

Curriculum Advisory Board
Friday, September 9, 2022
1:30 pm
ZOOM
Meeting Minutes*

Voting Members Present

April Adams, Daniel Birdsong, Adrienne Caughfield, Jillian DeShazo, Gail Ellison, Chad Essary, Andrea Fields, Joan Hunsaker, Paul Manganelli, Melinda McBee, Camin Melton, James Mergerson, Christine Millard, Mark Popowski, Heather Rawls, Charles Ring, Steven Rizzo, Rachna Sachdeva, Mohammed Tahiro, Tristin Tiner, Jimmy Wallace, Helen Wang, Kaycee Washington

Voting Members Absent

John "Rusty" Haggard (Proxy – Daniel Birdsong), Karina Taylor

Non-Voting Members Present

Ex-Officio Members: Daphne Babcock, Candace Hamilton-Meserole, Gloria Hurtado-Diaz, Lupita Tinnen

Advisory Members: Wendy Gunderson, Mari Lopez, Sarah Monroe

Non-Voting Members Absent

Ex-Officio: Jamie Mills

Advisory Members: none

Others Present

Lydia Danton, Jon Hardesty, Caryn Hawkins, Diana Hopes, Marina Kuryshin, Michelle Millen, Tim Mock, Lee Powell, Donna Smith, Andrea Szlachtowski, Anne Thornton, Allison Venuto

**This CAB meeting was a special session added to the CAB's regular meeting dates in order to expedite the review of Collin College's next proposed bachelor's degree, the Bachelor of Applied Science in Clinical Operations Management.*

The meeting was called to order at 1:30 pm.

New Curricular Proposals

- ◆ **Bachelor of Applied Science (BAS) in Clinical Operations Management – Michelle Millen**
 - Overview
 - The BAS is intended to create a pathway from a Collin College AAS in a health care field towards something that would be beneficial to health care professionals.
 - * This includes professionals who may want to get into a managerial role at an acute care facility.
 - * This also includes those who may want to move out of health care to work for a vendor, a software company that handles healthcare-related issues, the federal government, etc.
 - * For the types of positions listed above, many employers require a bachelor's degree.
 - The BAS will build on a student's established technical role and will give them increased competency and skills that pertain to how businesses are operated. It will help them understand what the expectations are not only in health care organizations, but also in vendor spaces and other types of healthcare-adjacent industries.

- Upper-level courses will be completely online in order to provide flexibility to students who may have unpredictable work schedules that make it difficult for them to attend face-to-face classes.
 - * **CAB Discussion**
 - You're saying this is 100% online. Are all the core classes offered online as well?
 - Yes, core courses offer online sections.
 - Can they theoretically take the core classes in the summer?
 - Yes.
- This degree consists of:
 - * 44 hours of a technical component,
 - * 42 hours of Collin College core, and
 - * 34 hours of the upper-level coursework required by the BAS.
- To be eligible to apply, students must have an AAS in a healthcare discipline. This includes AAS degree programs/pathways such as the:
 - * AAS in Dental Hygiene.
 - * AAS in Diagnostic Medical Sonography.
 - * AAS in Fire Science – Basic Firefighter Option.
 - * AAS in Health Information Management.
 - * AAS in Health Professions – Patient Care Technician (PCT) Track or other tracks.
 - * AAS in Medical Assisting.
 - * AAS in Polysomnographic Technology.
 - * AAS in Respiratory Care.
 - * AAS in Surgical Technology.
- New Courses
 - MHSM 3305 (*Leadership for Healthcare Organizations*)
 - MHSM 3310 (*Legal Issues in Healthcare*)
 - * **CAB Recommendation:** A proposed change to the Upper Division Course Manual - Student Learning Outcome #5 is to change “confidential” to “confidentiality”.
 - MHSM 3311 (*Healthcare Technology Information*)
 - * **CAB Recommendation:** A proposed change to the Upper Division Course Manual course description is as follows:
 - “This course introduces the different types of information maintained by health care organizations, including commonly used health care software systems, robotic and automation interfaces, basic healthcare information security, privacy laws, and record archival.”
 - MHSM 3313 (*Data Analysis and Presentation Development*)
 - MHSM 3315 (*Population Health*)
 - MHSM 3320 (*Fundamentals of Business: Healthcare*)
 - MHSM 3335 (*Financial Management for Healthcare*)
 - * **CAB Discussion**
 - To clarify, this is not a course for which we need new faculty, correct?
 - Correct.
 - MHSM 4302 (*Healthcare Quality and Risk Management*)
 - MHSM 4312 (*Talent Management in Healthcare*)
 - MHSM 4315 (*Project Management*)

