

Professional Portfolio Policy and Procedure

The professional portfolio consists of a collection of materials used to evaluate achievement of student and program outcomes. The portfolio is an important part of both student and program assessment. Every student is required to complete the professional portfolio on or before the due date specified in NUR 4604. The portfolio will be a component of the course grade for NUR 4604.

The professional portfolio will consist of the following items:

1. NUR 3103
 - a. Statement of professional goals
 - b. Critical thinking inventory results
 - c. Statement of individual objectives for educational experience in RN to BS program
 - d. Philosophy paper and evaluation
 - e. Evaluation of presentation
2. NUR 3303
 - a. History and physical papers and evaluation
 - b. Physical examination performance evaluation
 - c. Clinical evaluation
3. NUR 3604
 - a. Ethics case study and evaluation
 - b. Evaluation of poster
4. NUR 3703
 - a. Research critique paper and evaluation
 - b. Research ethics case study and evaluation
5. NUR 4106
 - a. Leadership paper and evaluation
 - b. Clinical practice log
 - c. Clinical evaluation
6. NUR 4203
 - a. Health care system paper and evaluation
 - b. Evaluation of presentation
7. NUR 4506
 - a. Community health project and evaluation
 - b. Clinical practice log
 - c. Clinical evaluation
8. NUR 4604
 - a. Evidence-based practice capstone project and evaluation
 - b. Evidence-based practice capstone project presentation evaluation
 - c. Professional development plan
 - d. Evaluation of seminar leadership experience.
 - e. Grade summary/transcript/DARS
 - f. Resume

- g. Student evaluation of portfolio: Achievement of student outcomes
- h. Student evaluation of success in meeting individual objectives for educational experience in RN to BS in Nursing Program
- i. Student evaluation of progress in meeting professional goals
- j. Critical thinking inventory results

Students will have primary responsibility for assuring that the copies of the necessary documents are submitted to the nursing office before the end of the specified course. The faculty strongly encourages students to maintain the original paperwork as well as any digital copies in their personal files.

The professional portfolios will be maintained by the nursing program as part of the permanent student records.