I. CATALOG INFORMATION
   A. Discipline: NURSING SCIENCE
   B. Subject Code and Number: NS M16
   C. Course Title: Study Skills for Nursing Students
   D. Credit Course units:
      Units: 3
      Lecture Hours per week: 3
      Lab Hours per week: 0
      Variable Units: No
   E. Student Learning Hours:
      Lecture Hours:
      Classroom hours: 52.5 - 52.5
      Laboratory/Activity Hours:
      Laboratory/Activity Hours 0 - 0
      Total Combined Hours in a 17.5 week term: 52.5 - 52.5
   F. Non-Credit Course hours per week __________
   G. May be taken a total of: [x] 1  [ ] 2  [ ] 3  [ ] 4 time(s) for credit
   H. Is the course co-designated (same as) another course: No [x] Yes [ ]
      If YES, designate course Subject Code & Number: ________
   I. Course Description:
      Introduces skills that promote the academic preparation of pre-nursing students.
      Develops techniques for improving study skills, communication, time management, test-taking, reading comprehension, critical thinking, and math skills for dosage calculations. Emphasizes creating a framework for success in preparation for becoming a nursing student.
   J. Entrance Skills
      *Prerequisite: No [x] Yes [ ] Course(s)
      *Corequisite: No [x] Yes [ ] Course(s)
      Limitation on Enrollment: No [x] Yes [ ]
      Recommended Preparation: No [x] Yes [ ] Course(s)
      Other: No [x] Yes [ ]
II. COURSE OBJECTIVES

Upon successful completion of the course, a student will be able to:

<table>
<thead>
<tr>
<th>Objective</th>
<th>Methods of evaluation will be consistent with, but not limited by, the following types or examples.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Demonstrate key arithmetic skills needed for calculation of drug dosages, including performing basic arithmetic operations (addition, subtraction, multiplication, and division) and interconverting between quantities on whole numbers, fractions, decimals, and percentages.</td>
</tr>
<tr>
<td>2.</td>
<td>Identify, evaluate, and apply individual learning styles to improve academic performance in a nursing program.</td>
</tr>
<tr>
<td>3.</td>
<td>Analyze and evaluate potential nursing specialty or advanced practice career goals and interventions to maximize success and goal achievement.</td>
</tr>
<tr>
<td>4.</td>
<td>Identify and practice test taking strategies, including National Council Licensure Examination (NCLEX) test-taking strategies.</td>
</tr>
<tr>
<td>5.</td>
<td>Create effective student-instructor and peer-peer relationships to promote a positive learning environment.</td>
</tr>
<tr>
<td>6.</td>
<td>Apply academic reading skills to healthcare literature.</td>
</tr>
<tr>
<td>7.</td>
<td>Improve reading accuracy, speed, and comprehension, including differentiating between main ideas and supporting details when reading healthcare related texts and sources.</td>
</tr>
<tr>
<td>8.</td>
<td>Describe practices required for success in a college nursing program and relate these behaviors to lifelong learning.</td>
</tr>
<tr>
<td>9.</td>
<td>Identify and utilize resources (library, financial aid, scholarships, counseling, etc.) on-campus and in the community.</td>
</tr>
<tr>
<td>10.</td>
<td>Discuss college students’ rights and responsibilities, including policy and procedures for grading, grievances, sexual harassment, academic honesty, and plagiarism.</td>
</tr>
</tbody>
</table>
11 evaluate healthcare information resources to determine the reliability of their source.  
Written assignments  
Online discussions

12 define, demonstrate, and apply time management skills to academic planning and academic activities such as studying and taking tests.  
Written assignment  
Quizzes  
Online discussions

