



**NURS 3620.01B: FUNDAMENTALS OF NURSING CARE  
COURSE SYLLABUS: FALL 2017**

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**Office Location:** Nursing Building  
**Office Hours:** By appointment  
**Nursing Department:** 903-886-5315  
**Office Fax:** 903-886-5729  
**Preferred Form of Communication:** Email  
**Communication Response Time:** up to 48 hours (weekends not included)

**COURSE INFORMATION**

**Materials- Textbooks, required:**

- Berman, A., & Snyder, S. (2016). *Kozier and Erb's fundamentals of nursing* (10<sup>th</sup> ed.). New Jersey: Pearson. ISBN: 978-0133974362).
- Carpenito, L. (2017) *Handbook of nursing diagnosis* (15<sup>th</sup> ed.). Philadelphia: Lippincott Williams & Wilkins ISBN: 978-1496338396.
- Chabner, D.E. (2015). *Medical terminology-A short course*. (7<sup>th</sup> ed.) Maryland Heights, MO: Saunders. ISBN: 978-1455758302.
- Hogan, M. (2013). *Nursing fundamentals : Reviews and rationales* (3<sup>rd</sup> ed. ). Boston: Pearson. ISBN: 978-0133083590
- Kee, J. L. (2017). *Laboratory and diagnostic tests with nursing implications* (10<sup>th</sup> ed.). Upper Saddle River, NJ: Pearson. ISBN: 978-0134704463.
- Gray-Morris, D. (2014) *Calculate with confidence* (6<sup>th</sup> ed.) Mosby Elsevier. ISBN: 978-0323-08931-9.
- Silvestri, L. A. (2016). *Comprehensive review for the NCLEX-RN examination* (7<sup>th</sup> ed.). St. Louis: Saunders. ISBN: 978-0323358514.
- Skidmore-Roth, L. (2017) *Mosby's nursing drug reference*. St. Louis: Mosby. ISBN: 978-0323448260

**Recommended References:**

*Student Workbook and Resource Guide for Kozier & Erb's fundamentals of nursing, (10<sup>th</sup> ed.).* (2016). New Jersey: Pearson ISBN- 978-0134001159  
*Mosby's dictionary of medicine, nursing, & health professionals.* St. Louis: Mosby. (Latest edition)  
Q-sen.org

**Other Resources: Simulation Scenarios****COURSE DESCRIPTION (6 credit hours)**

An introduction to the scope of human needs, utilization of the nursing process as a systematic approach to meeting those needs, and the role of the professional nurse in assisting individuals toward optimal health. Clinical settings are utilized in the application of fundamental concepts, principles of nursing, and communication skills that are employed in providing basic client care.

This course introduces classic nursing principles that underpin future clinical practice. Principles include such things as comfort measures, assistance with daily living activities, environmental concerns, positioning and transporting, asepsis and sterile technique, medication administration, intrusive therapies and use of the nursing process with particular emphasis on the intervention component. The majority of the theoretical information is provided through an online environment. Concepts related to nursing fundamentals and nursing care is integrated throughout the course. The campus laboratory and clinical settings will afford practical experience in application of the principles and skills taught in the theory portion of this class. Students will be expected to demonstrate beginning competency in application of the nursing process.

**Student Learning Outcomes:**

At the end of this course the student will be able to:

1. Apply the nursing process at a beginning level of skill to interpret and manage human responses of clients to their actual or potential health problems.
2. Apply principles from applied science and interpersonal processes to nurse-client interactions.
3. Assess cultural, spiritual, and bio-psychosocial factors when arriving at nursing diagnoses and relevant interventions for individual clients.
4. Utilize evidence-based information derived from course related research findings in the application of fundamental nursing care.
5. Apply therapeutic communication and decision-making skills to involve the client in decision making regarding his/her healthcare.
6. Identify theoretical principles and critical behaviors of fundamental nursing.
7. Use critical thinking skills as a framework for clinical decision-making.
8. Demonstrate responsibility for own behavior and growth as an adult learner and a professional.
9. Demonstrate professional standards of moral, ethical, and legal conduct.

