



MEMORANDUM

To: Julio Frenk
University President

From: Linda L. Neider
Chair, Faculty Senate

Date: September 27, 2019

Subject: Faculty Senate Legislation #2019-25(B) – Revise the Requirements for the Master of Health Administration Degree, Business School

The Faculty Senate, at its September 25, 2019 meeting, had no objections to the approval of the Business School's proposal to revise the requirements of the Master of Health Administration degree. These are retroactive revisions to the degree requirements for the Master of Health Administration (MHA) in Health Management and Policy that occurred as a result of changes that were approved to the graduate certificate in Business which is embedded in the program. The program is also proposing revising its curriculum to include 8 credit hours in electives.

The proposed new curriculum will require successful completion of 40 credit hours, including 32 credit hours in required courses and 8 credit hours in electives.

The proposal is enclosed for your reference.

This legislation is now forwarded to you for your action.

LLN/ss/rh

cc: Jeffrey Duerk, Executive Vice President and Provost
John Quelch, Dean, Business School
Patricia Abril, Vice Dean, Graduate Business Programs
Karoline Mortensen, Associate Professor, Health Management and Policy

CAPSULE: Faculty Senate Legislation #2019-25(B) – Revise the Requirements for the Master of Health Administration Degree, Business School

PRESIDENT'S RESPONSE

APPROVED:  DATE: 10/22/19
(President's Signature)

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.)

FORM INSTRUCTIONS:

1. Save/download the form as a pdf.
2. After completing the information below, print and scan the form.
3. Insert it with the background materials that are specified, in the order listed, and submit to facsen@miami.edu.

Please note: only scanned versions can be accepted.

Include this checklist at the beginning of each proposal.

KEY CONTACT PERSONNEL INFORMATION

First Name

Karoline

Last Name

Mortensen

Proponent's Title

Associate Professor, Department of
Health Management & Policy

Department, if applicable

Health Management & Policy

School/College

Miami Business School

E-mail

kmortensen@bus.miami.edu

Phone

8-9525

Title of Proposal

Curriculum Change: Master in Health Administraiton

(-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:

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:

End form.



MEMORANDUM

TO: General Welfare Committee
Faculty Senate

FROM: Karoline Mortensen, Ph.D., Associate Professor, Health Management &
Policy, Faculty Director, Master in Health Administration
Patricia Sánchez Abril, J.D., Vice Dean, Graduate Business Education

Subject: Curriculum Change: Master in Health Administration

Date: August 12, 2019

Proposal: To modify the curriculum for the Master in Health Administration. (See attached diagram for details.)

Background: The Master of Health Administration seeks to retroactively update its curriculum to reflect the approved changes made in the 2017-2018 academic year to the Graduate Certificate in Business [[Legislation 2017-19\(B\)](#)] which is embedded in the Master in Health Administration.

Reasoning:

