



MEMORANDUM

To: Julio Frenk, President

From: Tomás A. Salerno
Chair, Faculty Senate

A handwritten signature in blue ink, appearing to read 'Tomás', is written over the name and title of the sender.

Date: November 21, 2018

Subject: Faculty Senate Legislation #2018-24(B) – Proposal for a Curriculum Change for the Master in Health Administration, Business School

The Faculty Senate, at its November 14, 2018 meeting, had *no objections* to the proposal from the Business School to change the curriculum for the Master in Health Administration (MHA) degree program. The requested changes would incorporate the Graduate Business Certificate within the MHA curriculum so that students can complete both concurrently. The length of the program (i.e. 40 credits) remains the same.

The proposed changes are as follows: (1) adding the required course BUS 610 Critical Thinking and Persuasion for Business (2 credit hours); (2) reducing the required capstone and internship from 4 to 2 credit hours and changing the course number from HSM 699 to HSM 650; and (3) replacing the required course ACC 665 Health Care Financial and Managerial Accounting (2 credit hours) with ACC 670 Financial Reporting and Analysis (2 credit hours).

The suggested change does not “represent a significant departure, either in content or method of delivery” from what the University is currently approved to offer by SACSCOC.

The Faculty Senate does not approve budget concepts, therefore no budget information is included here.

This legislation is now forwarded to you for your action.

TAS/rh

Enclosure

cc: Jeffrey Duerk, Provost and Executive Vice President for Academic Affairs
Guillermo Prado, Dean of the Graduate School
John Quelch, Dean of the Business School
Patricia Abril, Vice Dean, Graduate Business Education, Business School
Linda L. Neider, Professor and Chair, Management, Business School

CAPSULE: Proposal for a Curriculum Change for the Master in Health Administration,
Business School

APPROVED: _____

(President's Signature)

DATE: _____

12/18/18

OFFICE OR INDIVIDUAL TO IMPLEMENT: _____

Dean John Quelch

EFFECTIVE DATE OF LEGISLATION: _____

IMMEDIATELY

(if other than June 1 next following)

NOT APPROVED AND REFERRED TO: _____

REMARKS (IF NOT APPROVED): _____



Proposal Submission Checklist

Proposals are to be submitted to the Office of Assessment and Accreditation (OAA), if applicable, the Graduate Council (for graduate programs excluding Law and Medical), if applicable, and the Faculty Senate. Refer to the [Procedures for Program Changes](#) document for information on the approvals and notifications needed for program changes and the [Proposal Submissions Specifications](#) document for an explanation of the process and a list of the materials required.

(Please note that change approvals can take 2 semesters to complete.)

Include this checklist at the beginning of each proposal.

(Complete the information below, save the form as a pdf, and insert it with the background materials that are specified, in the order listed, and send the package electronically as noted above.)

KEY CONTACT PERSONNEL INFORMATION

First Name

Patricia

Last Name

Abril

Proponent's Title

Vice Dean, Graduate Business Education

Department, if applicable

Graduate Business Programs

School/College

Miami Business School

E-mail

pabril@miami.edu

Phone

(305) 284-6999

Title of Proposal

Curriculum Change: Master in Health Administration

(-continue to next page-)

MANDATORY MEMORANDA AND FORMAT

Please check that each item listed below is included in the proposal package of materials, in the ORDER as listed. The applicable title (i.e. Letter of Explanation, Memo from the Dean, etc.) is to precede each section in the materials.

Only proposals conforming to this format will be accepted.

1. This completed checklist.

2. Letter of explanation. (2-3 pages only, double spaced, 12 pt font)

Yes No

If no, explain why:

3. A memo from the dean(s) signifying approval of the faculty of the relevant School(s) / Colleges(s).

Yes No

If no, explain why:

4. A memo that all affected or relevant School / College Council(s) have approved.

Yes No

If no, explain why:

5. A memo from the department chair(s) signifying approval of the faculty of the relevant department(s).

Yes No

If no, explain why:

6. A memo from the Office of Accreditation and Assessment (OAA) if the proposal involves academic programs (degrees, certificates, majors, minors, concentrations, specializations, tracks, etc.) such as new programs, closing programs, or program changes (such as changes in requirements, program length, modality, name, location).

