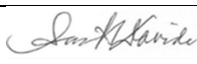


New York City College of Technology, CUNY

## CURRICULUM MODIFICATION PROPOSAL FORM

This form is used for all curriculum modification proposals. See the [Proposal Classification Chart](#) for information about what types of modifications are major or minor. Completed proposals should be emailed to the Curriculum Committee chair.

<b>Title of Proposal</b>	<b>Minor Prefix, Description, and Prerequisite Modifications to BS in Health Services Administration Program (HSA) Core Courses</b>
<b>Date</b>	<b>February 2, 2023</b>
<b>Major or Minor</b>	<b>Minor</b>
<b>Proposer's Name</b>	<b>Karen Bonsignore</b>
<b>Department</b>	<b>Health Sciences / Health Services Administration Program</b>
<b>Date of Departmental Meeting in which proposal was approved</b>	<b>January 20, 2023</b>
<b>Department Chair Name</b>	<b>Prof. Susan Davide</b>
<b>Department Chair Signature and Date</b>	 <b>3/3/23</b>
<b>Academic Dean Name</b>	<b>Dr. Maureen Archer</b>
<b>Academic Dean Signature and Date</b>	
<b>Brief Description of Proposal</b> (Describe the modifications contained within this proposal in a succinct summary. More detailed content will be provided in the proposal body.)	<p><u>Health Sciences proposes to change:</u></p> <ol style="list-style-type: none"> <li>1) A grade of "C" or higher is required for all HSA Core Courses and HSA prefixed courses to act as a prerequisite.</li> <li>2) Modify HSA catalog course descriptions, to prevent inappropriate HSA course progressions of students receiving a "D" in an HSA course the following needs to be in all HSA catalog descriptions.</li> <li>3) Prefix changes to the following courses from HSA to HCPM will allow HSA students to enroll and take as electives the following HCPM Courses:</li> </ol>
<b>Brief Rationale for Proposal</b> (Provide a concise summary of why this proposed change is important to the department. More detailed content will be provided in the proposal body).	<ol style="list-style-type: none"> <li>1) As all courses prefixed with HSA need to be passed by a grade of "C" or higher, relevant HSA course catalog descriptions must contain the following: "a grade of C or higher is required to pass this course."</li> <li>2) Prerequisites for HSA-BS core courses to align with their course descriptions regarding the minimum passing grade of a "C." Currently students receiving a grade of "D" in an HSA course that acts as a prerequisite may register for their upper-level HSA course despite not having completed the prerequisite courses in a manner required by the HSA degree.</li> </ol>

	<p>The courses presented in this proposal are:</p> <p>Courses included in this proposal:</p> <ul style="list-style-type: none"> <li>- HSA 3510 Health Services Mgt I</li> <li>- HSA 3560 Legal Aspects of Health Care</li> <li>- HSA 3602 Health Services Mgt II</li> <li>- HSA 3630 Health Care Finance &amp; Accounting Mgt</li> <li>- HSA 4620 Health Care Information Systems</li> <li>- HSA 4740 Health Research Methods</li> </ul> <p>3) Prefix change acknowledgement. Four courses will change their prefix from HSA to HSCI as per a separate proposal. The courses listed below will change to HSCI as they are core courses within HCPM and will remain elective courses for HSA students.</p> <ul style="list-style-type: none"> <li>- HSA 4900 Health Services Internship</li> <li>- HSA 4910 Introduction to Public Health</li> <li>- HSA 4960 Nursing Home Administration</li> <li>- HSA 4970 Social Marketing in Health Care Settings</li> </ul>
<p><b>Proposal History</b> (Please provide history of this proposal: is this a resubmission? An updated version? This may most easily be expressed as a list).</p>	<p><b>Initial proposal submission.</b></p>

Please include all appropriate documentation as indicated in the Curriculum Modification Checklist. For each new course, please also complete the New Course Proposal and submit in this document. Please submit this document as a single .doc or .rtf format. If some documents are unable to be converted to .doc, then please provide all documents archived into a single .zip file.