**Clinical Objectives:** At the end of this course the student will be able to:

1. Demonstrate fundamental nursing psychomotor skills in a safe manner.
2. Use written verbal, non-verbal and emerging technology methods to communicate effectively.
3. Utilize organizational skills and time management concepts in setting priorities for clinical performance.
4. Demonstrate beginning critical thinking decision making skills based on standards of practice, theory, and research.
5. Apply theoretical content to the nursing care of the client in a clinical setting.
6. Implement evidence based care plans that reflect an understanding of the legal and ethical

- responsibilities of the nurse.
7. Perform nursing interventions that reflect caring behaviors in response to bio-psychosocial, cultural, and spiritual care needs.
  8. Assess evidence-based nursing interventions as appropriate for managing the acute and chronic care of patients and promoting health across the lifespan.
  9. Monitor client outcomes to evaluate the effectiveness of psychobiological interventions.
  10. Utilize the nursing process in the care of all clients.
  11. Demonstrate responsibility for own behavior and growth as an adult learner and a professional.
  12. Create a safe care environment that results in high quality patient outcomes.
  13. Apply knowledge of social and cultural factors to the care of diverse populations.
  14. Apply ethical standards related to data security, regulatory requirements, confidentiality, and clients' right to privacy.
  15. Demonstrate professionalism, including accountability, attention to appearance, demeanor, respect for self and others, and attention to professional boundaries with patients and families as well as among caregivers.
  16. Use caring and healing techniques that promote a therapeutic nurse-patient relationship.
  15. Communicate effectively with all members of the health care team, including the patient and the patient's support network.

## **COURSE REQUIREMENTS**

### **Instructional / Methods / Activities Assessments**

This course consists of a series of activities and assessments to assist you in achieving the outcomes/objectives for the course. Each week you will complete various combinations of online assignments, activities, readings, etc. Instructional Strategies that may be used include: lecture, discussion, demonstration, media resources (YouTube and others), role playing, simulation, team-based learning strategies, audio-visual aids, computer assisted instruction, study and practice groups, case study, clinical assignments and supervision, post clinical conferences, Critical Thinking Tool on assigned patients, practice and return demonstration in campus laboratory.

### **Nursing Student Guide**

The student is responsible for reviewing and understanding the policies and procedures in the *BSN Student Guide*.

Specific information for the nursing student regarding the nursing program and current policies and procedures can be found here:

<http://www.tamuc.edu/academics/colleges/educationHumanServices/departments/nursing/Current%20Students/studentguidebook/default.aspx>

### **NCLEX-RN QUESTIONS**

In order to begin preparing for the NCLEX-RN licensure examination, students will be required to submit 50 NCLEX-RN style questions over Fundamentals content prior to each exam. The questions will be submitted via Dropbox and are due at 8AM on the Monday morning before the exam on Tuesday. The minimum grade for each group of questions is 80. This assignment is mandatory and the student will receive credit for submitting questions. The questions are not included in the grade average. Do not submit the questions. Submit a one page document with the question sets grade. Questions are in sets of 10 if you are using your Hogan NCLEX-RN text. This means that you will copy and paste 5 sets of grades onto one page. Be sure your name is on the page.

### **MEDICATION CALCULATION EXAM**

A medication calculation 5-question quiz will be given the 8th week of the semester. Anyone not receiving 100% will be required to remediate. For those that did not receive 100% on the first quiz, a medication calculation 5-question quiz will

be given the following week of the semester. Anyone not receiving 100% will be required to remediate. For those that did not receive 100% on the second quiz, a medication calculation 5-question quiz will be given the following week of the semester. Anyone not receiving 100% on the third quiz in the course will be placed on clinical probation and will need to remediate with your clinical instructor. Additional weekly medication calculation quizzes will be given based on need. A student must pass the medication calculation quiz to pass the clinical portion of the applicable course and to pass the course.

