

**• AUTHORIZATION TO OFFER TOPICS COURSES FOR ACADEMIC CREDIT THROUGH EXTENDED STUDIES •**

(Note: Extended Studies sections of topic classes for which the appropriate form E-T is not on file in the Office of Academic Programs will be removed from BANNER as periodic audits of course offerings are performed.)

**Note: Any proposed topic can only be offered two times before being converted to a non-topics course. Academic Programs will assign the appropriate suffix and edit the topic description provided.**

1. College of: School of Nursing 2. Center/Program/Department: Nursing

3. Instructor Cathy Novaresi

*(If more than one instructor will be teaching the course, list full name of the "instructor of record.")*

4. Topic Abbreviation and Number: NURS 496 -7 5. Grading Method Normal

6. Term Fall 7. Year 2010 8. Variable Units\* 3

9. Has this topic been offered previously?  Yes  No If yes, indicate term(s) \_\_\_\_\_ Year \_\_\_\_\_

10. Topic Title: Special Topics in Nursing: Leadership Foundation

11. **Topic Description:** Note: This part can be skipped if answer to part 9 is "yes." (NOTE: Please provide detailed information about the topic. Please type. You may also attach the topic description on a separate sheet if you do not have enough space.

Students will learn the key leadership competencies of successful managers. How to be more effective by applying insights of assessment to improve their leadership. To use leadership competencies to balance clinical and business agendas. Understand "big picture" health care economics. Learn to read and interpret financial statements and fully understand all components of a budget and understand the basics for developing a business plan for your unit/area and how to present it to upper management. Students will also learn to enhance their communication effectiveness with clinical staff as well as understand the nurse leader's role in monitoring professional practice.

12. Does this topic have prerequisites? No

13. Does this topic have co-requisites? No

14. Does the topic require consent for enrollment?  Yes  No  
 \_\_\_\_\_ Faculty \_\_\_\_\_ Credential Analyst \_\_\_\_\_ Dean \_\_\_\_\_ Program/Center/Department - Director/Chair

15. Is topic crosslisted:  Yes  No If yes, indicate which course \_\_\_\_\_ and obtain signature in #18.

16. What resources are needed to offer this topic (including technology)?  
 None- off campus

17. Justification for offering this topic. To provide Nursing managers an opportunity to earn college credit in an intensive immersion program on the foundation of Leadership

\* Enter units only if this is a variable-units topic course.

18. Does this topic impact any other disciplines? Note: This number can be skipped if answer to part 9 is "yes."

     Yes   x   No    If yes, obtain signature(s). Any objections should be stated in writing and attached to this form.

CoBA                      see email                      11/29/10                        ✓   Support      Oppose  
 Discipline                      Signature                      Date

                                                                                   Support      Oppose  
 Discipline                      Signature                      Date

19. Location (if topic not offered at main campus) Association of California Nurse Leaders

20. Is this course being offered on-line?      Yes   x   No

21. Is this a contract topic?   x   Yes      No

22. Enrollment Limit      N/A     

23. Requested Bldg/Room None  
Please call Extended Studies first to reserve the room.

Please note: A separate Form E-T must be submitted for each section offered.

SIGNATURES

Denise Morca                      11-9-10  
 1. Program/Center/Department – Director/Chair                      Date

                                
 2. College Dean (or Designee)                      Date

The academic credentials of the instructor listed above are known to the Program/Center/Department (either regular faculty, or adjunct faculty with a curriculum vitae on file in the Program/Center/Department Office). The instructor is qualified to deliver the topic as described in part 9 (or on a previous Form T or Form E-T in the case of a topic that has already been offered).

Jan Jackson                      11/10/10  
 3. Dean of Extended Studies (or Designee)                      Date

Completed form received in the Office of Extended Studies

[Signature]                      11/30/10  
 4. Associate Vice President for Academic Affairs – Academic Programs                      Date

## Virginia Mann

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**From:** Regina Eisenbach  
**Sent:** Monday, November 29, 2010 3:19 PM  
**To:** Virginia Mann  
**Subject:** RE: BA Sign-off of Extended Learning course

Hi Virginia,

CoBA has no comments or concerns.

Regards,

Regina

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**From:** Virginia Mann  
**Sent:** Monday, November 15, 2010 3:19 PM  
**To:** Regina Eisenbach  
**Subject:** BA Sign-off of Extended Learning course

Dear Regina,

The School of Nursing has proposed the attached Leadership Foundation course through Extended Learning. Please let me know if Business Administration has any comments or concerns regarding this course.

Thank you,  
Virginia

*Virginia Peters Mann*  
Curriculum Specialist  
Academic Programs  
CSU San Marcos  
Tel: (760) 750-8887