

## Academic Affairs Midwestern State University

The Academic Council met Wednesday, December 18, 2013, in the Clark Student Center Kiowa Room. Voting members in attendance were:

Dr. Matthew Capps, Dean, West College of Education  
 Dr. Laura Fidelie, Faculty Senate Vice-Chair  
 Dr. Deborah Garrison, Associate Vice President for Academic Affairs and Dean of the Graduate School  
 Ms. Laura Jefferson, Interim Dean, Fain College of Fine Arts  
 Dr. Jeff Killion, Radiologic Sciences Chair, substituting for Dr. James Johnston, Dean, Gunn College of Health Sciences and Human Services  
 Dr. Lynn Little, Dean, College of Science and Mathematics  
 Dr. Terry Patton, Dean, Dillard College of Business Administration  
 Dr. Sam Watson, Dean, Prothro-Yeager College of Humanities and Social Sciences

Absent was Ms. Leona Sandiford, Student Government Association Vice President

Other attendees:

Ms. Reagan Foster, Staff Senate Representative  
 Ms. Darla English, Registrar  
 Dr. Clara Latham, University Librarian  
 Ms. Leah Vineyard, Interim Director, Admissions  
 Ms. Jamie Wilson, Associate Registrar

Dr. Betty Hill Stewart, Provost and Vice President for Academic Affairs, presided and the meeting began at 2:00 p.m.

### **Approval of Minutes**

Dr. Stewart called for a motion to approve the November minutes of the Academic Council meeting. *Dr. Little made a motion that the minutes be adopted; Dr. Garrison seconded and the motion was unanimously adopted. (closed)*

### **Old Business**

There being no Old Business to discuss, the Council moved on to New Business.

### **New Business**

1. Dr. Patton made a motion to adopt the following undergraduate course and catalog changes in Accounting and Legal Studies in Business Administration. Dr. Fidelie seconded; and the motion was adopted. *(closed)*

#### **Accounting**

Change of Prerequisite, effective Fall 2014

ACCT 4063. Auditing

Prerequisite From: ACCT 3033

To: ACCT 3043 or concurrent enrollment

**Legal Studies in Business Administration**

Change of Course Title, effective Fall 2014

LSBA 3233. From: Legal Environment of Business

To: Legal and Ethical Environment of Business

2. Dr. Capps made a motion to adopt the following undergraduate course and catalog change in Education. Dr. Fidelie seconded; and the motion was adopted. (*closed*)

Deletion of courses, effective Fall 2014:

EDUC 4183. Student Teaching-Early Childhood and Kindergarten

3. Dr. Killion made a motion to adopt the following undergraduate course and catalog changes in Criminal Justice. Dr. Capps seconded; and the motion was adopted. (*closed*)

Undergraduate Catalog Changes, effective Fall 2014

Currently on page 223

*No changes until...*

REQUIREMENTS FOR THE BACHELOR OF SCIENCE IN CRIMINAL JUSTICE DEGREE

General (see page 89)

Academic Foundations and Core Curriculum (see page 91)

Additional Program Requirements

One year in one foreign language OR six to eight additional hours of science.

NOTE: The foreign language taken may be used for both the University's ~~humanities~~ **Language, Philosophy and Culture** requirement, as well as the CRJU additional 6-8 hours of foreign language, but **cannot** be counted twice towards the total 120 hours needed to graduate.

REQUIREMENTS FOR A MAJOR IN CRIMINAL JUSTICE (NO MINOR)

Major (~~48~~ **60** semester hours)

~~Forty-eight~~ **Sixty** semester hours to include CRJU 1113, 2213 or 2223, 2233 or 2243, 2933, 2943, **3103**, 3213, **3223**, 3713, **4203**, 4213, 4253, 4413, 4993, and ~~18~~ **15** additional advanced hours to total ~~33~~ **45** advanced hours.

REQUIREMENTS FOR A MAJOR IN CRIMINAL JUSTICE (WITH A MINOR or DUAL MAJOR)

Major (~~36~~ **48** semester hours)

~~Thirty-six~~ **Forty-eight** semester hours to include CRJU 1113, 2213 or 2223, 2233 or 2243, 2933, 2943, **3103**, 3213, **3223**, 3713, **4203**, 4213, 4253, 4413, 4993, and ~~3~~ **6** additional advanced hours to total at least ~~21~~ **33** advanced hours.

Degree Plan Updates, effective Fall 2014 (consolidated to fit page)

**BACHELOR OF SCIENCE IN CRIMINAL JUSTICE**  
**Midwestern State University**      *Gunn College of Health Sciences & Human Services*

**DEGREE PLAN 2014 - 2016 Catalog 60-Hour BSCJ Major Curriculum**

WRITING PROFICIENCY EXAM **must** be taken between 60 & 90 hours. If failed student must take ENGL 2113.

**Academic Foundations and Core Curriculum**

ENGL 1113 Rhet & Comp	3
ENGL 1123 Rhet & Comp	3
MATH 1053 <b>OR</b> 1203 <b>OR</b> 1233	3
Language, Philosophy & Culture	3
HIST 1133 Survey to 1865	3
HIST 1233 Survey since 1865	3
POLS 1333 American Govt.	3
POLS 1433 American Govt.	3
CREATIVE ARTS	3
SOCL 1133 Intro to Sociology	3
SCIENCE w/ LAB	3
SCIENCE w/ LAB	3
Foundational Component Area	3
Foundational Component Area	3
<b>SUB TOTAL</b>	
Computer Literacy Requirement	3
<b>SUB TOTAL</b>	

**Criminal Justice Major Only Requirements  
(60 Hour)**

CRJU 1113 Intro to Criminal Justice	3
CRJU 2213 Legal Asp of Law Enfc. <b>OR</b> CRJU 2223 Legal Asp of Correction	3
CRJU 2233 Police Sys & Prac. <b>OR</b> CRJU 2243 Corr. Sys & Prac.	3
CRJU 2933 Judicial Systems & Practices	3
CRJU 2943 Writing for C.J. Prof.	3
CRJU 3103 Criminology	3
CRJU 3213 Research Methods	3
CRJU 3223 Terrorism	3
CRJU 3713 Ethics in Criminal Justice	3
CRJU 4203 Civil Liability for C.J. Prof.	3
CRJU 4213 Criminal Law	3
CRJU 4253 Comp. C.J. Systems	3
CRJU 4413 Administration of Justice	3
CRJU 4413 Administration of Justice	3
CRJU 4993 Capstone	3
<b>CRJU 18 Advanced Hours</b>	
1)	3
2)	3
3)	3
4)	3
5)	3
6)	3
<b>SUB TOTAL</b>	60