### ALL PROPOSAL CHECK LIST

Completed CURRICULUM MODIFICATION FORM including:	
• Brief description of proposal	X
• Rationale for proposal	X
• Date of department meeting approving the modification	X
• Chair's Signature	X
• Dean's Signature	
Evidence of consultation with affected departments List of the programs that use this course as required or elective, and courses that use this as a prerequisite.	N/A
Documentation of Advisory Commission views (if applicable).	N/A
Completed <a href="#">Chancellor's Report Form</a> .	X

## Section A: CHANCELLOR'S REPORT FORM

### Changes in Existing Courses

#### HSA 3510 – Health Services Management I

<b>CUNYFirst Course ID</b>	HSA 3510 – Health Services Management I		
<b>FROM:</b>		<b>TO:</b>	
<b>Department(s)</b>		<b>Department(s)</b>	
<b>Course</b>		<b>Course</b>	
<b>Prerequisite</b>	Admission to the Health Services Administration program or department approval	<b>Prerequisite</b>	Admission to the Health Services Administration program or department approval
<b>Corequisite</b>		<b>Corequisite</b>	
<b>Pre- or corequisite</b>	HSA 3510	<b>Pre- or corequisite</b>	<u>HSA 3510 with a grade of C or higher</u>
<b>Hours</b>		<b>Hours</b>	
<b>Credits</b>		<b>Credits</b>	
<b>Description</b>	Systems for the delivery of health services and related issues will be examined. The course will explore the present and probable future of the industry including the historical shift from a policy system to a market-driven system. Classes are forums of discussion emphasizing contemporary issues related to health care professionals, facilities and organization patterns of both the system and related suppliers and industries.	<b>Description</b>	<u>Examines systems for the delivery of health services and related issues. Explores the present and probable future of the industry including the historical shift from a policy system to a market-driven system. Classes are forums of discussion emphasizing contemporary issues related to health care professionals, facilities and organization patterns of both the system and related suppliers and industries.</u>  <u>A grade of C or higher is required to pass the course.</u>
<b>Requirement Designation</b>		<b>Requirement Designation</b>	
<b>Liberal Arts</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Liberal Arts</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Course Attribute</b>		<b>Course Attribute</b>	
<b>Course Applicability</b>	<input checked="" type="checkbox"/> Major <input type="checkbox"/> Gen Ed Required <input type="checkbox"/> English Composition <input type="checkbox"/> Mathematics <input type="checkbox"/> Science <input type="checkbox"/> Gen Ed - Flexible <input type="checkbox"/> World Cultures <input type="checkbox"/> US Experience in its Diversity <input type="checkbox"/> Creative Expression <input type="checkbox"/> Individual and Society <input type="checkbox"/> Scientific World <input type="checkbox"/> Gen Ed - College Option <input type="checkbox"/> Speech <input type="checkbox"/> Interdisciplinary <input type="checkbox"/> Advanced Liberal Arts	<b>Course Applicability</b>	<input checked="" type="checkbox"/> Major <input type="checkbox"/> Gen Ed Required <input type="checkbox"/> English Composition <input type="checkbox"/> Mathematics <input type="checkbox"/> Science <input type="checkbox"/> Gen Ed - Flexible <input type="checkbox"/> World Cultures <input type="checkbox"/> US Experience in its Diversity <input type="checkbox"/> Creative Expression <input type="checkbox"/> Individual and Society <input type="checkbox"/> Scientific World <input type="checkbox"/> Gen Ed - College Option <input type="checkbox"/> Speech <input type="checkbox"/> Interdisciplinary <input type="checkbox"/> Advanced Liberal Arts
<b>Effective Term</b>	Fall 2023		

Rationale: The HSA 3510 Health Services Management I is a discipline specific core course in the BS Health Services Administration (HSA) degree program and needs to align to HSA-BS curriculum standards and requirements regarding the minimum passing grade of "C" needed and progression as an HSA prerequisite.