In addition, medication calculation questions will be on the examinations and quizzes in the applicable classes.

### **MEDICAL TERMINOLOGY MODULES**

All students will be required to complete five Medical Terminology Modules over the course of the semester. The modules are online and coursework is completed online. The modules correspond to the Chabner’s seventh edition *Medical Terminology- a short course* textbook. **You must purchase the access code.** The modules consist of assignments that students complete. Each module culminates in an exam. The exams are completed online and dates are assigned. Each module, including the exam, must be completed by the date listed. Late submissions will receive a zero “0” unless the student contacts the instructor prior to the date due. Students are expected to utilize medical terminology in classes, labs, and clinical for the remainder of the program. Access the course from Elsevier Evolve. **COURSE ID: 153686\_cmckenna30\_1003**

### **MEDICATION PAPER**

Students will complete a 3-5 page paper on the three checks, five rights, and administration of medications. Prior to submission of the paper, you are required to take it to the Writing Lab to learn how to self-grade your paper regarding grammar, punctuation, and sentence structure. Use the grading rubric as your outline while you write your paper. Submit a self-graded (you will grade yourself before you submit the paper) grading rubric along with your paper. **Submit the paper and grading rubric as one document. The paper is due to Dropbox by no later than Friday, October 13 at 5PM.**

### **Student Responsibilities:**

Students are expected to complete assigned readings and other assignments as indicated on E-College and in the syllabus prior to class and clinical. Students will not be successful in this course without this preparation and additional time spent studying content materials. Students are expected to come prepared to class, simulation, clinical and all assigned experiences in order to be successful in this course.

### **Grading**

Grades will be determined as follows:

Exams (7) (10% each)	70%
Quizzes (8)	10%
Medication Paper	10%
Med Terminology Course	10%
Dosage Calculation Exam	0%
NCLEX-RN Questions	Credit/No credit
<b>Clinical</b>	<b>PASS/FAIL</b>
<b>Total</b>	<b>100%</b>

### **Grading Scale:**

- A = 90-100
- B = 80-89
- C = 75-79
- D = 60-74
- F = Below 60

A minimum grade of 75 on all exams is required to pass the course. A minimum grade of 75 is required to pass the course.

## TECHNOLOGY REQUIREMENTS

- To fully participate in online courses you will need to use a current Flash enabled internet browser. For PC and Mac users the suggested browser is Mozilla Firefox.
- You will need regular access to a computer with a broadband Internet connection. The minimum computer requirements are:
  - 512 MB of RAM, 1 GB or more preferred
  - Broadband connection required courses are heavily video intensive
  - Video display capable of high-color 16-bit display 1024 x 768 or higher resolution
- You must have a:
  - Sound card, which is usually integrated into your desktop or laptop computer
  - Speakers or headphones.
  - \*For courses utilizing video-conferencing tools and/or an online proctoring solution, a webcam and microphone are required.
- Both versions of Java (32 bit and 64 bit) must be installed and up to date on your machine. At a minimum Java 7, update 51, is required to support the learning management system. The most current version of Java can be downloaded at: [JAVA web site http://www.java.com/en/download/manual.jsp](http://www.java.com/en/download/manual.jsp)
- Current anti-virus software must be installed and kept up to date.
- Run a browser check through the Pearson LearningStudio Technical Requirements website. [Browser Check http://help.ecollege.com/LS\\_Tech\\_Req\\_WebHelp/en-us/#LS\\_Technical\\_Requirements.htm#Browset](http://help.ecollege.com/LS_Tech_Req_WebHelp/en-us/#LS_Technical_Requirements.htm#Browset)

Running the browser check will ensure your internet browser is supported.

Pop-ups are allowed.

JavaScript is enabled.

Cookies are enabled.

