



## **College of Nursing**

# **PhD Nursing Science Student Handbook**

**Last Revised September 4, 2023**

## **Disclaimer**

This Handbook is neither a contract nor an offer to make a contract. Texas Woman's University College of Nursing reserves the right to make changes at any time with respect to course offerings, degree requirements, services, policies, or any other subject addressed in this document. Information provided is solely for the convenience of the students and other readers.

This Handbook supersedes all previous versions of the Handbook. Students are accountable for familiarizing themselves with its contents and for compliance with the policies and procedures contained within. The information provided in this handbook is to assist students in (1) academic program planning and (2) meeting the requirements of the College of Nursing and the Graduate School for completing the PhD degree in nursing science. The intent is to clarify and to supplement (not replace) the information presented in the Graduate Catalog. Each student should read thoroughly and comply fully with all requirements of the College of Nursing and the Graduate School.

## **How to Use This Book**

This book contains information for the PhD in Nursing Program. Blue underlined text contains a hyperlink to other resources on both TWU websites and public websites. Place your mouse over the text, hold the CTRL button and left click the mouse to navigate to the website. At the time of publication, all hyperlinks work properly.

## **College of Nursing Student Handbook Verification**

Please note: Students are required to complete the handbook acknowledgement form and submit to the PhD Program Director within a month of starting the program and following any significant modification. To locate the most current acknowledgement form, go the TWU PhD Nursing Student Lounge google site or <https://twu.edu/nursing/current-students/>

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## Letter from the Dean

Welcome to the Texas Woman's University (TWU) College of Nursing!

Thank you for choosing to attend TWU for your nursing education. I assumed the TWU College of Nursing Interim Dean position on August 14, 2023. I am honored to serve as the Interim Dean and, in collaboration with the dedicated College of Nursing faculty and staff, we look forward to working with you this academic year.

The TWU College of Nursing is committed to excellence in all we do and are dedicated to the College of Nursing's vision to pioneer innovations in the art and science of nursing to promote the health of all people in Texas, the nation, and the global community.

Please review the information in the student handbook. The handbook is an important resource that addresses academic policies and procedures. If you have questions regarding information in the handbook, please contact your respective Program Director for assistance.

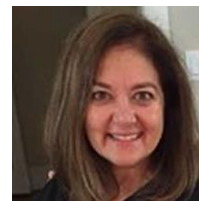
Enjoy your academic journey, best wishes for a successful year.

**Boldly Go!**

Sincerely,



Paula Clutter, PhD, RN, CNL, CNE, CENP, CMSRN  
Interim Dean and Professor  
TWU College of Nursing



## Note from the PhD Program Director

Dear PhD Nursing Science students,

On behalf of the College of Nursing PhD faculty, I would like to extend a warm welcome and best wishes for success as you embark on your scholarly journey. Our unique program, designed to meet the needs of working students, offers many opportunities to develop your research trajectory. We are looking forward to working with you in the years to come.



Sandra K. Cesario, PhD, RNC-OB, FAAN  
TWU Cornaro Professor & PhD Program Director



# Mission and Vision

## UNIVERSITY

### Mission

Texas Woman's University cultivates engaged leaders and global citizens by leveraging its historical strengths in health, liberal arts, and education and its standing as the nation's largest public university primarily for women. Committed to transformational learning, discovery, and service in an inclusive environment that embraces diversity, Texas Woman's inspires excellence and a pioneering spirit.

## COLLEGE OF NURSING

### Mission

The College of Nursing seeks to support and empower students of all ages and ethnic groups to address the health care needs and issues of the people in Texas, the nation and the world through acquiring nursing knowledge and leadership skills for entry level, advance practice and scientific roles by integrating health promotion and disease prevention within diverse groups in a time of rapid technological and societal change.

### Vision

Pioneering innovations in the art and science of nursing to promote the health of all people in Texas, the nation, and the global community.

### Philosophy

The College of Nursing at Texas Woman's University offers a diverse multi campus setting and awards degrees at the Baccalaureate, Master's and Doctoral levels. This philosophy is congruent with the mission of the university and its commitment to prepare students for leadership and service built on a solid liberal education base and quality professional programs. It is consistent with the fundamental beliefs about nursing and nursing's contract with society as described by the American Nurses Association in Nursing's Social Policy Statement (2010). The preparation of nurses for service and leadership is guided by the current AACN *Essentials of Nursing Education* (2021) and the Texas Board of Nursing *Differentiated Essential Competencies for the Baccalaureate Degree*.

The faculty of the college of nursing builds this philosophy on our beliefs about the key concepts included in nursing's predominant theoretical metaparadigm and on our beliefs about education and learning. Individuals are holistic human beings in constant interaction with their environment; each has inherent worth and dignity and is unique in capabilities, beliefs, and interests. Individuals are an integral part of culturally diverse families, groups, communities, and populations. Society influences an individual's perception of health care needs and is charged with the responsibility for aiding the individual, particularly those in vulnerable

populations, in the fulfillment of these needs. Society entrusts nurses as competent providers of optimal health care and education. Health is a state of physiological, psychological, socio-cultural, developmental, and spiritual functioning that allows individual members to achieve maximum potential. The health of an individual has a direct effect upon the family, group, community, and population. Health promotion and disease prevention are employed at all societal levels to improve population health.

Nursing is a synthesis of art and science. Practitioners of nursing balance the use of science and technology with the art of caring to achieve optimal outcomes. The science of nursing is based on nursing theories, natural and behavioral sciences, and patient care technologies. This knowledge, together with current evidence, clinical/critical reasoning, and multiple ways of knowing, is used to develop, evaluate, and achieve safe patient care and optimum health outcomes across all environments. The art of nursing, grounded in the human sciences, is exemplified by characteristics of caring such as presence, authenticity, advocacy, empowerment, and connections with people across all cultures in their experiences of health. Nurses interact with individuals, families, groups, communities and populations in collaboration with other healthcare professionals for the purposes of promoting, maintaining, protecting, and restoring health in all stages of the life cycle or supporting a peaceful death. Nurses guide, mentor, support, and lead other nurses to achieve excellence in nursing practice. Nurses are prepared to function in leadership roles and to address the political, social, ethical, economic, and policy issues that affect health care at local, state, national, and international levels. Fundamental to nursing are the values of altruism, autonomy, human dignity, integrity, and social justice.

We, as a community of nurse educators, believe that education, research, and service are the foundation for the practice of professional nursing. Faculty is responsible for contributing to the vitality of the college and the university community and for developing, maintaining, and evaluating educational programs. Faculty is responsible for and committed to providing learning experiences that enable students to cultivate critical thinking, clinical judgment, leadership skills, and the professional nursing values needed to function competently and to cultivate caring practices in an increasingly complex health care system. Faculty is committed to developing supportive learning environments that encourage students to successfully achieve the objectives of the offered program. Faculty is responsible for contributing to an environment conducive to academic freedom, service, and scholarship. Students, as adult learners with multiple roles, are responsible for contributing to the learning environment by being actively involved in the learning process; to seek, to question, and to propose and implement new ideas using peer, faculty, and university resources to further their own learning and to serve the greater community.

A Brief History of the University, College of Nursing, and the PhD Program can be found in Appendix A.

## FOUNDATIONAL DOCUMENTS

The following are foundational documents for doctoral education in nursing. The student is responsible for reading, understanding, and acting in accordance with the principles outlined in these documents. The web links are provided for each of the documents.

AACN PhD Education

<https://www.aacnnursing.org/Nursing-Education-Programs/PhD-Education>

The Research-Focused Doctoral Program in Nursing: Pathways to Excellence (2022)

<https://www.aacnnursing.org/Portals/42/News/Position-Statements/Pathways-Excellence-Position-Statement.pdf>

AACN Nursing Research Position Statement (2006)

<https://www.aacnnursing.org/News-Information/Position-Statements-White-Papers/Nursing-Research>

ANA Standards for Clinical Practice

<https://www.nursingworld.org/practice-policy/scope-of-practice/>

ANA Code of Ethics

<https://www.nursingworld.org/practice-policy/nursing-excellence/ethics/>

Texas Board of Nursing

[https://www.bon.texas.gov/laws\\_and\\_rules/rules\\_and\\_regulations.asp.html](https://www.bon.texas.gov/laws_and_rules/rules_and_regulations.asp.html)

# Student Services and Resources

## DIVISION OF STUDENT LIFE

### Mission

The Division of Student Life actively supports the mission of Texas Woman's University and its learning environment. It is the mission of the Division of Student Life at Texas Woman's University to support and enhance the student's academic experience by providing services and programs that holistically develop the student. These programs and services are provided on all campuses and at a distance via a variety of media. The Division of Student Life seeks to provide the environment and support to assist TWU's students to reach their potential in leadership and community service. Under this division, you will also find multiple resources in the [TWU Student Handbook](#)

#### Office Locations [Denton Campus](#)

Brackenridge Hall Room 206  
P.O. Box 425379  
Denton, TX 76204-5379  
Phone: 940-898-3615  
Fax: 940-898-3629  
[studentlife1@twu.edu](mailto:studentlife1@twu.edu)

#### [Dallas Campus](#)

T.Boone Pickens Institute  
ofHealth Sciences  
5500 Southwestern Medical  
Ave., Suite 3600  
Dallas, TX 75235  
Phone: 214-689-6696  
[studentlifedallas@twu.edu](mailto:studentlifedallas@twu.edu)

#### [Houston Campus](#)

Institute of Health Sciences  
6700 Fannin St., Suite 2300  
Houston, TX 77030  
Phone: 713-794-2157  
[studentlifehouston@twu.edu](mailto:studentlifehouston@twu.edu)

### Title IX: Sexual Violence Education

TWU is committed to providing a safe learning environment free of all forms of sexual misconduct, including sexual harassment sexual assault, domestic violence, dating violence, and stalking. Federal laws (Title IX and the Violence Against Women Act) and TWU policies prohibit discrimination on the basis of sex and therefore prohibit sexual misconduct. As students, if you or someone you know is experiencing sexual harassment, relationship violence, stalking, or sexual assault, there are campus resources available to provide support and assistance. Alleged sexual misconduct can be non-confidentially reported to the Title IX Coordinator at the Report an Incident website (<https://twu.edu/civility/report-an-incident/>) or at (940) 898-2968. Additionally, please be aware that under Title IX of the Education Amendments of 1972, all employees are required to disclose information about such misconduct to the Title IX Office. Students who wish to speak to a confidential employee who does not have this reporting responsibility, you can contact TWU Counseling and Psychological Services at (940) 898-3801 for the Denton Campus, (214) 689-6655 for the Dallas Campus, and (713)794-2059 for the Houston Campus.

### **Title IX: Pregnant and Parenting Students**

Title IX is a federal law which requires schools that receive federal funds to provide reasonable accommodations to students who are pregnant or have pregnancy related conditions. This includes pregnancy, pre-natal doctor appointments, childbirth, false pregnancy, miscarriage, termination of pregnancy, or recovery from any of these conditions. Students who may need academic accommodations due to pregnancy related conditions should complete the Pregnancy Accommodation Form (<https://twu.edu/pregnancy-accommodation-form>) to coordinate academic needs.

## **COMMUNICATION**

### **Pioneer Alert**

Pioneer Alert is the university's mass notification system. It is activated when there is an emergency on campus that could threaten life and property, Pioneer Alert will notify you with information about the emergency on or near campus.

Pioneer Alerts are sent to:

- Your cell phone (voice and text)
- Your TWU email address
- TWU desktop computers
- TWU Home page

You are automatically enrolled in Pioneer Alert. However, we encourage you to check your information each semester by logging into your Pioneer Portal account.

