



Name: Hilda A Pettit

Submission Date: 10/22/2010



Organization: Vacca Office of Student Services

**Course Catalog Update**

&lt;&lt; Go back to Course Catalog Update form

Print

Course Catalog Update Information:

STU0004

Reference Number: CCU001120

Date: 01-SEP-10

Level: 2.00 of 2.00

Currently On The Worklist Of: Joanne Arhar, jarhar

Owner: Office of Curriculum Services, 330-672-8558 or 330-672-8559, curriculum@kent.edu

<b>Basic Course Data</b>		
<b>Change type:</b> Revise		
<b>Faculty member submitting this proposal:</b> Mary Dellmann Jenkins		
<b>Requested Effective Term:</b> 201180		
<b>Campus:</b> Kent		
<b>College:</b> EH-Education, Health and Human Services		
<b>Department:</b> LDES-Lifespan Development and Educational Sciences		
<b>Course Subject:</b> GERO-Gerontology		
<b>New Course Subject:</b>		
<b>Course Number:</b> 43092		
<b>New Course Number:</b>		
<b>Course Title:</b> PRACTICUM IN NURSING HOME ADMINISTRATION I		
<b>Title Abbreviation:</b> PRACTICUM IN NHA I		
<b>Slash Course and Cross-list Information:</b>		
<b>Credit Hours</b>		
<b>Minimum Credit/Maximum Credit:</b> 6 to 6		
<b>Contact Hours: Lecture - Minimum Hours/Maximum Hours:</b> 2 to 2		
<b>Contact Hours: Lab - Minimum Hours/Maximum Hours:</b>		
<b>Contact Hours: Other - Minimum Hours/Maximum Hours:</b> 28 to 28		
<b>Attributes</b>		
<b>Is this course part of the LER, WIC or Diversity requirements:</b> No		
<b>If yes, course attributes:</b> 1. 2. 3.		
<b>Can this course be repeated for credit:</b> No Repeat	<b>Course Limit:</b>	<b>OR Maximum Hours:</b>
<b>Course Level:</b> Undergraduate	<b>Grade Rule:</b> B-Standard letter	
<b>Rationale for an IP grade request for this course (if applicable):</b>		
<b>Schedule Type(s):</b> 1. LEC-Lecture 2. PRA-Practicum or Internship 3.		
<b>Credit by Exam:</b> N-Credit by exam-not approved		
<b>Prerequisites &amp; Descriptions</b>		
<b>Current Prerequisite/Corequisite/Catalog Description:</b> Internship in nursing home care facility. One, 3 hour, on-campus seminar every three weeks (meets five times). Prerequisite: human development and family studies (HDFS) majors and senior standing.		
<b>Catalog Description (edited):</b> Internship in nursing home care facility. One, 3 hour, on-campus seminar every three weeks (meets five times). Weekly one hour on-line lectures and discussions will also take place. A minimum of 28 clock hours per week at internship site is required.		
<b>Prerequisites (edited):</b> HDFS major and senior standing		
<b>Corequisites (edited):</b>		
<b>Registration is by special approval only:</b> No		
<b>Content Information</b>		
<b>Content Outline:</b>		
<b>Content Hours</b>		

per Course Topic	Topic Description
10	LECTURE: Management, Governance, and Leadership: Management functions (forecasting, planning, staffing, quality control, innovating, and marketing).
10	LECTURE: Human Resources: organizational patterning of nursing home facility and its staff, identifying HR functions, planning employment needs, recruiting-hiring-training staff, retaining-evaluating-paying-disciplining employees.
10	LECTURE: Finance and Business: the administrator's role as a financial manager; accounting principles, approaches, and procedures, budgets and budget finance.
420	PRACTICUM: on site training at nursing home facility with licensed nursing home administrator

Display/Hide Delimited Course Outline

**Total Contact Hours: 450**

**Textbook(s) used in this course:** Allen, J. Nursing Home Administration (current ed.). New York: Springer

**Writing Expectations:** Professional Management and Philosophy Statement

**Instructor(s) expected to teach:** Human Development and Family Studies Faculty

**Instructor(s) contributing to content:** Mary Dellmann-Jenkins

**Proposal Summary**

**Explain the purpose for this proposal:**

The purpose of this proposal is to increase the total number of lecture hours (from 15 to 30). This added lecture time will enable indepth coverage of necessary topics to meet national accreditation standards.

**Explain how this proposal affects program requirements and students in your unit:**

This proposal realigns the course content with national accreditation requirements and better prepares students for careers in the field of nursing home administration. This revision increases the number of required credits in the concentration and reduces the number of general electives.

**Explain how this proposal affects courses, program requirements and student in other units:**

This proposal does not impact courses, program requirements, and students in other units.

**Explain how this proposal affects enrollment and staffing:**

There is no impact.

**Units consulted (other departments, programs or campuses affected by the proposal):**

None - not applicable.

**Revisions made to form (if applicable):**

<input checked="" type="checkbox"/> Course Content	<input type="checkbox"/> Number
<input type="checkbox"/> Credit by Exam	<input checked="" type="checkbox"/> Prerequisites
<input checked="" type="checkbox"/> Credit Hours	<input checked="" type="checkbox"/> Schedule Type
<input type="checkbox"/> Cross-Listed / Slash	<input type="checkbox"/> Subject
<input checked="" type="checkbox"/> Description	<input type="checkbox"/> Title
<input type="checkbox"/> Diversity	<input type="checkbox"/> Title Abbreviation
<input type="checkbox"/> Grade Rule	<input type="checkbox"/> Writing-Intensive (WIC)
<input type="checkbox"/> Liberal Education Requirement (LER)	<input checked="" type="checkbox"/> Other

**Comments (500 Character Maximum):**

NOTE: Please do not use the following restricted characters: (~ \* / \ --)

**Comments:**

Date	User	Comment
9/9/2010	Mary M Dellmann-Jenkins	Other Revision: Content Outline, Required Text

**History:**

Date	User	Status
9/9/2010	Mary M Dellmann-Jenkins	Approved
9/1/2010	Mary M Dellmann-Jenkins	Submitted