

# DAKOTA NURSING PROGRAM

Bismarck State College • Dakota College at Bottineau • Lake Region State College • Williston State College

## NURS 121 Syllabus - Fall 2025

**COURSE:** NURS 121: Practical Nursing I

**CREDIT HOURS:** 4 semester hours (Didactic 3 credits – 48 hours classroom) and (Lab 1 credit – 48 lab hours)

### COURSE DESCRIPTION:

Explore core concepts of health assessment and mental health as they relate to client care. Learn how the nurse incorporates this knowledge in caring for the diverse client from the moment they begin care for an individual to any point along the health-illness continuum.

### MEETING TIMES:

Fall 2025 Section/Location/Faculty	Course/Time/Day
<b>*NOTE:</b> NURS 121 Exams will occur in the first hour of theory as scheduled, lab time will be incorporated into theory on exam days.	
<b>AM Section 1</b> BSC-Bismarck A, BSC-Hazen, & DCB-Valley City <b>Faculty:</b> N121 Heather Becher (HA), Gail Raasakka/Ryley Gunderson (MH)	<b>NURS 121 – 0800-0920 T and R</b> <b>NURS 121 Lab T &amp;R 0930-1050</b>
<b>PM Section 2</b> BSC-Bismarck B, BSC-Garrison, BSC-Hettinger & DCB-Bottineau <b>Faculty:</b> N121 Heather Becher (HA), Kishori Kelsey (MH)	<b>NURS 121 – 1200-1320 T and R</b> <b>NURS 121 Lab T &amp;R 1330-1450</b>
<b>AM Section 3</b> LRSC-Devils Lake, LRSC-Grand Forks, & DCB - Minot <b>Faculty:</b> N121 Lauree Wangler (HA), Kishori Kelsey (MH)	<b>NURS 121 – 0800-0920 T and R</b> <b>NURS 121 Lab T &amp;R 0930-1050</b>
<b>PM Section 4</b> Williston, LRSC- MV, & WSC Watford City, WSC Sidney <b>Faculty:</b> N121 Lauree Wangler (HA), Gail Raasakka/ Ryley Gunderson (MH)	<b>NURS 121 – 1200-1320 T and R</b> <b>NURS 121 Lab T &amp;R 1330-1450</b>

### INSTRUCTORS:

<b>Heather Becher, MSN, RN</b> Instructor Bismarck State College Health Science 1133 College Drive Bismarck, ND 58506 Office Phone: (701) 224-2467 Office Hours: Call or email for appointments <a href="mailto:heather.becher@bismarckstate.edu">heather.becher@bismarckstate.edu</a>	<b>Kishori Kelsey, MSN, RN</b> Instructor Bismarck State College Health Science CHI St Alexius Health Garrison 407 3rd St, Garrison, ND Office Hours: email for appointments <a href="mailto:Kishori.kelsey@bismarckstate.edu">Kishori.kelsey@bismarckstate.edu</a>
<b>Gail Raasakka, MSN, RN, CNE - Lead Instructor</b> WSC Nursing Program Director, Associate Professor Williston State College, HSSC 165 1410 University Avenue Williston, ND 58801 Office Phone: (701) 774-4290 Toll Free: 1-888-863-9455 Office Hours: Call or email for appointments <a href="mailto:gail.raasakka@willistonstate.edu">gail.raasakka@willistonstate.edu</a>	<b>Lauree Wangler MSN, RN</b> Instructor Lake Region State College 1801 College Drive N Devils Lake, ND 58362 Office Phone: (701) 662-1646 Office Hours: Call or email for appointments <a href="mailto:loretta.wangler@lrsc.edu">loretta.wangler@lrsc.edu</a>

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**PREREQUISITES:** Admission to Dakota Nursing Program, Practical Nursing Certificate

**COREQUISITE(s):** NURS 120 Foundations of Nursing  
NURS 122 Clinical Practice I

## **REQUIRED TEXTBOOKS:**

1. Assessment Technologies Institute (ATI) Review Package and Skills Modules for PN students.
2. Halter, M.J. (2022). *Vaccarolis' Foundations of Psychiatric Mental Health Nursing*, (9<sup>th</sup> ed.), St. Louis, MO: Elsevier
3. Nursing Central by *Unbound Medicine* (includes *Davis Drug Guide* and *Davis Lab Guide*) (2025)
4. Silvestri, L.A., & Silvestri, A., (2024) *Saunders Comprehensive Review for the NCLEX-PN* (9<sup>th</sup> ed.) St. Louis, MO: Elsevier
5. Thompson, J. (2022). *Essential Health Assessment*, (2<sup>nd</sup> ed.), Philadelphia, PA: F.A. Davis.