(To be submitted by OAA to the Graduate Council or the Faculty Senate, as appropriate.)

Applicable Not applicable.

If not, explain why:

7. A memo from the Graduate School Dean signifying approval of the Graduate Council (for graduate programs only).

(To be submitted to the Faculty Senate by the Graduate Council.)

Applicable Not applicable.

If not, explain why:

8. Academic Deans Policy Council (ADPC) approval, for interdisciplinary issues and as appropriate. Please consult with the Dean of the Graduate School or the Secretary of the Faculty Senate to check if this is needed.

Yes No

If no, explain why:

Not applicable.

9. Additional required documents as listed on the "Proposal Submissions Specifications," i.e. market analysis, budget information, assessment of library collections, etc. as specified.

List additional documents included:

FORM INSTRUCTIONS:

1. Once you have completed the form, save it to your computer by clicking the "Save" button below.
2. Print and scan it.
3. Submit the scanned version to facsen@miami.edu with your proposal. **Please note:** only scanned versions can be accepted.

Save

End form.



MEMORANDUM

TO: General Welfare Committee
Faculty Senate

FROM: Patricia Sánchez Abril, J.D., Vice Dean, Graduate Business Education
Steven G. Ullmann, Ph.D., Professor and Chair of Health Management &
Policy, Director, Center for Health Management & Policy
Karoline Mortensen, Ph.D., Associate Professor of Health Management &
Policy, Faculty Director, Master in Health Administration

Subject: Curriculum Change: Master in Health Administration

Date: October 25, 2018

Proposal: To update the curriculum for the Master in Health Administration. (See attached proposal by Drs. Steven Ullmann and Karoline Mortensen for details.)

Background: The Master in Health Administration seeks to update its curriculum. Currently the program has 45 students.

Reasoning:

- See attached proposal for details on specific reasoning.

Resource Implications: None.

Procedural History:

- Graduate Business Education Committee – Discussed and approved 9/18/2018
- School Council of the Miami Business School – Discussed and approved 9/28/2018
- Graduate Council – Discussed and approved 10/16/2018

Memo

To: Graduate Business Education Committee (GBEC), Miami Business School

From: Department of Health Management and Policy
Steven Ullmann, PhD, Professor and Chair
Karoline Mortensen, PhD, Associate Professor and MHA Program Director

cc: Graduate Business Education Committee

Date: Proposal submitted 9/13/18
GBEC meeting: 9/18/18

Re: Proposal: Updated Curriculum for Master in Health Administration (MHA)

The Master in Health Administration (MHA) took in its first cohort of students in 2017. As of the fall semester 2018, the program is in its second year. Since the program's inception, a number of changes have been made due to changes in the Miami Business School's graduate curriculum. For example, the MHA program includes curriculum from the full time MBA program as well as from the Graduate Business Certificate (GBC) program. In 2017, the GBC curriculum was changed, and MHA courses were adjusted accordingly.

As the MHA program embarks on its second year, and in preparation for a third incoming group in the fall of 2019, the faculty of the Department of Health Management and Policy propose the following changes to the curriculum, to best meet the needs of the students and to remain aligned with the competency based mission of the program. The MHA program, as well as the Executive MBA in Health Management and Policy, use the National Center for Healthcare Leadership (NCHL) Competency Model (attached below).

The proposed changes to the MHA curriculum will also allow MHA students to earn a Graduate Business Certificate while earning their MHA, a meaningful value-add for students. The internship/capstone component is being reduced from 4-credits to 2-credits to allow for inclusion of BUS 610, a course which is now required in all specialized Master's programs.

Current MHA Curriculum with proposed changes in red.

Graduate Business Certificate (GBC) courses highlighted in blue.