- You will need some additional free software (plug-ins) for enhanced web browsing. Ensure that you download the free versions of the following software:
  - [Adobe Reader https://get.adobe.com/reader/](https://get.adobe.com/reader/)
  - [Adobe Flash Player \(version 17 or later\) https://get.adobe.com/flashplayer/](https://get.adobe.com/flashplayer/)
  - [Adobe Shockwave Player https://get.adobe.com/shockwave/](https://get.adobe.com/shockwave/)
  - [Apple Quick Time http://www.apple.com/quicktime/download/](http://www.apple.com/quicktime/download/)
- At a minimum, you must have Microsoft Office 2013, 2010, 2007 or Open Office. Microsoft Office is the standard office productivity software utilized by faculty, students, and staff. Microsoft Word is the standard word processing software, Microsoft Excel is the standard spreadsheet software, and Microsoft PowerPoint is the standard presentation software. Copying and pasting, along with attaching/uploading documents for assignment submission, will also be required. If you do not have Microsoft Office, you can check with the bookstore to see if they have any student copies.
- For additional information about system requirements, please see: [System Requirements for LearningStudio https://secure.ecollege.com/tamuc/index.learn?action=technical](https://secure.ecollege.com/tamuc/index.learn?action=technical)

## ACCESS AND NAVIGATION

### Pearson LearningStudio (eCollege) Access and Log in Information

This course will be facilitated using Pearson LearningStudio, the learning management system used by Texas A&M University-Commerce. To get started with the course, go to [myLeo](#) and from the top menu ribbon select eCollege. Then on the upper left side of the screen click on the My Courses tab.

<http://www.tamuc.edu/myleo.aspx>

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

**Note:** It is strongly recommended you perform a “Browser Test” prior to the start of your course. To launch a browser test login to Pearson LearningStudio, click on the My Courses tab, and then select the Browser Test link under Support Services.

### Pearson LearningStudio Student Technical Support

Texas A&M University-Commerce provides students technical support for the use of Pearson LearningStudio.

Technical assistance is available 24/7 (24 hours, 7 days a week).

If you experience LearningStudio (eCollege) technical problems, contact the LearningStudio helpdesk at 1-866-656-5511 (toll free) or visit [Pearson 24/7 Customer Support Site](#) <http://247support.custhelp.com/>

The student help desk may be reached in the following ways:

- **Chat Support:** Click on *'Live Support'* on the tool bar within your course to chat with a Pearson LearningStudio Representative.
- **Phone:** 1-866-656-5511 (Toll Free) to speak with Pearson LearningStudio Technical Support Representative.

**Accessing Help from within Your Course:** Click on the *'Tech Support'* icon on the upper left side of the screen inside the course. Then you will be able to get assistance via online chat or by phone.

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

### Policy for Reporting Problems with Pearson LearningStudio

Should students encounter Pearson LearningStudio based problems while submitting assignments/discussions/comments/exams, the following procedure must be followed:

1. Students must report the problem to the help desk. You may reach the helpdesk at 1-866-656-5511.
2. Students must file their problem with the helpdesk and obtain a helpdesk ticket number
3. Once a helpdesk ticket number is in your possession, students should email me to advise me of the problem and provide me with the helpdesk ticket number.
4. I will call the helpdesk to confirm your problem and follow up with you

**PLEASE NOTE:** Your personal computer and internet access problems are not a legitimate excuses for filing a ticket with the Pearson LearningStudio Help Desk. Only Pearson LearningStudio based problems are legitimate reasons to contact the Help Desk.

You strongly are encouraged to check for your internet browser compatibility **BEFORE** the course begins and take the Pearson LearningStudio tutorial offered for students who may require some extra assistance in navigating the Pearson LearningStudio platform.

