



SEP 19 2002

**Course Outline**

BRITISH COLUMBIA INSTITUTE OF TECHNOLOGY  
School of Health  
Program: Nursing  
Option: Bachelor of Technology

**NURS 8300  
Leadership in Nursing**

**Start Date:** January, 2002 *same for AUG 2002* **End Date:** March, 2002

**Course Credits:** 3 **Term/Level:** 7  
**Total Hours:** 45  
**Total Weeks:** 12

**Guided Learning**

<b>Prerequisites</b>		<b>NURS 8300 is a Prerequisite for:</b>	
<b>Course No.</b>	<b>Course Name</b>	<b>Course No.</b>	<b>Course Name</b>
NURS 7050	Communication for Effective Leadership & Management		
BUSA 7250	Management Skills and Applications		

**Corequisites**

NURS 8330 Nursing Practicum 8

**Course Calendar Description**

The focus of this course is the development of leadership skills for nursing practice. The processes of visioning, mentoring, coaching, team building and identifying opportunities for change within the chaos of the health care system are analyzed as strategies to enhance creative leadership practice. Analyzing multiple perspectives and future projections assists the student to create a personal vision for nursing practice and gives students the opportunity to apply creative leadership strategies in their practice.

**Course Goals**

The purpose of this course is to give students the opportunity to identify and analyze their leadership and followership style, strengths and skills for the purpose of synthesizing a personal plan for leadership development. Students will analyze organizational chaos and future projections for healthcare for the purpose of creating a vision for nursing practice.

## Evaluation

• Assignment #1 – Analysis of Leadership and Followership	30%
• Assignment #2 – Creating a Vision for Nursing Practice	35%
• Assignment #3 – Creative Project: Identifying Opportunities in Chaos	35%
TOTAL	100%

All assignments must be completed to achieve a passing grade.  
A grade of 50% is required to pass the course.

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## Course Learning Outcomes/Competencies

In the process of completing this course the student will:

1. analyze personal characteristics of leadership and followership.
2. analyze transformational leadership from multiple perspectives.
3. analyze organizational chaos, identifying opportunities for professional and organizational growth.
4. synthesize a vision for future nursing practice based on analysis of projections.
5. synthesize a personal plan for leadership development.
6. examine the relationships between leadership, excellence and professional involvement.

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## Learning Processes Involved in this Course

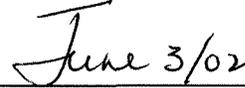
- **Professionalism** – students integrate creative leadership and followership into their nursing practice. They identify issues and trends affecting patient care and begin to plan and implement strategies for change.
- **Communication** – students relate processes of communication to leadership. They analyze how collaboration fosters leadership practices. They work in partnerships that promote leadership and followership skills. They articulate and discuss opportunities for change and their personal vision for nursing practice with peers and colleagues.
- **Systematic Inquiry** – students independently think critically. They critically analyze and evaluate knowledge related to leadership and followership, and trends and organizational chaos within healthcare. They systematically inquire about leadership from multiple perspectives, including self, others, situation, organization and the health care system.
- **Professional Growth** – students value how development of leadership practice fosters personal and professional growth. They develop a personal vision of creative leadership and create a plan for actualizing creative leadership in their own practice. They reflect on change theory and identify strategies for personal change related to their leadership practice. They examine mentoring as a process to facilitate professional growth.
- **Creative Leadership** – students analyze ways of knowing, being and doing of creative leadership. They discuss how creative leadership makes a positive difference to clients, peers, self and organization. They reflect on the complementary roles between leaders, followers and managers. They create a vision for nursing practice and identify strategies and actions to carry out that vision in the practice setting. They describe organizational chaos and opportunities for change.

**Course Content Verification**

I verify that the content of this course outline is current, accurate, and complies with BCIT Policy.



\_\_\_\_\_  
Program Head/Chief Instructor



\_\_\_\_\_  
Date

Note: Should changes be required to the content of this course outline, students will be given reasonable notice.



