



CALIFORNIA STATE UNIVERSITY, LONG BEACH
VICE PROVOST FOR ACADEMIC PROGRAMS

Memorandum of Understanding

This MOU has been read and approved by:

Department Chair/Program Director: *Erlyana Erlyana* Date: 7/9/2021
Erlyana Erlyana

Dean, College of HHS : *Monica Lounsbery* Date: 7/9/2021
Monica Lounsbery

Vice Provost Academic Programs: *Jody Cormack* Date: 7/9/2021
Jody Cormack



CALIFORNIA STATE UNIVERSITY, LONG BEACH

OFFICE OF ACADEMIC PROGRAMS GRADUATE STUDIES

To: Erlyana Erlyana, Chair, Department of Health Care Administration

From: Jody Cormack, Vice Provost of Academic Programs & Dean of Graduate Studies

RE: BS in Health Care Administration Program Review

The Department of Health Care Administration offers a BS in Health Care Administration accredited through the Association of University Programs in Public Health Administration (AUPHA). The BS in Health Care Accreditation was last accredited in November 2015 through 2022. Its self-study for AUPHA is due in 2021. It received a PARC review in 2017.

Review of the progress reports, self-study, accreditation report, and UPRC report show that the department has in place opportunities for promoting student intellectual achievement. The department was commended for its use of an e-portfolio project that students develop across their undergraduate experience. The program was also commended for its expanded externship that spans two semesters rather than usual one semester, allowing greater depth of experience.

AUPHA found that the department was in substantial compliance with accreditation standards with the exception of the faculty FTEs assigned to the undergraduate program. At the time of certification, AUPHA found the department was already addressing this issue. In addition, AUPHA recommended that the department develop a specific mission and vision for the undergraduate program with outcomes aligned to those statements, a more structured outcomes assessment framework beyond surveys (direct over indirect assessments), a structured funding program that clearly delineates undergraduate from graduate funding. Finally, AUPHA recommended a summative assessment of student knowledge just prior to the externship.

As the program works on its self-study for reaccreditation, the Division of Academic Affairs recommends that the department ensure an analysis of the following items is included in its accreditation self-study:

1. The development of specific vision and values statements for the Bachelor of Science in Health Services Administration that focus solely on the Undergraduate Program, and how the curriculum is linked to the Program's mission.
2. The development of a direct assessment process for both competency achievement and student learning outcomes beyond using self-rating surveys.

3. Evidence of and analysis of an assessment plan and submission of assessment reports to university offices;
4. A discussion of how course syllabi demonstrate links to SLOs, program competency development and program outcomes.
5. How measurable student learning outcomes are linked to the undergraduate program's mission, vision, and goals;
6. A discussion of how the program resolved the assignment of faculty and status as assigned to the Program (faculty teach at least 25% of the instruction).