### myLeo Support

Your myLeo email address is required to send and receive all student correspondence. Please email [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu) or call us at 903-468-6000 with any questions about setting up your myLeo email account. You may also access information at [myLeo](https://leo.tamuc.edu). <https://leo.tamuc.edu>

### Learner Support


The [One Stop Shop](http://www.tamuc.edu/admissions/onestopshop/) was created to serve you by providing as many resources as possible in one location. <http://www.tamuc.edu/admissions/onestopshop/>

The [Academic Success Center](http://www.tamuc.edu/campusLife/campusServices/academicSuccessCenter/) provides academic resources to help you achieve academic success. <http://www.tamuc.edu/campusLife/campusServices/academicSuccessCenter/>

### FREE MobilE APPS

The Courses apps for phones have been adapted to support the tasks students can easily complete on a smaller device. Due to the smaller screen size course content is not presented.

The Courses app is free of charge. The mobile Courses Apps are designed and adapted for different devices.

	<b>App Title:</b>	<b>iPhone – Pearson LearningStudio Courses for iPhone</b> <b>Android – LearningStudio Courses - Phone</b>
	<b>Operating System:</b>	<b>iPhone</b> - OS 6 and above <b>Android</b> – Jelly Bean, Kitkat, and Lollipop OS
	<b>iPhone App URL:</b>	<a href="https://itunes.apple.com/us/app/pearson-learningstudio-courses/id977280011?mt=8">https://itunes.apple.com/us/app/pearson-learningstudio-courses/id977280011?mt=8</a>
	<b>Android App URL:</b>	<a href="https://play.google.com/store/apps/details?id=com.pearson.lsphone">https://play.google.com/store/apps/details?id=com.pearson.lsphone</a>

Once downloaded, search for Texas A&M University-Commerce, and it should appear on the list. Then you will need to sign into the myLeo Mobile portal.

The Courses App for Android and iPhone contain the following feature set:

- View titles/code/Instructor of all Courses enrolled in online
- View and respond to all discussions in individual Courses

- View Instructor Announcements in individual Courses
- View Graded items, Grades and comments in individual Courses
- Grade to Date
- View Events (assignments) and Calendar in individual Courses
- View Activity Feed for all courses
- View course filters on activities
- View link to Privacy Policy
- Ability to Sign out
- Send Feedback

### **LearningStudio Notifications**

Students can be alerted to course activities via text on their mobile phones or up to two email addresses.

Based on their preferences, students can automatically receive a push notification with every new: course announcement, threaded discussion post, grade, and/or assignment without having to login to the course. Enrolled students will automatically receive email notifications for announcements and can opt out of this feature. To receive text notifications, students must opt in.

To begin setting up notifications, go into your course in LearningStudio and click on the bell-shaped Notifications icon on the main menu ribbon.

By default the student's university email address will appear. This cannot be changed in LearningStudio. Additional email addresses may be added by clicking the Add button. After all of the other selections are completed be sure to click the Save and Finish button.

## **COMMUNICATION AND SUPPORT**

### **Interaction with Instructor Statement**

Communication between faculty and students is important and taken seriously. Preferred communication methods are through individualized faculty office hours, email, or office phone. If a phone call is not answered, please leave a message and send an e-mail using the direct e-mail link on the course home page. You will be treated with collegial respect and you are expected to communicate likewise in a professional manner.

## **COURSE AND UNIVERSITY PROCEDURES/POLICIES**

### **Course Specific Procedures/Policies**

#### **CLASS**

1. Class Cancellation: In the event that a class is canceled, the student is expected to do the readings and complete the objectives for that day. The content will still be included on examinations. The material in this syllabus and dates identified in the Course Calendar are subject to change.
2. Class attendance is expected. The students should notify course faculty in advance of any absence.
3. Exam dates are listed in each course syllabus, and the student is expected to be present for exams. In the event that the student will be absent, the course instructor must be notified in advance. Failure to do so will result in the student receiving a zero for the missed exam or quiz.
4. As an adult learner and responsible professional, the student is responsible for reading and completing assignments prior to class and for being prepared to participate in discussions over the assigned material. It should not be expected that all material will be covered in class. Students are expected to come to class prepared.



5. Assignments must be handed in on time. Assignments submitted late without prior arrangement with the classroom instructor will receive a zero.