## Part B

BRITISH COLUMBIA INSTITUTE OF TECHNOLOGY  
Operating Unit: School of Health  
Program: Nursing  
Option:

**NURS 8300**  
**Leadership in Nursing**

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### Instructor

Selma Whiteside

Office No.: SE12- 418

Office Hrs.: Thursdays 10 – 11 am

Office Phone: (604) 451-6953

E-mail Address: selma\_whiteside@bcit.ca

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### Learning Resources

#### Required Textbooks:

- ◆ Buresh, B. & Gordon, S. (2000). From Silence to Voice: What Nurses Know and Must Communicate to the Public. Ottawa, Canada: Canadian Nurses Association.
- ◆ Grossman, S. & Valiga, T.M (2000). The New Leadership Challenge: Creating the Future of Nursing. Philadelphia: FA Davis.
- ◆ Prochaska, J.O., Norcross, J.C., & DiClemente, C.C. (1994). Changing for Good. New York: Avon Books.

## Course Policy Information for Students

### Expectations:

1. Students are responsible for identifying learning goals and consulting with the tutor to discuss ways to meet these goals.
2. A learning partnership is essential for the successful completion of this course. Both the student and tutor will communicate openly, demonstrate respect in the relationship and work to establish and maintain a collaborative relationship. This can be achieved by:
  - ◆ discussing course outcomes to achieve a shared understanding of them.
  - ◆ discussing progress towards meeting the achievement of course outcomes.
  - ◆ conferring regularly throughout the course.
3. As this is a guided learning course, students must initiate contact with the tutor. It is a requirement in this course that the student contact the tutor a minimum of 3 times to discuss the learning activities. The contact hours are listed on the course outline. If the hours are unworkable, please arrange for an alternate time that is more mutually agreeable. The tutor is also available via email and this is an acceptable way to contact the tutor to discuss learning activities.
4. Read the course introduction module to see the course overview and how the course is scheduled. Then, read the course assignments in this course outline to develop an understanding of the evaluation strategies. As you work through the modules, think about the assignments and make notes on how the module information will help you complete the assignments.
5. **There is a seminar in SE12-412 during the week of December 9, 2002. Please watch the bulletin board for information on the date and time of the seminar.** You are required to present your creative project, assignment # 3: Identifying Opportunities in Chaos at this seminar. This seminar will give students the opportunity to share their perspectives and to give and receive feedback to and from their peers on their projects.
6. Unforeseeable circumstances may necessitate the alteration of course content, sequencing, timing or evaluations. As much as possible, students will be given adequate notice of such changes.

### Course Policies

1. Students are advised to read the *BCIT Nursing Program Student Guidelines, Policies and Procedures* for information.
2. Assignments are due by 1600 hours on the dates specified. If an assignment is late, the mark for the assignment will drop 10% for each school day it is late.
3. The second and/or third assignment due dates may be extended if such is negotiated with the instructor prior to the due date specified in the course outline.
4. Students may be required to submit a medical certificate if a student's ability to complete the course is affected for medical reasons. Please see the BCIT Nursing Program Medical Certificate Definition attached to this course outline.
5. Please contact the tutor via email during the first week for the purpose of communicating your email address. The tutor will use email to communicate when & where the Assignment #3 presentation will take place as well as any changes or issues that may arise that need communicating to the class.

## Course Evaluation

Students have the right and the responsibility to evaluate the course. Ongoing feedback will be obtained from students who are currently in the course so that students' needs and course outcomes can be facilitated. At the end of the term, a review will be written that is aimed at modifying the course for subsequent students.