Page 2 of 60 hour degree plan

**Additional BSCJ Requirements**

6-8 Hours of Foreign Language <b>OR</b> 6-8 additional hours of Science	CR HRS
Foreign Language	
Foreign Language	
Science	
Science	
SUB-TOTAL	
<b>7-15 Hours of Elective Courses to bring total to 120 semester credit hours</b>	CR HRS
SUB TOTAL	

TOTAL HOURS: \_\_\_\_\_  
**120 Minimum Hours**

TOTAL ADVANCED HOURS: \_\_\_\_\_  
**42 Minimum Hours**

**NOTE:** The foreign language taken may be used for both the University's **Language, Philosophy & Culture** requirement, as well as the CRJU 6-8 hours of foreign language, but cannot be counted twice towards the total 120 hours needed to graduate.

Degree Plan Updates continued, effective Fall 2014 (consolidated to fit page)

**BACHELOR OF SCIENCE IN CRIMINAL JUSTICE**

*Midwestern State University*

*Gunn College of Health Sciences & Human Services*

**DEGREE PLAN 2014-2016 Catalog 48-Hour BSCJ Major Curriculum (with minor or dual major)**

**EXAM:** WRITING PROFICIENCY EXAM must be taken between 60 and 90 hours. If failed student must take ENGL 2113.

**Academic Foundations and Core Curriculum**

Academic Foundations/Core	CR HRS
ENGL 1113 Rhet & Comp	3
ENGL 1123 Rhet & Comp	3
MATH 1053 <b>OR</b> 1203 <b>OR</b> 1233	3
Language, Philosophy & Culture	3
HIST 1133 SURVEY TO 1865	3
HIST 1233 SURVEY SINCE 1865	3
POLS 1333 AMER. GOVT.	3
POLS 1433 AMER. GOVT.	3
CREATIVE ARTS	3
SOCL 1133 Intro to Sociology	3
SCIENCE w/ LAB	3
SCIENCE w/ LAB	3
Foundational Component Area	3
Foundational Component Area	3
<b>SUB TOTAL</b>	
Computer Literacy Requirement	3
<b>SUB TOTAL</b>	

**Criminal Justice Major Requirements (48 HRS)**

CRJU 1113 Intro to C.J.	3
CRJU 2213 Legal Asp Law Enfc. <b>OR</b> CRJU 2223 Legal Asp of Corr.	3
CRJU 2233 Police Sys & Pract. <b>OR</b> CRJU 2243 Corr Sys & Pract.	3
CRJU 2933 Judicial Systems & Practices	3
CRJU 2943 Writing C.J. Prof.	3
CRJU 3103 Criminology	3
CRJU 3213 Research Methods	3
CRJU 3223 Terrorism	3
CRJU 3713 Ethics in C.J.	3
CRJU 4203 Civil Liability for CJ Prof.	3
CRJU 4213 Criminal Law	3
CRJU 4253 Comparative C. J. Systems	3
CRJU 4413 Administration of Justice	3
CRJU 4993 Capstone	3
<b>CRJU Six Advanced Hours</b>	
1)	3
2)	3
<b>SUB TOTAL</b>	<b>48</b>

6-8 Hours of Foreign Language <b>OR</b> 6-8 Additional Hours of Science	CR HRS
Foreign Language	
Foreign Language	
Science	
Science	
<b>SUB TOTAL</b>	

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**2<sup>nd</sup> Major or Minor**

PROGRAM:	CR HRS	ADV HRS
	3	3
	3	3
	3	3
	3	3
	3	
	3	
<b>SUB TOTAL</b>	<b>18</b>	<b>12</b>
<b>1-9 Hours of Elective Courses to bring total to 120 semester credit hours.</b>	CR HRS	ADV HRS
<b>SUB TOTAL</b>		

TOTAL HOURS: \_\_\_\_\_

**120 Minimum Hours**

TOTAL ADVANCED HOURS: \_\_\_\_\_

**42 Minimum Hours**

**NOTE:** The foreign language taken may be used for both the University's **Language, Philosophy & Culture** requirement, as well as the CRJU 6-8 hours of foreign language, but cannot be counted twice towards the total 120 hours needed to graduate

4. Dr. Killion made a motion to adopt the following undergraduate course and catalog changes in Nursing. Dr. Patton seconded; and the motion was adopted. (*closed*)

Change of Course Prerequisites, effective Spring 2014

NURS 3853. Concepts in Caring for the Adult Client

~~Co-Requisites: NURS 3503, 3863, 3873, 4123~~

NURS 3863. Concepts in Caring for the Pediatric Client

~~Co-Requisites: NURS 3503, 3853, 3873, 3503, 4123~~

NURS 3873. Concepts in Mental Health Care

~~Co-Requisites NURS 3503, 3853, 3863, 4123~~

NURS 4803. Concepts in Caring for the Acutely Ill Client

Prerequisites: NURS ~~3503~~, 3853, 3863, 3873, 4123

~~Co-Requisites: NURS 4813, 4823, 4833, 4842~~

NURS 4813. Concepts in Leadership in Nursing

Prerequisites: NURS ~~3503~~, 3853, 3863, 3873, 4123

~~Co-Requisites: NURS 4803, 4823, 4833, 4842~~

NURS 4823. Concepts in Community Health

Prerequisites: NURS ~~3503~~, 3853, 3863, 3873, 4123

~~Co-Requisites: NURS 4803, 4813, 4833, 4842~~

NURS 4833. Concepts in Caring for the Childbearing Family

Prerequisites: NURS 3503, 3853, 3863, 3873, 4123

Co-Requisites: NURS 4803, 4813, 4823, 4842

NURS 4842. Concepts in Clinical Reasoning and Judgment

Prerequisites: NURS ~~3503~~, 3853, 3863, 3873, 4123

~~Co-Requisites: NURS 4803, 4813, 4823, 4842~~

5. Dr. Watson made a motion to adopt the following undergraduate course and catalog changes in Philosophy. Dr. Garrison seconded; and the motion was adopted. (*closed*)

Deletion of Courses, effective Fall 2014

**PHIL 2233. Classical Philosophy**

**PHIL 2633. Contemporary Philosophy**

6. Dr. Watson made a motion to adopt the following undergraduate course and catalog changes in Philosophy. Dr. Fidelie seconded; and the motion was adopted. (*closed*)

New Course Addition, effective Fall 2014

**PHIL 2213. Eastern Philosophy and Religion**

Prerequisites: ENGL 1123, 3 hours of prior philosophy coursework or permission of instructor.

