1.0 INTRODUCTION

2.0 MISSION, VISION, HISTORY

2.1 College of Nursing
   2.1.1 Mission, Vision and Values
   2.1.2 Strategic Vision Statement
   2.1.3 History
   2.1.4 Quick Facts

2.2 CU Denver/Anschutz Medical Campus
   2.2.1 Mission, Vision and Values
   2.2.2 Strategic Plan
   2.2.3 History
   2.2.4 Campus Consolidation Background: Greater Intellectual Collaboration
   2.2.5 The CU System

3.0 ADMINISTRATION, ORGANIZATION, GOVERNANCE

3.1 College of Nursing
   3.1.1 Information about the CON Administration
   3.1.2 Administration Position Descriptions
       3.1.2.1 Dean
       3.1.2.2 Associate Dean Academic Programs
       3.1.2.3 Associate Dean Clinical & Community Affairs
       3.1.2.4 Associate Dean Finance & Administration
       3.1.2.5 Associate Dean Research & Scholarship
       3.1.2.6 Assistant Dean Strategic Development & Evaluation
       3.1.2.7 Assistant Dean Student Affairs & Diversity
       3.1.2.8 Assistant Dean UG Programs
       3.1.2.9 Assistant Dean Grad Programs
   3.1.3 CON Organizational charts (2013)
       3.1.3.1 Academic Programs
       3.1.3.2 Clinical & Community Affairs
3.1.3.3 Finance & Administration
3.1.3.4 Research & Scholarship
3.1.3.5 Strategic Development & Evaluation / The Dean's Office
3.1.3.6 Student Affairs & Diversity

3.1.4 CON Committees
3.1.4.1 Senior Administration
3.1.4.2 General Faculty (Bylaws Ratified 12/2013)
- Faculty Executive Committees
- Appointment, Promotion and Tenure Committee
- Curriculum Committee
- Evaluation Committee
- Research Committee
- Student Academic Affairs Committee

3.1.4.3 Staff Governance Council

3.2 CU Denver/Anschutz Medical Campus
3.2.1 Administration
3.2.2 Anschutz Medical Campus Faculty Assembly
3.2.3 CU Faculty Council/Faculty Senate

4.0 POLICIES & GUIDELINES

4.1 State of Colorado Agencies
4.1.1 Colorado Department of Higher Education (CCHE)
4.1.2 State Board of Nursing

4.2 CU Board of Regents
4.2.1 Board of Regents Laws
- Article 1: University of Colorado Legal Origin, Mission, Ethical Conduct
- Article 2: The Regents of the University of Colorado
- Article 3: Officers and Exempt Professionals
- Article 4: Organization of the Academic Units
- Article 5: Faculty
- Article 6: Staff
- Article 7: Students
- Article 8: Calendar and Commencement
- Article 9: Degrees, Designations and Regents Awards
- Article 10: Nondiscrimination
- Article 11: Compensation Benefits and Other Personnel Matters
- Article 12: Tuition, Fees, Scholarships and Loans
- Article 13: Business and Finance
- Article 14: Property and Facilities
- Article 15: Treasury of the University

4.2.2 Board of Regents Policies
Regent policies are aligned with the Regent laws listed above, and include additional detail about a variety of topics related to faculty and staff, such as compensation, grievance process, intellectual property, conflict of interest, etc.
4.3 **CU System Administration**
   - 4.3.1 CU Administrative Policy Statements A-Z
   - 4.3.2 CU Latest Policy Changes

4.4 **CU Denver/Anschutz Medical Campus**
   - 4.4.1 Policies and Guidelines for UCD

4.5 **CON Policies**
   - 4.5.1 Office of the Dean
     - 4.5.1.1 Appointment, Reappointment & Promotion - Tenure Track
     - 4.5.1.2 Appointment, Reappointment & Promotion - Clinical Teaching Track
     - 4.5.1.3 Faculty Annual Performance/Merit Review Grievance Policy/Procedure
     - 4.5.1.4 Faculty Post Tenure/Post-Promotion Review Grievance Policy/Procedure
     - 4.5.1.5 Post-Tenure Reappointment Review: Procedures & Guidelines *DRAFT*
     - 4.5.1.6 Post Tenure Review Policy (university wide)
     - 4.5.1.7 Policy on Appointment of Faculty Enrolled as Student
     - 4.5.1.8 APT Committee Transfer Track Policy
     - 4.5.1.9 Faculty Research Titles/Research Track Policy
     - 4.5.1.10 Sabbatical Guidelines
     - 4.5.1.11 Civility Statement
   - 4.5.2 Academic Programs
     - General
       - 4.5.2.1 CU Faculty Handbook
       - 4.5.2.2 Handbook for Ph.D. Program in Nursing
       - 4.5.2.3 Required Grading Scale
       - 4.5.2.4 Workload Policy - *Update coming soon*
     - Clinical Education
       - 4.5.2.5 Clinical Teaching Track – Professional Plan
   - 4.5.3 Clinical & Community Affairs
     - 4.5.3.1 Clinical Practice On-Call Policy
     - 4.5.3.2 Continuing Professional Development & Incentive Fund Use
     - 4.5.3.3 HCP-Health Care Partners Governance Board Bylaws
     - 4.5.3.4 HCP-Health Care Partners Incentive Disbursement Policy
     - 4.5.3.5 Holiday Policy
     - 4.5.3.6 Midwifery Practice -Per Diem Policy
     - 4.5.3.7 Midwifery Practice -Water Birth Payment Policy
     - 4.5.3.8 Privileging Policy
   - 4.5.4 Finance & Administration/HR
     - 4.5.4.1 Concur Travel
     - 4.5.4.2 Fragrance Free Policy
     - 4.5.4.3 Posting Items on Campus
   - 4.5.5 Research & Scholarship
     - 4.5.5.1 Evaluation Criteria for Intramural Proposals
     - 4.5.5.2 Evaluation Criteria for Areas of Excellence Proposals
4.5.6 **Strategic Development/Marketing, Communications & Alumni Relations**