**HSA 3560 – Legal Aspects of Health Care**

<b>CUNYFirst Course ID</b>	HSA 3560 – Legal Aspects of Health Care		
<b>FROM:</b>		<b>TO:</b>	
<b>Department(s)</b>		<b>Department(s)</b>	
<b>Course</b>		<b>Course</b>	
<b>Prerequisite</b>		<b>Prerequisite</b>	
<b>Corequisite</b>		<b>Corequisite</b>	
<b>Pre- or corequisite</b>	HSA 3510	<b>Pre- or corequisite</b>	<u>HSA 3510 with a grade of C or higher</u>
<b>Hours</b>		<b>Hours</b>	
<b>Credits</b>		<b>Credits</b>	
<b>Description</b>	<del>This course will explore ethical and legal issues and their interaction in today's dynamic health care arena. By studying legal principles, decision making and cases, students will learn to understand, integrate and apply these disciplines in the health arena.</del>	<b>Description</b>	<u>Explores ethical and legal issues and their interaction in today's dynamic health care arena. By studying legal principles, decision making and cases, students learn to understand, integrate and apply these disciplines in the health arena.</u>  <u>A grade of C or higher is required to pass the course.</u>
<b>Requirement Designation</b>		<b>Requirement Designation</b>	
<b>Liberal Arts</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Liberal Arts</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Course Attribute (e.g. Writing Intensive, Honors, etc)</b>		<b>Course Attribute (e.g. Writing Intensive, Honors, etc)</b>	
<b>Course Applicability</b>	<input checked="" type="checkbox"/> Major <input type="checkbox"/> Gen Ed Required <input type="checkbox"/> English Composition <input type="checkbox"/> Mathematics <input type="checkbox"/> Science <input type="checkbox"/> Gen Ed - Flexible <input type="checkbox"/> World Cultures <input type="checkbox"/> US Experience in its Diversity <input type="checkbox"/> Creative Expression <input type="checkbox"/> Individual and Society <input type="checkbox"/> Scientific World <input type="checkbox"/> Gen Ed - College Option <input type="checkbox"/> Speech <input type="checkbox"/> Interdisciplinary <input type="checkbox"/> Advanced Liberal Arts	<b>Course Applicability</b>	<input checked="" type="checkbox"/> Major <input type="checkbox"/> Gen Ed Required <input type="checkbox"/> English Composition <input type="checkbox"/> Mathematics <input type="checkbox"/> Science <input type="checkbox"/> Gen Ed - Flexible <input type="checkbox"/> World Cultures <input type="checkbox"/> US Experience in its Diversity <input type="checkbox"/> Creative Expression <input type="checkbox"/> Individual and Society <input type="checkbox"/> Scientific World <input type="checkbox"/> Gen Ed - College Option <input type="checkbox"/> Speech <input type="checkbox"/> Interdisciplinary <input type="checkbox"/> Advanced Liberal Arts
<b>Effective Term</b>	Fall 2023		

Rationale: The HSA 3560 - Legal Aspects of Health Care is a discipline specific core course in the BS Health Services Administration (HSA) degree program and needs to align to HSA-BS curriculum standards and requirements regarding the minimum passing grade of "C" needed and progression as an HSA prerequisite.