## Student Evaluation

Students are expected to submit academic papers according to the standards of the American Psychological Association (1995). You may want to review the expectations summarized in the APA Style Guidelines attached to this course outline. Assignments 1 and 3 must be received by the course tutor no later than **November 12, 2002**. Assignment #3 will be presented and evaluated during the week of **December 9, 2002**. Assignments 1 and 3 may be mailed in the assignment envelopes provided. Please make sure the BCIT address is showing through the clear plastic slot. You should allow at least three weeks turnaround if you mail assignments. You may fax assignments to (604) 436-9590 if you wish. I will try to get these assignments faxed back to you in 10 days. Also, you may e-mail assignments as text-rich microsoft documents or as word documents (try both formats initially to identify the method that makes the best connection with the BCIT network) to selma\_whiteside@bcit.ca. Again, I will try to get these assignments mailed back to you in two weeks if there are less than 12 students in the group. If there are more, it will take between two and three weeks. Those students who have not e-mailed attachments prior to this might want to send a trial document to ensure that glitches are worked out before the assignment deadline.

If students are unable to complete assignments 1 and 2 by November 12, 2002 please contact the instructor to discuss the difficulties. It is possible to re-register as a continuing student in the subsequent semester. Please see the Health Sciences Part-time Studies student manual for policies on re-registration and consult the nursing program advisor for how this is done.

## Assignment Details

### **1. Assignment #1 – Analysis of Personal Leadership and Followership – 30% of final mark. Due: September 19, 2002 by 1600 hrs.**

The purpose of this paper is to analyze a variety of definitions and theories related to Leadership and Followership for the purpose of critically evaluating one's personal experiences with these roles. As a result students will create a plan for developing personal leadership and followership skills for nursing practice.

### **Criteria for Satisfactory Assignment #1: Content (55 marks):**

- a) Analyze leadership. Consider several definitions, theories and perspectives on the topic. (10 marks)
- b) Analyze followership. Consider several definitions, theories and perspectives on the topic. (10 marks)
- c) Analyze and evaluate your leaderships skills related to a specific practice situation. (total 10 marks)
  - Describe a situation where you were in a leadership role. The situation you choose may come from current or previous practicum, classroom, or job/career related experiences. (3 marks)
  - Analyze and evaluate the leadership skills, characteristics and behaviors you brought to the situation in relation to the theories and perspectives discussed in a) above. Draw conclusions about your leadership style. (4 marks)

- Identify skills and behaviors that need changing as well as new skills and behaviors you could have used to improve your leadership role. (3 marks)
- d) Analyze and evaluate your followership skills related to a specific practice situation. (total 10 marks)
- Describe a situation where you were in a followership role. The situation you choose may come from current or previous practicum, classroom, or job/career related experiences. (3 marks)
  - Analyze and evaluate the followership skills, characteristics and behaviors you brought to the situation in relation to the theories and perspectives discussed in b) above. Draw conclusions about your followership style. (4 marks)
  - Identify skills and behaviors that need changing as well as new skills and behaviors you could have used to improve your followership role. (3 marks)
- e) Synthesize your knowledge, skills, characteristics and behaviors related to leadership and followership into a leadership/followership development plan. The plan should include at least three goals. Make your goals realistic, understandable, measurable, behavioural and achievable. For each goal identify strategies outlining specific activities or actions you will employ to meet your goals. Consider the readings and your reflections in the first 4 modules. Consider Prochaska's model for change to determine where you are in the process of change and what strategies might be useful in facilitating achievement of your goals for leadership development. (15 marks)

### **Format (5 marks)**

- APA style is used. Sources of information are identified. References, citations and quotations are noted appropriately. Neutral language is used and repetition is avoided.
- Organization, clarity, logic, and flow are appropriate for an academic paper.
- Grammar, spelling, and punctuation are appropriate.

### **Assignment Guidelines**

This submission is a paper and should be a maximum of 10 pages of text. Do not include title and reference pages in the length of the paper.

## **2. Assignment #2 – Creating a Vision for Nursing Practice – 35% of final mark. Due: November 7, 2002 at 1600 hrs.**

### **Criteria for Satisfactory Assignment #2**

The purpose of this assignment is to give students the opportunity to do some visioning for the future of health care based on current trends and predictions and to create a plan for the role they might play in actualizing that vision.