### **NURSING SKILLS LABORATORY**

1. Students are responsible for assigned readings in textbooks and completing DVD and other assignments prior to lab. Participation in discussions over the assigned material is expected. Failure to prepare will result in an unsatisfactory for the lab session. All lab sessions must be completed satisfactorily to progress to the clinical setting.
2. Students must adhere to the clinical dress code for skills laboratory sessions. Refer to the Nursing Student Guide for policy information.

### **CLINICAL EXPERIENCE**

1. Clinical attendance is mandatory. Refer to the Nursing Student Guide for absence policy information.
2. Immunizations, titers, CPR, TB status, and clear criminal background check must be complete and on file for students to be able to attend clinical experience at the assigned clinical locations.
3. A dosage calculation test will be administered prior to students administering medications in the clinical setting. Also, calculation questions will be part of every exam in Fundamentals. Students who fail to pass the dosage calculation test or who miss dosage calculation questions on the exams will be required to perform additional weekly remediation until all calculation questions on the exams are correctly answered.
4. Students will be allowed to perform designated nursing skills in the clinical setting only after receiving instruction and successfully demonstrating the skill in the Nursing Skills Laboratory.
5. Students are expected to meet clinical expectations outlined in the clinical evaluation tool.
6. Based on student learning needs, the faculty will determine the appropriate amount of time and clinical assignments needed to assess student growth. Faculty may require additional assignments and clinical work to ensure students have met clinical objectives. Students are expected to comply with any additional assignments or clinical hours assigned.
7. Students are expected to prepare for clinical practice in order to provide safe, competent care.
8. Clinical assignments must be handed in on time to the clinical instructor. No exceptions.
9. Clinical is graded Pass/Fail. If the student fails the clinical component, the entire course must be repeated.

### **UNSATISFACTORY CLINICAL PERFORMANCE**

1. There are several infractions that might lead to a student being given a clinical warning for the day, including but not limited to:
  - Absences
  - Tardiness
  - Violation of dress code
  - Inability to pass required clinical assignments
  - Incomplete health immunization records
  - Expired CPR certification
  - Failure to turn in written assignments on time
  - Incomplete hospital orientation
  - A pattern of lack of accountability for class, clinical and lab skills preparation
  - Lack of preparation
2. Accumulation of two (2) warnings in this clinical course will lead to failure of the clinical rotation and therefore, failure of the entire course.

3. Other offenses which may lead to immediate failure of the course and possible dismissal from the nursing program include but is not limited to:
- Unsafe provision of nursing care
  - Unprofessional or unethical behavior
  - HIPAA violation
  - Falsification of patient records/clinical documents

### **Syllabus Change Policy**

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

### **University Specific Procedures**

#### **Student Conduct**

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](#).

<http://www.tamuc.edu/admissions/registrar/documents/studentGuidebook.pdf>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: [Netiquette http://www.albion.com/netiquette/corerules.html](http://www.albion.com/netiquette/corerules.html)

#### **Student Conduct Code – Refer to the BSN Student Guide**

Students must adhere to standards of professional and academic conduct. Academic misconduct involves any activity that tends to compromise the academic integrity of the University, or subvert the educational process, including, but not limited to, cheating, plagiarism, falsifying academic records, misrepresenting facts and any act designed to give unfair academic advantage to the student or the attempt to commit such an act. Students are responsible for their own academic honesty and for reporting violations of academic honesty by others.

#### **TAMUC Attendance**

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

#### **Academic Integrity**

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

[Graduate Student Academic Dishonesty 13.99.99.R0.10](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf>

## **ADA Statement**

### **Students with Disabilities**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

#### *Office of Student Disability Resources and Services*

Texas A&M University-Commerce

Gee Library- Room 132

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: [Rebecca.Tuerk@tamuc.edu](mailto:Rebecca.Tuerk@tamuc.edu)

Website: [Office of Student Disability Resources and Services](#)

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

### **Nondiscrimination Notice**

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

### **Campus Concealed Carry Statement**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web url:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.