Description: A historical and theoretical survey of eastern philosophy and religion, including Hinduism, Buddhism, and Taoism.

**Lecture 3(3-0)**

1. To help students learn and understand the basic issues of eastern philosophy and religion from both a historical and theoretical perspective.
2. To help students gain familiarity with pivotal thinkers, theories, and texts in eastern philosophy and religion.
3. To help students develop their skills in interpreting and critically analyzing texts.
4. To help students develop their skills in identifying and evaluating arguments as well as in formulating arguments of their own.
5. To help students improve their ability to read and write clearly and critically.
6. To help students appreciate the relevance of philosophical discourse in public and private life and to gain a greater understanding of their personal philosophical commitments.
7. To inculcate students with a love of wisdom and a desire to live a philosophical life.

**PHIL 2223. Feminist Philosophy**

Prerequisites: ENGL 1123, 3 hours of prior philosophy coursework or permission of instructor.

Description: A historical and theoretical survey of feminist philosophy.

**Lecture 3(3-0)**

1. To help students learn and understand the basic issues of feminist philosophy from both a historical and theoretical perspective.
2. To help students gain familiarity with important thinkers, theories, and texts in feminist philosophy.
3. To help students develop their skills in interpreting and critically analyzing texts.
4. To help students develop their skills in identifying and evaluating arguments as well as in formulating arguments of their own.
5. To help students improve their ability to read and write clearly and critically.
6. To help students appreciate the relevance of philosophical discourse in public and private life and to gain a greater understanding of their personal philosophical commitments.
7. To inculcate students with a love of wisdom and a desire to live a philosophical life.

**PHIL 3033. Ancient Philosophy**

Prerequisites: ENGL 1123, 3 hours of prior philosophy coursework or permission of instructor

Description: A critical exploration of the philosophy of ancient Greece.

**Lecture 3(3-0)**

Course Objectives and/or additional information:

1. To help students learn and understand the basic issues of ancient philosophy from both a historical and theoretical perspective.
2. To help students gain familiarity with important thinkers, theories, and texts in ancient philosophy.
3. To help students develop their skills in interpreting and critically analyzing texts.
4. To help students develop their skills in identifying and evaluating arguments as well as in formulating arguments of their own.
5. To help students improve their ability to read and write clearly and critically.
6. To help students appreciate the relevance of philosophical discourse in public and private life and to gain a greater understanding of their personal philosophical commitments.
7. To inculcate students with a love of wisdom and a desire to live a philosophical life.

**PHIL 3133. Continental Philosophy**

Prerequisites: ENGL 1123, 3 hours of prior philosophy coursework or permission of instructor

Description: A historical and theoretical survey of modern continental philosophy.

**Lecture 3(3-0)**

Course Objectives and/or additional information:

1. To help students learn and understand the basic issues of continental philosophy from both a historical and theoretical perspective.
2. To help students gain familiarity with important thinkers, theories, and texts in continental philosophy.

3. To help students develop their skills in interpreting and critically analyzing texts.
4. To help students develop their skills in identifying and evaluating arguments as well as in formulating arguments of their own.
5. To help students improve their ability to read and write clearly and critically.
6. To help students appreciate the relevance of philosophical discourse in public and private life and to gain a greater understanding of their personal philosophical commitments.
7. To inculcate students with a love of wisdom and a desire to live a philosophical life.

7. Dr. Watson made a motion to adopt the following undergraduate course and catalog change in Political. Dr. Capps seconded; and the motion was adopted. (*closed*)

Deletion of Course, effective Fall 014

**POLS 4443. Black Politics**

8. Dr. Garrison made a motion to adopt the following graduate catalog changes. Dr. Capps seconded; and the motion was adopted. (*closed*)

Graduate Catalog Update/Clarification, currently page 19:

Conditional Admission

An applicant who does not meet each of the above admission criteria may be eligible for conditional admission by the graduate faculty of the student's intended major if the applicant has the following:

1. A bachelor's degree from a regionally accredited institution. (The equivalence of foreign degrees is evaluated by the Office of International Services.) The Office of the Graduate School must receive an official transcript, including one on which a bachelor's degree is posted, directly from each institution the applicant has attended.
2. An official score for the standardized graduate test, if required by the graduate program. The requirement for standardized test scores is decided at the college level. The student should contact the graduate coordinator of the intended graduate program for information. The Office of the Graduate School must receive official admissions test scores directly from the organization that administers the test.

A student who is conditionally admitted must earn a grade point average of 3.0 **or better** in the first four graduate courses (which total at least 12 SCH) applicable to the student's graduate major. Students who are assessed additional undergraduate leveling work must complete that work at the direction and to the satisfaction of the coordinator of the student's graduate major. To continue in the program, the student must meet the conditions set forth in the conditional admission.

