



DATE: May 30, 2024

TO: Senate

FROM: Dr. David Hornsby, Vice-Provost and Associate Vice-President (Academic), and Chair, Senate Quality Assurance and Planning Committee

RE: Creation of the School of Nursing

Background

The Faculty of Science is proposing the creation of the School of Nursing to house the new undergraduate program in Nursing.

Process

Following approval and support of the proposal by the Dean, approval is provided by the Vice-Presidents' Academic and Research Council (VPARC), Faculty Board, the Senate Quality Assurance and Planning Committee (SQAPC) and Senate before being recommended to the Board of Governors.

Recommendation to Approve the creation of a school

SQAPC Motion May 9, 2024:

THAT SQAPC recommends to Senate the approval of the creation of the School of Nursing as presented.

Senate Motion June 7, 2024

THAT Senate recommends to the Board of Governors the approval of the creation of the School of Nursing as presented.

Change in Governance – School of Nursing

MEMORANDUM

To: Dr David Hornsby, Vice-Provost and Associate Vice-President (Academic)

From: Dr. Ethan Hermer, Professional Programs Officer, Office of the Dean of Science
Dr. Matthew Holahan, Program Lead, Chair; Department of Neuroscience.
Danielle Manley, Interim Director; Proposed School of Nursing)
Dr. Jeffrey Smirle, Director, External Affairs, Office of the Dean of Science

CC: Dr. Maria DeRosa, Dean, Faculty of Science
Dr. Julia Wallace, Associate Dean (Academic Affairs), Faculty of Science

Date: January 10, 2024

Subject: Change in Governance – School of Nursing

Description of change

We are proposing the creation of a School of Nursing to house the Honours Bachelor of Science – Nursing program.

Impact on Other Programs

This School of Nursing will be housed in the Faculty of Science as specified below.

Resources

No new resources.

Appendix A:

Section C: Governance

The Bachelor of Science – Nursing (Honours and Major) program is housed in the School of Nursing and the Faculty of Science. The program is administered by the Nursing School Board which is made up of the Director, acting as chair of this committee, the faculty of the school, and representation from the nursing educators and a minimum of two nursing students (traditionally President and Vice-President of the Nursing Student Board or delegate(s)). This is the main decision-making body of the School and reviews all proposals for curriculum changes before submitting them to Science Committee on Academic Planning (SCAP). The School Board meets at least once a semester.

The Experiential Learning and Clinical Placement Committee (ELCPC) is made up of all practicum coordinators, and representation from faculty, the lab coordinators and nursing students. This committee will be chaired by a practicum coordinator. The occupational health nurse can attend in an advisory role. The ELCPC committee will liaise with external stakeholders directly involved with the program to ensure sustainable, safe, and mutually respectful collaborations within the Experiential Learning Labs and Clinical Placements. This committee also provides recommendations to the School Board for changes to the Clinical or Experiential Learning Lab curriculum and is responsible for producing the forms and procedures for clinical practicums and experiential learning labs. The chair of this committee, along with the director of the School, as necessary, will represent the School at the Regional Clinical Resource Committee meetings as well as other, external clinical placement committees.

The School of Nursing is committed to ensuring a strong community voice in the program. External Stakeholder Committees will be created to seek guidance from community members on how the program can best meet its focus on Indigenization, Decolonization and Reconciliation; integrating the patient and family voice; Equity, Diversity, Inclusion, and Belonging; and interprofessional practice. Additional committees will be formed and maintained as the School's relationships and the goals develop. Membership on these committees will be formed through community guidance, but will primarily consist of a faculty member acting as chair, and the necessary community members. The chair of the committee will be appointed by the director. These committees will regularly meet to provide guidance on how the Nursing program and its curriculum can better serve the members of the community and communicate recommendations to the School Board via committee chair reports.

The Bachelor of Science – Nursing Curriculum Committee (BSNCC) undertakes the duties necessary to ensure the maintenance of accreditation and the continued development of the nursing curriculum. The BSNCC is made up of the Undergraduate Program Supervisor who chairs the committee, and representation from faculty, and the nursing students. At least once a year, the committee will review the curriculum and make recommendations to ensure the curriculum is in-line with the current nursing accreditation bodies, as well as the school's mission. The committee can create new courses as the need arises, review and provide feedback on new university policies that affect the program, update and maintain forms involved with directed studies and research projects, review the learning outcomes of the program, and review the admissions process to ensure it is fair and equitable.

Support for this program is provided by the undergraduate program administrator in consultation with the director and Undergraduate Program Supervisor.

The undergraduate nursing students have the right to democratically form and maintain a society, governed by the society's constitution, to represent the interests of all full- and part-time undergraduate nursing students within the program. The affairs of this organization shall be in compliance with the policies and procedures of the Nursing School Board and the Carleton University Students' Association's policies. This organization is responsible for democratically selecting student representatives for the committees listed above, and reviewing and revising the society's constitution as necessary.