## **OPTIONAL RESOURCE:**

1. Snyder, J. S., & Sump, C. (2024). Swearingen's all-in-one nursing care planning resource. (6th ed.). Elsevier.

## **SPECIAL TECHNOLOGY UTILIZED BY STUDENTS:**

### **Requirements for each student in this course include-**

1. Microphone: any microphone, either internal or external
2. Webcam: 320×240 VGA resolution (minimum) internal or external
  - a. Students will be attending class, meetings, and making recordings so the microphone and webcam need to be in good working order.
3. Desktop or laptop computer. Do not use Google Chromebooks/Microsoft Surface/Android tablet/iPad as they are not supported in all testing environments and in some of the online activities.
4. Printer (optional, for class handouts)
5. Reliable, high-speed internet
6. Desktop Browser – use Google Chrome, Safari, or Mozilla Firefox
7. Access to word processing software that can produce, reading, and saving files in the following formats: .doc, .docx, .pdf, .htm, .html, .rtf, .ppt, .pptx
8. Access to Adobe Acrobat Reader® to open PDF files that are used during the course.
9. Log into the LMS Blackboard daily to keep abreast of course announcements, weekly content, and Grade Center.
10. Successfully navigate and adhere to technology requirements for all instructional platforms utilized in the course.
11. ATI technical requirements: <https://www.atitesting.com/technical-requirements>
12. Blackboard browser support: [https://help.blackboard.com/Learn/Student/Ultra/Getting\\_Started/Browser\\_Support](https://help.blackboard.com/Learn/Student/Ultra/Getting_Started/Browser_Support)

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## PROGRAM AND COURSE SLOS CORRELATED TO LEARNING ACTIVITIES AND EVALUATION METHODS:

NURS 121: Practical Nursing I			
Program Student Learner Outcomes (SLOs)	NURS 121 Course Student Learner Outcomes (SLOs)	Learning Activities	Course SLO Evaluation
<b>TEAMWORK AND COMMUNICATION:</b> Participate as a member of the interdisciplinary health care team through effective communication in the delivery and management of client care.	1. Identify effective communication techniques utilized in client care as a member of the interdisciplinary team.	* Assigned reading * Lecture * Case Studies in Health assessment and Mental Health. * Role plays with therapeutic communication * Group discussions and classroom projects * Documentation practice in Health Assessment Lab activities TBA	* Exams * Quizzes * Case Study * Role play
<b>PROFESSIONALISM AND LEADERSHIP:</b> Incorporate professional standards and scope of practice as a certificate practical nurse while pursuing professional growth within legal, ethical, and regulatory frameworks.	2. Describe ethical and legal issues related to health assessment and in care of the client with a mental health disorder.	* Assigned reading * Lecture * Documentation practice in Health Assessment * Classroom projects Lab activities TBA	* Exams * Quizzes
<b>CLIENT-CENTERED CARE:</b> Provide culturally competent care for clients while promoting their self-determination and integrity.	3. Identify data related to the diverse client's values, beliefs, and attitudes related to health and wellness. 4. Describe therapeutic communication, cultural sensitivity, and caring as related to the diverse client.	* Assigned reading* Lecture* Case Study on Schizophrenia* Case Studies in Health Assessment*ATI non-proctored Exam*Jeopardy Game on Personality Disorders* Classroom projects Lab activities TBA	* Exams * Quizzes *ATI non-proctored exam results *Case study *ATI proctored mental health exam*
<b>EVIDENCE-BASED PRACTICE AND NURSING JUDGEMENT:</b> Utilize the nursing process, science, and clinical reasoning to provide quality evidenced-based client care.	5. Describe the role of the nurse in health assessment in health promotion and disease prevention in adult clients. 6. Recognize common mental health disorders and appropriate interventions across the lifespan	* Assigned reading * Lecture * Psych Medication Flowsheets * ATI Pharmacology Made Easy on Psych Medications * Case study on bipolar disorder * ATI videos of system assessments	* Exams * Quizzes *ATI post tests * Pharmacology quiz on Psych meds *Case study

