April 13, 2011

TO: Howard H. Karr
Chairperson, Board of Regents

VIA: M. R. C. Greenwood
President

FROM: Gene I. Awakuni
Chancellor

SUBJECT: Request to change the University of Hawai‘i-West O‘ahu Certificate in Health Care Administration from Provisional to Established Status

SPECIFIC ACTION REQUESTED:

Approval for a change from provisional to established status for University of Hawai‘i-West O‘ahu Certificate in Health Care Administration from Provisional to Established Status.

RECOMMENDED EFFECTIVE DATE:

Fall 2011

BACKGROUND:

In accordance with BOR policy governing Academic Affairs, Section 5-1a, the University of Hawai‘i-West O‘ahu requests BOR approval to establish the Certificate in Health Care Administration.

The Certificate in Health Care Administration was developed in accordance with the mission statement of the University of Hawai‘i-West O‘ahu and furthers the UHWO and UH systems’ academic and strategic plans which emphasize an interdisciplinary approach that maximizes the use of existing academic resources as well as achieves broad liberal arts, professional, and career-related fields. This Certificate program, offered through distance education, is in direct agreement with UHWO’s mission statement of providing and increasing access to education to residents throughout the State in partnerships with the university centers and community colleges. In addition, UHWO intends to continue developing new articulation agreements with various community college programs to establish new academic options for students who hold AS or AA degrees as they continue to advance their education.

The Certificate in Health Care Administration (HCA) was developed to meet the workforce and career development needs for the State of Hawai‘i. It is the only currently offered upper-division, stand alone Certificate program that enable students to earn a BOR approved Certificate in Health Care Administration. This program provides students and health care practitioners with a broad range of administrative skills and knowledge needed in the dynamic and growing health care field. Ongoing
changes in the system have resulted in an array of opportunities for health care administrators to make significant contributions to improving health care for all.

Additional funding was received and access to education in the health care field was promoted through development of a Health Care Administration as a new Concentration in the Bachelors of Public Administration. This gave Neighbor Island students an opportunity to earn a degree in Health Care Administration.

The increasing older adult population will continue to have a greater need for health and long term care. The demand for health care administrators is increasing in Hawai’i as well as the rest of the nation, according to national data from the Bureau of Labor Statistics and Hawai’i data on occupational projections.

Enrollments in the HCA classes are at maximum capacity because of the online mode of delivery and the classes may also be used for other Public Administration concentration areas. The Certificate was used as a “stepping stone” for many students who would then consider a bachelors program; since the inception of the Concentration, many of the students have switched to the BA program.

Numbers of majors in the area have increased from 14 in 2007 to 116 in HCA (includes students in both Certificate program and Concentration). As of Fall 2010, there were more than 100 majors in the Certificate and the Concentration.

Based on the needs assessment, there is sufficient interest to sustain the development and growth of HCA as a certificate program. Even with minimum growth, classes will continue to be offered because of the needs of the students in the Concentration area, which continues to grow. In addition two of the Certificate classes have also been incorporated into the requirements of the Bachelor of Applied Science program as well.

Program details are included in the attached document.

**ACTION RECOMMENDED:**

Approval of the change from provisional to established status for the Certificate in Health Care Administration, effective Fall 2011.