9. Dr. Garrison made a motion to adopt the following Education graduate course and catalog changes. Dr. Capps seconded; and the motion was adopted. (*closed*)

Deletion of Courses, effective Fall 2014

**COUN 5353. Advanced Reality Therapy**

**COUN 6033. Technology for Counselors**

**ECED 5143. Practicum in Early Childhood**

**ECED 6953. Special Graduate Topics in Early Childhood Education**

**EDLE 5613. School Law and Public Relations**

**EDLE 5676. School Change and Reform**

**EDUC 5403. Technology for Organizational Development**

**EDUC 5853. Second Language Learning**

**EDUC 5883. Practicum in English as a Second Language**

**READ 6951. Special Graduate Topics in Reading Education**  
**SPED 6951. Special Graduate Topics in Special Education**

Catalog Update, currently on page 77

*Rationale: The endorsement is being deleted because of lack of attendance.*

~~ENDORSEMENTS—An additional teaching endorsement in English as a Second Language (ESL) is available through the West College of Education. The endorsement in ESL may be added to existing elementary and secondary teaching certificates. The endorsement is subject to change depending upon State of Texas regulations.~~

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~~TEACHING ENDORSEMENTS:~~

~~ENGLISH AS A SECOND LANGUAGE (ESL): This endorsement may be added to any valid Texas elementary, secondary, or all level certificate. Students may substitute one year of successful classroom teaching experience in an approved program for practicum. Twelve hours plus practicum or experience are required. Students will also take the state mandated TExES in English as a Second Language.~~

~~EDUC 5853 Second Language Learning~~

~~EDUC 5873 Methods and Materials for ESL~~

~~EDUC 5883 Practicum in ESL~~

~~EDUC 5893 Language Development for First and Second Language Learners~~

10. Dr. Garrison made a motion to adopt the following Health Services Administration graduate course and catalog changes. Dr. Capps seconded; and the motion was adopted. (*closed*)

New Course Additions, effective Fall 2014

**HSAD 5001. Independent Graduate Study in Health Administration**

Description: Independent study and supervised readings of topics relevant to health services administration.

Lecture and Lab 1(1-0)

Course Objectives and/or additional information:

- Expand current knowledge in a specific area of interest related to public health
- Remediate deficient areas of knowledge, behavior, or skills
- Develop or enhance skills in analyzing, synthesizing, and integrating public health-related information or experiences
- Develop or enhance skills in project identification, development, management, implementation, evaluation, communication, and/or dissemination

**HSAD 5002. Independent Graduate Study in Health Administration**

Description: Independent study and supervised readings of topics relevant to health services administration.

Lecture and Lab 2(2-0)

Course Objectives and/or additional information:

- Expand current knowledge in a specific area of interest related to public health
- Remediate deficient areas of knowledge, behavior, or skills
- Develop or enhance skills in analyzing, synthesizing, and integrating public health-related information or experiences
- Develop or enhance skills in project identification, development, management, implementation, evaluation, communication, and/or dissemination

**HSAD 5013. Health Services Administration Foundations**

Description: An overview of the U.S. health care system that explores a wide variety of topics including the Affordable Care Act (ACA), U.S. demographics, the U.S. healthcare



system, the importance of Diagnostic Related Groups (DRG) and International Classification of Diseases (ICD) -10 coding. During this overview the course also focuses on the honing skills needed by students to be successful in the field as well as those needed to be successful academically.

Lecture and Lab 3(3-0)

Course Objectives and/or additional information:

- Understand the complexity of the organizational structure of the U.S. health care system
- Explore the current legislative trends impacting the structure of the U.S. health care system
- Gain an understanding of ICD-10 and DRG coding for both reimbursement and disease identification
- Explore administrative career opportunities in the health care field
- Develop the critical thinking and writing skills needed to be successful in the field of health care administration

### **HSAD 5503. Healthcare Demographic Analysis**

Prerequisite: HSAD 5013, 5103 and 5293.

Description: This course introduces students to the basic techniques of demographic analysis. They will become familiar with the sources of data available for demographic research. Population composition and change measures will be presented. Measures of mortality, fertility, marriage and migration levels and patterns will be defined. Life table, standardization and population projection techniques will also be explored.

Lecture and Lab 3(3-0)

Course Objectives and/or additional information:

- Gain an understanding of demography and its uses in health care at the federal, state and local levels
- Learn the epidemiological issues that are impacted by demographics
- Explore the human resource issues relating to demographic analysis
- Examine social, psychological and economic issues which might impact on health care demographics

### **HSAD 5603. Prison Health Care**

Description: This course explores the structure of delivery of health care in a prison environment. Also it explores the health care needs of prison populations. The prison population is aging, and is the percentage of prisoners with chronic life threatening diseases is increasing, so the need for efficient management of their health care delivery needs is becoming more essential.

Lecture and Lab 3(3-0)

Course Objectives and/or additional information:

- Gain an understanding of the history of the prison health care delivery system at the federal, state and local levels
- Learn the epidemiological issues present in the prison system
- Explore the human resource issues common in prison systems
- Examine the social and psychological issues prevalent in the prison system which might impact on health care delivery
- Become aware of the special issues impacting on health care delivery in a prison setting

- Expand on critical thinking and writing skills

11. Dr. Garrison made a motion to adopt the following Health Services Administration graduate course and catalog changes. Ms. Jefferson seconded; and the motion was adopted. (*closed*)

Change of Course Title, effective Fall 2014

HSAD 5143. Health Care ~~and Personnel Law and Bioethics~~

Change of Course Title/Description, effective Fall 2014

HSAD 5153. Managed Care **Organizational Structure in the 21<sup>st</sup> Century**

Description: A pragmatic examination of the theories for and uses of managed health in a **the legally** complex society **of the 21<sup>st</sup> century**. ~~Managed Medicaid and Medicare are discussed as well as a special emphasis on financial contract negotiations.~~ **Special emphasis is placed on the impact of the Affordable Care Act (ACA) on the structure of care delivery in hospitals, community health clinics and medical practices. Also the impact of the ACA on health insurance is reviewed.**

Change of Course Prerequisite/Description, effective Fall 2014

HSAD 5253. Health Services Research

Prerequisite: HSAD **5013 and** 5103 or concurrent enrollment.

Description: A seminar on the current knowledge and research issues within specialized areas of health. An emphasis on the organizing, planning, and implementing of research results is used. Basic statistical techniques will also be reviewed. **A final written product that lays the groundwork for the advanced research class will also be produced.**

HSAD 6063. Graduate Seminar in Advanced Research

Prerequisite: Must have completed at least ~~18~~ **30** semester credit hours of core courses and completed HSAD 5253, or have permission of the instructor.