**HSA 3602 – Health Services Management II**

<b>CUNYFirst Course ID</b>	HSA 3602 – Health Services Management II		
<b>FROM:</b>		<b>TO:</b>	
<b>Department(s)</b>		<b>Department(s)</b>	
<b>Course</b>		<b>Course</b>	
<b>Prerequisite</b>	HSA 3510	<b>Prerequisite</b>	<u>HSA 3510 with a grade of C or higher</u>
<b>Corequisite</b>		<b>Corequisite</b>	
<b>Pre- or corequisite</b>		<b>Pre- or corequisite</b>	
<b>Hours</b>		<b>Hours</b>	
<b>Credits</b>		<b>Credits</b>	
<b>Description</b>	Through analysis, discussion and problem-solving in a seminar format, this course will acquaint the student with issues that have an impact on their profession, the health care industry and their role as managers.	<b>Description</b>	<u>Thorough analysis, discussion and problem-solving in a seminar format, focused on issues that have an impact on the profession, the health care industry and the role as managers.</u>  <u>A grade of C or higher is required to pass the course.</u>
<b>Requirement Designation</b>		<b>Requirement Designation</b>	
<b>Liberal Arts</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Liberal Arts</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Course Attribute (e.g. Writing Intensive, Honors, etc)</b>	WI	<b>Course Attribute (e.g. Writing Intensive, Honors, etc)</b>	WI
<b>Course Applicability</b>	<input checked="" type="checkbox"/> Major <input type="checkbox"/> Gen Ed Required <input type="checkbox"/> English Composition <input type="checkbox"/> Mathematics <input type="checkbox"/> Science <input type="checkbox"/> Gen Ed - Flexible <input type="checkbox"/> World Cultures <input type="checkbox"/> US Experience in its Diversity <input type="checkbox"/> Creative Expression <input type="checkbox"/> Individual and Society <input type="checkbox"/> Scientific World <input type="checkbox"/> Gen Ed - College Option <input type="checkbox"/> Speech <input type="checkbox"/> Interdisciplinary <input type="checkbox"/> Advanced Liberal Arts	<b>Course Applicability</b>	<input checked="" type="checkbox"/> Major <input type="checkbox"/> Gen Ed Required <input type="checkbox"/> English Composition <input type="checkbox"/> Mathematics <input type="checkbox"/> Science <input type="checkbox"/> Gen Ed - Flexible <input type="checkbox"/> World Cultures <input type="checkbox"/> US Experience in its Diversity <input type="checkbox"/> Creative Expression <input type="checkbox"/> Individual and Society <input type="checkbox"/> Scientific World <input type="checkbox"/> Gen Ed - College Option <input type="checkbox"/> Speech <input type="checkbox"/> Interdisciplinary <input type="checkbox"/> Advanced Liberal Arts
<b>Effective Term</b>	Fall 2023		

Rationale: The HSA 3602 - Health Services Management II course is a discipline specific core course in the BS Health Services Administration (HSA) degree program and needs to align to HSA-BS curriculum standards and requirements regarding the minimum passing grade of "C" needed and progression as an HSA prerequisite.

**HSA 3630 – Health Care Finance and Accounting Management**

<b>CUNYFirst Course ID</b>	HSA 3630 – Health Care Finance and Accounting Management		
<b>FROM:</b>		<b>TO:</b>	
<b>Department(s)</b>		<b>Department(s)</b>	
<b>Course</b>		<b>Course</b>	
<b>Prerequisite</b>	HSA 3510 or HSCI 3101 and Completion of Mathematical and Quantitative Reasoning requirement	<b>Prerequisite</b>	<u>[HSA 3510 or HSCI 3101] with a grade of C or higher, and Completion of Mathematical and Quantitative Reasoning requirement</u>
<b>Corequisite</b>		<b>Corequisite</b>	
<b>Pre- or corequisite</b>		<b>Pre- or corequisite</b>	
<b>Hours</b>		<b>Hours</b>	
<b>Credits</b>		<b>Credits</b>	
<b>Description</b>	<i>This course is designed to develop the decision-makers' understanding and management of financial information in the health care industry. Emphasis will be placed on concepts that will allow students to understand the huge, complex, and in many ways unique, health care industry</i>	<b>Description</b>	Develops the understanding of <u>management of financial information necessary for decision makers in the complex health care industry.</u>  <u>A grade of C or higher is required to pass the course.</u>
<b>Requirement Designation</b>		<b>Requirement Designation</b>	
<b>Liberal Arts</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Liberal Arts</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Course Attribute (e.g. Writing Intensive, Honors, etc)</b>		<b>Course Attribute (e.g. Writing Intensive, Honors, etc)</b>	
<b>Course Applicability</b>	<input checked="" type="checkbox"/> Major <input type="checkbox"/> Gen Ed Required <input type="checkbox"/> English Composition <input type="checkbox"/> Mathematics <input type="checkbox"/> Science <input type="checkbox"/> Gen Ed - Flexible <input type="checkbox"/> World Cultures <input type="checkbox"/> US Experience in its Diversity <input type="checkbox"/> Creative Expression <input type="checkbox"/> Individual and Society <input type="checkbox"/> Scientific World <input type="checkbox"/> Gen Ed - College Option <input type="checkbox"/> Speech <input type="checkbox"/> Interdisciplinary <input type="checkbox"/> Advanced Liberal Arts	<b>Course Applicability</b>	<input checked="" type="checkbox"/> Major <input type="checkbox"/> Gen Ed Required <input type="checkbox"/> English Composition <input type="checkbox"/> Mathematics <input type="checkbox"/> Science <input type="checkbox"/> Gen Ed - Flexible <input type="checkbox"/> World Cultures <input type="checkbox"/> US Experience in its Diversity <input type="checkbox"/> Creative Expression <input type="checkbox"/> Individual and Society <input type="checkbox"/> Scientific World <input type="checkbox"/> Gen Ed - College Option <input type="checkbox"/> Speech <input type="checkbox"/> Interdisciplinary <input type="checkbox"/> Advanced Liberal Arts
<b>Effective Term</b>	Fall 2023		

