

SOUTH DAKOTA BOARD OF REGENTS

Academic and Student Affairs
Consent

AGENDA ITEM: 5 – C
DATE: October 5-6, 2022

SUBJECT

New Specialization Request – BHSU – Specialization in Health Services Administration – BS in Business Administration

CONTROLLING STATUTE, RULE, OR POLICY

[BOR Policy 2:23](#) – New Programs, Program Modifications, Curricular Requests and Inactivation/Termination

BACKGROUND / DISCUSSION

Black Hills State University (BHSU) requests authorization to offer a specialization in Health Services Administration within the BS in Business Administration. The proposed specialization will focus on a specialty area of business management that involves planning, directing, and coordinating resources and activities within the healthcare field. Graduates in this field work behind the scenes to ensure that healthcare is practiced and delivered in an efficient and compliant manner. This specialization was included as a key part of the recent MOU with Ellsworth Air Force Base.

IMPACT AND RECOMMENDATION

BHSU requests authorization to offer the specialization on campus, at BHSU – Rapid City, and at Ellsworth Air Force Base. BHSU is not requesting additional state resources to offer the program. Six new courses will be required and will be offered under a new prefix for HSAD. Additionally, courses under the HSAD prefix are also offered online through USD. BHSU will offer the business core and general education, and students will be able to select elective courses from either BHSU or USD. Both institutions have AACSB accreditation.

Board office staff recommends approval of the program.

ATTACHMENTS

Attachment I – New Specialization Request Form: BHSU – Health Services Administration – BS in Business Administration

DRAFT MOTION 20221005_5-C:

I move to authorize BHSU to offer a specialization in Health Services Administration within the BS in Business Administration, as presented.



SOUTH DAKOTA BOARD OF REGENTS ACADEMIC AFFAIRS FORMS

New Specialization

Use this form to propose a new specialization within an existing degree program. Specializations provide students with an alternative to the primary format of the major or it may be one of several tracks within a broad major. Specializations contain courses within the discipline(s) of the existing program. Specializations appear in the institutional catalog and on the transcript. Majors that offer specializations typically have one-third to two-thirds of the credits in common with the remaining course work fulfilling the requirements of the specialization(s) offered. The Board of Regents, Executive Director, and/or their designees may request additional information about the proposal. After the university President approves the proposal, submit a signed copy to the Executive Director through the system Chief Academic Officer. Only post the New Specialization Form to the university website for review by other universities after approval by the Executive Director and Chief Academic Officer.

UNIVERSITY:	BHSU
TITLE OF PROPOSED SPECIALIZATION:	Health Services Administration
NAME OF DEGREE PROGRAM IN WHICH SPECIALIZATION IS OFFERED:	BS Business Administration
BANNER PROGRAM CODE:	BBS.BSA
INTENDED DATE OF IMPLEMENTATION:	8/22/2022
PROPOSED CIP CODE:	540702
UNIVERSITY DEPARTMENT:	School of Business
BANNER DEPARTMENT CODE:	BSCB
UNIVERSITY DIVISION:	College of Business and Natural Sciences
BANNER DIVISION CODE:	6B

☒ **Please check this box to confirm that:**

- The individual preparing this request has read [AAC Guideline 2.6](#), which pertains to new specialization requests, and that this request meets the requirements outlined in the guidelines.
- This request will not be posted to the university website for review of the Academic Affairs Committee until it is approved by the Executive Director and Chief Academic Officer.

University Approval

To the Board of Regents and the Executive Director: I certify that I have read this proposal, that I believe it to be accurate, and that it has been evaluated and approved as provided by university policy.

<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Institutional Approval Signature <i>President or Chief Academic Officer of the University</i>	Click here to enter a date. <hr style="border: 0; border-top: 1px solid black; margin-top: 5px;"/> Date
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Note: In the responses below, references to external sources, including data sources, should be documented with a footnote (including web addresses where applicable).

1. Level of the Specialization (place an “X” in the appropriate box):

Baccalaureate ☒ Master’s ☐ Doctoral ☐

2. What is the nature/purpose of the proposed specialization? Please include a brief (1-2 sentence) description of the academic field in this specialization.

Health Services Administration is a specialty area of business management that involves planning, directing, and coordinating resources and activities within the healthcare field. Graduates in this field work behind the scenes to ensure that healthcare is practiced and delivered in an efficient and compliant manner.

3. Provide a justification for the specialization, including the potential benefits to students and potential workforce demand for those who graduate with the credential. For workforce related information, please provide data and examples. Data may include, but are not limited to the South Dakota Department of Labor, the US Bureau of Labor Statistics, Regental system dashboards, etc. Please cite any sources in a footnote.

BHSU previously had this specialization but removed it due to a temporary decline in industry demand. Demand for this specialization is now returning, with the US Bureau of Labor Statistics (BLS) projecting an estimated 32.5% increase in medical and health services managers between 2020 through 2030¹.

In addition to preparing new graduates, this specialization will serve as continuing education for healthcare workers wanting to move into administrative roles within their organizations.