- MHSM 4440 (*Case Analysis in Healthcare Management*)

◆ **CAB Discussion**

- Is there any kind of accrediting body that oversees this program?
 - No, this program doesn't need to have the same kind of healthcare accreditation oversight, because the students would have already completed the technical component and earned their respective certifications/licensures before they enter the program.
 - However, to be clear, this program will still need to be approved by the Coordinating Board and SACSCOC before it can be implemented.
- Will those administering the program have support in place, such as a program coach, to help make sure students in the BAS program are making progress?
 - On the Health Science side, we don't have any career coaches or other type of support system. However, in working with Health Science students in other programs such as the AAS in Health Information Management, the online environment makes it easier to monitor students progress and to contact them to assist as needed.
- How many programs would be feeding into the BAS?
 - We have ten programs, but in some of those programs, we have pathways. We've identified 15 Health Science associate degree pathways.
- Is there any concern that these programs would be so different from each other that by the time the bachelor's degree ends, there would be no standardization or structure to determine what the bachelor's degree really means?
 - No. Despite students having differing technical foundations, the same upper-division classes would be required of all students.
 - Additionally, our Assessment Plan outlines the program learning outcomes that identify the knowledge and skills students will attain while moving through the program regardless of which technical background they have.
- Do any of the courses have a work experience requirement such as an internship? Do students ever go to an actual hospital or clinic to get a feel for the political climate and the people?
 - We don't require any internships, because our students are already working in health care and are probably uniquely aware of the political climates that exist within their organizations. However, we do intend to bring in some guest lecturers from those areas you mentioned so that students can see some of the different challenges those individuals have managed.
- Did the advisory committees/prospective employers mention anything about prior employment experience in health care for this type of leadership role?
 - No, they did not. In talking with advisory members during the advisory committee meetings, students already have the workforce piece. The BAS is the educational piece that will help students get considered for other roles they wouldn't have been considered for with only their technical experience.
 - Also, some of the committee members stated they wished the program we're proposing had been available to them so they wouldn't have had to look at other options such as graduate degrees to get the education needed to advance.
- What if students don't have the workforce piece? For example, what if a student wants to move into the BAS immediately after completing their AAS?
 - My guidance would be that it's always good, even if it's part time, to jump into the workforce. Students need to get some workforce experience because there's education that happens there, too. Having work experience will make the BAS courses even more applicable and relatable.
- The list of eligible programs that will apply to the BAS doesn't include the Advanced

Technical Certificate (ATC) in Surgical Assisting. If a student already has an associate degree, would that count towards the BAS in addition to the 34 hours they complete in Surgical Assisting?

- The AAS in Surgical Technology would meet the degree requirement needed to apply to the BAS. However, even if the student has technical credits from both the AAS in Surgical Technology and the ATC in Surgical Assisting, they can only apply 44 credit hours of a technical component, so there will be excess hours that students won't be able to apply to the BAS program.
- ◆ Motion to approve with the recommended changes to the syllabi (if permitted) → seconded → passed

Next Meeting

- ◆ Friday, September 23, 2022 at 1:30 pm in CHEC 107

Motion to adjourn → seconded → meeting adjourned at 2:40 pm