### **Content (40 marks)**

- a) Identify and analyze several trends and predictions for healthcare that reflect multiple perspectives (10 marks).
- b) Based on your analysis in a) above and the vision statement you developed in module 5, write a vision statement for nursing practice in British Columbia (10 marks).

- c) Write a vision statement for your nursing practice setting that takes into consideration parts a) and b) above as well as the vision and/or mission statement for your organization and ward.
- d) Identify strategies and actions you might employ to carry out your vision in your nursing practice setting. Consider blocks you may have to overcome and any leadership skills or strategies you might employ. (10 marks).

### Format (5 marks)

- APA style is used. Sources of information are identified. References, citations and quotations are noted appropriately. Neutral language is used and repetition is avoided.
- Organization, clarity, logic, and flow are appropriate for an academic paper.
- Grammar, spelling, and punctuation are appropriate.

### Guidelines

Consider a variety of resources when identifying and analyzing trends and predictions for healthcare such as journal articles, the internet, newspapers, magazine articles, professionals working with the health care system and news broadcasts.

When composing your vision statement you may wish to read one or two vision statements to get yourself started. Consider reading vision statements from outside the healthcare arena. Martin Luther King's *I Have a Dream* (Grossman & Valiga, p.93-94) is a good start. Keep in mind this vision statement is general and you will need to tailor your vision to your particular practice arena.

This submission is a paper and should be a maximum of 8 pages of text. Do not include title and reference pages in the length of the paper.

### 3. Assignment #3 – Creative Project: Identifying Opportunities in Chaos – 35% of final mark. Due: December 9, 2002

The purpose of this assignment is to assist the student to identify opportunities for growth and change within the chaos that exists in the health care system. This assignment takes the form of a creative project and an oral presentation that will be presented to all of the students in the course at the end of the term. The project format is a scrapbook, poster, video or other visual media through which the student will depict chaos and patterns and opportunities for growth and change within chaos as it occurs in a practicum setting.

### Criteria for Satisfactory Assignment #3

#### Content (35 Marks)

Through the use of a scrapbook, poster, video or other visual media the student:

- a) Identifies and describes the activities and relationships that depict chaos in a practice setting. (5marks)
- b) Analyzes multiple perspectives that might be taken about the chaos. (5marks)
- c) Analyzes the chaos and identify patterns that emerge from the analysis. (5 marks)

- d) Takes into consideration the multiple perspectives analyzed in b) above and speculates and brainstorms a variety of opportunities for change and growth that might arise from the chaos. Identify 10 – 15 opportunities. (10 marks)

In addition to the above criteria the student, during the presentation:

- e) Discusses which opportunities for change and growth (identified in d) above) are practical. (5 marks)
- f) Identifies several roles and actions the student might take related to the opportunities for change and growth identified in d) above, taking into consideration theory related to leadership and followership. (5 marks)
- g) Provides and submits a bibliography that includes all of the resources (literature, people, internet etc.) used in preparation for this project and presentation. (5 marks)

### **Presentation Format (10 marks)**

- a) Sets up an environment conducive to listening and discussion.
- b) Asks questions or makes comments that stimulates discussion (energizes the group).
- c) Verifies that the group understands the information presented.
- d) Deals effectively with questions or issues (including alternate perspectives) raised by the group. (2 marks)
- e) Gives constructive feedback to the group about their participation. (2 marks)
- f) Summarizes the presentation and discussion at the close of the presentation.
- g) Completes the presentation within the 30 minute timeframe.
- h) Obtains feedback from the people present.

### **Assignment Guidelines**

This submission is a visual presentation and an accompanying oral presentation and a bibliography. The visual presentation is a creative project (scrapbook, poster, video etc) through which the student is able to depict the opportunities for growth and change within chaos.

The following are offered as guidelines for approaching the assignment.

