**DATE**: March 31, 2024

**TO**: Anne Marie Sowder, Chair of the College Council Curriculum Committee

**FROM**: Curriculum Subcommittee

Sanjoy Chakraborty (Chair), Allison Berkoy, Henry Africk

**RE**: Final Report for Proposal 24-05: Clarify Admission to the Health Services Administration program

**PROPOSAL OVERVIEW:**

The Department of Health Sciences suggests revisions and clarifications to the Health Administration program's admission criteria, including removing work experience as a basis for admission. Additionally, the proposal aims to refine and simplify the remaining admission criteria.

**RATIONALE:**

Currently, the Health Service Administration program has three criteria for access to admission. The Health Sciences Department proposes to eliminate Criterion #3. Criterion #3, as stated, bases the admission to the Health Services Administration program on two years of work experience in the healthcare sector. The wording of Criterion #3 is vague and confusing for many prospective students because it does not clearly state the type of two-year work experience that would suffice to be admitted into the HSA program. Additionally, the Health Sciences Department suggests minor edits to Criteria #1 and #2 in this curriculum modification.

**STRENGTHS:**

* Addresses the challenge of verifying two years of work experience in patient-facing roles within healthcare settings, which was previously a requirement for program admission.
* Provides an alternative pathway for students lacking clinical education through the BS in Healthcare Policy and Management program, which also accommodates applicants with work experience.
* Makes minor adjustments to the remaining admission criteria, streamlining the application and admission process.
* Ensures compatibility with existing articulation agreements between the Health Services Administration (HSA) program and various associate degree programs.

**WEAKNESS:**

None noted.

**ISSUES AND CONCERNS DISCUSSED:**

The review conducted by the subcommittee and the subsequent meeting with the Provost's office suggested a few adjustments in wording. The provost agreed that removing the work experience requirement for admission into the HSA program would benefit its success. The proposers diligently addressed each feedback, implementing the suggested changes and providing necessary clarifications.

**SUBCOMMITTEE ACTIVITIES:**

The proposal for the Clarify admission to the Health Services Administration program was assigned to the subcommittee on January 29, 2024. The subcommittee convened on February 13, 2024, to finalize their feedback and recommendations, which were subsequently sent to the proposer on February 21, 2024. The subcommittee met with Provost Pamela Brown, Associate Provost Reginald Blake, Kim Cardascia (Provost’s Office), Dean Maureen Archer-Festa, and Prof. Katherine Gregory to discuss the proposal on March 14, 2024. The final revised version was received on March 14, 2024.