

Request for Graduate Addition, Deletion, or Change of a Major or Degree

NOTE: Before you submit a request for a new Major or Degree, you must submit an INTENT TO PLAN form. Only after the INTENT TO PLAN goes through the approval process are you ready to submit this request for a new Major or Degree. For detailed information on new programs please see: <http://wvhepcdoc.wvnet.edu/resources/133-11.pdf>.

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one PDF copy without signatures to the Graduate Council Chair.
3. **The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.**

College: LCOB _____

Dept/Division: MGT/ Health Care MGT _____

Contact Person: William "Kent" Willis _____

Phone: 3049390014 _____

Degree Program Check action requested: Addition Deletion Change

Effective Term/Year

Fall 20

Spring 20

Summer 20

Information on the following pages must be completed before signatures are obtained.

Signatures: if disapproved at any level, do not sign. Return to previous signer with recommendation attached.

Dept. Chair/Division Head _____	Date _____
College Curriculum Chair _____	Date _____
College Dean _____	Date _____
Graduate Council Chair _____	Date _____
Provost/VP Academic Affairs _____	Date _____
Presidential Approval _____	Date _____
Board of Governors Approval _____	Date _____

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Please provide a rationale for addition, deletion, change: (May attach separate page if needed)

Change within the program is requested allowing the curriculum to provide more up-to-date and pertinent health care content. This will allow the student to receive a better education in the today's health care field. As new trends and methodologies within the management/administration of health care occur, changes must be made to the curriculum. These trends and methodologies need reflected within the curriculum for the HCA students. Former and current students are requesting more health care oriented courses. Changes will align the program with accreditation criteria of a national health care accrediting organization. Receiving accreditation is a goal of the HCA program.

Please describe any changes in curriculum:

List course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change. (May attach separate page if needed)

MKT 511, Marketing and Management, 3 credit hours (Removed from HCA curriculum)
MGT 672, Organizational Behavior, 3 credit hours.. (Removed as a required course from HCA curriculum)
MGT 620, Human Resource Management, 3 credit hours. (Removed as a required course from HCA curriculum)
HCA 640, The Health Care Professional, 3 credit hours. (Becomes a required HCA course)
HCA 658, Long Term Care, 3 credit hours. (Becomes a required HCA course)
Removing MKT 511 allows for an elective to added to the curriculum
MGT 672 and MGT 620 will be removed from HCA curriculum and replaced with HCA 658 and 640.

1. ADDITIONAL RESOURCE REQUIREMENTS: If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this major or degree, attach an estimate of the time and money required to secure these items.

NOTE: Approval of this form does not imply approval for additional resources. Enter NONE if not applicable.

None

2. NON-DUPLICATION: If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the request and any response received from them. Enter NONE if not applicable.

None

For catalog changes as a result of the above actions, please fill in the following pages.

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3. Current Catalog Description

Insert the *Current* Catalog Description and page number from the latest catalog for entries you would like to change.
(May attach separate page if needed)

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Course Requirements

MKT 511 Marketing and Management

HCA 600 The Health Care System

HCA 610 Health Care Financial Management

HCA 615 Health Care Economics

HCA 653 Integrated Delivery Systems

HCA 630 Legal Issues in Health Care Management

HCA 656 Management of Health Care Technology and Information Systems

MGT 620 Human Resource Management

HCA 655 Health Care Marketing

MGT 672 Organizational Behavior

HCA 695 Field Research in Health Care Management

Elective (in HCA)

4. Edits to the Current Description

Attach a PDF copy of the current catalog description prepared in MS WORD with strikethroughs to mark proposed deletions and use the highlight function to indicate proposed new text.

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5. New Catalog Description

Insert a 'clean' copy of your proposed description, i.e., no strikethroughs or highlighting included. This should be what you are proposing for the new description. (May attach separate page if needed)

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Course Requirements

HCA 600 The Health Care System

HCA 640 The Health Care Professional

HCA 610 Health Care financial Management

HCA 615 Health Care Economics

HCA 653 Integrated Delivery Systems

HCA 630 Legal Issues in Health Care Management

HCA 656 Management of Health Care Technology and Information Systems

HCA 658 Long Term Care

HCA 655 Health Care Marketing

HCA 695 Field Research in Health Care Management

Two Electives approved by advisor

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Please insert in the text box below your change summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings):

Department:

Major or Degree:

Type of Change: *(addition, deletion, change)*

Rationale:

Department: MGT/Health Care Management

Major or Degree: Masters Health Care Administration

Type of Change: Change of the required curriculum

Rationale: Changes requested to allow students to obtain more pertinent Health Care Course work. Changes will better align the program with a national accrediting organization.

Course Requirements

~~MKT 511 Marketing and Management~~

HCA 600 The Health Care System

HCA 640 The Health Care Professional

HCA 610 Health Care Financial Management

HCA 615 Health Care Economics

HCA 653 Integrated Delivery Systems

HCA 630 Legal Issues in Health Care Management

HCA 656 Management of Health Care Technology and Information Systems

HCA 658 Long Term Care

~~MGT 620 Human Resource Management~~

HCA 655 Health Care Marketing

~~MGT 672 Organizational Behavior~~

HCA 695 Field Research in Health Care Management

Elective (in HCA)

Two Electives approved by advisor