- (a) You will need to choose a setting for this project. The setting should be a place where you are currently practicing nursing. This may be a practicum or work setting.
- (b) Spend some time thinking about what happens on a day to day basis in your practice setting. Think about all the professionals that come and go and the various activities that are happening. What about beyond the ward or immediate practice arena? How are decisions made? What committees or groups of people are meeting to make decisions that may impact your practice? What policies and procedures are being changed. What areas of nursing practice are in flux right now? In your scrapbook jot down as many answers to these questions as you can or think about how you might depict your answers in your scrapbook. Your depictions may take the form of written ideas (yours or from articles) or they may be pictures you find or draw yourself. Be creative.
- (c) Read some articles on chaos and change in the health care system and reflect on how the ideas in the articles relate to what you have observed in your practice setting. Write about this or depict this in your scrapbook.

- (d) Think about and talk to people about changes that have happened within the last year or two. Find out what changes may be taking place in the future. What are some of the issues and problems that have arisen because of the chaos and changes to the health care system and your practice setting?
- (e) As you talk to people in your practice setting discover their perspectives on the chaos and changes that are taking place. Reframe the perspectives and identify as many different perspectives as possible that might be taken.
- (f) When identifying opportunities for positive growth and change that might arise do not censor yourself. Entertain all possibilities and write them all down. Identify at least 10 – 15 opportunities.
- (g) During the presentation you will identify which opportunities for growth and change are practical and discuss what you think your role might be in acting upon those opportunities. When thinking about your role take into consideration the work you have done on your leadership/followership plan and what you have learned about leadership and followership during this course. Your role should be congruent with your ideas and skills related to leadership and followership.
- (h) Keep track of the articles you read and the people you talk to as these will make up your bibliography.



BRITISH COLUMBIA INSTITUTE OF TECHNOLOGY

Operating Unit: School of Health

Program: Nursing

Option: Bachelor of Technology

Schedule

**NURS 8300**

**Creative Leadership**

Week of/ Number	Outcome/Material Covered	Reference/ Reading	Assignment	Due Date
1	Read Introduction Module and Complete Module 1. Make contact with the course tutor. Begin Assignment 1 and leadership development plan.	See module See module	Start Assignment #1	Sept 19/02
2	Complete Module 2 and begin Assignment 3	See module	Start Assignment #3	Dec 9/02
3	Complete Module 3 and continue Assignment 1	See module	Continue Assignment #1	
4	Complete Module 4 and continue Assignment 1	See module		
5	Complete Assignment 1 and hand in to course tutor.	See module	Complete Assignment #1	
6	Complete Module 5 and begin Assignment 2	See module	Start Assignment #2	Nov 7/02
7	Complete Module 6 and continue Assignments 2 & 3	See module	Continue Assignments #2 & 3	
8	Complete Module 7 and continue Assignment 3	See module	Continue Assignments #2 & 3	
9	Complete Module 8 and continue Assignment 2	See module	Continue Assignment #2	
10	Complete Module 9, continue Assignment 3 and complete the leadership development plan.	See module	Continue Assignment #3 and complete the leadership	Dec 9/02

Week off/ Number	Outcome/Material Covered	Reference/ Reading	Assignment	Due Date
10 cont'd			development plan. Begin to implement leadership development plan in NURS 8330.	
11	Complete Assignment 2.	See module	Complete Assignment #2	Nov 7/02
12	Final week to complete the course and discuss any outstanding learning activities or assignments with tutor.			
May 6	Meet on Campus for presentation of Assignment 3		Dec 9/02	

## **BCIT NURSING PROGRAM MEDICAL CERTIFICATE DEFINITION**

Students may be required to submit a Medical Certificate (BCIT Policy 5410) after an absence due to medical reasons.

The **Medical Certificate**, obtained at the student's expense, must be written on letterhead and signed by a medical doctor. The certificate is to be specific and detailed with respect to the following:

- dates during which the student was under the doctor's care for the particular medical, emotional or other problem;
- dates on which the student was seen by the doctor for the particular medical, emotional or other problem;
- a statement regarding the seriousness of the student's medical, emotional or other problem, (without compromising the confidentiality of the student's medical record);
- a statement outlining the actual or potential impact of the condition on the student's ability to complete the course.