Rationale: HSA 3630 is a discipline required course in the BS in Health Services Administration and BS in Healthcare Policy and Management (HCPM) degrees; it needs to align to HSA-BS and HCPM-BS curriculum standards and requirements regarding the minimum passing grade requirement of a "C" noted in its course description as well as for its HSA and HSCI prerequisites.

**HSA 4620 – Health Care Information Systems**

<b>CUNYFirst Course ID</b>	HSA 4620 – Health Care Information Systems		
<b>FROM:</b>		<b>TO:</b>	
<b>Department(s)</b>		<b>Department(s)</b>	
<b>Course</b>		<b>Course</b>	
<b>Prerequisite</b>	HSA 3602	<b>Prerequisite</b>	<u>HSA 3602 with a grade of C or higher</u>
<b>Corequisite</b>		<b>Corequisite</b>	
<b>Pre- or corequisite</b>		<b>Pre- or corequisite</b>	
<b>Hours</b>		<b>Hours</b>	
<b>Credits</b>		<b>Credits</b>	
<b>Description</b>	This course will provide an in-depth view of the information technology used by the health care industry. Examines all the components that make up the clinical and administrative information systems in health care organizations and gives students the information needed to participate in decisions regarding appropriate systems selection and management.	<b>Description</b>	<u>Provides an in-depth view of the information technology used by the health care industry. Examines all the components that make up the clinical and administrative information systems in health care organizations and covers information needed to participate in decisions regarding appropriate systems selection and management.</u>  <u>A grade of C or higher is required to pass the course.</u>
<b>Requirement Designation</b>		<b>Requirement Designation</b>	
<b>Liberal Arts</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Liberal Arts</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Course Attribute (e.g. Writing Intensive, Honors, etc)</b>		<b>Course Attribute (e.g. Writing Intensive, Honors, etc)</b>	
<b>Course Applicability</b>	<input checked="" type="checkbox"/> Major <input type="checkbox"/> Gen Ed Required <input type="checkbox"/> English Composition <input type="checkbox"/> Mathematics <input type="checkbox"/> Science <input type="checkbox"/> Gen Ed - Flexible <input type="checkbox"/> World Cultures <input type="checkbox"/> US Experience in its Diversity <input type="checkbox"/> Creative Expression <input type="checkbox"/> Individual and Society <input type="checkbox"/> Scientific World <input type="checkbox"/> Gen Ed - College Option <input type="checkbox"/> Speech <input type="checkbox"/> Interdisciplinary <input type="checkbox"/> Advanced Liberal Arts	<b>Course Applicability</b>	<input checked="" type="checkbox"/> Major <input type="checkbox"/> Gen Ed Required <input type="checkbox"/> English Composition <input type="checkbox"/> Mathematics <input type="checkbox"/> Science <input type="checkbox"/> Gen Ed - Flexible <input type="checkbox"/> World Cultures <input type="checkbox"/> US Experience in its Diversity <input type="checkbox"/> Creative Expression <input type="checkbox"/> Individual and Society <input type="checkbox"/> Scientific World <input type="checkbox"/> Gen Ed - College Option <input type="checkbox"/> Speech <input type="checkbox"/> Interdisciplinary <input type="checkbox"/> Advanced Liberal Arts
<b>Effective Term</b>	Fall 2023		

