Program Change Request

Date Submitted: 04/23/20 11:45 am

Viewing: UNCS726 : Nurse Educator Capstone Certificate

Last approved: 10/26/18 12:15 pm
Last edit: 06/02/20 10:11 am
Changes proposed by: kbleier

Catalog Pages Using this Program
Nurse Educator, Capstone Certificate

Name of the school or college academic planner who you consulted with on this proposal.

<table>
<thead>
<tr>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dan Willis - NUR</td>
</tr>
</tbody>
</table>

Proposal Abstract/Summary:
The School of Nursing (SoN), with the support of APIR and SoN governance is requesting to discontinue the Nurse Educator Capstone Certificate. The three courses related to this capstone certificate will continue to be taught in the SoN for current DNP students and/or students in the Nurse Educator grad/prof certificate.

If approved, what term should the proposed change be effective?
Spring 2021 (1214)

Select yes if this proposal is only to add, remove, or rearrange curricular requirements, and will change less than 50% of the curriculum.
No

Basic Information

Program State: Discontinued Active
Type of Program: Capstone Certificate (Special only)
Who is the audience?
Special
Home Department: School of Nursing (NURSING) NURSING
School/College: School of Nursing

The program will be governed by the home department/academic unit as specified. Will an additional coordinating or oversight committee be established for the program?
No

https://next-guide.wisc.edu/courseleaf/approve/?role=GRAD SCH Dept. Approver
Suspension and Discontinuation

What is the last term that a student could declare this program?  
Fall 2019 (1202)

What is the last term that students may be enrolled in or complete the program?  
Summer 2020 (1206)

What is the timeline and advance communication plan?

There are currently no students enrolled in this capstone certificate, nor are there any applicants for the 2020-2021 academic year. Once the discontinuation is approved, we will update our website and external communications (flyers, etc).

Explain the precipitating circumstances or rationale for the proposal.

There have been no students enrolled in this capstone certificate program since its inception and the School of Nursing does not see a need for this program in the future. Degree-seeking students in the Doctor of Nursing Practice (DNP) and nursing PhD program have completed the grad/prof nurse educator certificate, but no students have enrolled in the capstone.

What is the potential impact on enrolled students?

There are no currently enrolled students in this capstone certificate.

What is the potential impact on faculty and staff?

The courses affiliated with this capstone certificate will continue being taught as electives for our current DNP students and/or grad/prof certificate students. There will be no impact to faculty.

Explain and provide evidence of efforts made to confer with and to notify faculty and staff.

School of Nursing governance, which includes faculty, staff, and students has approved the discontinuation of this capstone certificate.

Explain and provide evidence of efforts made to confer with and to notify current students.

School of Nursing governance, which includes faculty, staff, and students has approved the discontinuation of this capstone certificate. There are no current students in the capstone certificate program with whom we could confer.

Explain and provide evidence of efforts made to confer with and to notify alumni and other stakeholders.

The continued existence of the grad/prof certificate satisfies the interests of alumni and other stakeholders.

Teach-out plan - How will program quality be maintained during the suspended period or the teach-out period for discontinued programs?

The courses affiliated with this capstone certificate will continue being taught as electives for our current DNP students and grad/prof certificate students.

Teach-out plan: A) For currently enrolled students, how will required courses, curricular elements, advising and other student services be provided?

not applicable.

Teach-out plan: B) For prospective students in the admissions pipeline, how are any commitments being met or needs to notify them that their program of interest will no

There are currently no students in the application pipeline. We will work to update our website/paper materials upon approval.

Teach-out plan: C) For stopped out students, what provisions are made for their re-entry? What program(s) will they be re-entered into?

not applicable.

Teach-out plan: D) Provide any other information relevant to teach-out planning.

Roles by Responsibility: List one person for each role in the drop down list. Use the green + to create additional boxes.

<table>
<thead>
<tr>
<th>Role Type</th>
<th>Name (Last, First)</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department Chair</td>
<td>Scott, Linda</td>
<td><a href="mailto:ldscott@wisc.edu">ldscott@wisc.edu</a></td>
<td>608/263-9725</td>
</tr>
</tbody>
</table>
Are all program reviews in the home academic unit up to date? Yes
Are all assessment plans in the home academic unit up to date? Yes
Are all assessment reports in the home academic unit up to date? Yes
Mode of Delivery: Distance Education (100% online)

Provide information on how any lab courses required for the degree will be handled.