Fall 2018

BTE 610	Management Information Systems	(2 credits)	
FIN 641	Fundamentals of Finance	(2 credits)	(GBC)
HSM 601	Essentials of Health Care Administration	(2 credits)	
HSM 683	Professional Skills Development	(2 credits)	
MAS 631	Statistics for Managerial Decision Making	(2 credits)	(GBC)
MGT 623	Human Resource Systems	(2 credits)	
BUS 610	Critical Thinking and Persuasion for Business	(2 credits)	Add BUS 610 (GBC)

Spring 2019

HSM 620	Population Health	(2 credits)	
HSM 640	Health & Medical Decision Making	(2 credits)	
HSM 655	Public Policy and Health	(2 credits)	
HSM 684	Analysis of Health Care Delivery & Policy	(2 credits)	
MKT 640	Foundations of Marketing Management	(2 credits)	(GBC)
MGT 677	Corporate Strategy and Organization	(2 credits)	(GBC)

Summer 2019

HSM 699	Health Care Administration Capstone / Internship	(4 credits)	Remove 4-credit HSM 699.
HSM 650	Health Care Administration Capstone & Internship	2 credits	Add 2-credit HSM 650 to replaced 4-credit HSM 699, capstone & internship component. HSM 650 meets naming conventions for internship courses. Credits reduced from 2 to 4 to allow for inclusion of BUS 610, required in all specialized Master's programs. Course form attached.

Fall 2019

MAS 633	Introduction to Quality Management	(2 credits)	
ACC 665	Health Care Financial and Managerial Accounting	(2 credits)	See ACC 660
ACC 670	Financial Reporting and Analysis	(2 credits)	Replace ACC 665 with ACC 670 – allowing MHA students to earn Grad Business Certificate (GBC)
BSL 685	Legal Aspects of Health Administration	(2 credits)	
MAS 634	Administrative Systems for Quality Management	(2 credits)	
MGT 620	Managing Through People	(2 credits)	(GBC)
MKT 643	Health Care Marketing	(2 credits)	

40 credits total

Graduate Business Certificate Curriculum

ACC 670	Financial Reporting and Analysis	2
BUS 610	Critical Thinking and Persuasion for Business	2
FIN 641	Valuation and Financial Decision Making	2
MAS 631	Statistics for Managerial Decision Making	2
MGT 620	Managing Through People	2
MGT 677	Corporate Strategy and Organization	2
MKT 640	Foundations of Marketing Management	2
Total Credit Hours		14

<http://bulletin.miami.edu/graduate-academic-programs/business/non-degree/business-administration-certificate/#curriculumtext>

NCHL Health Leadership Competency Model™

The **NCHL Health Leadership Competency Model™** was developed to provide the field with a comprehensive, validated competency model that will be suitable as the foundation for a breadth of leadership assessment and development applications. To ensure relevance to leaders from across disciplines, the Model was developed and validated utilizing interdisciplinary subject matter experts, and was refined in collaboration with industrial and educational psychologists. The resulting model has been adapted for use extensively in healthcare settings, and is now the leading model in use by accredited graduate programs in healthcare management, according to research conducted by CAHME.





MEMORANDUM

TO: General Welfare Committee
Faculty Senate

FROM: John Quelch, Dean, Miami Business School

Subject: Support for the Master in Health Administration Curriculum Change

Date: September 28, 2018

This memo is to document my support for the proposed curriculum change of the Master in Health Administration.


Thank you.

A handwritten signature in blue ink, appearing to read 'John Quelch', with a horizontal line underneath.



MEMORANDUM

TO: General Welfare Committee
Faculty Senate

FROM: W. Brian Barrett, Speaker of the School Council 
Anita Cava, Professor, Business Law, Second Vice Chair, School Council
Shirley Dennis-Escoffier, Associate Professor, Accounting,
First Vice Chair, School Council
Howard Gitlow, Professor, Management Science
Karoline Mortensen, Associate Professor, Health Management and Policy
A. Parasuraman, James W. McLamore Chair and Professor, Marketing
Philip Robins, Professor, Economics
Sara Rushinek, Professor, Business Technology
Chester A. Schriesheim, Professor, Management

Subject: Curriculum Change: Master in Health Administration

Date: September 28, 2018

The School Council, at its September 28 meeting, voted unanimously to approve the curriculum change for the Master in Health Administration.

