)	Clinical Evaluation Tool Week 7 Exams-Week 2-7 Final- week 8

M. Recommended Grading Scale:

NUMERIC	GRADE	POINTS	DEFINITION
93–100	A	4.00	Superior
90–92	A-	3.67	Superior
87–89	B+	3.33	Above Average
83–86	B	3.00	Above Average
80–82	B-	2.67	Above Average
77–79	C+	2.33	Average
73–76	C	2.00	Average
70–72	C-	1.67	Below Average
67–69	D+	1.33	Below Average
63–66	D	1.00	Below Average
60–62	D-	0.67	Poor
00–59	F	0.00	Failure

N. College Procedures/Policies:

North Central State College believes that every student is a valued and equal member of the community.
* Every student brings different experiences to the College, and all are important in enriching academic life and developing greater understanding and appreciation of one another. Therefore, NC State College creates an inclusive culture in which students feel comfortable sharing their experiences. Discrimination and prejudice have no place on the campus, and the College takes any complaint in this regard seriously. Students encountering aspects of the instruction that result in barriers to their sense of being included and respected should contact the instructor, assistant dean, or dean without fear of reprisal.

- *Inclusive of race, color, religion, gender, gender identity or expression, national origin (ancestry), military status (past, present or future), disability, age (40 years or older), status as a parent during pregnancy and immediately after the birth of a child, status as a parent of a young child, status as a foster parent, genetic information, or sexual orientation*

Important information regarding College Procedures and Policies can be found on the syllabus supplement located at

<https://ncstatecollege.edu/documents/President/PoliciesProcedures/PolicyManual/Final%20PDFs/14-081b.pdf>



North Central State College
SYLLABUS ADDENDUM

Academic Division:	<u>Health Sciences</u>	Discipline:	<u>Associate Degree Nursing</u>
Course Coordinator:	<u>Lisa Music MSN, RN</u>		
Course Number:	<u>RNUR1012</u>	Course Title:	<u>Nursing Fundamentals I</u>
Semester / Session:	<u>Fall / Session A</u>	Start / End Date:	<u>8/11/25-10/3/25</u>

Instructor Information

Name:	<u>Lisa Music MSN, RN</u>	Phone Number:	<u>419-755-4802</u>
		E-Mail Address:	<u>lmusic@ncstatecollege.edu</u>
Office Location:	<u>HS-240</u>	Office Hours:	<u>See posting</u>

Name:	<u>Tonya Stanger MSN, RN</u>	Phone Number:	<u>419-755-4573</u>
		E-Mail Address:	<u>tdstanger@ncstatecollege.edu</u>
Office Location:	<u>HS-236</u>	Office Hours:	<u>See posting</u>

Name:	<u>Katie Danielson MSN, RN</u>	Phone Number:	<u>419-755-4762</u>
		E-Mail Address:	<u>Kdanielson@ncstatecollege.edu</u>
Office Location:	<u>HS-216</u>	Office Hours:	<u>See posting</u>

Name:	<u>Leona Elkin</u>	Phone Number:	<u>419-755-4523</u>
		E-Mail Address:	<u>lelkin@ncstatecollege.edu</u>
Office Location:	<u>244</u>	Office Hours:	<u>See posting</u>

Name:	<u>Sara Woodruff MSN, RN</u>	Phone Number:	<u>419-755-4538</u>
		E-Mail Address:	<u>swoodruff@ncstatecollege.edu</u>
Office Location:	<u>HS-241</u>	Office Hours:	<u>See posting</u>

Name:	<u>Vickie Rose MSN, RN</u>	Phone Number:	<u></u>
		E-Mail Address:	<u>vrose@ncstatecollege.edu</u>
Office Location:	<u>HS-241</u>	Office Hours:	<u>adjunct</u>

Name:	<u>Amelia Fenwick, BSN, RN</u>	Phone Number:	<u>419-577-6033</u>
		E-Mail Address:	<u>afenwick@ncstatecollege.edu</u>
Office Location:	<u></u>	Office Hours:	<u>adjunct</u>

Name:	<u>Crystal Brenner BSN, RN</u>	Phone Number:	<u>419-295-8871</u>
		E-Mail Address:	<u>cbrenner@ncstatecollege.edu</u>
Office Location:	<u></u>	Office Hours:	<u>adjunct</u>

Course Number: RNUR1012
Semester / Session: Fall / Session A

Course Title: Nursing Fundamentals I
Start / End Date: 8/11/25-10/3/25

I. Topical Timeline (Subject to Change):

Weeks	Topics	
	Class	College Lab
1	Health, Wellness & Illness Therapeutic Communication Online videos with mini quizzes	Basic Care Skills Skills
2	Medical Asepsis Nursing Process/ Prioritization & Delegation Quiz	Infection Control Skills Antiembolism Devices Neurovascular Assessment
3	Test #1 Vital Signs Online video with mini quiz	Vital Signs Head-to-toe Assessment Oxygen perfusion & administration
4	Documentation/ Communication Nutrition/ Fluids & Electrolytes Quiz	Medication Administration Ticket to class
5	Test #2 Bowel & Bladder Function	Abdominal Assessment Enemas Heat & Cold Treatments
6	Legal/ Ethical Admission & Discharge Quiz	Skill Testing
7	Test #3 Gerontology Neurological/ Behavioral	none
8	Final Exam	none