### **Email**

Your email account is created automatically when you create your Pioneer Portal account. Email is available on and off campus via your Pioneer Portal account. All TWU communication is sent through your Portal email. If you do not check your Portal email, you MUST forward it to another account. You may do so by logging into Pioneer Portal, clicking "My Settings," then "Forward/Unforward" my email. Always check your spam folder to ensure TWU emails with attachments are not being automatically listed as spam by your system.

To access your email from the web (on and off campus):

- Log in to Pioneer Portal, then click on My Email. You may also click on Webmail from the TWU Home Page (bottom left).
- Sign in by using your Pioneer Portal username followed by "@twu.edu". An example of the username is: jpioneer@twu.edu. In the "Password:" box, type in your TWU Pioneer Portal password and click "Sign In."

**TWU will contact students through their TWU email and/or the phone number on file in the College of Nursing. Students are expected to respond to email or phone calls within a 24-hour time period, excluding weekends and holidays. *It is imperative that students keep their information current.***

## CAMPUS CLOSING

### Severe Weather- Emergency Management (<https://twu.edu/emergency/severe-weather/>)

As a student at the university, you are automatically enrolled in the university's mass notification system called Pioneer Alert. Pioneer Alert can send notifications to your phone by voice and text and can push out notifications through the university's social media outlets (Ex: @PioneerAlert & @TWUNews).

The Office of Emergency Management will also send out emails to alert the campus of a Severe Thunderstorm approaching the campus. If you receive an email from the Office of Emergency Management, please follow their recommendations and take protective measures. For information on bad weather closures at TWU, please call the appropriate information number below:

Denton: 940-898-3430

Dallas: 214-689-6631

Houston: 713-794-2310

If a campus is closed, information about the closure will be posted at the appropriate bad weather information number. If the campus remains open, you will receive a general greeting when you call the number.

Campus closure information will also be provided to television and radio stations.

#### **Denton / Dallas**

- WFAA (Ch. 8)
- KDFW (Ch. 4)
- KXAS (Ch. 5)
- KTVT (Ch. 11)
- WBAP (820 AM)
- KERA (90.1 FM)
- KRLD (100 AM)
- KVIL (1150 AM)
- KNTU (88.1 FM)

#### **Houston**

- KHOU (Ch. 11)
- FOX 26 (Ch. 26)
- ABC 13 (Ch. 13)
- KPRC (Ch. 2)
- KTRH (740 AM)
- KPRC (950 AM)

## NURSING ORGANIZATIONS RECOMMENDED FOR PHD STUDENTS

### Graduate Nursing Student Academy (GNSA)

<https://www.aacnnursing.org/GNSA>

GNSA provides high value programs, services, and resources to graduate nursing students at AACN member schools. It supports graduate students preparing for careers as faculty members, researchers, advanced practice registered nurses, clinical nurse leaders, policy experts, and healthcare administrators, among other roles.

**ANA Enterprise**

<https://www.nursingworld.org/>

The American Nurses Association (ANA) is a 501(c)(6) professional organization to advance and protect the profession of nursing.

**Texas Nurses Association (TNA)**

<https://www.texasnurses.org/>

TNA is the voice for nurses in Texas providing a wide array of member services, including continuing education, practice protection, the member helpline, weekly e-newsletters with practice tips and the quarterly Texas Nursing magazine, as well as legislative initiatives

**Southern Nursing Research Society (SNRS)**

<https://snrs.org/>

SNRS advances research through dissemination and utilization of findings, facilitating the career development of nurses and nursing students, and promoting the image of nursing as a scientific discipline. 14 states are in this region: AL, AR, FL, GA, KY, LA, MD, MS, NC, SC, TN, TX, VA, & WV.

**Council for the Advancement of Nursing Science (CANS)**

<https://www.nursingscience.org/>

CANS is an open membership entity of the American Academy of Nursing (AAN) providing a strong voice for nursing science at national and international levels by developing, conducting, and utilizing nursing science, dissemination of research findings, and to facilitate life-long learning opportunities for nurse scientists.

**Sigma Theta Tau International Honor Society of Nursing**

<https://www.sigmanursing.org/>

Sigma envisions a global community of nurses who lead in using knowledge, scholarship, service and learning to improve the health of the world's people. Membership is by invitation to baccalaureate and graduate nursing students who demonstrate excellence in scholarship, and to nurse leader exhibiting exceptional achieving in nursing.

- Denton/Dallas Campus (Chapter 48): <https://betabeta-dallas.sigmanursing.org/home>
- Houston Campus (Chapter 648): <https://betabeta-houston.sigmanursing.org/home>

**Leadership, Specialty, and Other Nursing Organizations**

It is an expectation that PhD students engage in organizations relevant to career goals.

**UNIVERSITY-WIDE STUDENT ORGANIZATIONS****Graduate Student Council (GSC)**

<https://twu.edu/graduate-student-council/>

TWU's GSC operates with a senate and an executive council along with its two advisors, the Dean of the Graduate School, and the Director of the Center for Student Development to serve as a voice for all graduate students and to work in support of the core values of the council, while giving graduate students a formal collective presence at TWU.

### **HOPE Support Group for Doctoral Students**

<https://pioneerengage.twu.edu/actioncenter/organization/hwi/events/calendar/details/8130868> Accessible to only doctoral students

### **Full List of TWU Student Organizations**

<https://pioneerengage.twu.edu/organizations>

A full list of all student organizations can be found by searching this site.

## **ONLINE COURSES**

By state definition and by TWU's definition, online courses have 51%-100% of their content delivered online. All TWU online courses utilize the Canvas Learning Platform. You must establish a TWU Pioneer Portal account to take a course on Canvas. To learn about Canvas, read the following online pages:

- Pioneer Portal - <https://portal.twu.edu/>
- TWU Guide to Online Learning - <https://twu.edu/guide-to-online-learning/>
- Canvas Student Guide - <https://guides.instructure.com/m/4212> -or- <https://servicecenter.twu.edu/TDClient/1956/Portal/KB/ArticleDet?ID=16372>
- Teaching and Learning with Technology - <https://twu.edu/tlt/>

# **University Policies and Procedures**

## **REGISTRATION**

You will register for your classes through the Pioneer Portal using the Self-Service link or by accessing the Self-Service Log In site directly. <https://selfservice.twu.edu/Student/>  
You may view or download the instructions at Student -self-Service-and-Planning <https://twu.edu/media/documents/registrar/Student-Self-Service-and-Planning.pdf>

### **Special Instructions for courses with restricted entry**

If a course is restricted, only the department may provide the approval code for a student to be able to register. You will get the 5-digit course code from your assigned academic advisor.

## **ACADEMIC ADVISORS**

Each student will be assigned a faculty academic advisor. Academic advisement is primarily provided during individual appointments at the Denton Campus, Houston and Dallas Centers. The Program Coordinators are available to students who encounter problems or need further assistance.

## ACADEMIC CONDUCT AND PROFESSIONAL INTEGRITY

### Academic Integrity

Academic integrity is the foundation of the academic community. Because each student has the primary responsibility for being academically honest, students are responsible for reading and understanding all sections in the [University Student Handbook](#) that relate to standards of conduct and academic life. Students who violate University or College of Nursing rules on academic dishonesty are subject to disciplinary penalties, including the possibility of failure or removal from a course, disciplinary probation, and/or dismissal from the College of Nursing and the University.

### Definitions:

Academic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, fabrication, falsification, falsifying academic records, or other acts intentionally designed to provide an unfair advantage to the student and/or the attempt to commit such acts.

- **Cheating** includes, but is not limited to, intentionally giving or receiving unauthorized aid or notes on examinations, papers, or class assignments intended to be individually completed. Cheating also includes the unauthorized copying of tests or any other deceit or fraud related to the student's academic conduct or violating the guidelines set out by a faculty member for assignments and/or exams.
- **Collusion** occurs when a student collaborates with another person without authorization when preparing an assignment.
- **Fabrication** occurs when a student makes up data or results and records or reports them.
- **Falsification** occurs when a student manipulates research materials, equipment, or processes or changes or omits results such that the clinical experience or research is not accurately reflected in the records.
- **Plagiarism** occurs when a student obtains portions or elements of someone else's work, including materials prepared by another person or agency, and presents those ideas or words as her or his own academic work. The intentional or unintentional use by paraphrase or direct quotation of the published work of another person without full and clear acknowledgment shall constitute plagiarism. Another form of plagiarism is called self-plagiarism and occurs when you reuse your own work such as from a prior class or assignment without giving credit to that prior work. This is still considered a form of academic dishonesty and is considered a serious offense.

## ATTENDANCE

The University expects students to attend all classes regularly and punctually. It is a policy of the University not to allow a fixed number of "cuts" in any class. The only excused absences are for:

- Illness certified by a licensed health care provider

- Serious illness or death in student's immediate family
- Being away from the campus with the sanction of the University or for a religious holiday

Expectations related to attendance include:

- Consistent class attendance is vital to academic success and is expected of all students. Grades are determined by academic performance, and instructors may give students written notice that attendance related to specific classroom activities is required.
- Absences do not exempt you from academic requirements. Excessive absences, even if documented, may result in your failing the course.
- An "Incomplete" may be granted if you have a passing grade, but only if you meet the criteria for an "Incomplete," and the instructor determines it is feasible for you to successfully complete remaining assignments after the semester. Such determinations are within the discretion of the instructor.
- Instructors may keep a record of class attendance and include it in the semester report to the Registrar. The total number of absences is to be entered on the grade report at the end of the semester.

## **RELIGIOUS HOLIDAYS**

The state law allows students in Texas Colleges and Universities to make up missed work if they are absent because of a religious holy day. The law requires an institution of higher education to allow a student who is absent from classes for the observance of a religious holy day to take an examination or complete an assignment scheduled for that day at another time. The student must notify the instructor prior to the day of the planned absence. The law defines a "religious holy day" as a day observed by a religion whose place of worship is exempt from property taxation under state law.

If a student plans to be absent for an observance, written notice must be given to each instructor by the 15th day of the semester.

The law, which became effective August 1985, further states that a student who is excused under these conditions, may not be penalized for the absence; but the instructor may appropriately respond if the student fails to satisfactorily complete the assignment or examination.

## **DISABILITY SUPPORT SERVICES**

### **Disability Access Policy Statement**

Texas Woman's University strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including mental

health, chronic, or temporary medical conditions), please contact me via email/phone or during office hours, so that we may privately discuss options. To establish reasonable accommodations, please register with Disability Services for Students (DSS). After registration, contact me as soon as possible to discuss your accommodations so that they may be implemented in a timely fashion.