III. COURSE CONTENT

<table>
<thead>
<tr>
<th>Estimated %</th>
<th>Topic</th>
<th>Learning Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lecture (must total 100%)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>23.00%</td>
<td>Vocabulary, reading comprehension, literacy, reading speed, and evaluating healthcare resources</td>
<td>6, 7, 8, 11</td>
</tr>
<tr>
<td>16.00%</td>
<td>Math skills and fundamental operations needed for calculation of drug dosages</td>
<td>1</td>
</tr>
<tr>
<td>16.00%</td>
<td>Managing time, overcoming obstacles to success, maintaining wellness, promoting a positive learning environment</td>
<td>8, 9, 10, 12</td>
</tr>
<tr>
<td>10.00%</td>
<td>Communication methods and strategies for interacting with instructors, support system, and ultimately patients and the interdisciplinary healthcare team</td>
<td>5, 8, 10</td>
</tr>
<tr>
<td>7.00%</td>
<td>Evaluating learning style, applying study habits to serve one's learning style, and applying knowledge of learning styles to planning education of patients as a nurse</td>
<td>2</td>
</tr>
<tr>
<td>7.00%</td>
<td>Valuing diversity and introducing application of cultural competence to patient care as a nurse</td>
<td>5, 8</td>
</tr>
<tr>
<td>7.00%</td>
<td>Exploration of nursing specialties and advanced practice roles</td>
<td>3, 8</td>
</tr>
<tr>
<td>7.00%</td>
<td>Test-taking skills, including NCLEX style testing</td>
<td>4</td>
</tr>
<tr>
<td>7.00%</td>
<td>Critical thinking, including the nursing process as a framework</td>
<td>8, 11</td>
</tr>
</tbody>
</table>

IV. TYPICAL ASSIGNMENTS

A. Writing assignments

Writing assignments are required. Possible assignments may include, but are not limited to:

1. writing an assignment describing one's own history of reading and examining the influence of that history on his or her academic reading motivation in college.
2. writing in-text citations and creating a short reference list using APA-style formatting for healthcare resources.
3. posting personal reflections about cultural competency to online discussion board
4. posting personal reflections about the requirements of an advanced practice nursing role to the online discussion board.

B. Appropriate outside assignments

Appropriate outside assignments are required. Possible assignments may include, but are not limited to:

1. creation of a group project describing campus resources.
C. Critical thinking assignments

Critical thinking assignments are required. Possible assignments may include, but are not limited to:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>utilizing a framework of evaluation for determining the credibility of an online healthcare resource.</td>
</tr>
<tr>
<td>2</td>
<td>solving mathematical word problems, including basic dosage calculations, by determining the most pertinent information presented.</td>
</tr>
<tr>
<td>3</td>
<td>participating in group problem solving activities emphasizing the role of effective communication and teamwork in the role of the nurse.</td>
</tr>
</tbody>
</table>

V. METHODS OF INSTRUCTION

Methods of instruction may include, but are not limited to:

- [ ] Distance Education – When any portion of class contact hours is replaced by distance education delivery mode (Complete DE Addendum, Section XV)
- [ ] Lecture/Discussion
- [ ] Laboratory/Activity
- [ ] Other (Specify)
  - Reading assignments regarding course content
  - Exercises examining potential barriers to implementation of success strategies
  - Synchronous or archived online lecture or demonstration
- [ ] Optional Field Trips
- [ ] Required Field Trips

VI. METHODS OF EVALUATION

Methods of evaluation may include, but are not limited to:

- [x] Essay Exam
- [x] Problem Solving Exam
- [x] Objective Exams
- [x] Classroom Discussion
- [x] Reports/Papers/Projects
- [ ] Skill Demonstration
- [ ] Participation
- [x] Other (specify)

Grading of written assignments (including online discussions) using standardized expectations

- [ ] Quizzes
- [x] Graded group project
VII. REPRESENTATIVE TEXTS AND OTHER COURSE MATERIALS


VIII. STUDENT MATERIALS FEES

[ ] No   [ ] Yes

IX. PARALLEL COURSES

<table>
<thead>
<tr>
<th>College</th>
<th>Course Number</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ventura College</td>
<td>NS V75</td>
<td>Nursing Readiness</td>
<td>3</td>
</tr>
</tbody>
</table>

X. MINIMUM QUALIFICATIONS

Courses Requiring a Masters Degree:
Master’s degree in nursing OR bachelor’s degree in nursing AND master’s degree in health education or health science OR the equivalent OR the minimum qualifications as set by the Board of Registered Nursing, whichever is higher.