II. Course Assignments:

1. Quizzes
2. Tests
3. Skills Testing
4. Independent Studies
5. Homework

III. Teaching Methods

1. Reading assignments
2. Classroom lecture
3. College lab activities
4. Independent study assignments/ tickets to class or lab

IV. Grading and Testing Guidelines:

1. Theory Evaluation & Weight of Final Grade

Unit Tests (3)	57% (19% each)
Quizzes	10%
Assignments	5%
Lab Attendance	4%
<u>Final Exam</u>	<u>24%</u>
Total	100%

- a. A total theory grade of at least 77% is required to satisfactorily complete the course.

- b. Any student who scores less than 80% on a unit test are given the opportunity to review one on one with faculty.
- c. Absence from this mandatory review will result in the student not being permitted to attend clinical until the review is completed. The resulting clinical absence(s) will be made up at the end of the semester at the student's expense. Additionally, any student who misses a mandatory review must meet with the course coordinator to follow through with the test review.

2. Clinical Evaluation

- a. Students will receive "Satisfactory" or "Unsatisfactory" for clinical laboratory based upon:

- 1) Satisfactory achievement of:

- a) All starred sub-outcomes
- b) 50% of the remaining sub-outcomes
- c) All outcomes as stated on the clinical evaluation form and as evaluated during clinical lab performance.

- 2) Satisfactory attendance and participation in all college and clinical laboratory experiences.

- 3) Students who do not satisfactorily complete papers will be considered unsatisfactory clinically.

- 4) The highest attainable grade for students receiving an "unsatisfactory" for clinical laboratory will be a 76% in nursing for RNUR1012 and those students will not be able to progress to the next nursing course (RNUR1014).

3. College lab testing/attendance

- a. Each student must demonstrate ability to perform all procedures according to criteria established in the clinical skills checklist packet.
- b. College lab testing will be completed via live testing on assigned dates. No more than two attempts will be permitted. The second attempt must be completed within 7 days of notification of first failure. For each procedure, skills must be demonstrated satisfactorily according to criteria of the skills checklists provided by the college lab coordinator. A student who fails college lab testing on the second attempt will earn a grade no higher than a 76%.
- c. Specific guidelines for skills testing will be provided.
- d. Students are required to wear the complete RNUR student clinical uniform for college lab skills testing.
- e. Lab attendance is required. Please see attendance rubric.

V. Examination Policy:

- 1. The reasons for which a student will be excused from taking an examination at the appointed time are:
 - a. Hospitalization (with documented verification)
 - b. Death in the immediate family (with documented verification)
 - c. Personal illness or illness in immediate family - (doctor's excuse required).
- 2. A student who misses an examination for any reason is responsible for notifying the instructor prior to the exam, if possible, and to make arrangements for making it up. The student will have five (5) calendar days from the date of the exam to schedule a make-up exam. The make-up test will cover the designated objectives; however, it may consist of a different format and different questions. If the instructor is not notified regarding a missed exam within the allotted time the student will receive an automatic zero (0) on the exam. The test grade will be lowered nine (9) points if missed for reasons other than those above. For the reasons listed above, there will be no penalty for the first test make-up, but the nine (9) point penalty will hold for any following make-ups. If an absence occurs due to an emergency situation, the student may contact the instructor to make arrangements to take the test later on the same day without penalty for the first occurrence.
 - * See student handbook for policy regarding personal rescheduling of final exam (test).
- 3. Quizzes will occur at the discretion of the faculty.
- 4. No makeup opportunity will be given for absences of unscheduled quizzes.
- 5. See addendum for late entrance to examination policy and test review policy.

VI. **Class Attendance and Homework Make-Up Policy:**

1. Class attendance is necessary to acquire the knowledge required to function properly and safely as a nurse. When class is missed, much important information is missed that cannot be obtained from other sources. As a result, the student suffers (less knowledge, lower test scores) and, ultimately, the patient suffers (as the nurse's knowledge and skills are lessened.) In addition, future employers look with disfavor on those whose attendance is sporadic and/or unreliable. For these reasons, class attendance is important, necessary and will be taken at all classes.
2. Students are responsible for all handouts and/or lecture notes during any absence.
3. Attendance at college lab and clinical experience are required at the scheduled time.

There is no- make-up for college labs. Students are responsible for any content that is missed due to any absence.

4. The highest attainable grade for students receiving an "Unsatisfactory" for college laboratory will be a 76% in nursing for RNUR1012 and those students will not be able to progress to the next nursing course (RNUR1014).
5. Students must call their clinical agency if they are going to be late to clinical for any reason, unless given other directions by the clinical instructor.
6. **Clinical Absence Policy**
Students must assume responsibility for reporting all clinical absences to the nursing office of their clinical agency, or follow instruction of the clinical instructor, at least one hour prior to the time they are to report. The nursing office will then notify the clinical instructor.

