

Texas A&M University – Central Texas (AM-Central Texas)
HEAD5311: Health Administration and Strategy
Fall 2017 – Dr. Russell Porter, Ph.D., Ed.D.

Class Time: Designated Saturdays 8am-12pm on 9/9; 9/23; 10/14; 10/28; 11/18; 12/2
 And Online Otherwise (Attendance is not taken in Face to Face Classes)

Location: President's Conference Room – Fourth Floor Founder's Hall 421H

Required Text:

White, K., & Griffith, J. (2016). *The well managed healthcare organization. 8th Ed.* Chicago, IL: Health Administration Press (WG)

Ginter, P., Duncan, W., & Swayne, L. (2013). *Strategic management of health care organizations.* Hoboken, NJ: John Wiley & Sons, Inc. (GDS)

Instructor: Dr. Russell Porter, Ph.D., Ed.D.
 Vice President for Research & Economic Development
 Professor of Business – Chief Research Officer / Research Compliance Officer

Telephone: 254.501.5823

Office: President's Suite – Founder's Hall 421F

Email: porter@tamuct.edu [Easiest way to reach me]

Office Hours: M-F 8am to 5pm and by appointment

911 Shield

Emergency Warning System for Texas A&M University – Central Texas
 911 Shield is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. Please review the 911 Shield at:
<https://itunes.apple.com/us/app/911shield/id1029352177?mt=8>

COURSE DESCRIPTION

This course provides the foundation for strategically leading the complex industry of health organizations. Theoretical frameworks and empirical analyses are used to emphasize the health services administrator's role in health care. The course demonstrates how health administrators help both the providers and recipients of health care. A focal point is to create a deep understanding of competitive advantage in the market and in government operations.

COURSE OBJECTIVES

Upon completion of this course, the student will be able to:

- Demonstrate, through projects, how health administration is applied in health care.
- Present, through projects, leadership in health organizations.
- Demonstrate, through projects, how to manage groups and teams.
- Present, through participation, how to design and impact health organizations.
- Demonstrate, through participation, power and politics in health organizations.
- Distinguish, through projects, different strategies and organizational designs.
- Demonstrate, through projects, innovation for competitor advantage.
- Demonstrate, through participation, different strategic alternatives.
- Present, through projects, creative action plans.

CELL PHONES/TEXT MESSENGERS/ELECTRONIC EQUIPMENT

All cell phones, text messaging devices and electronic equipment will be powered to silent mode. We are all adults and if you need to step out of the class, please do so in a professional manner. This is your class, so try to make arrangements for off-campus duties ahead of time.

ACADEMIC INTEGRITY

A&M-Central Texas is committed to high standards of integrity and ethical conduct. Participating in behavior that violates academic integrity (e.g., including but not limited to - unauthorized collaboration on assignments, plagiarism, multiple submissions of the same assignment, cheating, fabricating information, helping another person cheat, altering or destroying the work of others, fraudulently altering academic records) will result in academic discipline including: receiving a failing grade on an assignment, examination or course, receiving a notation of a violation of academic integrity on your transcript, or being suspended from the University. You have the right to appeal.

GRADING A: 90-100 mean points

B: 80-89 mean points

C;70-79 mean points

D; 60-69 mean points

F; Below 60 mean points

(C is Barely Passing at Graduate Level; Must obtain 3.0 GPA to Graduate)

COURSE ASSESSMENT

Class Participation

PERCENTAGE

20% [Blackboard classes as indicated below] (20pts)

Mid Term Exam

20% (20pts)

Final Paper

40% (40pts)

Final Exam

20% (20pts)

GRADE COMPONENTS***ATTENDANCE, PUNCTUALITY AND PARTICIPATION***

It is important to attend each seated / face-to-face class. Attendance is not taken, but exam answers will be discussed in seated classes. Canvass discussions are graded based on weekly discussion questions posted with replies/answers. Each canvass (online) class is assessed for participation where students must post in the discussion area with replies, with at least one reply to the professor and two other students for an A, to the professor and another student for a B, and to the professor for a C. All posts must be supported with APA references. You may post throughout the semester, but please be fair to all students and post at least a reply on a weekly basis. Students will receive an unofficial midterm grade to provide feedback for the remainder of the course.

FINAL PAPER (Format, Grammar/Spelling, Adequacy, Accuracy, Bib/References, Overall)

The paper will be 20pp. to 30pp. in narrative (i.e., cover and reference pages do not count, and you do not need an abstract) on a health care issue of the student's choice. However, the issue must be related to health services administration. The final paper is due the last day of class, and must be in APA and double spaced no larger than 12 font. Students must turn in a draft of the paper by the midterm exam for a tentative grade (Only the adequacy portion will not be graded – therefore your paper grade can still go up or down for the final). **If a draft is not turned in, the entire course grade will be reduced by 10 points – thus you cannot receive an A in the course without a draft paper.**

EXAMS (Midterm and the Final)

The Midterm exam will cover the first half of the semester and the Final will cover the second half of the semester. Exams will consist of multiple choice, short answer and essay.