**DSS contact information:**

- <https://twu.edu/disability-services/>
- [dss@twu.edu](mailto:dss@twu.edu)
- 940-898-3835
- Denton Campus, CFO Ste. 106

**ACADEMIC APPEAL**

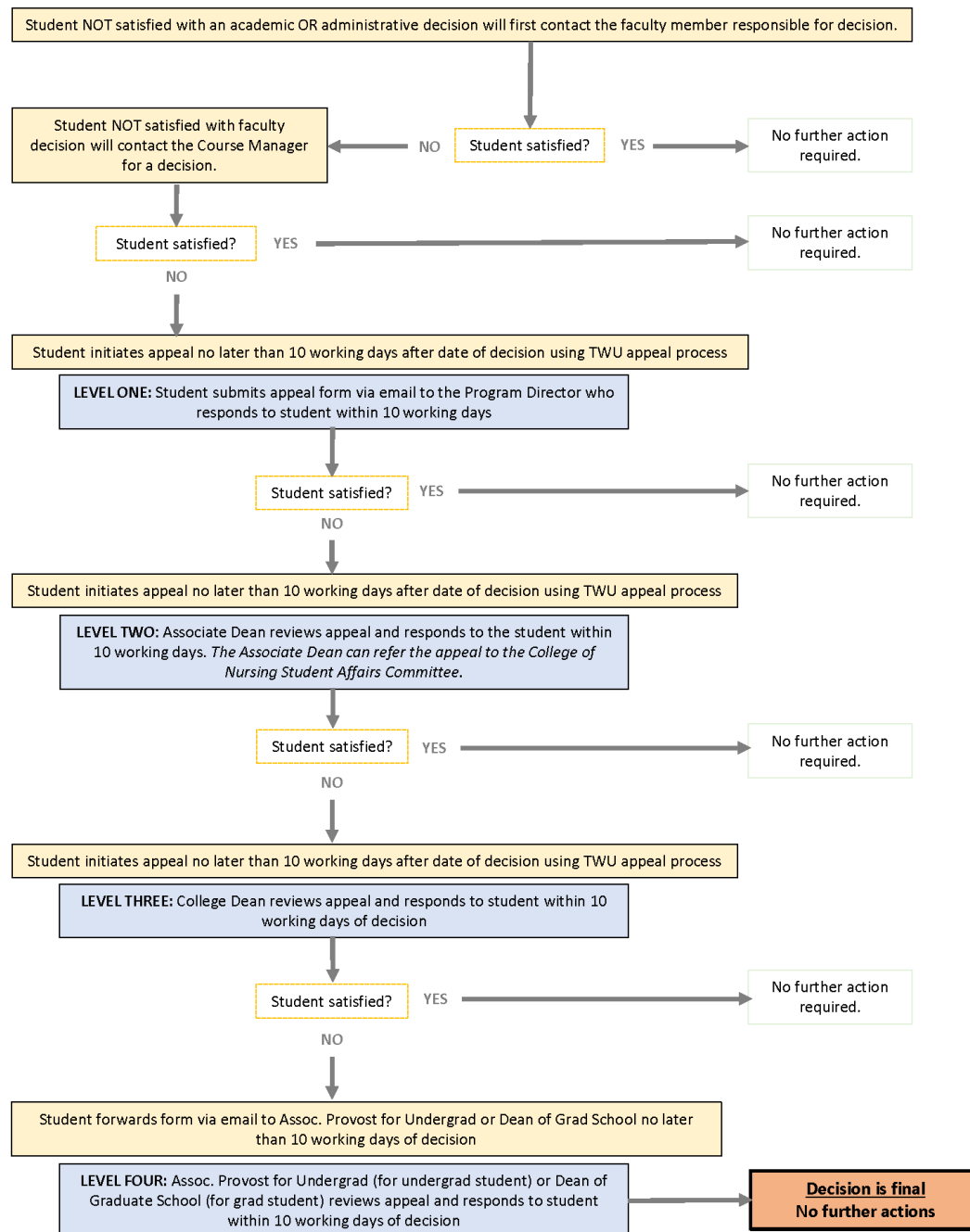
Texas Woman's University is committed to the fair treatment of all students who have complaints and appeals. The university has traditionally guaranteed students every opportunity for a fair, prompt, and thorough review of complaints and appeals. Students are encouraged to begin resolving a complaint or appeal at the level at which the complaint or appeal originated. Students should follow university procedures and deadlines to advance a complaint or appeal. TWU's Academic/Administrative Complaints and Appeals policy guides students in the complaint and appeal process.

<https://twu.edu/academic-affairs/academic-complaints-appeals/>

Complaints or appeals at each level must be made in writing no later than 10 class days after the date of the decision at the previous level unless otherwise stipulated in state or federal law. The 10 days for appeal at each level do not include weekends, holidays, or days between academic sessions. The faculty member or administrator receiving the complaint or appeal will respond within 10 class days, not including weekends, holidays, or days between academic sessions. Review and decision may require a longer period of time.

The TWU Academic/Administrative Complaint and Appeal Form is to be used for complaints and appeals. To select the appropriate office to begin the process, consult Procedures for Academic/Administrative Complaints and Appeals of TWU Decisions document. The procedures provide directions for the sequence of offices each type of complaint or appeal should follow to a final decision. The form may be completed electronically and submitted by email to the appropriate office within 10 days of the occurrence of the complaint. Addendums are permissible to concisely document the complaint and may be attached to the email or delivered to the corresponding office. Please print a copy of the completed document at each level for your records.

## TWU Academic/Administrative Complaint and Appeals Process



## **CITATION STYLE**

The Publication Manual of the American Psychological Association (APA), 7<sup>th</sup> edition, is used by the CON for citations, references, and papers. Students are expected to comply with this formatting style.

To aid in the preparation of dissertation documents, the Graduate School provides an online formatting guide, the *Formatting Template and Manual* that can be found on the Graduate School website: <https://twu.edu/media/documents/graduate-school/Graduate-School-Technical-Manual-01-03-2023.pdf>. Personal assistance with dissertation formatting is also offered through the Graduate School when the student is in the final stages of dissertation preparation.

## **Doctor of Philosophy (PhD) Program**

### **OVERVIEW**

Texas Woman's University's Doctor of Philosophy (PhD) in Nursing Science program is for the nurse ready to assume or further a leadership position in nursing research. The PhD-prepared nurse demonstrates the ability to integrate nursing knowledge with that of other health care disciplines in order to study and solve problems, as well as to teach and mentor others. PhD graduates engage in education focused on advanced nursing knowledge, investigative expertise, policy development, and the management skills needed to provide leadership in hospital, clinical, classroom, or community settings.

### **PROGRAM PURPOSE**

The PhD in the Nursing Science program at TWU prepares graduates to lead research initiatives that generate knowledge to better the lives of all humankind in a globally connected world. The faculty of the PhD in Nursing Science Program at TWU asserts that nurse scientists have a unique philosophical and theoretical disciplinary lens through which health care is viewed and practiced. TWU graduate nurse scientists will be prepared to investigate health and human phenomena for the purpose of advancing nursing science. Diversity, inclusion, and equity guide our learning community.

### **MARKETABLE SKILLS**

Defined by the Texas Higher Education Coordinating Board's 60x30 Strategic Plan as, "Those skills valued by employers that can be applied in a variety of work settings, including interpersonal, cognitive, and applied skills areas. These skills can be either primary or complementary to a major and are acquired by students through education, including curricular, co-curricular, and extracurricular activities."

A PhD-prepared professional nurse is expected to possess the following characteristics and serve in a wide variety roles:

- Master educator who contributes to the formal and informal education of future nurses through discovery, application, and integration.
- Nursing leader with the ability to integrate scholarship, research, teaching, mentoring, and service to advance the profession.
- Proficient mentor with in-depth knowledge of the roles and responsibilities of the professional nurse within the context of the health care system.
- Interdisciplinary communicator and collaborator for the effective delivery of health care and/or participation in scientific research teams.
- Innovator and trend-setter with an appreciation of the history, philosophy, diversity, and evolving nature of the nursing profession to identify interprofessional solutions that transform health care and health systems in a global society.
- Professional nurse with the philosophical, ethical, and theoretical foundations to guide the generation of policy and standards for nursing and healthcare practice.

## **PROGRAM OBJECTIVES AND COMPETENCIES**

At the completion of the PhD in Nursing Science Program, graduates will be able to:

- **Use philosophical, ethical, and theoretical, foundations to guide the generation of knowledge in health care**
  - Analyze philosophical influences on nursing science and the development of nursing models and theories throughout the history of the nursing profession
  - Conduct research using quantitative and qualitative methods to generate a body of knowledge and test theories that advance nursing science
  - Investigate relevant questions of human health that contribute to the body of knowledge and advance nursing science
  - Examine current trends in science and research to consider their contributions to possible innovations in nursing care
- **Develop a program of scholarship that integrates discovery, teaching, practice, and healthcare policy.**
  - Acquire skills needed to secure funding.
  - Lead efforts in professional organizations to develop policy and standards for nursing and healthcare practices.
  - Influence health science agenda- setting and policy initiatives.
  - Influence change in practice, policy, and research.
  - Disseminate findings from research, teaching, and practice efforts through scholarly writing and professional presentations.

- **Contribute to interdisciplinary solutions that advance health care in a diverse global society.**
  - Demonstrate leadership and collaborative behaviors in interdisciplinary arenas.
  - Pursue active interdisciplinary collaboration opportunities.
  - Apply values and principles of diversity, inclusion, and equity when working with interdisciplinary teams.

## **GENERAL REQUIREMENTS**

### **PhD in Nursing Science Admission Requirements**

All PhD applicants must meet the general requirements for admission to the Graduate School. In addition to these general requirements, the College of Nursing requires the following criteria for admission to the doctoral program, as described in the TWU Graduate Catalog (<https://catalog.twu.edu/graduate/>). Nursing credentials of international students will be assessed individually.

Candidates for admission to the TWU Nursing Science PhD program are evaluated with attention to all aspects of the individual's qualifications. Decisions for supporting or denying admission are not based on a single criterion. We believe that a diverse student body best reflects the mission of the College of Nursing and the University, and ultimately will produce nurse scientists who are prepared to meet the needs of the populations they serve.

Our holistic review of Nursing Science PhD applicants considers applicant experiences, attributes, and academic metrics including:

- a general research interest match between the applicant and faculty members
- scholarly expression of academic and professional goals
- student's strength of undergraduate and graduate coursework
- demonstration of integrity and motivation
- personal and professional experience
- ability to contribute to diversity of the program

Minimum requirements that must be met for consideration for unconditional admission:

- Minimum 3.0 GPA for all prior graduate work
- Bachelor's degree in nursing or bachelor's degree in related field and entry level nursing master's degree
- Master's degree in nursing or master's degree in a related field
- Passing grade of B or above in master's level Nursing Theory course\*
- Passing grade of B or above in master's level Research course\*

\*Provisional admission may be granted to students who have not taken a master's level Nursing Theory and/or Research course. Unconditional admission will be granted upon completing the required courses (master's level Nursing Theory and/or Research course) with a minimum grade of B.

To be eligible for consideration for admission please submit the following:

- Evidence of current unencumbered license to practice nursing in the U.S., or evidence showing that you are legally recognized to practice nursing in your home country.
- Curriculum Vitae or resume
- Transcripts from all institutions of higher education attended
- Two letters of reference describing professional competence, potential for success in a PhD program, and potential for contributing to nursing science and/or health care.
- Apply online to TWU through ApplyTexas.org
- A scholarly essay that describes: (500-1000 word limit)
  - Professional goals
  - How a PhD will help achieve professional goals
  - Area of research interest you would like to investigate while in the PhD program
  - Why TWU is a match for your research interest
  - An accomplishment(s) that you are proud of

### **Applicant interview**

After review of application, transcripts, letters of recommendation, and essay, the admission committee will offer applicants under consideration for admission an interview with PhD program faculty.

### **Unconditional versus Provisional Admission**

Admission to the Doctor of Philosophy (PhD) in Nursing Science program or to the Doctor of Nursing Practice (DNP) to PhD in Nursing Science bridge program may be awarded on an unconditional or provisional basis. The criteria for unconditional admission are described in the TWU Graduate Catalog (<https://catalog.twu.edu/graduate/graduate-school/admission-graduate-school/nature-admission/>).

If a student has been provisionally admitted, the conditions necessary for full admission will be specified in the admission letter from the Graduate School. Once the conditions for full admission have been met, the student should petition the Graduate School through the College of Nursing for advancement from Provisional Admission to Unconditional Admission. This request is made through the PhD Program Director or Associate Director on respective campus (Houston or Denton). Failure to meet conditions of provisional admission results in the student's removal from the program. Admission to the PhD program is a highly competitive process.

### **International Applicants**

For admission purposes, Texas Woman's University defines an "international applicant" as a foreign national who is or will be studying at a U.S. institution on a non-immigrant visa. This includes applicants who hold asylum, refugee, temporary protected status and are pending U.S. permanent residents. These applicants must complete the international application. For questions regarding immigration status, please contact International Student and Scholar Services. <https://international.twu.edu/> International students intending to enter an online program from outside the US, will be evaluated on an individual basis and may not need to complete an international application.

