

ACU Dallas Approval Chart for Curriculum Changes

A = Approve I = Information Item R = Advise & Respond

Course Number: **or Degree Plan(s): BSHA/MHA Integrated Program**

The BSHA/MHA Integrated Degree program is for BSHA majors who are committed to obtaining a graduate degree in healthcare administration. The program offers an integrated degree plan with pre-admission into the Masters of Healthcare Administration program. BSHA students who meet the admission requirements for the Accelerated MHA program may take up to 6 hours of graduate coursework within their final 30 hours of the undergraduate program.

Highlight the item that corresponds to the requested change.

	Change to a Course	u	a	A	O	S
1.	Title (description unchanged)	A	A	I	I	I
2.	Description (not affecting content)	A	A	I	I	I
3.	Course term(s)	A	A	I	I	I
4.	Content (substantive change)	A	A	A	A	I
5.	Number of credit hours	A	A	A	A	I
6.	Course number within the hundred	A	A	I	I	I
7.	Course number beyond the hundred	A	A	A	A	I
8.	Prerequisites	A	A	A	A	I
9.	Course fee(s)	A	A	--	A	I
10.	From U to G <i>or</i> G to U	A	A	A	A	I
11.	Cross list with another program or department	A	A	A	A	I
12.	Program/department of record	A	A	A	A	I
13.	Open or close a course	A	A	A	A	I
14.	New course (application required)	A	A	A	A	I

	Change to a Degree Plan	u	a	A	O	S	f
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1.	Major/Program — Revision	A	A	A	A	A	--
2.	Major/Program — Adopt or change admission requirements	A	A	A	A	A	--
3.	Major/Program — Add	A	A	A	A	A	--
4.	Major/Program — Offer existing university program on campus	--	A	A	A	A	--
5.	Major/Program — Discontinue (proposed by Program or College)	A	A	A	A	A	I
6.	Major/Program — Discontinue (proposed by Provost)	R	R	A	A	A	I
7.	GPA — Revise major/program or cumulative requirement	A	A	A	A	A	--
8.	Minor — Revise course selection	A	A	I	I	I	--
9.	Minor — Add	A	A	A	A	A	--
10.	Minor — Discontinue (proposed by Program or College)	A	A	A	A	A	--
11.	Minor — Discontinue (proposed by Provost)	R	R	A	A	A	--
12.	Degree — Add	A	A	A	A	A	I
13.	Degree — Discontinue (proposed by Program or College)	A	A	A	A	A	I
14.	Degree — Discontinue (proposed by Provost)	R	R	A	A	A	I

	Change to Undergraduate University Requirements	A	A	A	A	A	A	A	A
15.	University Requirements — Change in approved course content	A	A	A	A	A	A	--	A
16.	University Requirements — Add or drop a required course from the University Requirements chart	A	A	A	A	A	A	A	A
17.	University Requirements — Add or drop a course from a menu within the University Requirements chart	A	--	--	A	A	A	--	A
18.	University Requirements — Change hours within a menu on the University Requirements chart	A	A	A	A	A	A	A	A
	Change to Catalog Information For Campus								
1.	General requirements for graduation including course requirements that are common to all majors for all degrees	--	--	A	--	--	A	--	A
2.	Admission requirements	--	--	A	--	--	A	--	A
3.	Policies governing academic probation and suspension	--	--	A	--	--	A	--	A
4.	Requirements for graduating with honors	--	--	A	--	--	A	--	A

Program Director/Department Chair

Meghan Hope

Jun 23, 2023

Signature

Date

Signature

Date

Dean(s)

Signature

Date

Signature

Date

College Academic Council

Chair's Signature

Date

Chair's signature

Date

University General Education Council

Chair's signature

Date

Undergraduate Academic Council

Chair's signature

Date

Provost

Signature

Date

Faculty

Faculty Senate Chair's signature

Date

President

Signature

Date

Application for New Integrated Program Instructions

Use this template to propose a new integrated program, which includes an existing bachelor's program and existing graduate degree program. For a new degree program, either the undergraduate major or graduate program, use the New Program Application.

Preparation and Formatting: Use the following outline format and number the pages. Complete sections 1 (Program Identification) through 5 (Required Institutional Support). The applicant is welcome to consult with the respective dean and the associate provost for curriculum and assessment to clarify questions and shape the proposal.