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	7. Identify normal and abnormal findings of a physical assessment for adult clients. 8. Describe interpersonal, technical, and organizational skills needed to complete the data collection process.	* Health Assessment activities to include assessment practice, discussions, case studies. * Classroom projects Lab activities TBA	
<b>QUALITY IMPROVEMENT AND SAFETY:</b> Employ evidence-based decision making to deliver safe and effective client care and to evaluate client outcomes.	9. Describe client safety issues related to health assessment and mental health.	* Assigned reading * Lecture * Class discussion and role play * Classroom projects Lab activities TBA	* Exams * Quizzes
<b>INFORMATICS:</b> Utilize appropriate technology to communicate effectively and manage information in the delivery of client care.	10. Demonstrate proper documentation of data.	* Assigned reading * Lecture * Documentation practice Lab activities TBA	* Exams * Quizzes * Documentation assignment

## GRADE BREAKDOWN:

Health Assessment and Mental Health Nursing exams, and, quizzes, and assignments will all be combined for the total grade with the following grade breakdown:

Exams:	75%
ATI Proctored exam	10%
Quizzes/ Assignments:	<u>15%</u>
	100%

## GRADING POLICY:

The following grading scale is used:

92.0 - 100.00	= A
84.0 - 91.99	= B
76.0 - 83.99	= C
68.0 - 75.99	= D
Below 68	= F

- There will be no rounding up of grades.
- There is no extra credit offered.
- Final exams will not be given early. Plan to be in school until the final day.

## NCLEX REVIEW PROGRAM NURSING REVIEW PROGRAM:

The Dakota Nursing Program requires students to purchase and complete an ATI Nursing Review Program. This program is complete with review modules (Books or eBooks, Skills Modules, Online Practice (non-proctored) Assessments, and Proctored Assessments). Please review the complete ATI policy in your student handbook for preparation policy, remediation policy, and grading levels.

## GRADING:

Course and clinical grades are based on various activities and assignments designated by the faculty. The

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criteria by which grades for each theory and clinical course are determined are included in course syllabi distributed to students. Students have access to and should review the learning management system grading calculation method.

Students are responsible for knowing what their grades are during the course. Please review the gradebook frequently. If an assignment or exam in the student's gradebook says the assignment or exam has not been submitted or has not been entered, it is then treated as a fact that the student did not do the assignment or exam unless the student has written proof that they did in fact complete and submit such assignment/exam as outlined in the directions. Make sure your assignments are submitted well before the due date to ensure timely submission.

**Please see your Dakota Nursing Student handbook for the exam and review/remediation procedure, attendance policies, and grading policies in addition to the information listed below.**

**Grades:** Grades are given for both theory classes and clinical performance of clinical nursing courses. Students must earn a minimum grade of C with a maintained 2.5 GPA or better in all required program courses. Students who fail a theory or clinical course will be dismissed from the nursing program. Students who receive a D or F in a theory or clinical course will be dismissed from the nursing program. Whenever a student has unsatisfactory grades during the semester, they should contact the instructor for guidance.

**Incomplete Grades:** Incomplete grades will be given to a student only when extreme circumstances have prevented the student from completing all work by the end of the term and will be given at the discretion of the faculty as written in the student's home campus college catalog. An incomplete grade must be made up within four weeks of the end of the semester following that in which the incomplete grade was received. Work not completed by that time will be converted to the grade indicated by the instructor.

**Active Learning:** In addition to educational strategies such as reading, listening, and reflecting, when appropriate this class makes use of learning techniques commonly known as active learning. Students should expect to participate in active learning techniques such as discussions and presentations, small group activities, writing, problem-solving, movement, case studies, role-playing, etc. These activities promote analysis, synthesis, and evaluation of class content to improve student learning outcomes.

## **Artificial Intelligence:**

Artificial Intelligence (AI) programs such as Microsoft Co-Pilot, may be required in nursing courses to help generate ideas and develop skills in using AI tools. Do not use AI unless it is specifically required in your assignment directions. Your college plagiarism policy will be followed if AI is not used in an ethical, transparent manner.

AI is a tool; it does not replace your critical thinking skills. It should give you ideas that you would then verify against other reliable sources. You would then paraphrase that material in your own words and cite the reliable source.

Note that material generated by AI programs is often inaccurate and incomplete. Do not trust what AI says unless you can back it up with a credible source. Note that material generated by an AI program may change each time you access that URL. Generative AI is not a reputable source.

