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# **graduate COMMITTEE curriculum PROPOSAL FORM**

## A. Cover page (rover over text for more instructions- please delete red instructions)

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| --- | --- | --- | --- | --- | --- | --- |
| A.1[. Course or program](#_acknowledge) | HCA 592 - Master’s Capstone in Health Care Administration | | | | |  |
| Academic Unit | School of Business | | | | |  |
| A.2. [Proposal type](#type) | Course: Creation | | | | |  |
| A.3. [Originator](#Originator) | Christine Connolly | | [Home department](#home_dept) | | Management and Marketing | |
| A.4. [Rationale](#Rationale)  Additional Information for [new programs](#type) | We began the Master,s HCA program in Fall 2016. Presently this program is completed upon completion of a thesis. For those seeking a non- thesis option and in order to assure compliance with graduate studies policy, we are seeking to add a capstone project course in lieu of a thesis. This option would enable students to connect their internship experience with a formal written capstone project. So, students can now choose between a written thesis (HCA 591) or completion of a capstone project (HCA 592 – new), to demonstrate their synthesis of coursework material and show application of real-world solutions in the Health Care industry. | | | | | |
| A.5. [Student impact](#student_impact) | We believe that this will increase student interest in our Master’s program. Students not seeking to complete a thesis presently choose other schools for their HCA Master’s degree. It may also appeal to students who learn by “doing” and/or may be interested in furthering work/projects begun during their internship. A capstone project connected to a healthcare employer may lead to employment upon completion of the Master’s degree. | | | | | |
| A.6. [Impact on other programs](#impact) | None - those seeking a thesis are presently in the thesis program. This should allow for program growth for those who want a Master’s with a capstone type experience instead of a thesis. | | | | | |
| A.7. [Resource impact](#Resource) | [Faculty PT & FT](#faculty" \o "Need to hire new full-time or part-time faculty? This is where you indicate if this proposal will be affecting FLH in your department/program.): | None | | | | |
|  | [Library:](#library) | None | | | | |
|  | [Technology](#technology) | None | | | | |
|  | [Facilities](#facilities): | None | | | | |
| A.8. [Semester effective](#Semester_effective) | Spring 2023 | A.9. [Rationale if sooner than next Fall](#Semester_effective) | | For RIC graduates the Master’s is 1.5 years and we would like those who are interested to be able to enroll in Spring 2023 so they can complete in the Spring of 2024. | | |
| A.10 [Changes to the website](#Signature_2) | The only change is to inform students of this option. All courses are the same (except the thesis will be replaced with a capstone project). The capstone course will replace the thesis option for students not seeking a thesis. | | | | | |

## B. NEW OR REVISED COURSES

|  | Old ([for revisions only](#Revisions)) ONLY include information that is being revised, otherwise leave blank | New Examples are provided within some of the boxes for guidance, delete just the examples that do not apply. |
| --- | --- | --- |
| B.1. [Course prefix and number](#cours_title) |  | HCA 592 |
| B.2. Cross listing number if any |  | N/A |
| B.3. [Course title](#title) |  | Master’s Capstone in Health Care Administration |
| B.4. [Course description](#description) |  | Student in consultation with a faculty mentor will identify a capstone project, complete the project, research the topic, and complete a comprehensive research paper. |
| B.5. [Prerequisite(s)](#prereqs) |  | Completion of all HCA classes except for HCA 567 and HCA 591, or permission of program director |
| B.6. [Offered](#Offered) |  | Fall | Spring /Summer |
| B.7. [Contact hours](#contacthours) |  | 3.0 hours |
| B.8. [Credit hours](#credits) |  | 3.0 hours |
| B.9. [Justify differences if any](#differences) |  | |
| B.10. [Grading system](#grading) |  | Satisfactory/ Unsatisfactory |
| B.11. [Instructional methods](#instr_methods) |  | Fieldwork / Research paper/project |
| B.11.a [Delivery Method](#instr_methods) |  | Hybrid - meeting with mentor and  on site at the location of the capstone research |
| B.12.[Categories](#required) |  | Required for program |
| B.13. [How will student performance be evaluated?](#performance) |  | Final Capstone Paper and Capstone Projects | Report from outside supervisor |
| B.14. [Redundancy with, existing courses](#competing) |  | None/ student will either do a Thesis or a Capstone project |
| B. 15. Other changes, if any |  | |

| B.16. [Course learning outcomes](#outcomes): List each outcome in a separate row | [Professional organization standard(s)](#standards) | [How will each outcome be measured?](#measured) |
| --- | --- | --- |
|  |  |  |
| Complete a capstone project approved by a faculty mentor in the MS-HCA program |  | Successful completion of capstone project based on previously agreed upon project goals, written by the student, site coordinator and the faculty mentor. |
| Complete a comprehensive research paper that demonstrates how the capstone project:   1. enhances coursework learning, 2. enhances research in the field |  | Paper will show the use of primary or secondary research that enhances the capstone project and builds on research accepted in the field. |

| B.17. [Topical outline](#outline): Please do not include a full syllabus |
| --- |
| 1. CAPSTONE PROJECT    1. Identify project, site and supervisor for the intended project    2. Identify faculty mentor to support the project and serve as liaison between site supervisor and student    3. Define project specifications, hours and expected deliverables for the capstone project 2. COMPREHENSIVE RESEARCH PAPER    1. Research area of study from Capstone project    2. Become expert on secondary research in this area and publish a comprehensive written paper that provides evidence of advanced knowledge of the field, linkages to course learning, value of capstone project in relation to the research, and ability to compare and contrast capstone project with scholarly literature finding    3. Written research paper must include as a minimum an abstract, problem and purpose statement, methods used to investigate problem, summary findings, discussion/ meaning, limitations of both capstone project and literature and recommendations for future study. |

## D. Signatures

##### D.1. Approvals:

##### Required from department chairs, program directors, and deans from the academic unit originating the proposal.

| Name | Position/affiliation | [Signature](#_Signature" \o "Insert electronic signature, if available, in this column) | Date |
| --- | --- | --- | --- |
| Marianne Raimondo | Program Director of HCA | On-file |  |
| Constance Milbourne | Chair of Mgmt and Marketing | On-file |  |
| Marianne Raimondo | Dean of Business | On-file |  |

##### D.2. [Acknowledgements](#acknowledge):

##### Required from all departments (and corresponding dean) impacted by the proposal. Signature does not indicate approval. Concerns should be brought to the attention of the graduate committee chair for discussion.

| Name | Position/affiliation | [Signature](#Signature_2) | Date |
| --- | --- | --- | --- |
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