Submission: When sections 1 through 5 are complete, send the application to the associate provost for curriculum and assessment for initial review and development. Once the proposal has been updated and completed in response to feedback, assemble the required supporting documentation and begin the approval process outlined by the Approval Chart for Curriculum.

Information Availability: The full application will be sent forward for the approval process. The dean's office and provost's office may remove Section 5 (Required Institutional Support) from materials shared with academic councils.

New Integrated Program Application

1. Program Identification

A. Programs to be integrated

- i. **Undergraduate program name and degree:** Bachelor of Science in Healthcare Administration
- ii. **Graduate program name and degree:** Master of Healthcare Administration

B. Home department, school or unit: School of Health and Human Services, College of Graduate and Professional Studies

C. Developer(s) and credentials: Meghan Hope, JD, MHA, CPB

D. Where program will be offered and delivery method: ACU Dallas, online, School of Health and Human Services, BSHA

E. Proposed date of implementation: Fall 1 2023, August 22, 2023

2. Program Details

A. Description. Summarize the purpose and benefit of this combined course of study in 50 to 200 words to appear in the catalog.

- For BSHA majors who are committed to obtaining a graduate degree in healthcare administration, the College of Graduate and Professional Studies, School of Health and Human Services offers an integrated degree plan with pre-admission into the Masters of Healthcare Administration program. BSHA students who meet the admission

requirements for the Accelerated MHA program may take up to 6 hours of graduate coursework within their final 30 hours of the undergraduate program.

B. Description of target audience. - Bachelor of Science in Healthcare Administration students interested in pursuing graduate coursework in healthcare administration. Students will be in their junior year and must meet certain GPA requirements.

C. Projected total enrollment for each of the first five years.

Since enrollment is limited to BSHA students with a 3.0 GPA, we will be limited in the pool of potential students and will be able to predict with great accuracy as enrollment trends stabilize in the years to come.

For FY 24, approximately 8 students will qualify based on number of hours and this will be further limited by GPA and intent to continue graduate level coursework.

- Year 1 - 2 students
- Year 2 - 4
- Year 3 - 5
- Year 4 - 5
- Year 5 - 7

3. Rationale and Need for Program

A. Prospective student interest. Share any data from your discipline that shows student demand for an integrated program. Whom should we recruit, and with whom will we compete for students?

- i. ACU Online's MHA program is competing with a variety of other options geared towards minimizing costs and accelerating completion timeframes. A few examples include executive programs that can be completed in 1 year and subscription competency-based options. Providing a BSHA integrated program option helps secure students already attending ACU as they shop for graduate degree programs.
- ii. The integrated program is also an opportunity for interested students to try graduate level courses with relatively low risk. This could encourage students who may not have thought they could be successful in graduate coursework to continue their education.

B. Disciplinary benchmarking. How does this integrated program curriculum compare to other programs in your discipline? Which Texas

universities already offer this combination? You may also note other peer institutions that offer the program.

- i. Capella and Walden offer accelerated programs in healthcare administration.
- ii. Liberty and SNHU offer other accelerated programs with possible customization.
- iii. University of Texas offers a BSPH/MPH accelerated pathway

4. Curriculum

A. Course of study. The catalog will not list the program requirements for the two programs separately. Describe here any substitutions or modifications to the requirements of the undergraduate program.

- i. BSHA students who meet the admission requirements for the Accelerated MHA program may take up to 6 hours of graduate coursework within their final 30 hours of the undergraduate program.
- ii. Courses BSHA students enrolled in the Accelerated MHA are eligible to take, during their final 30 hours include HCAD 624, HCAD 621, and HCAD 627. These three courses are entry point courses in the MHA program. Course descriptions provided below.

1. HCAD 624 - Foundations in Health Services Administration & Leadership - An overview of the structure and operation of patient care organizations with a focus on managing cost and quality. Students will learn how to manage relationships among patients, physicians, insurers, employers, and others in the industry.

2. HCAD 621: Healthcare Policies and Ethics - An overview of policy, regulations, and ethical issues impacting healthcare. Topics include privacy, regulatory compliance, ethical choices in patient care, and healthcare reform. Students will explore healthcare policy and the challenges that arise as the market responds to policy and change.