**Assignments/Quizzes/Clinical Paperwork:** All assignments must be completed and submitted on time

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in the manner specified by the faculty. Students may fail the course if all assignments are not completed. Late/makeup work will not be accepted (student will receive a 0%) unless previously arranged with the instructor or impacted by extenuating circumstances.

## **Progressive Deductions:**

If a student consistently disregards feedback or fails to improve on their paperwork, the instructor may apply progressive deductions. These deductions could escalate with each infraction. This is to encourage students to engage more actively in their learning process.

## **Attendance Policy:**

### **Purpose:**

The Dakota Nursing Program adheres to the college attendance policy outlined in the college catalog. In addition, the program enforces strict attendance policies for classroom, lab, and clinical experiences to ensure students meet course objectives and demonstrate professional responsibility. Consistent attendance is critical to developing the skills necessary for safe and competent nursing practice.

### **Attendance Expectations:**

Students are expected to attend all theory, lab, and clinical sessions. Regular and punctual attendance is required, as absences may make it impossible for a student to meet course objectives, potentially leading to course failure. Regular, punctual attendance demonstrates safe and professional behavior and responsibility.

Please carefully review the “Attendance Policy” as stated in your DNP Nursing Student Handbook.

**Exams:** If a student does not complete an exam as scheduled, they will receive a 25% deduction unless previously arranged with the instructor. A 50% deduction will be implemented for the second missed exam in that course. The student is required to take a missed exam within 24 hours or as arranged with the instructor for extenuating circumstances. If it is not completed, then a score of 0 is obtained.

Please carefully review the Information on exams in the “Attendance Policy” as stated in your DNP Nursing Student Handbook.

## **Review of Exams**

1. Exam blueprints will be available for students.
2. Test scores (except for math scores, which are immediately available) will be available to the students when the faculty completes the exam analysis. The questions and answers will not be available to the students after the exam. The faculty at the local site will hold a review for course exams.

## **Remediation of Exams**

1. Students who score below 76% on an exam must complete a DNP Post Exam Reflection Form and attend a scheduled exam review session with the program administrator or a designated representative. Students are prohibited from recording, taking notes, or photographing exam content during the review. The completed exam remediation form must be submitted to the exam review facilitator.

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2. The student is responsible for completing the remediation process. Failure to attend the scheduled exam review or to complete the required remediation will result in the issuance of a conference form.
3. Math remediation differs from the procedure above and is detailed in this handbook in the Math Guidelines area under Math Remediation.

## Student Responsibilities

If a student has concerns after reviewing an exam, the following process must be followed:

1. The student contacts the instructor via email with any general concerns/questions.
2. Adjustments to examinations can be made at the discretion of the instructor. The instructor will notify the students of their decision.
3. The student is responsible for keeping silent about the exam content until all sites have taken the exam. This means there is to be no talking or writing about the exam with another student. If a student discusses or gives answers to a student who has not taken the exam, this will be viewed as cheating, (academic dishonesty).
4. Only students with documented disabilities who have been evaluated and approved by Student Support Services or designated department on each campus will be provided with testing accommodations

**Records of Grades:** The faculty strongly endorses the idea that each student is responsible for knowing his/her own academic status based on grades from learning activities. Grades are recorded in the Blackboard Grade Center. All gradebook questions must be addressed by the student to the lead instructor at midterm and then again during the week before finals. There will be no changes accepted to the gradebook regarding absent or late/missed assignments or late/missed exams during finals week. It is the student's responsibility to know what their grades are and contact the instructors or their Nursing Program Director for a plan to improve.

**Nursing Department Etiquette:** It is expected that students will show sensitivity to their peers as well as instructors by avoiding any activity that may cause distraction during class. Incivility will not be tolerated and is an unsafe behavior. Use of mobile devices and related applications, cameras, side conversations, and children are not allowed in the classroom.

Nursing is a profession and thus requires professional behavior. It is expected that students will act in a professional manner displaying commitment to learning in the classroom, lab, all clinical areas, all college areas, and always in public (including social networking sites when representing the college or the profession of nursing.)