International and permanent resident applicants must submit one of the following to show English proficiency or meet one of the exemptions noted on the Graduate TOEFL Exemption Form.

- Test of English as a Foreign Language (TOEFL) score of 79 (iBT) or higher;
- Michigan English Language Assessment Battery (MELAB) score of 80 or higher;
- International English Language Testing System (IELTS) Academic score of 6.5 or higher;
- Graduate Record Examination (GRE) (if applicable)
- Pearson Test of English (PTE) Academic score of 53 or above; or
- Graduate Management Admission Test (GMAT) score equivalent to the 50th percentile

## **STANDARDS FOR CONDUCT**

The student must be able to demonstrate behaviors appropriate to study at the graduate level through

- Abiding by the current University Policies for student conduct.
- Interacting professionally with peers, faculty, and the professional community.

Online etiquette or netiquette is the correct or acceptable way of communicating on the Internet. Some guidelines to follow are found here:

<https://twu.edu/guide-to-online-learning/academic-success-resources/>

## **ACADEMIC ADVISEMENT**

Prior to admission to the doctoral program, the PhD Program Director campus serves as an advisor for the student. At the time of admission to the PhD program, a three-member Academic Advisory Committee, made up from nursing faculty, is assigned to the student. The chair of this committee serves as the student's academic advisor throughout the student's program of doctoral study.

The Chair of the Academic Advisory Committee is the faculty member whom the student should contact for information related to procedures and requirements for degree planning, changes in the program of study and/or changes in committee membership, advisement in course selection, and transfer of credit from other institutions. The student and advisor prepare the PhD Degree Plan. Prior to enrolling in any course work each semester, students must discuss plans with their advisor.

The Academic Advisory Committee's primary responsibility is to assist the advisor when concerns regarding student progression/retention/remediation arise. They are also responsible for evaluating the student's portfolio at designated times described in the portfolio process. See "Advisory Committee and Degree Program: at <http://catalog.twu.edu/graduate/graduate-school/general-requirement-regulations-doctoral-degrees/advisory-committee-degree-program/>

The PhD degree plan is automatically populated in WebAdvisor found under the pioneer portal at <https://portal.twu.edu/> . Failure to adhere to the recommended sequencing of course may result in delays in program completion. It is the responsibility of the student to notify the Academic Advisor and/or the Program Director if a modification of course sequencing or timing is needed. An official leave of absence must be negotiated with the Dean of the Graduate School and support of the College of Nursing faculty and administration.

## **FINANCIAL ASSISTANCE**

### **Scholarships and Financial Aid**

Students desiring a university scholarship or financial aid should contact the Office of Financial Aid Office for information. <https://twu.edu/finaid/> Students should apply for scholarships or university financial aid and scholarships several months in advance of enrollment. Most funds are distributed in the spring semester preceding the next academic year.

### **Graduate Assistantships**

A limited number of nursing teaching (GTA) and research assistantships (GRA), and nursing scholarships are available. Students desiring to apply for either a research or teaching assistantship should contact the PhD Program Director or the Associate Dean for Research and then file an application with the CON Associate Dean on the appropriate campus. This is the link for that application and related information.

<https://twu.edu/gradschool/graduate-assistants/applying-for-graduate-assistships/>

Students receiving full-time assistantships (20 hours per week) are eligible for in-state tuition and health insurance. To take advantage of the health insurance benefits, the student must:

- Work at least 20 hours per week
- Have an appointment of 4 1/2 months or greater
- Enroll for the health insurance with the Human Resources Office within 31 days of their employment/eligibility data.

Graduate Assistants are paid monthly on the first working day of the month following the month worked. Before a paycheck can be received, all necessary Human Resources Office forms must have been completed by the College of Nursing.

A PhD student may hold an assistantship for not more than four years. A graduate student who pursues both the master's degree and the doctoral degree at TWU may hold an assistantship for no more than six years. Students holding assistantships are expected to be enrolled for a minimum of 6 credit hours; the maximum credit hours in which an assistant can be enrolled are 12. Under special circumstances, the Associate Dean on the respective campus and the Dean of the Graduate School may grant special permission for an assistantship for a student enrolled for 6 hours.

Opportunities also exist for students to be research assistants for faculty who have received

funding for their research projects. These research assistants will be selected by the funded faculty. Research assistants are generally funded at the same level as teaching assistants.

## **COURSE CREDIT**

The PhD in Nursing Science program consists of a minimum of 60 semester credit hours (SCHs) beyond the master's degree (a minimum of 90 post-baccalaureate credit hours). The DNP to PhD program consists of 42 post-DNP hours. Twelve credit hours of specified research tools and 12 credit hours of electives are included in the 60 credit hours required for the traditional PhD degree. Twelve credit hours of specified research tools and 3 credit hours of electives are included in the 42 hours required for the DNP to PhD Bridge program. At least 50% of course credit toward the PhD degree must be completed at Texas Woman's University. Thirty SCH from the master's degree in nursing or equivalent becomes part of the traditional PhD degree plan.

The curriculum is available in the TWU Graduate Catalog at <https://catalog.twu.edu/graduate/nursing/nursing-science-phd/#degreerequirementstext>

There is no automatic transfer of graduate credit, but students may seek approval for additional transfer credit from the Academic Advisory Committee, as the Academic Advisory Committee has the prerogative to recommend to the Dean of the Graduate School the acceptance of transferable credit. Only courses from an accredited institution in which a grade of B or better was earned may be considered. No credit toward a graduate degree may be earned through correspondence or through extension work for another institution. A student may apply for consideration for transfer credit only after satisfactorily completing a minimum of 9 hours of graduate credit **in the PhD program** at TWU after establishing a plan of study. The Academic Advisory Committee reviews the transfer requests based on the student's program of study, research interests, and if the transfer credit supports the student's professional and research goals that will contribute to the science of nursing. The TWU Graduate School specifies that the PhD student must complete the degree within 8 years of the date of the first course listed on the degree plan. If that course is a transfer course, that date begins the 8-year time period.

## **THE PHD DEGREE PLAN**

The PhD Degree Plan is automatically populated by the registrar's office into WebAdvisor found within the pioneer portal under *Academic Planning*. Students in conjunction with their Advisor will complete academic planning each semester. Each student also has an Academic Advisory Committee who can also assist with planning and guidance. The Degree Plan lists exact course numbers and titles. Any transfer credit approved by the committee must have an official transcript filed with the Graduate Office. The Program Director also reviews degree plans for accuracy.

## RESEARCH TOOLS

Required by the Graduate School, Research Tools are courses designed to enhance the student's knowledge, skills, abilities, and access to instruments that facilitate the research process. Required research and tools include: One Research Tool required of all Ph.D. Nursing Science students is the completion of six semester credit hours of graduate-level statistics (NURS 6613 Introduction to Clinical Investigation in Nursing and NURS 6623 Systematic Inquiry in Nursing). The second Research Tool specified by the College of Nursing requires completion of NURS 6503 Exploring Scientific Literature and NURS 6513 Measurement and Instrumentation in Nursing. Credit hours for these 12 hours of research tools are included in the hours required for completion of the PhD.

## COURSEWORK

### Length of Program

Students considering the doctoral program should plan on a minimum of 3 years to complete required course work taking at least 6 hours each semester including summers (not counting dissertation). All requirements toward a doctoral degree, aside from a completed master's degree, must be completed within a period of eight consecutive calendar years from the date doctoral semester hour credit is first earned.

<https://catalog.twu.edu/graduate/graduate-school/general-requirement-regulations-doctoral-degrees/time-limits/>

### Part-time Enrollment

Students planning part-time enrollment need to consult closely with their advisor and/or the PhD Program Coordinators so that required nursing courses can be taken in the recommended sequence. While a full-time student can complete the required course work in a minimum of three years, the part-time student will require a longer time period depending upon their availability to take required course work.

### Leave of Absence

An official leave of absence that pauses a student's time clock must be negotiated with the Dean of the Graduate School with support of the College of Nursing faculty and administration.

### Readmission

PhD students who interrupt their progression in the doctoral program for more than two years must make a formal request to the College of Nursing for readmission to the program. The PhD Program Director will evaluate the request. If the request is granted, the Academic Advisory Committee will, in consultation with the PhD Director, stipulate any course work to be repeated. However, the eight-year time limitation for completion of the program shall remain in effect from the time the first doctoral credit is awarded. If during the student's absence, the

curriculum or admission standards have changed, the student will be expected to meet any new admission standards and fulfill the requirements of the current curriculum.

Students not in good standing at the time they cease coursework shall not be readmitted to the program. Students who have been dismissed from the program shall not be eligible for readmission. Students who have failed the preliminary examination (Ph.D. program) for the second time shall not be eligible for readmission

### **Excess Hours for Doctoral Students**

TWU PhD Nursing Science students will be charged at the non-resident tuition rate for any coursework in excess of 130 semester credit hours. All semester hours listed as I, NG, PR, W, WF, and X on the transcript are included in the total doctoral hours. Doctoral students should work carefully with their advisors to plan a course of study that will prevent inadvertently exceeding the limitation. The state policy is outlined here:

<https://servicecenter.twu.edu/TDClient/1956/Portal/KB/ArticleDet?ID=24373>

### **OTHER DEGREE REQUIREMENTS**

Link to general requirements for PhD in Nursing Science:

<https://catalog.twu.edu/graduate/nursing/nursing-science-phd/#degreerequirementstext>

### **Additional Requirements**

- Completion of additional courses deemed necessary for fulfilling academic and career goals may be necessary
- Successful completion of the Scholarly Portfolio Qualifying Exam
- Successful defense of the dissertation

### **Special Requirements**

A grade of B or better is required in all courses appearing on the degree plan. A student who has earned a grade of less than B (C, D, or F) in two required courses at the graduate level or who has earned a grade of less than B (C, D, or F) twice in the same graduate level required course will be removed from the PhD Nursing Science program. For the purpose of removing a student from the PhD program, a grade of less than B is counted as a grade of less than B even if the course has been successfully repeated.

Courses dropped by the final deadline for dropping a course will automatically be assigned the grade of 'W' which is a non-punitive grade. Failure to submit a completed and signed drop form by the published deadline will cause the student to receive the final grade earned. For graduate school policy regarding dropping courses or withdrawing from the university, see the following link:

<https://catalog.twu.edu/graduate/graduate-school/academic-information/dropping-course/>

The College of Nursing has an appeal procedure should a student wish to appeal a grade. That procedure is available from the PhD Program Director. The Graduate School appeal procedure can be found on-line at: <https://twu.edu/academic-affairs/academic-complaints-appeals/>

### **Minor**

PhD students may choose to apply their elective hours towards a minor. A minor is available only in the areas in which the University offers a major at the doctoral level. Students must obtain approval and advisement from the minor area prior to pursuing the minor.

For guidance, see the graduate catalog at <https://catalog.twu.edu/graduate/graduate-school/general-requirements-regulations-masters-degrees/major-minor-subject/>

### **Scholarly Portfolio**

The Scholarly Portfolio documents the student's accomplishments in meeting the program objectives of the Doctor of Philosophy in Nursing Science program. Components of the portfolio demonstrate academic and professional growth and development in an organized, coherent format to facilitate evaluation by the student's Academic Advisory Committee. This document outlines the Doctor of Philosophy (PhD) in Nursing Science Program Objectives with associated PhD Portfolio components and required supporting documentation that satisfy the requirements for the PhD qualifying examination. Students are responsible for scheduling regular meetings, according to the timeline, with their PhD Academic Advisory Committee to review progress in completing the PhD Portfolio Components. All PhD Portfolio Components must be completed following admission to the PhD program and directly relate to the PhD Program Objectives. See Appendix A: Scholarly Portfolio and Timeline. More detailed information and required forms are located on the TWU PhD Nursing Student Lounge\* found at: <https://sites.google.com/a/twu.edu/phdnursingstudentlounge/scholarly-portfolio>

\*Note: Once you click on the website, you will be prompted to click on "subscribe" to request permission for access. The PhD Program Director or Associate Director will then provide permission for access.