3. HCAD 627: Innovation and Trends in Healthcare - Introduces current trends and opportunities throughout the healthcare industry. Topics include the role of information technology, innovative approaches to delivery, and other components that influence patient care.

B. Undergraduate/graduate designation. Integrated programs should have a defined point where the student completes the bachelor's degree

and becomes a graduate student. This progress helps student motivation, provides an exit ramp for students who decide not to complete both programs, and clarifies billing. The most successful programs limit the number of graduate hours that may be taken before undergraduate requirements must be completed.

- i. Students may take no more than 6 hours of courses numbered 500 or higher before completing all requirements of the bachelor's program. They will receive their bachelor's degree before taking any other courses in the MHA program other than HCAD 624, HCAD 621, or HCAD 627.

C. Total minimum number of hours required to complete both programs.

- i. 150 hours of coursework

D. Describe admissions requirements for the program and when students should apply, or note not applicable if any student may declare the programs.

- i. Students should apply during the last term of their junior year after consultation with their academic advisor. After filling out the application document, they will meet with the Healthcare Administration Program Director in the School of Health and Human Services to determine which courses to take and enroll in the Accelerated MHA program.

5. Required Institutional Support

A. Faculty requirements and availability.

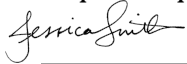
- i. **Describe the new program's impact on faculty workload in the home department or unit. Your narrative should provide supporting evidence that the number of full-time faculty members will be adequate to support the program.**
 1. The new program will have minimal impact on faculty workload in the BSHA. The anticipated number of integrated program students is estimated to be quite low. The Program Director will review applications and meet with interested students to ensure understanding of program requirements.
- ii. **If program delivery requires a faculty hire, provide an expected salary range and forecast potential faculty availability.**
 1. N/A
- iii. **If the plan includes part-time instructors, include total cost per year for adjunct pay.**
 1. N/A

- B. Staff requirements. Indicate need for new staff (providing expected salary range and forecast suitable applicant availability) and evaluate effect on existing loads of current staff who will serve the program.**
- i. No new staff are required to launch the program in Fall 2020. Existing staff trained in analysis of transcripts and degree plans will be utilized. In addition, existing student success and financial aid advisors will be trained to advise students of this program.
- C. Scholarships. Will the unit provide any unique scholarships to students in the integrated program?**
- i. No unique scholarships will be provided.
- D. Recruiting. To whom should the integrated program be marketed? What additional recruiting beyond general recruiting to the university will be needed, and what costs will we incur?**
- i. The program should be marketed to existing BSHA students early in the coursework with ACU. It should primarily be a talking point with their advisor as the student considers options to continue their education.
 - ii. Blog posts describing the program and website updates will be needed but will have zero costs.
- E. Additional cost to deliver program. Total expenses from sections A to D. Clarify which expenses are one-time and which are ongoing.**
- i. No additional costs to deliver program

Initial Review and Required Signatures

When sections 1-5 are complete, please submit to the associate provost for curriculum and assessment for initial review and development.

This proposal complies with curricular requirements of the university and addresses all required questions for institutional review.



Jun 23, 2023

Associate Provost for Curriculum and Assessment

Date

This proposal does not require additional review for institutional accreditation purposes.

SACSCOC Liaison

Date

Please compile the supporting documentation after the initial review by the provost's office.

1. Approval Chart for Curriculum Changes
2. Memo of support from the department chair or program director of each unit outside the home unit that will provide a course for the program.
3. Memo of support from the dean of the college of the program addressing the college's commitment to the items in Required Institutional Support.

Updated 6/12/2023

M E M O R A N D U M

TO: Academic Council, College of Graduate and Professional Studies

FROM: Nannette W. Glenn, Ph.D. *nwg*
Dean, CGPS

DATE: June 22, 2023

RE: Required Institutional Support
HCAD Program (Pathway from BS to Master's)

I have examined the items detailed as required institutional support for the creation, implementation, and maintenance of the HCAD program pathway from BS to Master's level degree. I hereby acknowledge the obligation of this initiative and commit to providing the institutional support, as set forth.