The Business Administration Degree with a Specialization in Health Services Administration was also included as a key part of our recent MOU with Ellsworth Air Force Base.

4. List the proposed curriculum for the specialization (including the requirements for completing the major – *highlight courses in the specialization*):

Prefix	Number	Course Title (add or delete rows as needed)	Credit Hours	New (yes, no)
ACCT	210	Principles of Accounting I	3	No
ACCT	211	Principles of Accounting II	3	No
BADM	220	Business Statistics	3	No
BADM	310	Business Finance	3	No
BADM	320	Quantitative Decision Analysis	3	No
BADM	321	Business Statistics II	3	No
BADM	344	Managerial Communications	3	No

¹ <https://www.bls.gov/ooh/management/medical-and-health-services-managers.htm#tab-1>

BADM	350	Legal Environment of Business	3	No
BADM	369	Organizational Behavior & Theory	3	No
BADM	370	Marketing	3	No
BADM	425	Production / Operations Management	3	No
BADM	482	Business Policy and Strategy	3	No
ECON	201	Principles of Microeconomics	3	No
ECON	202	Principles of Macroeconomics	3	No
MIS	205	Advanced Computer Applications	3	No
MIS	325	Management Information Systems	3	No
		Business Elective (BADM, HRM, ECON, ACCT, MIS, THM)	3	No
HRM	460	Human Resource Management	3	No
HSAD	305	Health Service Systems	3	Yes
		Choose 4 of the Following	12	Choose an item.
HSAD	350	Health Services Admin Law and Policy	3	Yes
HSAD	410	Health Services Finance	3	Yes
HSAD	435	Admin of Health Services Organizations	3	Yes
HSAD	450	Health Economics	3	Yes
HSAD	494	Health Services Internship	3	Yes
ACCT	460	Managerial Accounting	3	No

Total number of hours required for completion of specialization

18

Total number of hours required for completion of major

51

Total number of hours required for completion of degree

69

5. Delivery Location

Note: The accreditation requirements of the Higher Learning Commission (HLC) require Board approval for a university to offer programs off-campus and through distance delivery.

A. Complete the following charts to indicate if the university seeks authorization to deliver the entire program on campus, at any off campus location (e.g., UC Sioux Falls, Capital University Center, Black Hills State University-Rapid City, etc.) or deliver the entire specialization through distance technology (e.g., as an on-line program)?

	Yes/No	Intended Start Date
On campus	Yes	Fall 2022

	Yes/No	If Yes, list location(s)	Intended Start Date
Off campus	Yes	BHSU -- Ellsworth BHSU – Rapid City	Fall 2022

	Yes/No	If Yes, identify delivery methods <i>Delivery methods are defined in AAC Guideline 5.5.</i>	Intended Start Date

Distance Delivery (online/other distance delivery methods)	No		Fall 2022
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B. Complete the following chart to indicate if the university seeks authorization to deliver more than 50% but less than 100% of the specialization through distance learning (e.g., as an on-line program)? This question responds to HLC definitions for distance delivery.

	Yes/No	If Yes, identify delivery methods	Intended Start Date
Distance Delivery (online/other distance delivery methods)	Yes	8-week classes delivered remotely for EAFB military and civilians	Fall 2022

- 6. Additional Information:** *Additional information is optional. Use this space to provide pertinent information not requested above. Limit the number and length of additional attachments. Identify all attachments with capital letters. Letters of support are not necessary and are rarely included with Board materials. The University may include responses to questions from the Board or the Executive Director as appendices to the original proposal where applicable. Delete this item if not used.*

The following statement is taken from our agreement with Ellsworth Air Force Base. Management/Health Care Administration: BHSU commits to creating a program, Business Administration with a specialization in Health Services Administration, which is available in person and online. The university's School of Business previously offered a program as recently as 2008 in Health Services Administration, and the intent is to revive this initiative and improve on it. The former program would serve as a template with revisions to meet current needs. As current BHSU senior staff have experience with this past offering, the university believes it can have courses in this specialization ready as early as fall 2022.

We are requesting permission to offer the HSAD specialization. New courses offered by BHSU would be staffed by adjunct faculty. The courses would be offered on a rotating basis with a potential of two classes per semester. BHSU received approximately \$200,000 from the SD Legislature to cover operating costs, including costs of instruction, for the first two years of operation at Ellsworth Air Force Base.

USD has indicated that they intend to continue to offer HSAD classes online which would also be available to BHSU students in this program. BHSU will provide the business core and general education courses and award the degree and students will have access to electives from USD. USD is willing to work with BHSU since both schools have AACSB accreditation.

Between the courses offered by BHSU and the online HSAD courses offered by USD, we believe the courses in the specialization could be offered on the rotation listed below.

Fall Semesters	Spring Semesters
HRM 460 -- all	HRM 460 -- all
HSAD 305 -- all	ACCT 460 -- odd
HSAD 350 -- even	HSAD 305 -- all

HSAD 410 -- odd	HSAD 435 – even
HSAD 494 – all	HSAD 450 – odd
	HSAD 494 -- all