XI. ARTICULATION INFORMATION

A. Title V Course Classification:

1. This course is designed to be taken either:

   [ ] Pass/No Pass only (no letter grade possible); or
   [X] Letter grade (P/NP possible at student option)

2. Degree status:

   Either [ ] Associate Degree Applicable; or [X] Non-associate Degree Applicable

B. Moorpark College General Education:

1. Do you recommend this course for inclusion on the Associate Degree General Education list?

   Yes: [ ] No: [X] If YES, what section(s)?

   [ ] A1 - Natural Sciences - Biological Science
   [ ] A2 - Natural Sciences - Physical Science
   [ ] B1 - Social and Behavioral Sciences - American History/Institutions
   [ ] B2 - Social and Behavioral Sciences - Other Social Behavioral Science
   [ ] C1 - Humanities - Fine or Performing Arts
   [ ] C2 - Humanities - Other Humanities
   [ ] D1 - Language and Rationality - English Composition
   [ ] D2 - Language and Rationality - Communication and Analytical Thinking
   [ ] E1 - Health/Physical Education
   [ ] E2 - PE or Dance
   [ ] F - Ethnic/Gender Studies
C. California State University (CSU) Articulation:

1. Do you recommend this course for transfer credit to CSU? Yes: ☐ No: ☑

2. If YES do you recommend this course for inclusion on the CSU General Education list? Yes: ☐ No: ☑ If YES, which area(s)?

   A1 ☐ A2 ☐ A3 ☐ B1 ☐ B2 ☐ B3 ☐ B4 ☐
   C1 ☐ C2 ☐ D1 ☐ D2 ☐ D3 ☐ D4 ☐ D5 ☐
   D6 ☐ D7 ☐ D8 ☐ D9 ☐ D10 ☐ E ☐

D. University of California (UC) Articulation:

1. Do you recommend this course for transfer to the UC? Yes: ☐ No: ☑

2. If YES do you recommend this course for the Intersegmental General Education Transfer Curriculum (IGETC)? Yes: ☐ No: ☑

   IGETC Area 1: English Communication
   ☐ English Composition
   ☐ Critical Thinking-English Composition
   ☐ Oral Communication

   IGETC Area 2: Mathematical Concepts and Quantitative Reasoning
   ☐ Mathematical Concepts

   IGETC Area 3: Arts and Humanities
   ☐ Arts
   ☐ Humanities

   IGETC Area 4: Social and Behavioral Sciences
   ☐ Anthropology and Archaeology
   ☐ Economics
   ☐ Ethnic Studies
   ☐ Gender Studies
   ☐ Geography
   ☐ History
   ☐ Interdisciplinary, Social & Behavioral Sciences
   ☐ Political Science, Government & Legal Institutions
   ☐ Psychology
   ☐ Sociology & Criminology

   IGETC Area 5: Physical and Biological Sciences (mark all that apply)
☐ Physical Science Lab or Physical Science Lab only (non-sequence)
☐ Physical Science Lecture only (non-sequence)
☐ Biological Science
☐ Physical Science Courses
☐ Physical Science Lab or Biological Science Lab Only (non-sequence)
☐ Biological Science Courses
☐ Biological Science Lab course
☐ First Science course in a Special sequence
☐ Second Science course in a Special Sequence
☐ Laboratory Activity
☐ Physical Sciences

IGETC Area 6: Language other than English
☐ Languages other than English (UC Requirement Only)
☐ U.S. History, Constitution, and American Ideals (CSU Requirement ONLY)
☐ U.S. History, Constitution, and American Ideals (CSU Requirement ONLY)

XII. REVIEW OF LIBRARY RESOURCES
A. What planned assignment(s) will require library resources and use?

The following assignments require library resources:
Use of the Library Learning Resources building's open access lab to connect to the Internet. Learn how to do research using the Library’s print and online resources specializing in healthcare topics. Accessing healthcare texts, articles, or websites for practicing how to write in-text citations and APA-formatting reference lists.

B. Are the currently held library resources sufficient to support the course assignment?

YES: ☒ NO: ☐
If NO, please list additional library resources needed to support this course.