Description: The course focuses on **guiding students as they** ~~defining~~ **define** clear, **comprehensive** research questions, **write** effective literature reviews **that** critically ~~reviewing~~ **review** the published research **and finally develop a set of comprehensive recommendations.**

Change of Course Title/Prerequisite/Description, effective Fall 2014

HSAD 5103. ~~Health Service Administration~~ **Health Care Organization Behavior & Management Theories**

Prerequisite: **HSAD 5013 or taken concurrently**

Description: ~~Examines the structure and functions of the American health care industry, the concepts and processes of health and illness, the institutional and individual providers of health services, and related concepts.~~ **Explores the application of theory to organizational behavior and management in complex health care organizational environments.**

HSAD 5213. Capstone: ~~Health Services Strategic Management~~ **Health Services Operational and Strategic Management**

Prerequisite: ~~18~~ **30** semester hours including HSAD 5103.

Description: **Along with short-term planning this is an** integrated course on the formulation, implementation, and evaluation of strategy in health care organizations.

Emphasizes concepts dealing with industry structure, the strategic management process, and achieving/implementing planned programs to sustain competitive advantage.

12. Dr. Garrison made a motion to adopt the following Health Services Administration graduate catalog changes. Ms. Jefferson seconded; and the motion was adopted. (*closed*)

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currently on page 115

#### HEALTH SERVICES ADMINISTRATION

**Nathan R. Moran**

**Chair, Criminal Justice and Health Services Administration**

~~Health Services and Public Administration and MHA & MPA Graduate Coordinator~~

Graduate Faculty: ~~Behrens, Harlow, Fidelie, Moran, Roberts~~ (MHA Graduate Coordinator)

#### DEGREES/CERTIFICATES

The Health Services Administration Graduate Program offers the following:

Master of Health Administration (MHA) with a major in Health Services Administration (45 semester hours)

**The MHA major must choose among four concentration areas:**

- A) Health Information Management
- B) Medical Practice Management
- C) Public and Community Sector Health Care Management
- D) Rural and Urban Hospital Management

**The MHA Graduate Coordinator will design a degree plan including required courses and electives to meet the requirements for the selected area of concentration.**

Graduate Certificate in Health Services Administration (GCHSA – 18 semester hours)

~~In cooperation with other programs, the Health Services Administration program also offers the following:~~

~~MPA with a specialization in Health Services Administration (36 semester hours) — see page 141.~~

~~MPA with a Graduate Certificate in Health Services Administration (42 semester hours) — see page 141.~~

An MHA degree is offered for those who want to continue to work full-time and complete a master's degree in two to three years. Full-time students who take advantage of this unique ~~on-campus and off-campus~~ MHA should be able to complete the degree in five semesters. Each course **is offered fully online and includes** ~~Each course meets face-to-face twice a semester, along with intensive Internet based discussions;~~ **and written assignments. Face to face workshops and seminars are offered on campus during the academic terms for interested students; while attendance is optional for domestic students it is required for all international students with F1 visas.**

#### VISION, MISSION, GOALS, AND OBJECTIVES

*Vision:* To be a high value provider of health services administration education at the regional, state, national, and international levels to all types of clinical and non-clinical individuals.

*Mission:* The mission of the Master of Health Administration program is to effectively prepare students to operate in leadership roles in the complex and changing environment of health services administration. We strive to provide students with a cross-section of knowledge, skills, and abilities that prepare them to meet the health services administration needs of the larger community, as well as to assist them in accomplishing their career goals. Through ongoing faculty research and development, we aim to incorporate current theory and practice to provide an educational experience that effectively prepares students with diverse backgrounds and experiences to take on administrative roles within the health services delivery system.

Catalog Update  
currently on page 116

*Program Goal:* Prepare students with the essential competencies to work in mid-level administrative positions at larger health services organizations or upper level positions in smaller health services organizations.

*Program Objectives:* (1) Develop critical thinking and problem-solving skills to apply within a range of health services organizations; (2) Develop leadership and human resource management skills to respond effectively in diverse health services settings; (3) Apply core tools in the financial management of health services to support organizational success; (4) Apply quantitative and qualitative analysis techniques to enable effective organizational decision-making and problem solving; (5) Understand and apply health care

ethics to issues that arise in the changing health services environment; (6) Analyze and synthesize information for effective market-related and strategic decision-making and planning; and (7) Be knowledgeable about the regulatory and legal environment in which health services operate.

### **GRADUATE ADMISSION REQUIREMENTS**

Applicants must complete an application for admission to the Midwestern State University Graduate Programs. In addition to completing MSU admission application materials, **each applicant must also complete a separate application for admission to the Health Services Administration Program. Links to the application forms can be obtained from the program website.** The MHA program is open to students with varied educational backgrounds, and entrance into the MHA program is competitive. No specific baccalaureate degree is required. The applicant must have a bachelor's degree from a regionally accredited institution and meet the respective admission requirements for ~~each the degree~~ program. All applicants are required to submit GRE scores as part of the application process, or scores from an equivalent exam approved by the Program Chair. Students who have obtained a graduate degree from a regionally accredited program – master's or doctoral – are exempt from standards above and are admitted with unconditional status.

#### **Unconditional Admission Guidelines**

Unconditional admission may be granted to an applicant who meets the general admission requirements of Midwestern State University graduate admission and who has met the department's minimum competency requirements including consideration of the following:

1. ~~A-Competitive scores on the quantitative section of the GRE, see the table below; and~~
2. A basic knowledge of Excel, Word, and PowerPoint to enable the student to adequately prepare assignments and effectively function within the Web-based instructional modes used in instruction;
4. ~~Successful completion of College Algebra with a B or better within the last 3 years, or other documented evidence of analytical skills required for graduate level work approved by the Department Chair;~~
5. ~~Successful completion of a college level course in Technical/Report Writing with a B or better within the last 3 years, or other documented evidence of graduate level writing skills approved by the Department Chair; and~~
3. Undergraduate GPA of 3.0 or better; and
4. Paid or voluntary work experience in the health field OR clinical training at the bachelor's level.

#### **GRE Scores Required for Unconditional/Full Admission\***

<b>Graduate Record Exam (GRE)</b>	<b>Minimum Scores Required</b>
<b>Verbal Reasoning</b>	<b>50<sup>th</sup> percentile or greater **</b>
<b>Quantitative Reasoning</b>	<b>50<sup>th</sup> percentile or greater **</b>
<b>Analytical Writing</b>	<b>3.5</b>

\*Exceptions to the minimum score requirements may be made based on work experience, or other qualifying situations, but exceptions will be made on a case to case basis at the discretion of the program's admissions committee. Also, an Analytical Writing Score of 3.5 or greater may substitute for a GRE Verbal Reasoning score of less than 50<sup>th</sup> percentile or greater when considering a student for Unconditional Admission; again this will be on a case by case basis.