### **Qualifying Examination**

As defined by the Graduate School, "the qualifying examination consists of written and/or oral comprehensive examinations conducted by the candidate's committee and administered at least one academic year before the degree is expected to be conferred, ordinarily not earlier than during the last semester of the second full year of graduate study. In no case may a student be excused from the qualifying examination.

Students must pass the PhD Qualifying Examination before they may be considered for candidacy for the degree. In the College of Nursing, the PhD Qualifying Examination is an oral presentation of the Scholarly Portfolio to the Academic Advisory Committee. Description and guidelines for the oral defense are located on the TWU PhD Nursing Student Lounge found at the above link.

If the student does not successfully pass the scholarly portfolio qualifying exam, the Academic Advisory Committee will suggest remediation to address problem areas. When the student has

completed remediation, the student will repeat the oral presentation of work completed with guidance provided by the Academic Advisory Committee.

### **Dissertation Research Committee**

Identification and consultation with the dissertation committee chair selected by the student occurs immediately prior to enrolling in the NURS 6573 *Nursing Research Proposal Development* course where the student will work with their dissertation chair to develop a solid beginning proposal for dissertation. During the NURS 6583 *Nursing Research Feasibility Practicum* course, the student will conduct a pilot study or test the feasibility of some aspect of their dissertation research in consultation with both the faculty of record and their Dissertation Research Committee Chair.

Formation of the three-member (minimum) Dissertation Research Committee also occurs during NURS 6583 in consultation with the chair. The student contacts each potential committee member and discusses committee membership. After all parties consent to serve on the dissertation committee, the Request for Appointment of the Research Committee form is completed and signed. Since this is an internal form that can be found on the PhD student lounge Google site, a completed and signed copy is sent to the PhD Program Director to be placed in the student's file. Copies should also be retained by the Dissertation Research Committee Chair and student.

Students may refer to the current Graduate School and College of Nursing websites for lists of potential committee members. Ordinarily, a person selected to serve on a committee holds a regular, full-time academic appointment at TWU and must be a member of the Graduate Faculty. The chair of a Dissertation Committee must be from the College of Nursing and possess graduate faculty status at the level of Full with Dissertation Chair Endorsement. Dissertation committee members must have Full Graduate Faculty status and can be from disciplines other than nursing. DNP-prepared faculty can serve on PhD dissertation committees if clinical expertise relevant to research topic is needed. DNP-prepared faculty, however, cannot chair PhD dissertation committees. Additional doctorally-prepared members, external to TWU, may be added if specialized expertise is needed to increase study rigor. External committee members must be approved by the Dean of the Graduate school.

If necessary, changes in committee membership can be made. A request for a change may be initiated by the student, committee member, or head of the component. Requests for changes should be written and routed through the chair of the committee to the PhD Program Director and campus Associate Dean of the College of Nursing to the Dean of the Graduate School. Academic courtesy holds that, before an official change is made, the committee chair should inform all parties concerned. The Research Committee Member Change Request form can be found under forms on the Graduate School website: <https://twu.edu/gradschool/forms/>

### **Admission to Candidacy**

Admission to candidacy occurs following completion of all PhD Nursing Science coursework (excluding dissertation courses), successful completion of qualifying exam, and

recommendation of the student's Academic Advisory Committee. Students must also have unconditional admission to the Graduate School and be in good academic standing. The Academic Advisory Committee Chair will complete the Request for Admission to Candidacy form (found under forms on the Graduate School website: <https://twu.edu/gradschool/forms/>) and will forward to PhD Program Director for signature and submission to the graduate school for final approval. Once the student enters candidacy, the Academic Advisory Committee will continue to serve in an academic advisory capacity whereas the Dissertation Committee assumes guidance and oversight of the student's dissertation research activities. Students who have been admitted to candidacy are discouraged from using the credential PhD(c).

## **DISSERTATION**

Each PhD candidate must write a dissertation based upon an investigation that makes an original contribution to the literature and research of the student's discipline.

Each candidate is required to conduct an independent research project (the dissertation), which exhibits evidence of scholarship and potential for adding to the body of nursing knowledge. The dissertation should be an original research study worthy of publication. Dissertation courses include NURS 6983 and NURS 6993. The student may enroll in the first dissertation course (NURS 6983) only after being admitted to candidacy. Students must have their research proposal successfully defended and IRB approval before they can enroll in NURS 6993. NURS 6993 includes conducting the research and successfully defending the completed dissertation. It is common for students to enroll in both dissertation courses more than once.

### **Dissertation Format Options**

The format selection will be driven by study methodology, scholarly ability, and preferences of the student and committee chair. The format of the dissertation will be determined prior to beginning the proposed research.

The four choices for formatting are available to PhD nursing science students:

- 5-Chapter Presentation of Quantitative Research
- 5-Chapter Presentation of Qualitative Research
- Presentation of Historical Methodological Research
- 2-Manuscript Presentation of Research Literature and Findings

The choice of format for presenting study findings should be determined at the time of the proposal defense and a Memorandum of Agreement form is completed by the student and signed by the committee for clear direction moving forward.

For more detail on these options and other dissertation resources, the PhD student lounge Google site is available to PhD students and faculty at:

<https://sites.google.com/twu.edu/phdnursingstudentlounge/home>

### **Policy for Assigning PhD Dissertation Course Grades**

To receive semester credit hours for PhD dissertation courses, the student registers sequentially in NURS 6983 and NURS 6993 upon which course load, tuition, and fees are determined. Students are required to enroll in a minimum of six dissertation credit hours to earn the degree of PhD in Nursing Science for which the grade of CR (credit) appears on the transcript. The grade of CR is not used in the calculation of the grade point average (GPA).

During semesters in which the student is engaged in dissertation research but does not complete the requirements for the course (NURS 6983 – research proposal officially filed in the Graduate School; NURS 6993 – successfully defended dissertation filed in the appropriate format in the Graduate School), a non-credit course grade is assigned.

Non-credit options for dissertation include:

- PR (in progress) – No semester credit hours nor effect on GPA. Consistent or adequate progress made toward dissertation course objective in the current semester.
- LP (lack of adequate progress) – No semester credit hours nor effect on GPA. Minimal progress made toward dissertation course objective in the current semester. Examples include but are not limited to the following: failure to meet predetermined goals or timeline, submission of products that lack substance or completeness, inability to critically and/or correctly analyze and synthesize literature or data.
- NP (no progress) – No semester credit hours nor effect on GPA. No progress made toward dissertation course objective in the current semester. Examples include but are not limited to the following: extreme lack of communication between the student and the dissertation chair, no evidence of data collection or other components of the research process, failure to submit written materials as requested by the dissertation chair.

Any PhD student in the College of Nursing receiving two consecutive semester grades of LP (lack of adequate progress) and/or NP (no progress) or three cumulative semester grades of LP/NP across the dissertation courses (both NURS 6983 and NURS 6993) will be dismissed from the program. Any student receiving the grade of NP or LP will be required to meet with their academic advisory committee to establish a progression plan. Only enrolled graduate students may consult with faculty, access library resources, or use technology, writing, statistical or other services. It is important that students keep their dissertation chair apprised of any issues that might inhibit their progression so that any change in degree planning (e.g. not enrolling in dissertation hours for a semester) may be made.

### **Dissertation Proposal Development**

Preparation of the dissertation research proposal is initiated while the student is enrolled in NURS 6573 Nursing Research Proposal Development. The IRB application is submitted to test the feasibility of the proposal in the following semester when the student is enrolled in NURS 6583 Nursing Research Feasibility Practicum. The Dissertation proposal is refined and defended while enrolled in NURS 6983, the first dissertation course. Course descriptions, objectives, and expected outcomes can be found in Appendix C, Dissertation flowsheet.

The candidate works closely with the dissertation chair to prepare the dissertation proposal with input from the committee as needed. The proposal represents the candidate's cumulative work on the research topic and consists of the 10-page prospectus and Dissertation Chapters 1, 2, and 3, the reference section, and relevant appendices. Even though committee members will read and comment upon these chapters, their approval does not mean that work on these chapters should not continue during the entire dissertation process.

The prospectus typically includes an introduction, a statement of purpose or problem statement, research questions or hypotheses, a selected review of the literature, and a description of the research methods and procedures. The prospectus should be a maximum of 10 pages, excluding references and title page (which is the Prospectus Approval Form found at <https://twu.edu/gradschool/forms/>). **All proposals must be approved by the TWU Institutional Review Board (IRB) before the prospectus will be accepted by the Graduate School.** The prospectus, signed coversheet, IRB approval letter, and student's Responsible Conduct of Research (RCR) certificate will, after approval by the dissertation committee and the Program Director or Associate Dean, be filed in the Graduate Office.

The content of the proposal will vary somewhat depending on whether the proposed study is quantitative, qualitative, or historical in nature. The student should follow the instructions of the dissertation committee regarding the format of the proposal. The most current edition of the *Publication Manual of the American Psychological Association* (APA format) is to be used in the preparation of all Graduate School documents. The Graduate School provides an online formatting guide that should be used in the preparation of the proposal and the final dissertation document. The *Formatting Template and Manual* can be found online at: [https://twu.edu/media/documents/graduate-school/Thesis,-Dissertation,-&-Professional-Paper-Technical-Manual-\(November-8,-2021\).pdf](https://twu.edu/media/documents/graduate-school/Thesis,-Dissertation,-&-Professional-Paper-Technical-Manual-(November-8,-2021).pdf)

### **First Obligatory Meeting – Dissertation Proposal Defense**

After receiving approval from the dissertation chair to defend the proposal, the candidate arranges for a meeting of the dissertation committee to hear the oral defense. The student has the option to present their work in a closed meeting session with the committee, invite select individuals, or to have the proposal defense announced publicly. Candidates are encouraged to avoid proposal defenses during the first two weeks of a semester or the last two weeks of a semester (this includes final exam week). Committee members must receive a complete copy of the proposal a minimum of **10 working days** (days when classes are in session, exclusive of weekends, holidays, and days between semesters) before the defense date. Candidates must be enrolled in **NURS 6983** when the proposal defense occurs. <https://catalog.twu.edu/graduate/graduate-school/committees-dissertations-theses-professional-papers/meetings/n>

At this meeting, the committee assesses the student's prospectus and ability to carry out the research. The committee makes suggestions to the chair concerning the course work or study still needed by the student and establishes the time limitations for the currency of the research data. The committee decision takes one of the several forms listed below.

- Unqualified approval: If the prospectus is followed in precise detail, the student's research design will not later be challenged.
- Qualified approval: Changes may be made under the supervision of the chair without further committee involvement.
- Qualified disapproval: The student must revise the prospectus and meet again with the whole committee.
- Unqualified disapproval: The student must prepare a new prospectus or withdraw from the program.

Students may not begin the collection of data prior to receiving prospectus approval (even if IRB approval is not required) in the form of a letter/email received from the Graduate School and copied to the committee chair.

### **Second Obligatory Defense – Final Dissertation Defense**

Candidates must be currently enrolled in NURS 6993 during the semester in which the final dissertation is defended and the semester in which the candidate files the dissertation for graduation. **The prospectus and the dissertation cannot be defended in the same semester.**

<https://catalog.twu.edu/graduate/graduate-school/committees-dissertations-theses-professional-papers/meetings/>

At least ten days before this meeting, with the approval of the committee chair, the student gives each member of the committee a written copy of the completed major study. At this meeting, the student must defend the major study, although relevant questions outside its purview may be asked. The meeting is announced publicly and open to all who would like to attend. The committee's decision, made in an executive session, takes one of the several forms listed below.