XIII. PREREQUISITE AND/OR COREQUISITE JUSTIFICATION
NS M16: Not Applicable

XIV. WORKPLACE PREPARATION

Required for career technical courses only. A career technical course/program is one with the primary goal to prepare students for employment immediately upon course/program completion, and/or upgrading employment skills.

Detail how the course meets the Secretary of Labors Commission on the Achievement of Necessary Skills (SCANS) areas. (For a description of the competencies and skills with a listing of what students should be able to do, go to:
http://www.ncrel.org/sdrs/areas/issues/methods/assment/as7scans.htm)
The course will address the SCANS competency areas:

1. Resources: the students will utilize computer, textbook, library, the Internet, other students, and faculty to learn to apply time management skills and allocate personal resources.

2. Interpersonal: the students will collaborate in groups and complete group assignments to communicate ideas and opinions.

3. Information: the students will access information from peers, Internet, and instructor to evaluate resources.

4. Systems: the students will describe social systems they can use or influence to succeed, predict how their social system may change, and plan for the impacts.

5. Technology: the students will apply technology to find and evaluate health information, and utilize technology to complete course work.

The course also addresses the SCANS skills and personal qualities:

1. Basic Skills: the students will utilize communication, reading, writing, time management, math, and computer skills.

2. Thinking Skills: the students will use critical thinking skills to evaluate interventions to improve college success, utilize and improve reading speed and comprehension to improve knowing how to learn.

3. Personal Qualities: the students will work in groups to complete group assignments and complete individual assignments, exert responsibility and self-management in an online course, utilize sociability in group discussions, and recognize ethical courses of action in academia.

**XV. DISTANCE LEARNING COURSE OUTLINE ADDENDUM**

1. **Mode of Delivery**
   - [ ] Online (course will be delivered 100% online)
   - [ ] Online with onsite examinations (100% of the instruction will occur online, but examinations and an orientation will be scheduled onsite)
   - [X] Online/Hybrid (a percentage of instruction will be held online and the remaining percentage of instruction will be held onsite)
   - [ ] Lab activities will be conducted onsite
   - [ ] Televideo (Examinations and an orientation will be held onsite)
   - [ ] Teleconference
   - [ ] Other

2. **Need/Justification**
   
   Improve general student access.

3. **Describe how instructors teaching this course will ensure regular, effective contact with and among students.**

   Hybrid design requires face-to-face class meeting once a week. Written feedback
on assignments and discussion will occur weekly. E-mail responsiveness will be maintained.

4. Describe how instructors teaching this course will involve students in active learning.

Online discussions and in class exercises examining course topics and developing strategies to promote positive academic habits. In-class group presentation will require creation of visual aids.

5. Explain how instructors teaching this course will provide multiple methods of content representation.

Online content will include synchronous or archived online lecture, curated online video clips, reading assignments from texts and from websites.

6. Describe how instructors teaching this course will evaluate student performance.

Grading of written assignments (including online discussions) using standardized expectations, quizzes, and a graded group project.

XVI. GENERAL EDUCATION COURSE OUTLINE ADDENDUM

NS M16: Not Applicable

XVII. STUDENT MATERIALS FEE ADDENDUM

NS M16: Not Applicable

XVIII. REPEATABILITY JUSTIFICATION TITLE 5, SECTION 55041

NS M16: Not Applicable

XIX. CURRICULUM APPROVAL

Course Information:
- Discipline: NURSING SCIENCE
- Discipline Code and Number: NS M16
- Course Revision Category: Outline Update

Course Proposed By:
- Originating Faculty: Christina Lee 09/06/2017
- Faculty Peer: Olga Myshina 09/07/2017
- Curriculum Rep: Olga Myshina 09/07/2017
- Department Chair: Olga Myshina 09/07/2017
- Division Dean: Norman Marten 09/28/2017

Approved By:
- Curriculum Chair: Jerry Mansfield 11/10/2017
- Executive Vice President: __________
- Articulation Officer: __________
Librarian: Mary LaBarge 10/31/2017

Implementation Term and Year: Fall 2018

Approval Dates:
  Approved by Moorpark College Curriculum Committee: 12/05/2017
  Approved by Board of Trustees (if applicable): 
  Approved by State (if applicable): 02/16/2018