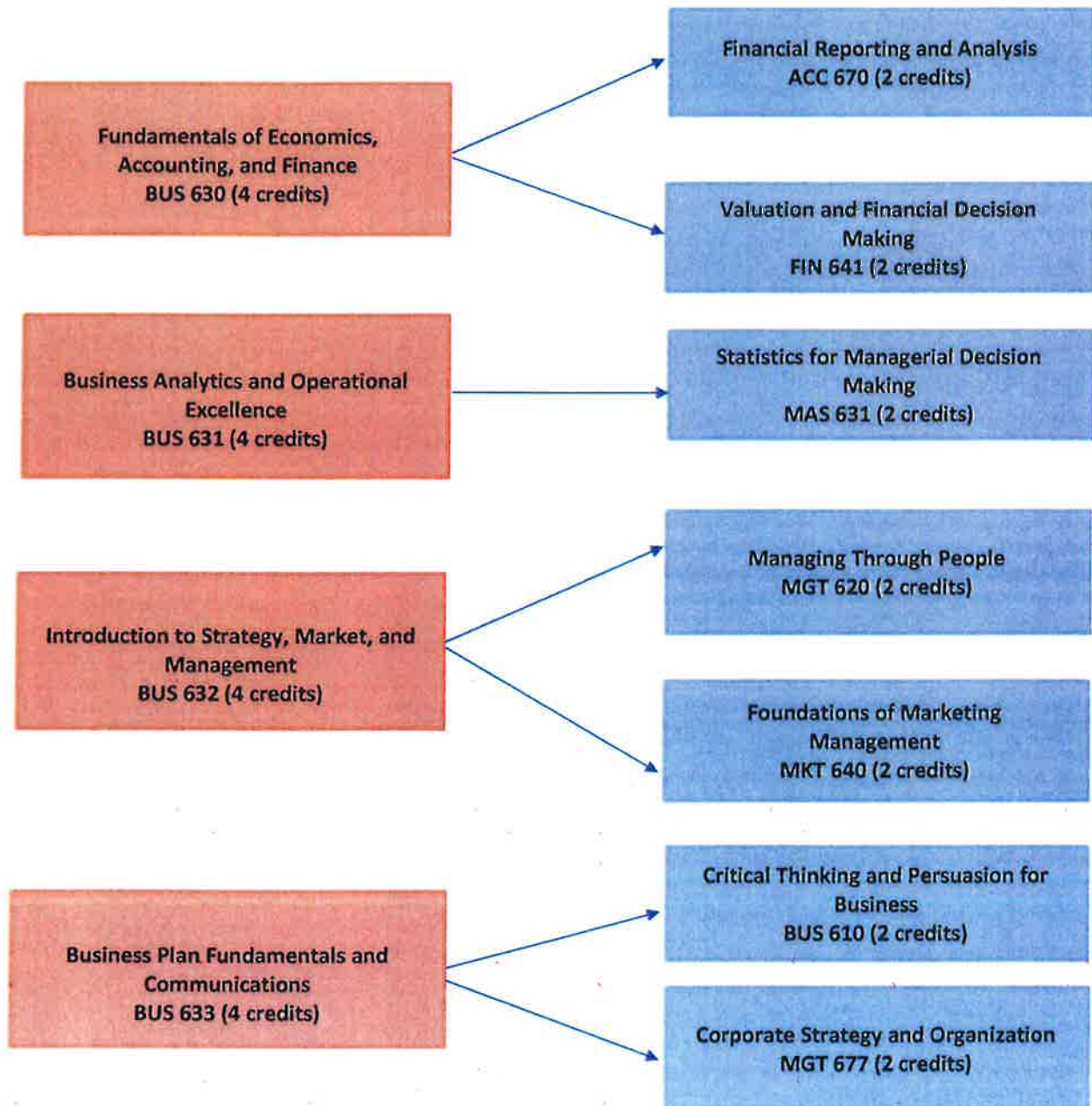
- Based on feedback from current and former students of the program, and faculty and staff, it was proposed during the 2017-2018 academic year to reduce the number of credits required to complete the Graduate Certificate in Business (from 16 down to 14). This proposal was previously approved.
- We learned through course evaluations, faculty, and students that the interdisciplinary approach of coupling similar areas proved unsatisfactory. This restructuring proposal of the Graduate Certificate in Business was previously approved.

Resource Implications: None.

Procedural History:

Graduate Business Education Committee – Discussed and approved 2/15/2019
School Council of the Miami Business School – Discussed and approved 3/4/2019
Graduate School Council – Discussed and approved 4/16/2019

Considerations	Recommended Changes
<p>Split each of the 4-credit courses (630, 631, 632, & 633) into eight separate courses (each worth 2 credits) in order to focus on single topics, meet clearer expectations/goals, and avoid (team-taught) conflicting goals from their professors.</p>	<p>Substitute BUS 630 for ACC 670 and FIN 641 BUS 631 for MAS 631 BUS 632 for MGT 620 and MKT 640 BUS 633 for BUS 610 and MGT 677</p>



The Master in Health Administration (MHA) program seeks to update the program curriculum to the following (table A). Table B shows the current/previous program curriculum.

A. Proposed Curriculum as of fall 2019:

Required Courses		32
HSM 601	Essentials of Health Care Administration	2
HSM 683	Professional Skills Development	2
BTE 610	Management Information Systems	2
MAS 631	Statistics for Managerial Decision Making	2
FIN 641	Fundamentals of Finance	2
BUS 610	Critical Thinking and Persuasion for Business	2
MGT 623	Human Resource Systems	2
MKT 640	Foundations of Marketing Management	2
HSM 684	Analysis of Health Care Delivery & Policy	2
HSM 655	Public Policy and Health	2
MGT 677	Corporate Strategy and Organization	2
HSM 650	Health Care Administration Capstone & Internship	2
MAS 633	Introduction to Quality Management	2
ACC 670	Financial Reporting and Analysis.	2
MGT 620	Managing Through People	2
MAS 634	Administrative Systems for Quality Management	2
Electives. Select 4 courses (8 credits) from below:		8
HSM 640	Health & Medical Decision Making	2
HSM 620	Population Health	2
BSL 685	Legal Aspects of Health Administration	2
MKT 643	Health Care Marketing	2
MGT 679	Merger and Acquisition Strategies	2
HSM 698	Special Topics (MHA)	2
HSM 699	Independent Study (MHA)	2
TOTAL CREDITS		40