- Unqualified approval: The committee recommends the student be approved for the degree by the Dean of the Graduate School. The thesis has been reviewed to be publication-ready.
- Qualified approval: Suggested changes are made under the direction of the chair without another meeting of the committee and the committee will then recommend that the Dean of the Graduate School approve granting the degree. Committee members provide feedback on reviewed thesis including writing errors. The thesis presented to the Graduate School should be publication-ready with minimal errors.
- Qualified disapproval: The research needs to be repeated or modified, or the major study needs to be rewritten extensively and resubmitted for another meeting of the committee. If a second formal defense of the major study is scheduled, two such meetings may not be scheduled in the same semester. (Two consecutive summer terms are considered one semester.)
- Unqualified disapproval: The student is advised to withdraw from the program without completing the degree.

It is the responsibility of the committee chair to promptly inform, in writing, the Dean of the Graduate School, the Dean/Associate Dean in the College of Nursing, the PhD Program Director, and the student of any decision falling into either of the disapproval categories.

After successfully defending their dissertation, the student is to make the final corrections required by the research committee and then submit the dissertation to the Graduate School for review by the submission deadline for that term. The dissertation and associated documents must be uploaded to the Thesis and Dissertation Submission System (TDL) and be approved by the Graduate School before graduation requirements are considered complete. Dissertations requiring extensive revisions may result in an additional semester of enrollment. The *Certification of Completion for Thesis and Dissertation form* (<https://twu.edu/gradschool/forms/>) is signed by the chair and committee members after all corrections are made.

Students are encouraged to file the dissertation and associated documents as early as possible when complete. Submissions are reviewed in the order in which they are submitted. All submissions will be read by the Graduate Reader and the Graduate Formatter for quality and professionalism and may require corrections before students are allowed to receive their degrees. The degree will not be conferred until the student completes the corrections of the Graduate Reader and the Graduate Formatter and uploads the thesis or dissertation.

Students should complete the graduation checklist found on the Graduate School website to ensure that they have completed all the necessary forms and paperwork for graduation. Doctoral students are required to meet ALL graduation deadlines before they can participate in the commencement ceremony.

### **Dissertations Written in Languages Other than English**

Doctoral dissertations written in languages other than English may be accepted only by those graduate programs that have made a formal request to, and received approval of, the Dean of the Graduate School to allow dissertations or theses to be written in a language other than English. This request should be submitted to the Dean of the Graduate School by the student's committee chair with endorsement by all committee members, the academic component administrator, and dean of the college, prior to Admission to Candidacy for the degree sought. Such requests may be granted only if the language in question is recognized by the program's faculty as an accepted language of critical or theoretical discourse within the program, and for which there is a justified academic rationale and benefit. Moreover, there must be sufficient faculty to support the reading of theses or dissertations in said language. The committee chair and a least two additional TWU faculty members for dissertations and one additional TWU faculty member for theses must be biliterate and bilingual in the target non-English language at an advanced level. For all such dissertations or theses, an abstract in English should be included in the manuscript submitted for deposit with the Graduate School (in addition to the abstract in the corresponding language).

### **Tuition Reduction for Final Enrollment in Dissertation**

Under provisions of the Texas Higher Education Code Section 54.051(e), students may be eligible for a reduced tuition rate in their final term of enrollment, provided they meet the following criteria: a) Student must be enrolled in dissertation b) Student must be a Texas Resident and c) Student must have unconditional admission to TWU Graduate School. If approved, reduced tuition will be applied for one enrollment period only; any subsequent enrollment will be billed at the full tuition rate. To request reduced tuition, please submit the Request for Reduced Tuition form found at <https://twu.edu/gradschool/forms/> before the late registration deadline during the term in which reduced tuition is being requested.

### **Roll-over of Graduation**

Students who find that they will not graduate the semester for which they originally applied may change their graduation date to the following/upcoming semester and not repay the diploma fee by submitting a “roll-over” form to the Graduate School by the roll-over deadline (<https://twu.edu/gradschool/forms/>). A student’s graduation application may be “rolled-over” a maximum of two times, after which a new graduation application must be submitted, and another graduation application fee will be charged.

## **DNP to PhD Bridge Program**

### **Overview**

The DNP to PhD Bridge program is designed for the practicing DNP-prepared nurse who desires to further their skills and competencies related to research, leadership, and policy development. The DNP to PhD Bridge Program integrates practice doctorate curriculum with that of the research doctorate. DNP to PhD Bridge Program graduates engage in activities focused on advanced nursing theory, investigative expertise, and the scholarship needed to provide leadership in hospital, clinical, community, or classroom settings. The Bridge Program provides an alternative path to the PhD in Nursing Science degree to avoid duplicating courses and content previously mastered in the DNP program. This 42-credit bridge program is designed for DNP-prepared nurses who are employed full time. All course work is taken with PhD students enrolled in the traditional PhD program and results in the attainment of the PhD in Nursing Science.

### **Admission Requirements**

Applicants for admission to the TWU DNP to PhD bridge program are evaluated with the same criteria and via the same processes as applicants for the traditional PhD Nursing Science program (see above) with one exception – Bridge program applicants must have successfully completed an accredited Doctor of Nursing Practice (DNP) program.

### **DNP to PhD Bridge Program Requirements**

All grading and course policies, qualifying exam, and dissertation procedures are the same as those for the traditional PhD in Nursing Science described above.

## **APPENDIX A**

Brief History of the University, College of Nursing, and the PhD Program

## BRIEF HISTORY OF THE UNIVERSITY, COLLEGE OF NURSING, AND THE PHD PROGRAM

Texas Woman's University, founded in 1901 is the nation's largest public university with a focus on women—about 90% of the student body identify as women and 60% as non-white. As a doctoral research university with health science centers in Dallas and Houston and a flagship campus in Denton, nearly a third of its 16,500 students pursue graduate degrees. The university pioneered distance education for more than 20 years, putting it in a position of strength during this global pandemic. Chancellor Feyten started the hashtag #campuswithaheart to celebrate the long appreciated but under-recognized Texas Woman's culture, one that insists on excellence in academics, facilities, services, and learning outcomes to maximize opportunities for all students. (TWU Website, 2022)

1901	An educational institution was created by the State Legislature as a multipurpose institution. It was established as a single-sex institution with enrollment limited to women. Originally named the Girls Industrial College, the first students were admitted in September.
1934	The name of the institution was changed to the Texas State College for Women to describe more accurately the scope of the school.
1954	First collegiate nursing students were enrolled.
1958	Maximum enrollment of students was reached in the Dallas Center. An invitation to develop a second clinical center with the Texas Medical Center in Houston was received and contractual agreements were reached.
1960	Sophomore students registered in Dallas and Houston for the first time.
1966	Master's program with a major in Psychiatric-Mental health Nursing admitted first nursing students.
1970	Sigma Theta Tau, National Honor Society of Nursing, Beta Chapter – Induction of Charter Members from Denton, Dallas, and Houston.
1971	PhD in nursing program (first in the Southwest) admitted students to Denton campus.
1972	The University adopted a new academic organization and established the Institute of Health Sciences. The first in the state, the Institute consisted of the College of Nursing, the Schools of Occupational Therapy and Physical Therapy, and the new School of Health Care Services. In compliance with Titles VII and VIII of the Public Health Service Act and Title IX of the Higher Education Act, TWU admissions policy was amended to allow qualified males into the Institute of Health Sciences and Graduate School.
1974	Denton accepted upper division nursing students.
1975	Dallas Presbyterian opened as a clinical center.
1983	PhD students were admitted to the Houston Center.
1988	The master's and baccalaureate programs received 8 years of accreditation from the National League for Nursing. The College of Nursing Community Health Master's Program received an Advance Nurse Education training Grant from the US Department of Human Services, Division of Public Health. De Madres a Madres was founded with seed grant money from the Houston March of Dimes. This is a

	community-based organization developed by volunteers living in Houston's Hispanic north Side Community and Texas Woman's University College of Nursing faculty and students. The purpose of the organization was to assist neighborhood women to obtain health and social services essential for a healthy pregnancy.
1989	TWU C.A.R.E.S. (Community Assessment Referral and Education Services), a nurse-managed health center located in a low-income housing project in Denton County, was established. It is an example of the Texas Woman's University College of Nursing's commitment to prepare students to provide care to the underserved. This center was initially developed through the collaborative efforts of students and faculty of the College of Nursing and Marian Hamilton, Director of the Denton Housing Authority. The center provides a richness of education that cannot be found within the traditional academic settings.
1991	Dr. Shirley S. Charter, President of Texas Woman's University (and a nurse), was appointed by Governor Ann Richards to chair the Health Policy Task Force, which proposed, in 1992, a comprehensive plan to address the health care needs and health insurance needs of all Texans. The de Madres a Madres organization was funded for 43 years by the W.K. Kellogg Foundation.
1992	The Parry Nursing Professorship in Health Promotion and Disease Prevention was established.
1994	Dr. Carol Surles was selected the University's 9 <sup>th</sup> president. The Family Nurse Practitioner program was started in Denton and Houston.
1995	The master's curriculum was revised. The Family Nurse Practitioner program was started in Dallas.
1997	The National League for Nursing Accrediting Commission (NLNAC) review resulted in an 8- year reaccreditation of the College of Nursing.
1998	Masters programs were expanded to include CNS (Adult, Child, Community, Women's, and Mental Health) and Nurse Practitioner (Adult, Family, Pediatric, and Women's Health).
1999	Dr. Ann Stuart was selected the University's 10 <sup>th</sup> president and first chancellor.
2004	The Commission on Collegiate Nursing Education (CCNE) review resulted in a full ten year accreditation of the program.
2005	The College of Nursing celebrated its 50th Anniversary with continuing education events celebrating nursing and festivities with local and state dignitaries and nursing alumni.
2005	The Memorial Hermann Community Foundation provided \$500,000 to create a Center for Telenursing and Health Informatics on the Houston Center that would provide teaching through simulation, informatics, and telenursing.
2006	The Nelda C. Stark College of Nursing was named within the newly erected Institute of Health Sciences-Houston Center providing a new home and name for the College of Nursing in Houston.
2007	A \$5 million gift from T. Boone Pickens to Texas Woman's University helped fund construction of TWU's new \$32 million T. Boone Pickens Institute of Health Sciences-Dallas Center. Mr. Pickens' donation is the largest single gift from an individual to TWU. The new building was completed in January 2011. This new center houses the physical

	and occupational therapy programs along with the College of Nursing, combining both the Presbyterian and Parkland Centers into one site at the Parkland Campus.
2007	An acute care nurse practitioner major was approved to begin on the Houston Campus.
2008	The post-master's Doctor of Nursing Practice (DNP) program began on the Dallas campus. The program was open to nurse's holding advanced practice registered nurse (APRN) degrees (NP, CNS, CRNA, and CNM).
2010	Houston J. and Florence A. Doswell Endowed Chairs in Nursing for Teaching Excellence and in Nursing Informatics were established on the Dallas campus.
2011	The DNP to PhD Bridge program began admitting students. The program was open to nurses holding a DNP degree from an accredited university.
2014	Dr. Carine Feyten became the University's 11 <sup>th</sup> president and second chancellor.
2014	The DNP program expanded its reach to the Houston campus
2020	A new PhD in Nursing Science curriculum was implemented.
2021	The DNP program was revised and opened to non-APRN applicants on all three of TWU's campuses.
2021	The Dallas Doswell Endowed Chair in Nursing for Teaching Excellence was renamed the Houston J. and Florence A. Doswell Endowed Chair in Nursing for Innovation and Discovery. The Dallas Doswell Endowed Chair for Nursing Informatics was renamed the Houston J. and Florence A. Doswell Endowed Chair in Nursing Informatics and Health Care Transformation.
2021	TWU became a public university system on May 26, 2021.
2022	The PhD Nursing Science Program celebrated its 50 <sup>th</sup> Anniversary with a grand gala event.