Clinical absences will be made up at the end of the semester and will be at the student's expense.

The reasons for which a student will be **excused** for missing clinical are:

1. Hospitalization (with documented verification),
2. Death in the immediate family (with documented verification),
3. Personal illness or illness in immediate family (doctor's excuse required).

More than two excused absences per semester could result in an unsatisfactory in clinical. Anyone who receives an unsatisfactory in clinical will receive a course grade of 76% or lower. All other absences are considered **unexcused**. More than one unexcused absence will result in an unsatisfactory in clinical. Anyone who receives an unsatisfactory in clinical will receive a course grade of 76% or lower.

7. If any day of the scheduled clinical experience is missed, students will be required to make up that time and meet the clinical outcomes of that clinical day. This will be accomplished in the clinical setting at the end of the semester at dates, times and in locations arranged by the clinical instructor with consultation of the course coordinator. Unexcused clinical makeup days may be the financial responsibility of the student. The cost will be \$50.00 per clinical hour per student.
8. The instructor may dismiss a student from the clinical area if the instructor feels the student is not physically or emotionally able to deal with the clinical experience, if the student exhibits unprofessional behavior, or is unprepared for the clinical day. Unprofessional behavior includes, but is not limited to, profanity, being argumentative, or failing to adhere to facility policies. Being unprepared for clinical includes, but is not limited to, lacking any part of the student uniform. If asked to leave the clinical area for these reasons, that day will be considered an unexcused clinical absence and will therefore need to be rescheduled as a make-up day.
9. All written assignments are to be submitted according to the following guidelines:
 - a. Assignments must be written using proper paragraph and sentence construction, grammar, and spelling. If there are more than three errors, the assignment may be returned to the student to be corrected and turned in again before any grade is assigned.
 - b. All written assignments should be handed in on 8 ½ by 11 inch three-ring notebook or computer paper and in a pocket folder with student name in upper right-hand corner. Specific assignments must be typed.

Course Number: RNUR1012
Semester / Session: Fall / Session A

Course Title: Nursing Fundamentals I
Start / End Date: 8/11/25-10/3/25

Others may be written in long hand using one side of the paper only. Please double space and no fringed paper. (Students are to use forms supplied when applicable.)

- c. All written assignments are to be submitted on the designated date. Written assignments graded "S" or "U" must be turned in on time or will not be accepted and an automatic "U" will be given for the assignment. Any extension of time for assignments will be determined by the faculty in accordance to circumstances. (See Student Handbook for Written Assignment Policy.)

VII. Classroom Expectations:

1. The student must be able to display a professional attitude and behavior: reliability, respect for and cooperation with colleagues, willingness to work calmly and courteously under difficult conditions, determination to achieve first class work while meeting deadlines, respect for equipment and systems, and constructive response to criticism.
2. Students in RNUR1012 are responsible for the mandatory course requirements listed in the student handbook.
3. See the ADN Student Handbook to note the specific nursing requirements for science courses.
4. Students will be expected to prepare for all classes, laboratory, and assigned clinical experiences.
5. Each student will submit completed physical examination and x-ray forms, completed felony forms, completed student handbook forms, and current CPR certificates prior to the first clinical experience.
6. Students must demonstrate ability to perform all procedures according to performance criteria contained in the Clinical Skills Checklist Packet.
7. Students must have satisfactory achievement of all mandatory course outcomes.
8. Students will submit to their clinical instructor all written clinical assignments as required.
9. Students are advised to inform the course coordinator of any special conditions (physical, mental, or learning disability) that will require special accommodation on the first day of the quarter following class.
10. If students have any specific difficulties with the course, they are encouraged to contact the course faculty.
11. Faculty in consultation with the course coordinator have the prerogative to modify the course syllabus, if necessary.
12. Students are invited to attend faculty meetings on a space available basis. Students are not allowed to sit in on the closed sessions where confidential student information is discussed, but are encouraged to join faculty to look at specific program policies and the nursing curriculum. Faculty meetings are usually held every other Wednesday from 8:00 a.m. to 10:00 a.m. Students who wish to attend a meeting should coordinate this with the NC State Chapter of the National Student Nurse Association and should notify the Director of Nursing Programs prior to the meeting.
13. Cell phones, pagers and other electronic devices are to be turned off during all classes and labs. Cell phones, pagers, or any other electronic communication devices are not permitted at clinical sites (unless instructed by clinical faculty) or during any testing.
14. Student laptops and tablets may be used during class to assist with note taking and classroom work. Any other use is not permitted and will result in this permission being rescinded.
15. Hats/hoods are not permitted to be worn during any testing or at the clinical sites.
16. Classroom Conduct: all students are expected to demonstrate professional and respectful behavior and use language appropriate for the classroom learning experience.