Please note that the voting members of the Miami Business School (MBS), the regular faculty per the MBS bylaws, voted to delegate all decisions on curriculum issues to their elected representatives on the School Council for the fall 2018-spring 2019 academic year.



MEMORANDUM

DATE: October 2, 2018

TO: Patricia Abril, Vice Dean
School of Business

FROM: Patty Murphy, Executive Director
Office of Assessment and Accreditation 

RE: Revised Degree Requirements for Master of Health Administration

On September 28, 2018, the School of Business notified my office of its intent to revise the degree requirements for the Master of Health Administration (MHA) degree in Health Sector Management and Policy (Academic Plan Code: HADM_MHA).

The proposed new requirements would embed the Graduate Business Certificate within the MHA curriculum so that MHA students could complete both concurrently. The length of the program will remain the same (40 credits). The proposed revisions are as follows:

- Adding the required course BUS 610 Critical Thinking and Persuasion for Business (2 credits);
- Reducing the required capstone and internship from 4 credits to 2 credits and changing the course number from HSM 699 to HSM 650 to conform with course numbering conventions; and
- Replacing the required course ACC 665 Health Care Financial and Managerial Accounting (2 credits) with ACC 670 Financial Reporting and Analysis (2 credits).

The proposed changes do not "represent a significant departure, either in content or method of delivery" from what we are currently approved by SACSCOC to offer due to the following:

- The proposed changes meet the SACSCOC requirement of a minimum of 30 credit hours for a graduate program.
- The proposed changes do not require the development of new courses. It is merely a repackaging of existing courses. Although HSM 650 is a new course number, it is just being revised from an existing course, HSM 699.
- The proposed changes will not require the hiring of new faculty.
- The majority of the program will not be offered via distance education and, in any case, the University is approved to offer 100% distance education programs.
- The program will be offered on the University's Coral Gables campus.
- The graduate program covers the literature in the field through its required core coursework.
- The graduate program ensures ongoing student engagement in research and/or appropriate professional practice and training experiences through a required capstone and internship (HSM 650).

SACSCOC only requires notification of program changes that represent a significant departure from our current programs. Therefore, no notification or approval is required for this change.

Please contact me if you have any questions at pattymurphy@miami.edu or (305) 284-3276.

CC: Faculty Senate
Guillermo Prado, Dean of the Graduate School
John Quelch, Dean of the School of Business
Alex Mas, Assistant Director, School of Business
Steve Ullmann, Chair, Department of Health Management and Policy
Karen Beckett, University Registrar
Carrie Glass, Executive Director of Student Financial Assistance and Employment

UNIVERSITY OF MIAMI
GRADUATE SCHOOL



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P.O. Box 248125 Fax: 305-284-5441
Coral Gables, FL 33124-4629 graduateschool@miami.edu

MEMORANDUM

DATE: October 22, 2018
TO: Tomas Salerno
Chair, Faculty Senate
FROM: Guillermo (Willy) Prado *Guillermo Prado*
Dean, The Graduate School
SUBJECT: Curriculum Change – Master in Health Administration

The Miami Business School submitted a proposal with intent to change the existing curriculum of the Master in Health Administration. The proposal was discussed at the meeting of the Graduate Council on Tuesday, October 16, 2018, and no concerns were expressed by the Council members.

cc: John Quelch, Dean, Miami Business School
Patricia Abril, Vice Dean, Miami Business School
Steve Ullmann, Chair, Health Management and Policy, Miami Business School
Karoline Mortensen, MHA Program Director, Miami Business School
Office of Assessment and Accreditation