Throughout the years, the College of Nursing has enjoyed the support of both public and private funding sources. Public support has come from the Division of Nursing for construction at the clinical sites in Dallas and Houston, for traineeships and fellowships for students, and for research and special projects. The United States Public Health Service Corps has provided funding for research and training for Clinical Specialist in burn therapy. The National Institute for Occupational Safety and Health (NIOSH) sponsored the Occupational Health Nurse Training Grant. The W.K. Kellogg Foundation and the Helena Fuld Trust have provided funds for faculty development, computerized learning centers and student scholarships. The March of Dimes has provided both training and research money for the study and prevention of battering during pregnancy. The American Nurses Association, through its Ethnic and Minority Scholars Program, has provided funding for many of our doctoral students. Other sources of funding include the Houston Endowment, the Hob Lizella Foundation, and the Dallas Foundation, Shell Oil, Exxon, and numerous business and professional organizations.

## **APPENDIX B**

### Scholarly Portfolio and Timeline

## SCHOLARLY PORTFOLIO & TIMELINE

The Scholarly Portfolio documents the student's accomplishments in meeting the program objectives of the Doctor of Philosophy in Nursing Science program. Components of the portfolio will demonstrate academic and professional growth and development in an organized, coherent format in order to facilitate evaluation by the student's Academic Advisory Committee.

This document lists the Doctor of Philosophy (PhD) in Nursing Science Program Objectives and associated PhD Portfolio Components and required supporting documentation that satisfy the requirements for the PhD qualifying examination. Students will advance to PhD candidacy once they pass the qualifying exam which is required prior to enrollment in NURS 6983 Dissertation I. Students are responsible for scheduling regular meetings, according to the timeline, with their PhD Academic Advisory Committee to review progress in completing the PhD Portfolio Components. All PhD Portfolio Components must be completed following admission to the PhD program and directly relate to the PhD Program Objectives.

At the completion of the Doctor of Philosophy in Nursing Science program (PhD), graduates will be able to:

PhD Program Objectives	PhD Portfolio Components	Required Supporting Documentation
<b>Use philosophical, ethical, and theoretical, foundations to guide the generation of knowledge in health care.</b>		
Analyze philosophical influences on nursing science and the development of nursing models and theories throughout the history of the nursing profession.	<b>Required courses:</b> NURS 6023 Philosophy of Nursing Science NURS 6533 Theory for Nursing Research  <b>One of the following must be completed:</b> <ul style="list-style-type: none"><li>One article (first-author or co-author) published or accepted for peer review on any philosophical or theoretical topic</li><li>One essay or Brief (beyond the philosophy or theory courses) on any philosophical or theoretical topic</li><li>Other: per approval of Academic Advisory Committee</li></ul>	TWU unofficial transcript showing successful completion of courses  Copy of article, manuscript, essay, Brief, and/or other relevant materials

<p>Conduct research using quantitative and qualitative methods to generate a body of knowledge and test theories that advance nursing science.</p>	<p><b>Required courses:</b>  NURS 6613 Introduction to Clinical Investigation  NURS 6623 Systematic Inquiry  NURS 6513 Measurement &amp; Instrumentation in Nursing Research  NURS 6523 Qualitative Nursing Research  NURS 6543 Quantitative Nursing Research</p> <p><b>One of the following must be completed:</b></p> <ul style="list-style-type: none"> <li>• Participate on a non-dissertation research team at TWU, worksite, or other organization</li> <li>• Complete an additional research methods course or online certificate</li> <li>• One article (first-author or co-author) published or accepted for peer review on any research methods topic</li> <li>• Work with a non-government organization (NGO), faith, civic, or professional organization to write a program grant</li> <li>• Work with a NGO, faith, civic, or professional organization to evaluate an existing program</li> <li>• Other: per approval of Academic Advisory Committee</li> </ul>	<p>TWU unofficial transcript showing successful completion of courses</p> <p>Provide evidence of activities such as a copy of article or manuscript, course completion certificate, executive summary of research activities; include dates and times of activities, and/or support letter(s) from organizations</p>
<p>Investigate relevant questions of human health that contribute to the body of knowledge and advance nursing science.</p>	<p><b>Required course:</b>  NURS 6573 Nursing Research Proposal Development</p>	<p>TWU unofficial transcript showing successful completion of courses</p>
<p>Examine current trends in science and research to consider their</p>	<p><b>Required courses:</b>  NURS 6503 Exploring Scientific Literature  NURS 6033 Ethical Dimensions in Nursing*</p>	<p>TWU unofficial transcript showing successful completion of courses</p>

contributions to possible innovations in nursing care.	<p><b>Required certificates for all:</b>  CITI Social and Behavioral Research – Basic Course  CITI Social and Behavioral Responsible Conduct of Research  CITI Biomedical Research – Basic Course  CITI Biomedical Responsible Conduct of Research  CITI Conflict of Interest</p> <p><b>One of the following must be completed:</b></p> <ul style="list-style-type: none"> <li>• Write a Brief on the intersection of research and ethics</li> <li>• One article (first-author or co-author) published or accepted for peer review on an ethics topic</li> <li>• Other: per approval of Academic Advisory Committee</li> </ul>	<p>*Admission to DNP-PhD Bridge Program</p> <p>Completion certificates that are current at time of qualifying exam</p> <p>Provide evidence of activities such as a copy of Brief, article, or manuscript, attendance documents (date, time, location, and name of conference)</p>
<b>Develop a program of scholarship that integrates discovery, teaching, practice, and healthcare policy.</b>		
Acquire skills needed to secure funding.	<p><b>Required course:</b>  NURS 6583 Nursing Research Feasibility Practicum</p> <p><b>One of the following must be completed:</b></p> <ul style="list-style-type: none"> <li>• A grant proposal submission as first author</li> <li>• A grant proposal submission as co-author</li> <li>• A fellowship, scholarship, government, or private funding application</li> <li>• Other: per approval of Academic Advisory Committee</li> </ul>	<p>TWU unofficial transcript showing successful completion of course</p> <p>Provide copy of grant proposal, evidence of submission, role on the project</p>

Lead efforts in professional organizations to develop policy and standards for nursing and healthcare practices.	<b>One of the following must be completed:</b> <ul style="list-style-type: none"> <li>• Membership in a professional organization and participation in at least one committee or task force</li> <li>• Leadership role on a professional committee</li> <li>• Serve as a reviewer for a refereed journal</li> <li>• Other: per approval of Academic Advisory Committee</li> </ul>	Provide evidence and summary of activities such as date and time of meetings, letter of acknowledgement, and/or description of work
Influence health science agenda- setting and policy initiatives.	<b>Required course:</b> NURS 6043 Policy, Power, & Politics*  <b>One of the following must be completed:</b> <ul style="list-style-type: none"> <li>• Active participation on professional, NGO, faith, or civic/community policy committee.</li> <li>• Submit a policy brief.</li> <li>• Submit an op-ed article on a policy-related issue.</li> <li>• Campaign to be elected to a public office (i.e., civic association, city or state office).</li> <li>• Serve on an institutional, local, state, or higher organization that impacts policy.</li> <li>• One article (first-author or co-author) published or accepted for peer review on a policy issue</li> <li>• Other: per approval of Academic Advisory Committee</li> </ul>	TWU unofficial transcript showing successful completion of course *Admission to DNP-PhD Bridge Program  Provide evidence of activities such as attendance documents (date, time, location of session/conference), article, manuscript, Brief, acknowledgement letter(s), and/or description and summary of activities.
Influence change in practice, policy, and research.	<b>Successful completion of course:</b> NURS 6953 Exploring Nursing Scholarship  <b>Required documents:</b> <ul style="list-style-type: none"> <li>• Short-term and long-term professional goals</li> </ul>	TWU unofficial transcript showing successful completion of course  Submit goals and copies of CV and Biosketch

	<ul style="list-style-type: none"> <li>• Curriculum vitae (CV) per TWU Graduate School format</li> <li>• Biographical Sketch per pre-doctoral NIH format</li> </ul> <p><b>One of the following must be completed:</b></p> <ul style="list-style-type: none"> <li>• Graduate Teaching Assistant</li> <li>• Graduate Research Assistant</li> <li>• University teaching practicum</li> <li>• Instructor in a nursing program</li> <li>• Professional development/in-service instructor</li> <li>• Guest lecturer in a college-level course</li> <li>• Lecturer on a health/research topic for NGO, faith, or civic organization</li> <li>• Other: per approval of Academic Advisory Committee</li> </ul>	Provide evidence of teaching activities such as course syllabi, lecture materials, summary of course, and/or other supporting documents
Disseminate findings from research, teaching, and practice efforts through scholarly writing and professional presentations.	<p><b>One of the following must be completed:</b></p> <ul style="list-style-type: none"> <li>• One article (first-author or co-author) published or accepted for peer review disseminating research findings</li> <li>• A published or accepted scholarly book chapter</li> <li>• A published print or internet article on a health issue</li> <li>• Internet blog or other effective communication platform related to health/research</li> <li>• Other: per approval of Academic Advisory Committee</li> </ul> <p><b>One of the following must be completed:</b></p> <ul style="list-style-type: none"> <li>• One presentation at an international, national, regional, state, or local conference</li> </ul>	<p>TWU unofficial transcript showing successful completion of course(s)</p> <p>Copy of article, manuscript, citations for all publications on CV, evidence that the journal is peer-reviewed, correspondence with journal or book, and/or other relevant materials</p> <p>Copy of acceptance correspondence, presentation materials,</p>

	<ul style="list-style-type: none"> <li>• One workshop accepted or presented at a an international, national, regional, state, or local conference</li> <li>• One webinar or other virtual presentation for a professional audience</li> <li>• Other: per approval of Academic Advisory Committee</li> </ul>	citations for presentations on CV, attendance documents (date, time, location of session/conference), and/or other relevant materials
<b>Contribute to interdisciplinary solutions that advance health care in a diverse global society.</b>		
Demonstrate leadership and collaborative behaviors in interdisciplinary arenas.	<b>One of the following must be completed:</b> <ul style="list-style-type: none"> <li>• Leadership position on an interdisciplinary committee (i.e., professional, NGO, civic, faith)</li> <li>• Presentation or teaching session to an interdisciplinary audience (i.e., professional, NGO, civic, faith)</li> <li>• Volunteer in a professional capacity with a community organization (i.e., NGO, civic, faith)</li> <li>• Professional presentation to a community organization (i.e., NGO, civic, faith)</li> <li>• Other: per approval of Academic Advisory Committee</li> </ul>	Provide evidence and summary of activities such as date and time of meetings, letter of acknowledgement, and/or description of work
Pursue active interdisciplinary collaboration opportunities.	<b>Successful completion of course:</b> NURS 6593 Determinants of Health	TWU transcript showing successful completion of course or admission to DNP-PhD Bridge Program
Apply values and principles of diversity, inclusion, and equity when working with interdisciplinary teams.	<b>One of the following must be completed:</b> <ul style="list-style-type: none"> <li>• Engaging in a community organization involved in advocacy for minority group (Black, Hispanic, LGBTQIA) and presenting on health/research topic relevant to that group.</li> </ul>	Provide evidence and summary of activities such as date and time of meetings, letter of acknowledgement, and/or description of work

