

**Minnesota State University Moorhead  
2006-2007 Assessment Plan Cover Sheet**

(An electronic version of this form can be accessed at <http://www.mnstate.edu/assess>)

*Note: All programs will complete this form.*

**Degree Program: Health Services Administration**

**Department: Health and Physical Education**

**College: Education and Human Services**

**Date: October 2, 2006**

Is this assessment plan your existing plan, a new assessment plan or a revision of an existing plan?

Existing                       New                       Revision

**1. Name(s) of Department Assessment Coordinator and/or Assessment Committee Members**

Barry J. Halm, Assistant Professor and Program Director

**2. List of All Student Learning Outcomes.** (List and number all outcomes, placing an asterisk (\*) by the outcomes you are assessing this year.) **(Click an outcome to open its Assessment Planning Form.)**

I) Students will exhibit basic knowledge of the managerial functions required for health services administration.

II) Students will communicate (verbally/written) in a clear and professional manner.

\* III) Students will have a minimum GPA of 2.75 in their core required courses.

\* IV) Students will demonstrate the knowledge and skills required for Long Term Care administration as defined by the Minnesota Board of Nursing Home Administrators.

**3. Explain how the student learning outcomes are appropriate to department or program goals, as identified in your most recent Quality Improvement Plan. Please note if the program is accredited by an external agency.**

The Health Services Administration major is not currently accredited by an external agency. The Department goals address - alignment with state and national organizations, preparing students for their future career, students being competent at an appropriate level for their discipline, and that HPE students will be successfully employed in their field of interest.

#### 4. Signatures

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Department Chair or Program Director

Dean or Director

Required Attachments:

1. Assessment Planning Forms
2. Records of department meetings when Assessment Plan was discussed and approved.

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2006-2007 Assessment Planning Form**

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**Academic Program:** Health Services Administration

**1. Identify Student Learning Outcome in the box below and note its number (to correspond with the list on the cover sheet):**

I. Students will exhibit basic knowledge of the managerial functions required for health services administration.

**2. Which MSUM mission goals are addressed by this learning outcome? (check all that apply)**

<input checked="" type="checkbox"/> Knowledge/content	<input checked="" type="checkbox"/> Information literacy
<input checked="" type="checkbox"/> Intellectual development	<input type="checkbox"/> Lifelong learning
<input type="checkbox"/> Talents	<input type="checkbox"/> Service
<input checked="" type="checkbox"/> Critical thinking	<input type="checkbox"/> Citizenship
<input type="checkbox"/> Oral communication	<input type="checkbox"/> Responsibility and ethics
<input type="checkbox"/> Written communication	<input type="checkbox"/> Global understanding
<input type="checkbox"/> Mathematics	<input type="checkbox"/> Other:
<input type="checkbox"/> Multiculturalism/diversity	<input type="checkbox"/> Other:

**3. How is this learning outcome achieved through the program's curriculum? Identify the courses or extra-curricular opportunities that address this outcome.**

HLTH-326, HLTH-414, HLTH-416, HLTH-418, HLTH-419, and HLTH-420.

**4. What methods of assessment will be used for this outcome? (Specify instrument and submit electronically with plan.)**

Senior Assesment Instrument

**5. Who is assessed? When are they assessed?**

All Seniors will be assessed the final semester prior to graduation.

**6. Who is responsible in the department for collecting data? How and when will the results be discussed by members of the program?**

Barry Halm, HAS Coordinator, will collect and summarize data. The summation report will be discussed at a faculty meeting of the entire HPE department.

**7. What is level of student performance is expected for this outcome?**

Eighty percent of the Senior population will score 85% or better on the Comprehensive Exam.

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**Academic Program:** Health Services Administration

**1. Identify Student Learning Outcome in the box below and note its number (to correspond with the list on the cover sheet):**

II Students will communicate (verbally/written) in a clear and professional manner.

**2. Which MSUM mission goals are addressed by this learning outcome? (check all that apply)**

<input type="checkbox"/> Knowledge/content	<input checked="" type="checkbox"/> Information literacy
<input type="checkbox"/> Intellectual development	<input type="checkbox"/> Lifelong learning
<input type="checkbox"/> Talents	<input type="checkbox"/> Service
<input type="checkbox"/> Critical thinking	<input type="checkbox"/> Citizenship
<input checked="" type="checkbox"/> Oral communication	<input checked="" type="checkbox"/> Responsibility and ethics
<input checked="" type="checkbox"/> Written communication	<input type="checkbox"/> Global understanding
<input type="checkbox"/> Mathematics	<input checked="" type="checkbox"/> Other: Leadership
<input type="checkbox"/> Multiculturalism/diversity	<input type="checkbox"/> Other:

**3. How is this learning outcome achieved through the program's curriculum? Identify the courses or extra-curricular opportunities that address this outcome.**

HLTH-416 and HLTH-418.