\*\* \* When compared to other test takers

#### **Conditional Admission Guidelines**

Applicants who do not meet the requirements of unconditional admission may be admitted conditionally. **The minimum GRE scores for conditional admission are shown in the table below.** As a general rule,

1. Conditional admission shall continue through the first 12 hours of graduate study.
2. If the conditional admission requires leveling courses, they must be completed in the first semester of attendance with a grade of B or better, unless the department agrees otherwise.
3. Upon successful completion of 12 semester credit hours of graduate courses with a grade point average of 3.2 and no grade lower than a B, the student's records will be reviewed to determine eligibility for full admission status
4. Any student removed from the program for academic reasons or rejected for admission to the MHA program may apply for a waiver according to directions below.

#### **Conditional Admission Requirements**

**Conditional admission may be granted to an applicant who meets the general admission requirements of Midwestern State University graduate admission and who has met the department's minimum competency requirements for conditional admission including consideration of the following:**

### 1. GRE Scores, see table below:

#### Conditional/ Provisional GRE Admission Scores

Graduate Record Exam (GRE)	Minimum Scores Required*
Verbal Reasoning	25 <sup>th</sup> to 49 <sup>th</sup> percentile**
Quantitative Reasoning	25 <sup>th</sup> to 49 <sup>th</sup> percentile**
Analytical Writing	2.0-3.4***

\*Exceptions to the minimum score requirements may be made based on work experience, or other qualifying situations, but exceptions are made on a case to case basis at the discretion of the program's admissions committee. \*\* When compared to other test takers. \*\*\*An Analytical Writing Score of 3.5 or greater may substitute for a GRE Verbal Reasoning score of less than the 50<sup>th</sup> percentile

2. A basic knowledge of Excel, Word, and PowerPoint to enable the student to adequately prepare assignments and effectively function within the Web-based instructional modes used in instruction;

3. Undergraduate GPA of 2.6 or better; and

4. Paid or voluntary work experience in the health field OR clinical training at the bachelor's level OR work experience in a related field.

#### Application for Re-Admittance or Admission if denied Conditional Admission

The department does recognize that in rare cases course grades may cause a student to be administratively dismissed from the program or who may have not met the requirements for provisional admission. In such cases, a student may apply to the department's academic review committee for re-admission after he or she has been officially dismissed from the program **or for reconsideration if not granted conditional admission**. The student must submit a letter requesting **readmission** with supporting documentation of ability to perform satisfactory academic work. **Also the student must submit a statement explaining why he did not perform up to departmental standards and how he intend to remedy this situation.**

Approval of the **re-admission** request will be based upon the student's written essay in his or her original application, the trend of undergraduate and graduate grades, professional work experience, letter of request, GRE analytical score, and consideration of letters of recommendation. Approval of a readmission request moves the student to conditional status with attendant requirements, which shall be evaluated based on a time schedule established by the department's academic review committee. **Students seeking reconsideration for provisional admission must write a letter to the committee explaining why their GRE and/or their undergraduate GPA did not meet the minimum program requirements and how they intend to work towards strengthening these identified areas of deficit.**

#### Requirements for Academic Good Standing

Any student who receives two grades of C or D, or a combination of C and D or less, or one F will be administratively removed from the program **the term following the second C or D or the one F**.

**A student in the master's or the graduate certificate programs may repeat one course in which a grade of C or lower has been earned** ~~MHA courses in which MHA, student earns a grade of C or lower may be repeated one time for a higher grade,~~ with the approval of the department's academic review committee. A 3.0 overall grade point average is required for graduation, and students must have a grade of B or better in all courses in the major. **Students who are seeking the graduate certificate must earn a grade of B or better in each of the courses to be awarded the certificate.**

#### STRUCTURE OF PROGRAMS

*Lockstep/Part time programs:* The MHA program is a 45-credit ~~lockstep structure in program~~ which requires students to take some courses in a specific sequence. Although students are encouraged to start in the fall semester, exceptions are made for those who want to start in the spring or summer semesters. MHA part-time slots are available, but students are responsible for assuring that they complete the courses in an appropriate sequence.

*Core Courses:* All Health Services Administration students must complete the **33 credits-courses** specified below.

HSAD 5013	Health Services Administration Foundations*
HSAD 5113	Health Care Financial Management
HSAD 5103	Health Care Organization Behavior & Management Theories*
HSAD 5293	Managerial Epidemiology and Biostatistics
HSAD 5253	Health Services Research
HSAD 5143	Health Care and Personnel Law
HSAD 5203	Health Care Marketing and Microeconomics

<b>HSAD 5223</b>	<b>Health Informatics</b>
<b>HSAD 5133</b>	<b>Health Systems Engineering and Quantitative Methods</b>
<b>HSAD 5213</b>	<b>Capstone: Health Services Operational and Strategic Management</b>
<b>HSAD 6063</b>	<b>Grad. Sem in Advanced Research 3 hours**</b>

\* **Must be taken during the first full academic semester in program**

\*\***Taken only one time after completing at least 30 credit hours AND HSAD 5253**

**12 credits of elective courses are to be defined by the student and the advisor, based on the student's desired career goals.**

### **SAMPLE SCHEDULE**

Typical course offerings each semester are as follows:

#### **Fall**

**HSAD 5013 Health Services Administration Foundations\* 3 Semester credit hours (sch)**

~~HSAD 5103 Health Services Administration~~ **Health Care Organizational Behavior & Management Theories\* 3 hrs.-(sch)**

~~HSAD 5113 Health Care Financial Management † 3 hrs.sch~~

~~HSAD 5123 Health Care Personnel 3 hrs.~~

HSAD 5203 Health Care Marketing and Microeconomics 3 sch.

HSAD 5223 Health Informatics 3 sch.

**HSAD 5253 Health Services Research 3 sch.**

HSAD 6063\*\* Graduate Seminar in Advanced Research 3 sch.