COURSE SCHEDULE (Subject to change by the instructor) Seated Classes Underlined (2017)

Week 1:	August 28 [Monday]	Canvass Class: Introductions, Syllabus Overall, WG: Chapters 1, 2, 3
Week 2:	September 2	Canvass Class: WG: Chapters 5, 6
<u>Week 3:</u>	<u>September 9</u>	<u>Seated Class: WG: Chapters 7, 8</u>
Week 4:	September 16	Canvass Class: WG: Chapter 9, 10
<u>Week 5:</u>	<u>September 23</u>	<u>Seated Class: WG: Chapters 11, 12</u>
Week 6:	September 30	Canvass Class: WG Chapter 13
Week 7:	October 7	Canvass Class: WG: Chapter 14
<u>Week 8:</u>	<u>October 14</u>	<u>Seated Class: WG: Chapter 15 [Midterm Take Home]</u>
Week 9:	October 21	Canvass Class: Midterm Exam Due and Midterm Papers Dues Send both Midterm Exam and Paper to porter@tamuct.edu
<u>Week 10:</u>	<u>October 28</u>	<u>Seated Class: GDS Chapters 1, 2 [Midterm Returned]</u>
Week 11:	November 4	Canvass Class: GDS Chapters 3, 4, 5
Week 12:	November 11	Canvass Class: GDS Chapters 7, 8
<u>Week 13:</u>	<u>November 18</u>	<u>Seated Class: GDS Chapters 9, 10</u>
Week 14:	November 25	No Classes [Prepare for Final]
<u>Week 15:</u>	<u>December 2</u>	<u>Final Exam and Final Papers Due. All Postings Due at 11pm.</u>

Personal Statement on Education: This is your course! You will learn both cognitive and affective education domains. Please be courteous to other perspectives and opinions – we all learn from others.

COURSE AND UNIVERSITY PROCEDURES AND POLICIES

Drop Policy. If you discover that you need to drop this class, you must go to the Records Office and ask for the necessary paperwork. Professors **cannot** drop students; this is always the responsibility of the student. The record's office will provide a deadline for which the form must be returned, completed and signed. Once you return the signed form to the records office and wait 24 hours, you must go into Warrior Web and confirm that you are no longer enrolled. Should you still be enrolled, FOLLOW-UP with the records office immediately? You are to attend class until the procedure is complete to avoid penalty for

absence. Should you miss the deadline or fail to follow the procedure, you will receive an F in the course.

Academic Integrity. Texas A&M University -Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Academic integrity is defined as a commitment to honesty, trust, fairness, respect, and responsibility. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. Academic misconduct is any act that improperly affects a true and honest evaluation of a student's academic performance and includes, but is not limited to, cheating on an examination or other academic work, plagiarism and improper citation of sources, using another student's work, collusion, and the abuse of resource materials. All academic misconduct concerns will be reported to the university's Office of Student Conduct. Ignorance of the university's standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

Disability Support and Access Services. At Texas A&M University – Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to an education that is barrier-free. The Office of Disability Support and Access is responsible for ensuring that students with a disability enjoy equal access to the University's programs, services and activities. Some aspects of this course or the way the course is taught may present barriers to learning due to a disability. If you feel this is the case, please contact Disability Support and Access at (254) 501-5831 in Warrior Hall, Ste. 212. For more information, please visit their website at www.tamuct/disabilitysupport. Any information you provide is private and confidential and will be treated as such.

Tutoring. Tutoring is available to all students, both on-campus and online. Subjects tutored include Accounting, Finance, Statistics, Mathematics, and Writing (APA). Tutors are available at the Tutoring Center in Warrior Hall, Suite 111.

University Library. The University Library provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals, in addition to the 72,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught are available through our website to help students navigate these resources. On-campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders. Research assistance from a librarian is also available twenty-four hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place on Skype or in-person at the library. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available.

TECHNOLOGY REQUIREMENTS AND SUPPORT.

Technology Support. For technology issues, students should contact Help Desk Central. 24 hours a day, 7 days a week:
Email: helpdesk@tamu.edu

When calling for support please let your support technician know you are a Texas A&M University-Central Texas student. For issues related to course content and requirements, contact your instructor. Technology issues are not an excuse for missing a course requirement – make sure your computer is configured correctly and address issues well in advance of deadlines.