**4. What methods of assessment will be used for this outcome? (Specify instrument and submit electronically with plan.)**

Each student will be required to construct two major papers and present those papers: HLTH - 416 on Leadership and HLTH 418 on a current topic focusing on legal aspects of healthcare delivery.

**5. Who is assessed? When are they assessed?**

Assessment of the students verbal and writing skills will occur at the conclusion of course HLTH - 416 and HLTH - 418.

**6. Who is responsible in the department for collecting data? How and when will the results be discussed by members of the program?**

Barry Halm, HAS Coordinator, will access the written and presentation skills of each student. A summation report will be presented to the entire faculty of the HPE department.

**7. What is level of student performance is expected for this outcome?**

Each student is to score 85 points out of a total of 100 or receive a "B" grade.

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**Academic Program:** Health Services Administration

**1. Identify Student Learning Outcome in the box below and note its number (to correspond with the list on the cover sheet):**

III. Students will have a minimum GPA of 2.75 within their core required courses.

**2. Which MSUM mission goals are addressed by this learning outcome? (check all that apply)**

<input checked="" type="checkbox"/> Knowledge/content	<input checked="" type="checkbox"/> Information literacy
<input checked="" type="checkbox"/> Intellectual development	<input type="checkbox"/> Lifelong learning
<input type="checkbox"/> Talents	<input type="checkbox"/> Service
<input checked="" type="checkbox"/> Critical thinking	<input type="checkbox"/> Citizenship
<input type="checkbox"/> Oral communication	<input type="checkbox"/> Responsibility and ethics
<input type="checkbox"/> Written communication	<input type="checkbox"/> Global understanding
<input type="checkbox"/> Mathematics	<input type="checkbox"/> Other: Leadership
<input type="checkbox"/> Multiculturalism/diversity	<input type="checkbox"/> Other:

**3. How is this learning outcome achieved through the program's curriculum? Identify the courses or extra-curricular opportunities that address this outcome.**

Each students GPA will be reviewed twice per academic year during student advising. Each student will receive formal feedback information on their academic standing.

**4. What methods of assessment will be used for this outcome? (Specify instrument and submit electronically with plan.)**

The University's GPA grading system and reporting process will be utilized.

**5. Who is assessed? When are they assessed?**

Barry Halm, HSA Coordinator, will assess the GPA. A summation report will be formulated including historical information from prior semesters.

**6. Who is responsible in the department for collecting data? How and when will the results be discussed by members of the program?**

Barry Halm, HSA Coordinator, will receive the GPA and formulate a summation report. Results will be discussed at a faculty meeting of the HPE department.

**7. What is level of student performance is expected for this outcome?**

Graduating students performance will be at a 2.75 GPA for core required courses.

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**1. Identify Student Learning Outcome in the box below and note its number (to correspond with the list on the cover sheet):**

IV. Students will demonstrate the knowledge and skills required for Long Term Care administration as defined by the Minnesota Board of Nursing Home Administrators.

**2. Which MSUM mission goals are addressed by this learning outcome? (check all that apply)**

<input checked="" type="checkbox"/> Knowledge/content	<input type="checkbox"/> Information literacy
<input type="checkbox"/> Intellectual development	<input type="checkbox"/> Lifelong learning
<input checked="" type="checkbox"/> Talents	<input type="checkbox"/> Service
<input checked="" type="checkbox"/> Critical thinking	<input type="checkbox"/> Citizenship
<input checked="" type="checkbox"/> Oral communication	<input type="checkbox"/> Responsibility and ethics
<input checked="" type="checkbox"/> Written communication	<input type="checkbox"/> Global understanding
<input type="checkbox"/> Mathematics	<input type="checkbox"/> Other:
<input checked="" type="checkbox"/> Multiculturalism/diversity	<input type="checkbox"/> Other:

**3. How is this learning outcome achieved through the program's curriculum? Identify the courses or extra-curricular opportunities that address this outcome.**

HLTH - 421, HLTH-416, HLTH - 419, HLTH-418, SOC -308., NURS - 420, MGMT - 440, PARA - 416, MGMT - 370, and HLTH - 469.

**4. What methods of assessment will be used for this outcome? (Specify instrument and submit electronically with plan.)**

Successful passage of the State and National Licensure exam.

**5. Who is assessed? When are they assessed?**

Twice per year the Board of Examiners forward data on the passage rates for MSUM students.

**6. Who is responsible in the department for collecting data? How and when will the results be discussed by members of the program?**

Barry Halm, HSA Coordinator, will collect the data from the Board of Examiners. The report will be presented at a faculty meeting of the HPE department.

**7. What is level of student performance is expected for this outcome?**

The first attempt passing rate, as established by the Board of Examiners is 70%. We expect each student to score 70% on the exam.