Will this program be part of a consortial or collaborative arrangement with another college or university? No
Will instruction take place at a location geographically separate from UW-Madison? No
Will this program have outside accreditation? No
Will graduates of this program seek licensure or certification after graduation? No

Faculty and Staff Resources

Confirm that the program advisor(s) or coordinator(s) have been consulted and reviewed this proposal. Yes

Curriculum and Requirements

If you are proposing a change to the curriculum, what percentage of the curriculum is changing? No change

Guide Admissions/How to Get In tab

ADMISSIONS
Applicant minimal requirements:
Master’s degree from an accredited nursing program or currently enrolled in a DNP or Ph.D. in nursing program
RN license
MS GPA of 3.0
Students are admitted to begin in the spring term only, with an application deadline of November 1 and admission notification in December. A holistic review of all applicant occurs. Regardless of experience level, ideal candidates possess a desire to expand their knowledge and understanding of the science of nursing education. The program seeks those who are committed to providing evidence-based nursing education and who understand the demands of the program. Adult Career and Special Student Services (ACSSS) is office for all University Special students. However, the School of Nursing makes the final admission decision upon review of all applicant materials.

Application steps
A complete application includes the following information:
An online application for admission as a University Special student, selecting UNCS Capstone Certificate and the program: Nurse Educator. This application is received and processed with final decision held for approval from the specific capstone certificate coordinator.
Submit required materials to the School of Nursing at the address below. To include in one envelope:
Application Form (download from the Nurse Educator certificate website)
Nurse Educator Transcript Instruction Sheet (download from the program page)
Postgraduate Education Statement (1,000 words or less)
8/31/2020

Are international students permitted to enroll in this program?

No

Those who are not familiar with using the html editor fields may upload a document with information about the curriculum for use by those who will format and edit the content that will appear in the Guide.

Curriculum vitae or resume
Photocopy of nursing license from your current state of residence
In addition, three letters of recommendation sent directly to the address below.
Submit All Materials to:
NECP Coordinator/Graduate Admissions
UW–Madison School of Nursing
Suite 1100 Cooper Hall
701 Highland Avenue
Madison WI 53705
Applicants will receive admissions decision in December.

ENROLLMENT
Admitted students receive a formal letter of admission to UW–Madison from Adult Career and Special Student Services along with general enrollment information.
The School of Nursing will send an email to admitted students with specific information pertaining to enrollment in courses for spring and completion of the capstone program.

Are international students permitted to enroll in this program?

No

Those who are not familiar with using the html editor fields may upload a document with information about the curriculum for use by those who will format and edit the content that will appear in the Guide.

Guide Requirements tab
Must have a minimum GPA of 2.000
Certificate requires 9 credits

Course List

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 785</td>
<td>Foundations of Curriculum Development and Evaluation in Nursing Education</td>
</tr>
<tr>
<td>NURSING 786</td>
<td>Foundations of Teaching and Learning in Nursing</td>
</tr>
<tr>
<td>NURSING 787</td>
<td>Nursing Education Practicum</td>
</tr>
</tbody>
</table>

Total Credits

Total credits required:

9

Semesters to completion:

3

Guide Graduate Policies tab

Program Learning Outcomes and Assessment

List the program learning outcomes.

<table>
<thead>
<tr>
<th>Outcomes – enter one learning outcome per box. Use the green + to create additional boxes.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Implement teaching strategies based on educational theory/student needs. Use technology to support teaching. Practice communication, reflective thinking, creating learning opportunities. Model enthusiasm, facilitate learning, respond to unexpected events, develop collegial relationships within clinical agencies, use evidence based practice and teaching, and foster safe learning environments.</td>
</tr>
<tr>
<td>2. Identify individual learning needs, provide resources, advise learners, create learning environments, and foster the development of learners in the cognitive, psychomotor, and affective domains.</td>
</tr>
<tr>
<td>3. Provide input on nursing program standards. Incorporate current research in assessment strategies, analyze available resources, use assessment instruments. Implement evaluation strategies that are appropriate to learning goals, analyze data, use data to enhance teaching/learning process. Advise learners regarding assessment criteria and provide timely, constructive feedback to learners.</td>
</tr>
<tr>
<td>4</td>
</tr>
<tr>
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<tr>
<td>5</td>
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<tr>
<td>6</td>
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</tbody>
</table>

Summarize the assessment plan.

**Approved Assessment Plan:**

**Commitments**

All required courses are approved through the school/college level.

- Yes

Courses are offered on a regular basis to allow timely completion.

- Yes

Courses have enrollment capacity.

- Yes

Courses in the curriculum are numbered 300 or higher.

- Yes

Courses in which a student elects the pass/fail option will not count toward completion of requirements.

- Yes

Special topics courses are only used if all topics count for the certificate.