	<ul style="list-style-type: none"> <li>• One article (first-author or co-author) published or accepted for peer review highlighting the need for diversity in nursing and/or nursing representation in leadership.</li> <li>• One essay or Brief on topic related to diversity, inclusion, and/or equity</li> <li>• Membership on an interdisciplinary committee.</li> <li>• Participation in an interdisciplinary project.</li> <li>• Complete interdisciplinary course elective.</li> <li>• Serve as a reviewer for an interdisciplinary refereed journal.</li> <li>• Other: per approval of Academic Advisory Committee</li> </ul>	
<b>Process Materials</b>	<b>Required documents:</b> Approved Degree Plan Admission to Candidacy Research Committee Form Dissertation Format Form Prospectus Cover Sheet Certificate of Completion Form	Submit documents as completed

## PHD SCHOLARLY PORTFOLIO TIMELINE

Fall - Meet with Academic Advisor during FIRST semester of enrollment to review Scholarly Portfolio requirements and timeline for completion of components and complete the PhD Qualifying Examination Review Form

NURS 6613 Introduction to Clinical Investigation (statistics I)

NURS 6503 Exploring Scientific Literature

Spring - Meet with Academic Advisory Committee (AAC) during SECOND semester of enrollment to review Scholarly Portfolio requirements and timeline for completion of components and complete the PhD Qualifying Examination Review Form Portfolio Review Meeting #1

NURS 6623 NURS 6623 Systematic Inquiry (statistics II)

NURS 6513 Measurement & Instrumentation in Nursing Research (Pre-Req NURS 6613)

Summer

NURS 6053 Exploring Nursing Scholarship

Elective

Fall

NURS 6023 Philosophy of Nursing Science

NURS 6523 Qualitative Nursing Research

Spring

NURS 6533 Theory for Nursing Research

NURS 6543 Quantitative Nursing Research Portfolio Review Meeting #2 with AAC

Summer

NURS 6033 Ethics

Elective

Fall

NURS 6573 Nursing Research Proposal Development  
Elective

Spring – **Portfolio Qualifying Examination successfully completed prior to enrolling in the first dissertation course**

NURS 6583 Nursing Research Feasibility Practicum NURS 6043 Policy, Power, & Politics  
Portfolio Review Meeting #3 with AAC or

Summer - **Admission to PhD Candidacy once ALL course work is completed**

NURS 6593 Determinants of Health Elective

Fall

NURS 6983 Dissertation I – **Continue until proposal is successfully defended**

Spring

NURS 6993 Dissertation II – **Continue until dissertation is successfully defended**

## **APPENDIX C**

### Dissertation Flowsheet

<b>DISSERTATION FLOWSHEET</b> <b>TWU College of Nursing</b> <b>PhD Nursing Science Program</b> (July 2021)			
<b>COURSE</b>	<b>LEARNING OUTCOMES</b>	<b>COURSE PRODUCT</b>	<b>RESOURCES &amp; DOCUMENTS</b>
NURS 6573 Nursing Research Proposal Development  Development and refinement of a research proposal and application to Institutional Review Board(s). Individual study with proposed dissertation chair. Prerequisites: NURS 6523 and NURS 6543. Credit: Three hours  Offered Fall Semester  Individual studies format with dissertation chair	1. Strategically formulate a research question suitable for selected dissertation topic in nursing science 2. Critically integrate theoretical constructs/philosophical underpinnings to support a research proposal. 3. Knowledgeably design a research proposal appropriate for a feasibility study. 4. Critically evaluate appropriate funding opportunities related to the research topic. 5. Correctly compose an Institutional Review Board application for a proposed study	Well-developed plan for a pilot or feasibility study  Draft a substantive literature review to support proposed study  Establish a Cayuse Account  IRB Application for pilot and dissertation, submitted.  Grant Application submitted, if appropriate.  Current CITI Responsible Conduct of Research (RCR) certificate (Required by the Graduate School)  Current CITI Human Subjects Training certificate (Required by the IRB)  Begin to consider dissertation committee membership (committee officially named at the end of the spring semester)	Doctoral Student Lounge Google Site <a href="https://sites.google.com/a/twu.edu/phdnursingstudentlounge/">https://sites.google.com/a/twu.edu/phdnursingstudentlounge/</a> Menu of Options for Dissertations (see outline for proposed dissertation format)  CITI Responsible Conduct of Research (RCR) <a href="https://twu.edu/research/compliance/responsible-conduct-of-research-rcr/">https://twu.edu/research/compliance/responsible-conduct-of-research-rcr/</a>  CITI Human Subjects Training <a href="https://twu.edu/institutional-review-board-irb/training-requirements/citi-human-subjects-research-training/">https://twu.edu/institutional-review-board-irb/training-requirements/citi-human-subjects-research-training/</a>  Creating a Cayuse Account <a href="https://twu.edu/institutional-review-board-irb/cayuse-human-ethics-cayuse-irb/">https://twu.edu/institutional-review-board-irb/cayuse-human-ethics-cayuse-irb/</a>  IRB – Basic Information (including Deadlines and Meeting dates for each campus) <a href="https://twu.edu/institutional-review-board-irb/irb-review-process/">https://twu.edu/institutional-review-board-irb/irb-review-process/</a>

COURSE	LEARNING OUTCOMES	COURSE PRODUCT	RESOURCES & DOCUMENTS
<p>NURS 6583 Nursing Research Feasibility Practicum</p> <p>Research experience designed to assess the rigor of research proposal related to dissertation. Strategies for examining implementation potential of proposed study. Initiation of formal candidacy process. 1 lecture hour and 4-8 hours of research practicum done under supervision of faculty a week. Credit: Three hours.</p> <p>Offered Spring Semester</p> <p>Class format with one or faculty of record</p>	<ol style="list-style-type: none"> <li>1. Critically appraise the feasibility of proposed research in nursing science</li> <li>2. Critically interpret findings of a feasibility study in nursing science</li> <li>3. Reflectively integrate the feasibility findings into a refined research proposal.</li> <li>4. Strategically negotiate formation of a committee that supports proposed dissertation.</li> </ol>	<p>Completion of a pilot or feasibility study</p> <p>Written and oral summary of pilot/feasibility study including initial analysis of data. (Guided by faculty of record for this course)</p> <p>Form and meet with full dissertation committee. (Guided by dissertation chair)</p> <p>Successfully complete the scholarly portfolio (Guided by academic advisor)</p> <p>Present 5-page summary of pilot/feasibility work to the full committee</p> <p>Admission to Candidacy if this the final course of the degree program (Guided by dissertation chair)</p>	<p>Doctoral Student Lounge Google Site <a href="https://sites.google.com/a/twu.edu/phdnursingstudentlounge/">https://sites.google.com/a/twu.edu/phdnursingstudentlounge/</a></p> <p>Menu of Options for Dissertations</p> <p>Grading rubric for final course paper (Course Syllabus)</p> <p>Degree Audit in Web Advisor (reviewed by the academic advisor and verified by the dissertation chair)</p> <p>Registrar forms <a href="https://twu.edu/registrar/forms/">https://twu.edu/registrar/forms/</a></p> <ul style="list-style-type: none"> <li>• Graduate Degree Plan Course Substitution, if needed (completed by academic advisor)</li> </ul> <p>Graduate school forms <a href="https://twu.edu/gradschool/forms/">https://twu.edu/gradschool/forms/</a></p> <ul style="list-style-type: none"> <li>• Request for Admission to Candidacy (completed by the dissertation chair and signed by the Director OR the Associate Dean)</li> </ul>
<p><b>ADMISSION TO CANDIDACY FOLLOWING COMPLETION OF CORE PHD NURSING SCIENCE COURSES</b></p>			

<b>COURSE</b>	<b>LEARNING OUTCOMES</b>	<b>COURSE PRODUCT</b>	<b>RESOURCES &amp; DOCUMENTS</b>
<p>NURS 6983 Dissertation I</p> <p>Preparation and Defense of Proposal Credit: Three hours.</p> <p>Offered all semesters</p> <p>Individual format with dissertation chair</p> <p>Student continues to enroll in this course until the proposal is successfully defended and approved by the graduate school.</p>	<p>Dissertation proposal.</p> <p>Initiation of study protocol.</p>	<p>First three chapters of the dissertation</p> <p>10-page proposal, filed in the graduate school</p> <p>First obligatory defense (public or private)</p> <p>IRB approval</p> <p>CITI Responsible Conduct of Research (RCR) Certificate</p> <p>CITI Human Subjects Training Certificate</p> <p>Grant application, if appropriate</p>	<p>Doctoral Student Lounge Google Site <a href="https://sites.google.com/a/twu.edu/phdnursingstudentlounge/">https://sites.google.com/a/twu.edu/phdnursingstudentlounge/</a></p> <ul style="list-style-type: none"> <li>• Menu of Options for Dissertations</li> <li>• Memorandum of Agreement for Dissertation format (signed by the student, chair, committee, and program director or associate director)</li> <li>• Rubric for Dissertation Proposal Defense (submit to Program Director or Associate Program Director)</li> </ul> <p>Graduate school forms and formatting documents <a href="https://twu.edu/gradschool/current-students/thesis-and-dissertation/">https://twu.edu/gradschool/current-students/thesis-and-dissertation/</a></p> <ul style="list-style-type: none"> <li>• Prospectus Formatting &amp; Submission Guide</li> <li>• Prospectus Cover Sheet (signed by chair, committee, and the Director OR Associate Dean)</li> </ul>

<b>COURSE</b>	<b>LEARNING OUTCOMES</b>	<b>COURSE PRODUCT</b>	<b>RESOURCES &amp; DOCUMENTS</b>
<p>NURS 6993 Dissertation II</p> <p>Research and Final Defense of Dissertation Credit: Three hours.</p> <p>Offered all semesters</p> <p>Individual format with dissertation chair</p> <p>Student continues to enroll in this course until the research completed, final product successfully defended, and all documents are filed in the graduate school.</p>	<p>Study completion and preparation of the final dissertation document.</p> <p>Oral defense of the final product.</p>	<p>Application for graduation.</p> <p>Application for reduced tuition in the final semester of enrollment (this can only be claimed one time).</p> <p>Completed research study.</p> <p>Dissertation prepared in the agreed-upon format based on the Memorandum of Agreement for Dissertation Format signed at the proposal defense and consistent with Graduate School formatting instructions.</p> <p>Second obligatory defense (public)</p> <p>Closure of IRB</p> <p>Graduation paperwork</p>	<p>Menu of Options for Dissertations (CON form found on Doctoral Student Lounge Google site)</p> <p>Graduate school forms  <a href="https://twu.edu/gradschool/forms/">https://twu.edu/gradschool/forms/</a> <ul style="list-style-type: none"> <li>Request for Reduced Tuition (final semester only) (signed by chair)</li> <li>Graduation Rollover Application (if unable to graduate in the semester in which the application was filed)</li> <li>Certificate of Completion (filed after successful final defense) (signed by chair, committee, and the Director OR Associate Dean)</li> </ul> </p> <p>Graduate school formatting documents  <a href="https://twu.edu/gradschool/current-students/thesis-and-dissertation/">https://twu.edu/gradschool/current-students/thesis-and-dissertation/</a> <ul style="list-style-type: none"> <li>Formatting Template</li> <li>Guide: Preparation &amp; Processing of Dissertations</li> <li>Graduate Formatting Guide &amp; Checklist</li> <li>Graduate Reader Editing Guide &amp; Checklist</li> </ul> </p> <p>Rubric for Final Defense of the Dissertation (CON form found on Doctoral Student Lounge Google site, submit to Program Director or Associate Program Director)</p> <p>IRB Closure: <a href="https://twu.edu/institutional-review-board-irb/closures/">https://twu.edu/institutional-review-board-irb/closures/</a></p> <p>Graduations and Commencement  <a href="https://twu.edu/registrar/graduation-and-commencement/">https://twu.edu/registrar/graduation-and-commencement/</a></p>