B. Current/Previous Curriculum:


Curriculum Requirements

Code	Title	Credit Hours
Fall Semester-Term 1		
<u>BTE 610</u>	Foundations of Management Information Systems	2
<u>HSM 601</u>	Essentials of Health Care Administration	2
<u>HSM 683</u>	Professional Skills Development	2
Fall Semester-Term 2		
<u>FIN 641</u>	Valuation and Financial Decision Making	2
<u>MGT 623</u>	Human Resource Systems	2
<u>MAS 631</u>	Statistics for Managerial Decision Making	2
Spring Semester-Term 1		
<u>HSM 640</u>	Health and Medical Decision Making	2
<u>HSM 684</u>	Analysis of Health Care Delivery and Policy	2
<u>MKT 640</u>	Foundations of Marketing Management	2
<u>MGT 677</u>	Corporate Strategy and Organization	2
Spring Semester-Term 2		
<u>HSM 620</u>	Population Health	2
<u>HSM 655</u>	Public Policy and Health	2
Summer Semester		
<u>HSM 699</u>	Health Care Administration Internship	4
Fall Semester-Term 1		
<u>ACC 665</u>	Health Care Financial and Managerial Accounting	2
<u>BSL 685</u>	Legal Aspects of Health Administration	2
<u>MAS 633</u>	Introduction to Quality Management	2
Fall Semester-Term 2		
<u>MAS 634</u>	Administrative Systems for Quality Management	2
<u>MGT 620</u>	Managing Through People	2
<u>MKT 643</u>	Health Care Marketing	2
Total Credit Hours		40
Course List		



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: March 20, 2019

The School Council, at its March 4 meeting, voted unanimously to approve the curriculum change for the Master in Health Administration degree program.

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

TO: General Welfare Committee
Faculty Senate

FROM: John Quelch, Dean, Miami Business School 

Subject: Support for the Master in Health Administration Curriculum Change

Date: March 20, 2019

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

Thank you.

UNIVERSITY OF MIAMI
GRADUATE SCHOOL



Graduate School
P.O. Box 248125
Coral Gables, FL 33124-3220

Phone: 305-284-4154
Fax: 305-284-5441
graduateschool@miami.edu

MEMORANDUM

DATE: April 18, 2019

TO: Tomas Salerno
Chair, Faculty Senate

FROM: Guillermo (Willy) Prado *Guillermo Prado*
Dean, Graduate School

SUBJECT: Proposal – Curriculum Change Master of Health Administration

The Miami Business School submitted a proposal to seek retroactive approval for revisions to the degree requirements for the Master of Health Administration in Health Management and Policy that occurred as a result of changes that were approved to the (graduate) Certificate in Business which is embedded in the program. The proposal was discussed at the meeting of the Graduate Council on Tuesday, April 16, 2019, and no concerns were expressed by the Council members.

CC: John Quelch, Dean, Miami Business School
Patricia Sánchez Abril, Vice Dean, Graduate Business Education
Karoline Mortensen, Associate Professor, Health Management and Policy
Tiffany Plantan, Director of Education, Graduate School
Patty Murphy, Associate Provost for University Accreditation, Office of Assessment and Accreditation


MEMORANDUM

DATE: April 1, 2019

TO: Patricia Abril, Vice Dean, Graduate Business Education
Miami Business School

FROM: Patty Murphy, Associate Provost for University Accreditation
Office of Assessment and Accreditation

RE: Revision of the Requirements for the MHA Degree

On March 20, 2019, the Miami Business School notified my office of its intent to seek retroactive approval for revisions to the degree requirements for the Master of Health Administration (MHA) in Health Management and Policy (Academic Plan Code: HADM_MHA) that occurred as a result of changes that were approved to the (graduate) Certificate in Business which is embedded in the program. The program is also proposing revising its curriculum to include 8 credit hours in electives.

The proposed new curriculum will require successful completion of 40 credit hours, including 32 credit hours in required courses and 8 credit hours in electives, as follows:

- **Required Courses (32 credit hours)**
 - ACC 670 Financial Reporting and Analysis
 - BTE 610 Management Information Systems
 - BUS 610 Critical Thinking and Persuasion for Business
 - FIN 641 Fundamentals of Finance
 - HSM 601 Essentials of Health Care Administration
 - HSM 650 Health Care Administration Capstone & Internship
 - HSM 655 Public Policy and Health
 - HSM 683 Professional Skills Development
 - HSM 684 Analysis of Health Care Delivery & Policy
 - MAS 631 Statistics for Managerial Decision Making
 - MAS 633 Introduction to Quality Management
 - MAS 634 Administrative Systems for Quality Management
 - MGT 620 Managing Through People
 - MGT 623 Human Resource Systems
 - MGT 677 Corporate Strategy and Organization
 - MKT 640 Foundations of Marketing Management
- **Electives (8 credit hours chosen from the following options)**
 - BSL 685 Legal Aspects of Health Administration
 - HSM 620 Population Health

- HSM 640 Health & Medical Decision Making
- HSM 698 Special Topics (MHA)
- HSM 699 Independent Study (MHA)
- MGT 679 Merger and Acquisition Strategies
- MKT 643 Health Care Marketing

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 involve creating new courses, only a repackaging of existing courses.
- 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 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 these changes.

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
Alexander Mas, Assistant Director, School of Business
Karen Beckett, University Registrar
Carrie Glass, Executive Director of Student Financial Assistance and Employment