Professional attire and decorum are expected when attending class, lab or clinical either face-to-face or via virtual delivery. During a virtual class, the camera settings will be always on, and microphone settings will be on/off as requested by the faculty. Students will sign in with first and last names and will sign in 5 minutes before class time so faculty can take attendance. Students will be available the entire class-time and will engage in discussion or answer questions if called upon. Taking pictures or videos of the other students without their consent is not allowed and is considered uncivil behavior. Faculty and students will strive for an interruption free environment, refrain from driving, refrain from the use of other electronic devices, and not smoking or eating during a virtual session.

**Course study expectations: Commitment** to learning is important to success. For every semester credit

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hour you are taking in a class, three hours need to be set aside in your weekly schedule to read, study, and devote time to your education outside of class.

For example: NURS 120 (2 credits) x 3 hours = 6 hours/week to study (minimal recommended study hours per week.)

**Academic Dishonesty:** Academic honesty is held in the highest regard within the Dakota Nursing Program. Academic dishonesty will be addressed following the policies outlined in your college catalog. Dishonesty may result in failure of the course and dismissal from the Dakota Nursing Program.

**Student Role in Evaluation of Teaching, Course, and Program Evaluation:** The Dakota Nursing Program student will evaluate faculty teaching and curriculum in the classroom, lab, and clinical settings. Evaluations are an important source of information for both individual faculty and for program evaluation.

## **ACCOMMODATION:**

To request academic accommodation due to a disability that may limit your ability to fully participate in a class/lab/clinical, please contact the accessibility or disability services office at your college. Personnel from that office will work with you and your instructor to arrange for reasonable accommodation after you have completed the registration process and it has been determined that you qualify. It is the student's responsibility to obtain the request for accommodation and provide it to the instructor and local campus nursing director. An accommodation must be renewed through the accessibility or disability services office and the course faculty every semester.

- Bismarck State College Students: contact the Student Accessibility Office at 701.224.2496
- Dakota College at Bottineau Students: contact Disability Support Services Coordinator at 701.228.5425
- Lake Region State College Students: contact the Counselor/Disability Services at 701.662.1546
- Williston State College Students: contact the Accessibility and Retention Specialist at 701.774.4224

## **DROP AND WITHDRAW DATES CAN BE FOUND ON YOUR CAMPUS WEBSITE AT:**

BSC – <http://www.bismarckstate.edu/current/records/calendarsdeadlines/>

DCB – <http://www.dakotacollege.edu/academics/academic-calendar/>

LRSC – <http://www.lrsc.edu/academics/term-schedules>

WSC – <https://www.willistonstate.edu/admissions/Cost/Important-Dates-and-Deadlines/>

If you have any questions about dropping or withdrawing from a class, please contact your campus nursing director or registrar.

## **ADDITIONAL INFORMATION:**

All written work must be completed and turned into the instructor prior to taking any scheduled exam. Any assignments which are not complete and turned in will result in the student failing the course with a grade of F.

Students must read the Dakota Nursing Program student handbook upon admission and submit the signature form showing that the student will agree to follow the information and policies found in the handbook.



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Material for this course will be posted onto the Blackboard site. It is your responsibility to check this site for assignments and notes. You are also responsible for knowing your course grade by reviewing the Blackboard gradebook.

## **WEB STREAMING (Yuja and Blackboard Collaborate platforms):**

Yuja/Blackboard Collaborate are lecture and content capture software chosen by the ND University System to provide that service for its 11 campuses. Yuja/Blackboard Collaborate enables faculty, students, and staff to record presentations, lessons, training, an entire lecture, and more. The recorded content is searchable, provides for notetaking and participant rating of content, can be streamed live, and can be used on portable devices having internet access. Yuja/Blackboard Collaborate integrate with most learning management systems and are ADA compliant. An instructor's lecture for the DNP is recorded and stored in the learning management system for the semester. Instructors will record lectures on Yuja/Blackboard Collaborate. Students should be aware that their voices or any presentation they do in class may be recorded on Yuja/Blackboard Collaborate and available via Blackboard for other students in their class to view. The recordings will be available for viewing for the semester. Watching the class recordings via web streaming does not usually count as attendance for class but is highly encouraged if you are unable to attend class or wish to review concepts covered in class. Please refer to attendance policy if there are any questions.