**ELECTIVE\*\*\***

#### **Spring**

**HSAD 5013 Health Services Administration Foundations\* 3 sch**

~~HSAD 5103 Health Services Administration~~ **Health Care Organizational Behavior & Management Theories\* 3 sch.**

HSAD 5133 **Health Systems Engineering and Quantitative Methods** 3 sch.

~~HSAD 5153 Managed Care 3 hrs.~~

HSAD 5163 Health Administration Problem 3 sch.

~~HSAD 5213 Capstone: Health Services Strategic Management~~ **Capstone: Health Services Operational and Strategic Management** 3 sch.

~~HSAD 5253 Health Services Research 3 hrs.~~

HSAD 5293 Managerial Epidemiology and Biostatistics 3 sch.

HSAD 6063\*\* Graduate Seminar in Advanced Research 3 sch.

**ELECTIVE**

#### **Summer**

HSAD 5143 Health Care **and Personnel Law and Bioethics** 3 sch.

~~HSAD 5233 Health Policy and Macroeconomics 3 hrs.~~

~~HSAD 5273 Health Care Ethics 3 hrs.~~

**Elective 1**

**Elective 2**

**Elective 3**

\***Must be taken during** the first full academic semester ~~only one~~ \*\*Taken only one time after completing at least ~~30~~ 48-semester credit hours and HSAD 5253. \*\*\* **Electives will rotate, so if a student desires a specific elective be sure to take it the first semester it's offered as it may not be offered for several more semesters.**

### **Graduate Certificate in Health Service Administration**

Students who have earned a bachelor's degree, but who are not enrolled in the MHA program, may elect to complete the Graduate Certificate in Health Services Administration offered by the department. **Certificate students must earn a grade of "B" or better in each course to qualify for the graduate certificate.** The course requirements for this certificate are listed below.

Graduate Certificate in Health Services Administration - 18 semester hours:

(MPA students see page 141)

**HSAD 5013 Health Services Administration Foundations 3 sch\***

~~HSAD 5103 Health Services Administration~~ **Health Care Organizational Behavior & Management Theories** 3 sch.

HSAD 5113 Health Care Financial Management † 3 sch.

HSAD 5123 Health Care Personnel 3 sch.  
 HSAD 5133 Health Systems Analysis 3 hrs.  
 HSAD 5143 Health Care **and Personnel Law and Bioethics** 3 sch.  
 HSAD 5153 Managed Care **Organizational Structure in the 21<sup>st</sup> Century** 3 sch.

### GRADUATION REQUIREMENTS

**Students must successfully complete all required courses with a grade of B or better** To graduate, all students must successfully complete all course work ~~Including completion of HSAD 5163~~ in a manner consistent with the guidelines for that course (Contact the **Program Coordinator** ~~Department Chair~~ for more information). In addition, all MHA students must complete and successfully pass a written comprehensive examination ~~at least one week prior to the last day of classes~~ in the semester in which they intend to graduate. A student who fails the comprehensive examination may be allowed one retake of the exam. The student will be notified by the Program Coordinator and/or the student's advisor if a retake is permitted. This retake cannot be completed until the next semester and will ~~consist of a new exam~~ be **comprised of new questions**. If a student fails the retake of the examination, his/her degree candidacy will be terminated.

*Note:* These requirements are specific to MHA students. Students who are in other program areas and taking MHA courses should refer to the program requirements for the program for which they have been admitted.

### ADMISSION TO CANDIDACY

Admission to Candidacy occurs when the student completes all required courses ~~requirements~~ **with a grade of B or better**.

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### COURSES IN HEALTH SERVICES ADMINISTRATION (HSAD)

#### 5001. Independent Graduate Study in Health Administration 1 (1-0)

**Independent study and supervised readings of topics relevant to health services administration.**

#### 5002. Independent Graduate Study in Health Administration 2(2-0)

**Independent study and supervised readings of topics relevant to health services administration.**

#### 5003. Independent Graduate Study in Health Administration 3(3-0)

Independent study and supervised readings of topics relevant to health services administration.

#### 5006. Public Health – Determinants of Health Disparities – A Comparative

International Perspective 6(6-0)

Course will include (1) the delivery of health care needs/services of selected populations in the U.S. and Great Britain; (2) description of health disparities and measurement issues; (3) determinants of health disparities: politics and health insurance coverage, economics, social and physical environmental factors, behavioral and emotional variables; (4) impact of aging populations, increased racial and ethnic diversity, and technological developments; and (5) intervention strategies and evaluation results. Each student will be expected to complete a substantial, original research paper or project to satisfy the 6 hour requirement. This course will only be taught as part of the British Studies program in London, England.

#### 5013. Health Services Administration Foundations 3(3-0)

**An overview of the U.S. health care system that explores a wide variety of topics including the Affordable Care Act (ACA), U.S. demographics, the U.S. health care system, the importance of Diagnostic Related Groups (DRG) and International Classification of Diseases (ICD)-10 coding. During this overview the course also focuses on the honing skills needed by students to be successful in the field as well as those needed to be successful academically.**

#### 5103. ~~Health Service Administration~~ **Health Care Organization Behavior & Management Theories** 3(3-0)

Prerequisite: **HSAD 5013 or taken concurrently**

~~Examines the structure and functions of the American health care industry, the concepts and processes of health and illness, the institutional and individual providers of health services, and related concepts.~~

**Explores the application of the theory to organizational behavior and management in complex health care organizational environments.**

#### 5113. Health Care Financial Management-I 3(3-0)

A theoretical and practical study of organizations and functions of health care finance and financial management. Emphases are on institutional fiscal policies, accounting concepts, of strategic positioning of health organizations, internal/external control, and ethical considerations.

5123. Health Care Personnel 3(3-0)

Examination of the health care personnel/human resources and assessment of the alternative approaches for improving the productivity of medical and allied health care providers. Emphasis is on health care provider productivity analysis and projection of human resource evaluation.

5133. Health Systems Analysis 3(3-0)

Introduction to principles and methods employed in health evaluation within ~~healthcare~~ **health care** organizations. Focus will be on conceptualization, design, and operational procedures used in **health care** program evaluation.

5143. Health Care **and Personnel Law and Bioethics** 3(3-0)

Examines the basic principles and practices of law affecting health facilities, medical practice, patient care and treatment, medical services, and other functions relating to health employment law. Such ethical issues relating to health care as genetics, euthanasia, and privacy will be examined.