- Yes

All requirements must be met; exceptions that amount to waiving requirements are not permitted.

- Yes

Course substitutions to the curriculum should be kept to a minimum; if substitutions are being made on a regular basis, the curriculum should be re-examined. When course substitutions are made, the substituted course should be formally added to the curriculum through governance for inclusion in the curriculum the following academic year.

- Yes

Substitutions are not permitted for any course unless the substitution would be provided for every student with the same substitution request.

- Yes

All of the Capstone certificate credits must be earned “in residence” (which includes on campus and distance-delivered courses) at UW-Madison while enrolled in the Capstone program. Because a Capstone certificate is comprised of just a few courses, it is not appropriate for students who already have completed the same or similar coursework or another institution.

- Yes

Students must earn a minimum grade of C on all attempted Capstone certificate coursework.

- Yes

The program faculty/staff will ensure the program is encoded into DARS and will work with the Registrar’s Office DARS liaison to keep approved revisions to the curriculum.

- Yes

All students will be declared into the appropriate plan code in SIS via either an admission process or e-declaration. If the student does not have the plan code on their student SIS the student is not considered to be in the program.

- Yes

The program faculty/staff will ensure the program website, Advance Your Career materials if applicable, and other presentations are consistent with the Guide information program.
Degree-seeking students may not be concurrently enrolled in a Capstone certificate program.

Students enrolled in Capstone certificate programs are NOT eligible for teaching assistant (TA), research assistant (RA), project assistant (PA) nor graduate fellowship support.

To be eligible for admission to a Capstone program, a student must hold an earned bachelor’s degree or equivalent credential from an accredited college or university.

### Supporting Information

List name and department of those who are in support of this proposal.

If those supporting the proposal provided a letter or email of support upload here. A letter is NOT required. Upload any other explanatory information about support from other UW-Madison units.

Additional Information:

### Approvals

**Department Approval** - This proposal has been approved by the faculty at the department/academic unit level. The program faculty confirm that the unit has the capacity and resources (financial, physical, instructional, and administrative) to meet the responsibilities associated with offering the program, including offering the necessary courses, advising students, maintaining accurate information about the program in the Guide and elsewhere, conducting student learning assessment and program review, and otherwise attend to all responsibilities related to offering this program.

Enter any notes about approval here:

Entered by: Katie Bleier  
Date entered: 5/8/2020

**School/College Approval** - This proposal has been approved at the school/college level and it is submitted with the Dean’s support. The Dean and program faculty confirm that the unit has the capacity and resources (financial, physical, instructional, and administrative) to meet the responsibilities associated with offering the program, including offering the necessary courses, advising students, maintaining accurate information about the program in the Guide and elsewhere, conducting student learning assessment and program review, and otherwise attend to all responsibilities related to offering this program.

Enter any notes about approval here:

Entered by: Katie Bleier  
Date entered: 5/8/2020

**GFEC Approval** - This proposal has been approved by the Graduate Faculty Executive Committee and the Dean of the Graduate School.

Enter any notes about the approval here:

Entered by:  
Date entered:

**UAPC Approval** - This proposal has been approved by the University Academic Planning Council and the Provost.

Enter any notes about approval here:

Entered by:  
Date entered:

### For Administrative Use

Admin Notes:

Guide URL:

Effective date:

Career: Special Student
<table>
<thead>
<tr>
<th>SIS Program Code:</th>
<th>UNCS</th>
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<tbody>
<tr>
<td>SIS Short Description:</td>
<td>Nurse Ed</td>
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<td>Other plan codes associated with this program:</td>
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<td>Degree:</td>
<td>CRT</td>
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<td>Field of Study:</td>
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<td>Program Length:</td>
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<td>National Student Clearing House Classification:</td>
<td>Post Baccalaureate certificate</td>
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<td>Plan Group:</td>
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<td>CIP Code:</td>
<td>51.3817 - Nursing Education.</td>
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<td>UWSTEM:</td>
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<td>HEALTH:</td>
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<td>Educational Innovation Program:</td>
<td>Plan is</td>
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<td>Distance Education Program:</td>
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<tr>
<td>Non Traditional Program:</td>
<td>Plan is</td>
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<td>Special Plan Type:</td>
<td>The entire plan is a Non-pooled plan</td>
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<tr>
<td>CDR certificate category:</td>
<td>Postbaccalaureate certificate</td>
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</tbody>
</table>

Reviewer: Karen Mittelstadt (mittelstadt) (04/23/20 2:38 pm): Rollback: APIR Rollback: Please enter Department and School/College approval text. For help, see this KB doc: https://kb.wisc.edu/lumen/85079