4.5.6.1 Branding & Style Guidelines *Coming Soon*

4.5.6.2 Website Guidelines *Coming Soon*

4.5.6.3 Alumni Communications Guidelines *Coming Soon*

4.5.7 **Student Affairs**

4.5.7.1 **Student Handbook**

- University of Colorado Background Investigation Policy
- Clinical Policies and Procedures
- Drug screening policy
- Email Policy
- Family Educational Rights and Privacy Act
- Honor Code
- Inclement weather – classes
- Independent Study policy
- Laws of Regents of University of Colorado: Nondiscrimination
- Leave of absence (LOA)
- Military policy
- Petition for Academic Progression
- Policy of Non-discrimination on the Basis of Disability
- Policy Statement for Professional Role Behavior
- Reasonable Accommodation
- Sexual Harassment
- Student Bill of Rights and Responsibilities
- Student grievance and Policy/Procedure
- Technical Standards for Admission, Progression and Graduation
- Withdrawal from UC College of Nursing

5.0 **RESOURCES**

5.1 **CON Faculty Resources:**

5.1.1 Canvas – CU Online

5.1.2 Center for Nursing Research (CNR) Tools and Resources

5.1.3 Syllabus Format

5.1.4 CON CV Sample Template

5.1.5 CON Guidelines for Preparing CV

5.1.6 Directories

- CON Faculty Directory
- CON Faculty Clinical Practices
- CON Nursing Midwifery Faculty Directory

5.1.7 Clinical Preceptors List

5.1.8 Clinical Preceptors Hours

5.1.9 Course Schedules

5.1.10 Guide to Instructional Support & Electronic Media (2/2014)

5.1.11 ORS new funding opportunities
5.2 **CON Clinical & Community Affairs Resources**
   5.2.1 Faculty Practice Sites
   5.2.2 CON Clinical Faculty Practices and Activities
   5.2.3 Office of Clinical & Community Affairs: Mission and Responsibilities

5.3 **CON IT Resources**
   5.3.1 Guide to Instructional Support & Electronic Media (2/2014)
   5.3.2 Ticketing System/Computers/Tech/Equipment

5.4 **CU Denver/Anschutz Medical Campus – General Resources**
   5.4.1 CU Faculty Handbook
   5.4.2 COMIRB Policy and Procedures -- change number
   5.4.3 Graduate School Student Handbook
   5.4.5 Syllabus Format
   5.4.6 CU Branding Identity Guidelines at a glance
   5.4.7 CU Office of Inclusion and Outreach

5.5 **CU Denver/Anschutz Medical Campus - Human Resources**
   5.5.1 Learning & Development: Online Resources
   5.5.2 HR-specific Policies and Guidelines
   5.5.3 Employee Discounts
   5.5.4 HR-specific Forms/Templates/Processes

5.6 **Getting Started: New Employee Information**
   5.6.1 Obtaining a badge
   5.6.2 Obtaining a key
   5.6.3 Information about permit parking
   5.6.4 Maps and other transportation information
   5.6.5 Anschutz Medical Campus Building Address Information
   5.6.6 New Employee Orientation Training
      - Sexual Harassment & Discrimination
      - HR HIPAA Policy
      - HR Security & Information ACT

6.0 **FORMS**

6.1 **Academic**
   6.1.1 B.S. Course Proposal & Motion Information Template Form
   6.1.2 Course Proposal & Motion Information Template Form

   6.1.3 Clinical –How to add a Preceptor in Typhon
   6.1.4 Clinical -Checklist for Placement/ Submit to Option Coordinator
   6.1.5 Clinical -Identifying student issues (excel highlighting)
   6.1.6 Clinical- Placement Confirmation Form
   6.1.7 Clinical -Readiness Self –Assessment Form

   6.1.8 Faculty -CV Sample Template
   6.1.9 Faculty-CV Template / Guidelines
   6.1.10 Faculty-APT Committee Recommendation Form
6.1.11 Faculty-Faculty Appointment Action Form

6.1.12 Student-Report of Course Failure Form
6.1.13 Student-Unsatisfactory Progress Notice

6.2 Clinical Affairs
6.2.1 Clinical Credentialing for Providers
6.2.2 Sheridan Health Services Application for Clinical Privileges

6.3 Finance & Administration/HR
6.3.1 Annual Performance Rating For Faculty Members
6.3.2 Annual Performance Rating For Officers and Exempt Professionals
6.3.3 Dispute Resolution Process
6.3.4 Officer/Exempt professional Plan and Evaluation
6.3.5 Performance Management Program

6.4 Research
6.4.1 Application Instructions for Intramural Small Research Grants (ISRG) 2013-2014
6.4.2 Call for Applications and Application Instructions for Areas of Excellence (AE) Small Research Grants
6.4.3 Intramural Research Support Form –Revisions in Process (2/2014)
6.4.4 Intramural Small Research Grant Application –Revisions in Process (2/2014)
6.4.5 Intramural Small Research Grant Form -Revisions in Process (2/2014)
6.4.6 ORB Grant Policy -Revisions in Process (2/2014)

6.5 Student Affairs
6.5.1 Grievance forms
   - Statement of Grievance-Step I
   - Grievance/ Formal Review Request – Step II