## **GUEST SPEAKERS:**

Guest Speaker Statement: Dakota Nursing Program is committed to presenting timely, innovative educational opportunities for its students. As part of those efforts, DNP faculty may invite guest speakers to address the student members of this course. Under FERPA (Family Educational Rights and Privacy Act) regulations, such guest speakers are considered volunteers who serve a legitimate educational interest to institutional services or functions. For more information, please visit the Department of Education's FERPA Student Privacy webpage at <https://studentprivacy.ed.gov/>

## **FACULTY/STUDENT COMMUNICATION:**

Faculty/students are responsible for checking course announcements in Blackboard, bulletin boards and/or mailboxes as appropriate at each campus for messages each class day. Email is used extensively within the Blackboard Learning Management System; students are responsible for having a working college email account and checking it daily during the semester. Students, staff, and faculty are expected to respond to emails promptly – within 48 hours during a usual work week or as requested. The purpose is to ensure rapid communication between students and instructors. Students must notify the nursing coordinator if their email address changes.

Faculty and students will identify professionally with each contact (mail, email, or telephone). This **includes first and last name and identification of location within the consortium.**

Example of student identification at end of each email:

**Joan Miller**

**PN Student**

**DCB – Minot**

[Create and add an email signature in Outlook - Microsoft Support](#)

Communication between students and faculty should remain on a professional level with no questionable

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jokes, cartoons, etc. transmitted. Students using the institution's computer labs are reminded that they cannot download information onto the computer hard drives. Any information must be stored on an alternate drive.



## **Nursing Course Syllabi Addendum**

### **Relationship to Campus Focus:**

The Dakota Nursing Program is designed to prepare students to meet the needs of communities by enhancing professional advancement, utilizing technology, and integrating quality and safety competencies. Each course within the program serves as a foundation for evidence-based decision-making and preparation for practice in the nursing profession.

### **Student Email Policy:**

Dakota College at Bottineau is increasingly dependent upon email as an official form of communication. A student's campus-assigned email address will be the only one recognized by the Campus for official mailings. The liability for missing or not acting upon important information conveyed via campus email rests with the student.

### **Academic Integrity:**

According to the DCB Student Handbook, students are responsible for submitting their own work. Students who cooperate on oral or written examinations or work without authorization share the responsibility for violation of academic principles, and the students are subject to disciplinary action even when one of the students is not enrolled in the course where the violation occurred. The Code detailed in the Academic Honesty/Dishonesty section of the Student Handbook will serve as the guideline for cases where cheating, plagiarism or other academic improprieties have occurred.

### **Disabilities or Special Needs:**

Students with disabilities or special needs (academic or otherwise) are encouraged to contact the instructor and Disability Support Services.

### **Title IX:**

Dakota College at Bottineau (DCB) faculty are committed to helping create a safe learning environment for all students and for the College as a whole. Please be aware that all DCB employees (other than those designated as confidential resources such as advocates, counselors, clergy and healthcare providers) are required to report information about such discrimination and harassment to the College Title IX Coordinator. This means that if a student tells a faculty member about a situation of sexual harassment or sexual violence, or other related misconduct, the faculty member must share that information with the College's Title IX Coordinator. Students wishing to speak to a confidential employee who does not have this reporting responsibility can find a list of resources on the DCB Title IX webpage.

## Tenative Course Outline:

A tentative course outline is available on each courses' BlackBoard page and a printed copy is given to students at semester start.

## AI Student Policy:

Unless otherwise indicated in the course syllabus, or in individual instructions for course assignments, or in the absence of the express consent of the course instructor, students are not allowed to utilize generative AI to help produce any of their academic work. Any violation of this policy will be considered an act of academic dishonesty as outlined within the Dakota College Code of Student Life.

### RESPONSIBILITIES

Students	<ul style="list-style-type: none"><li>• Responsible to follow the syllabus and assignment instructions regarding use of generative AI for all academic work.</li><li>• Obtain permission of the instructor prior to the use of generative AI that is outside of the syllabus or assignment instructions. Provide appropriate rationale for how the use of generative AI will enhance the learning experience for the assignment.</li><li>• In instances where generative AI is permissible, appropriately cite the generative AI program used and indicate where in the assignment it was used, in a brief submission statement.</li></ul>
Faculty	<ul style="list-style-type: none"><li>• Determine if the use of generative AI could enhance student learning in any assignment or project.</li><li>• Clearly indicate in all course syllabi if generative AI is allowable for any academic work.</li><li>• If allowable, give specific parameters for how and when generative AI may be used.</li><li>• If a violation of generative AI for the individual course/syllabus is suspected, discuss the concern with the student. If violation is still suspected, inform the appropriate semester coordinator/program director.</li></ul>