Rationale: The HSA 4620 – Health Care Information Systems course is a discipline specific core course in the BS Health Services Administration (HSA) degree program and needs to align to HSA-BS curriculum standards and requirements regarding the minimum passing grade of “C” needed and progression as an HSA prerequisite.

**HSA 4740 – Health Research Methods**

<b>CUNYFirst Course ID</b>	HSA 4740 – Health Research Methods		
<b>FROM:</b>		<b>TO:</b>	
<b>Department(s)</b>		<b>Department(s)</b>	
<b>Course</b>		<b>Course</b>	
<b>Prerequisite</b>	HSA 3602 and completion of MAT 1272 or a higher level of statistics course.	<b>Prerequisite</b>	<u>HSA 3602 with a grade of C or higher and completion of MAT 1272 or a higher level of statistics course.</u>
<b>Corequisite</b>		<b>Corequisite</b>	
<b>Pre- or corequisite</b>		<b>Pre- or corequisite</b>	
<b>Hours</b>		<b>Hours</b>	
<b>Credits</b>		<b>Credits</b>	
<b>Description</b>	This course will provide the student with a background and experience in the research process relevant to the health services field. Health services research is scientific inquiry to produce knowledge about the resources, provision, organizing, financing and policies of the health sector, as well as prevention of disease and current research into health.	<b>Description</b>	<u>Health services research is scientific inquiry to produce knowledge about the resources, provision, organizing, financing and policies of the health sector, as well as prevention of disease and current research into health.</u>  <u>A grade of C or higher is required to pass the course.</u>
<b>Requirement Designation</b>		<b>Requirement Designation</b>	
<b>Liberal Arts</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Liberal Arts</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Course Attribute (e.g. Writing Intensive, Honors, etc)</b>		<b>Course Attribute (e.g. Writing Intensive, Honors, etc)</b>	
<b>Course Applicability</b>	<input checked="" type="checkbox"/> Major <input type="checkbox"/> Gen Ed Required <input type="checkbox"/> English Composition <input type="checkbox"/> Mathematics <input type="checkbox"/> Science <input type="checkbox"/> Gen Ed - Flexible <input type="checkbox"/> World Cultures <input type="checkbox"/> US Experience in its Diversity <input type="checkbox"/> Creative Expression <input type="checkbox"/> Individual and Society <input type="checkbox"/> Scientific World <input type="checkbox"/> Gen Ed - College Option <input type="checkbox"/> Speech <input type="checkbox"/> Interdisciplinary <input type="checkbox"/> Advanced Liberal Arts	<b>Course Applicability</b>	<input checked="" type="checkbox"/> Major <input type="checkbox"/> Gen Ed Required <input type="checkbox"/> English Composition <input type="checkbox"/> Mathematics <input type="checkbox"/> Science <input type="checkbox"/> Gen Ed - Flexible <input type="checkbox"/> World Cultures <input type="checkbox"/> US Experience in its Diversity <input type="checkbox"/> Creative Expression <input type="checkbox"/> Individual and Society <input type="checkbox"/> Scientific World <input type="checkbox"/> Gen Ed - College Option <input type="checkbox"/> Speech <input type="checkbox"/> Interdisciplinary <input type="checkbox"/> Advanced Liberal Arts
<b>Effective Term</b>	Fall 2023		

Rationale: The HSA 4740 – Health Research Methods course is a discipline specific core course in the BS Health Services Administration (HSA) degree program and needs to align to HSA-BS curriculum standards and requirements regarding the minimum passing grade of “C” needed and progression as an HSA prerequisite.