5153. Managed Care **Organizational Structure in the 21<sup>st</sup> Century** 3(3-0)

A pragmatic examination of the theories for and uses of managed health in ~~a~~ **the legally** complex society of the 21<sup>st</sup> century. **Special emphasis is placed on the impacts of the Affordable Care Act (ACA) on the structure of care delivery in hospitals, community health clinics and medical practices. Also the impact of the ACA on health insurance is reviewed.**

5163. Health Administration Problems 3(3-0)

This course is designed to provide students with opportunities to integrate content from the program and apply it to situations in health services organizations. The course learning experiences may include observation of and participation in administrative practice in selected health service organization, applied research projects relevant to a community or organization, and analyses of case studies requiring the application and integration of program course content. Courses activities are determined with students at the start of the course.

5203. Health Care Marketing and Microeconomics 3(3-0)

A foundational approach to the theories, concepts, and techniques of marketing and microeconomics as applied to health care services. Emphasis is placed on the role of marketing and health facility/organization outcomes with patient needs.

5213. ~~Capstone: Health Services Strategic Management~~ **Capstone: Health Services Operational and Strategic Management** 3(3-0)

Prerequisites: ~~18~~ **30** semester hours including HSAD 5103.

Along with short-term planning this is an integrated course on the formulation, implementation, and evaluation of strategy in health care organizations. Emphasizes concepts dealing with industry structure, the strategic management process, and achieving/implementing planned programs to sustain competitive advantage.

5223. Health Informatics 3(3-0)

Examines the software and hardware components required for effective health care operations. Both regulatory and procedural aspects of daily health operations are explored for those who use p.c.-based and mainframe computer systems.

5233. Health Policy and Macroeconomics 3(3-0)

Focuses on current policy and future political ideology impact care in health organizations. As economic drivers underlay many of the policy decisions in the U.S. today, both sociologic and economic frameworks will be used to present issues and discuss policy outcomes.

5243. Long Term Care Administration 3(3-0)

Focuses on unique knowledge and skills considered essential for effective long-term care administration. Emphasis is on the long-term care administrator as a person who ensures normalized living within a health care environment.

5253. Health Services Research 3(3-0)

Prerequisite: HSAD **5013** and 5103 or concurrent enrollment.

A seminar on the current knowledge and research issues within specialized areas of health. An emphasis on the organizing, planning, and implementing of research results is used. Basic statistical techniques will also be reviewed. **A final written product that lays the groundwork for the advanced research class will also be produced.**

5273. Health Care Ethics 3(3-0)

Examines the ethical issues when providing ~~healthcare~~ **health care** in a complex culture. Morals and



ethics are assessed in six domains: decision-making, professionalism, clinical, business, organizational, and social.

5283. Health Care Financial Management II 3(3-0)

Prerequisite: HSAD 5113 or approval of the instructor.

An advanced healthcare financial management course building on the skills learned in HSAD 5113.

5293. Managerial Epidemiology and Biostatistics 3(3-0)

The course will focus on the principles and practices of monitoring how disease status and control relate to healthcare management. It will emphasize using epidemiological methods and biostatistical procedures to make sound management decisions. Core aspects of management will be emphasized in relationship to the critical evaluation of communities and/or populations' health.

**5503. Healthcare Demographic Analysis 3(3-0)**

**This course introduces students to the basic techniques of demographic analysis. They will become familiar with the sources of data available for demographic research. Population composition and change measures will be presented. Measures of mortality, fertility, marriage and migration levels and patterns will be defined. Life table, standardization and population projection techniques will also be explored.**

**5603. Prison Health Care 3(3-0)**

**This course explores the structure of delivery of health care in a prison environment. Also it explores the health care needs of prison populations. The prison population is aging, and is the percentage of prisoners with chronic life threatening diseases is increasing, so the need for efficient management of their health care delivery needs is becoming more essential.**

6003. Special Graduate Topics in Health Services Administration 3(3-0)

Topics vary. May be repeated with different content.

6063. Graduate Seminar in Advanced Research 3(3-0)

Prerequisites: Must have completed at least ~~18~~ **30** semester credit hours of core courses and completed HSAD 5253, or have permission of the instructor.

The course focuses on **guiding students as they defining define** clear, **comprehensive** research questions, **write** effective literature review **that** critically ~~reviewing~~ **review** the published research **and finally develop a set of comprehensive recommendations.**

## Additional Information

- Ms. Vineyard reported that the Admissions staff is working hard to wrap up the semester; they are currently up about 45% in applications that have been received. Now that grades are all posted, they are also working on the end of the semester suspension letters.
- Ms. Jefferson announced that Dr. Martin Camacho has accepted the position of the Dean of the Lamar D. Fain College of Fine Arts. Dr. Camacho will begin at MSU in Fall 2014.
- Dr. Garrison reported that the Graduate School has submitted its proposal to the President for the hire of Noel Levitz, a firm that could help MSU with graduate retention and recruitment.
- Dr. Capps announced that Dr. SuHua Wang and two Education students, Nicole Clark and Whitney Weed have an article published on the Council of Undergraduate Research (CUR) website. "The Use of an iPad to Promote Kindergartners' Alphabet Recognition and Letter Sound Correspondence" is the result of a study to investigate the effectiveness of the iPad's application that fosters literacy development and learning for struggling readers at the primary grade. To read more, go to <http://www.cur.org/highlights/> and select the Social Sciences category.
- Ms. English reported that the Registrar Office is working to finish updating transcripts before the holiday.
- Dr. Watson announced that they are optimistic that a new hire has been made in Sociology. The new person should begin in Fall 2014.
- Dr. Little announced that they are working to finalize the hire of a new Petroleum Engineering Professor.
- Dr. Stewart thanked the council for a productive semester. She reported that we should hear back from the Texas Higher Education Coordinating Board on the proposed core curriculum in January or February. After the core is approved, the council will be the body which will make

recommendations of what courses should be added beyond the 42 hour core requirements for the BA/BS graduation requirements.

**Adjournment**

There being no other business, the meeting was adjourned at 2:20 p.m.

Respectfully submitted,

Deb Schulte, Assistant to the Provost