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OF SOUTH CAROLINA

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January 29, 2007

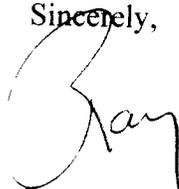
Dr. Gail M. Morrison
Interim Executive Director
South Carolina Commission on Higher Education
1333 Main Street, STE 200
Columbia, SC 29201

Dear Dr. Morrison:

Enclosed is a program planning summary for a new degree, the Master of Research Administration, as proposed by the College of Health Professions. The proposal has received approval by the Dean of the College, the Provost and the Deans Council. The proposed 36 credit hour program will be offered in distance education format to facilitate the enrollment of working professionals. The need for the program is addressed in the proposal and is consistent with the substantial growth in sponsored research funding in South Carolina's higher education institutions.

Thank you for your assistance in facilitating Commission consideration of this request.

Sincerely,



Raymond S. Greenberg, MD, PhD
President

RSG:mch

Enclosure

MUSC

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January 26, 2007

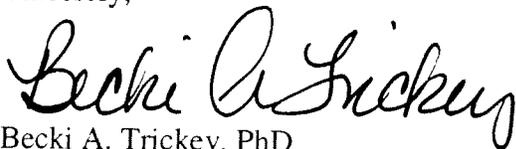
John R. Raymond, MD
Vice President for Academic Affairs and Provost
171 Ashley Ave.
P.O. Box 250002
Charleston, SC 29425

Dear Dr. Raymond:

With your approval, the College of Health Professions would like to submit the attached Program Planning Summary for the Master of Research Administration degree to the Advisory Committee on Academic Programs of the South Carolina Commission on Higher Education (CHE). If possible, the College request that this summary be submitted by the February 1, 2007 deadline set by the CHE.

Thank you for your support and consideration of this request.

Sincerely,



Becki A. Trickey, PhD
Professor and Interim Dean

Program Planning Summary – Master of Research Administration (MRA)

The Department of Health Administration & Policy (DHAP) of the Medical University of South Carolina (MUSC) proposes to establish a new degree program leading to a Master of Research Administration degree. This new 36 credit hour curriculum program will be administered entirely within DHAP and presented in a distance-based format. It is anticipated that the first class will be admitted for Fall 2008 semester.

DHAP currently operates three degree programs in health administration – Bachelor of Health Sciences, Master of Health Administration, Doctor of Health Administration & Leadership. All three of these programs are delivered in an executive format that requires students to be on-campus one weekend per semester. The balance of the programs are delivered online via the university's online course management program WebCT.

Research Administration as a profession has advanced substantially over the past few years as sponsored research has become more pervasive and more complicated. The success of research endeavors depends on the scientific merit of the project as well as the effective administration of the project to insure efficient use of resources and compliance with the myriad of provisions set by the sponsoring agency. Research Administrators are instrumental in proposal preparation, budgeting, reporting, monitoring, contracting, procurement and staffing. They also emphasize the importance of the primary compliance issues facing institutions today, including protection of human and animal research subjects, research misconduct, subrecipient monitoring, effort reporting, and export control. Research Administrators are vital members of the research team and contribute substantially to the success of the individual researchers, the home institution and the sponsoring organization. Research Administrators can be found in universities and other research organizations at various operational levels.

In South Carolina the three major research universities have experienced substantial growth in sponsored research funding. The Medical University of South Carolina experienced a 4.7% growth in sponsored project costs, Clemson University experienced a 9.3% increase in award dollars, and the University of South Carolina experienced an 11.3% increase in sponsored awards from 2004 to 2005. These increases are typical of the past several years and all indications suggest a continued growth in sponsored research in South Carolina for some time. This increase in the number of sponsored research awards will require the skills of additional research administrators in the state.

In the spring of 2006, DHAP surveyed the 1,100 members of the Southeastern Region of the National Council of University Research Administrators (NCURA) and the 1,400 members of the Northeast Section of the Society of Research Administrators International (SRA) to assess interest in and support for a new graduate program in Research Administration. With 684 respondents, the survey demonstrated a strong level of support for such a program. 64.4% (440 individuals) of the respondents indicated they would consider enrollment in such a program. Almost one-half of the respondents had bachelor degrees or less, with 92.6% having had no formal education in research administration. Three-hundred and forty individual comments were provided by the respondents generally expressing interest and support for the new program.

There are currently four similar university programs in the United States, none in South Carolina. This program would not duplicate any efforts within the state. In fact, even during this proposal phase we have had numerous inquiries from individuals in South Carolina about entering the program. We would expect that most of the admitted students would be residents of the eastern United States with a heavy concentration of South Carolinians.

The Master of Research Administration would be administered within the MUSC Department of Health Administration & Policy. Instruction would be provided by existing and new full-time faculty as well as carefully selected adjunct faculty. Several of the courses proposed for the MRA program curriculum (see attached Proposed Curriculum) are those already in existence and delivered in the current MHA program. Several highly qualified members of the MUSC research community have expressed an interest in teaching in the MRA program.

The MRA program would admit 30 students per year. It is expected that the majority of the students would study part-time. Full-time students would complete the program in two years and part-time would complete the program in three years. These projections are based on DHAP's experience with the executive MHA program that serves students very similar to those expected for the MRA program.

The estimated direct annual cost for implementation of the MRA program is \$136,760 per year. This cost is comprised of full-time teaching time, adjunct instruction, allocated staff support, recruitment expense, and supplies.

Proposed MRA Curriculum

Existing MHA courses

- **HAP-721. Health Care Delivery Systems. (3 hours)**
This course is a systematic approach to understanding the origin and evolution of the U.S. health care delivery system. Topics include the history of medical care in the U.S., descriptions of the variety of health personnel and facilities that comprise the system, including an investigation of selected contemporary health policy issues, public health, mental health and alternative systems.
- **HAP-722. Health Behavior and Epidemiology. (3 hours)**
An introduction to health behavior and the principles, strategies, and perspectives of epidemiology. Examples are drawn from selected diseases, health relevant behaviors, and health service problems. The course provides a general understanding of health states of populations, prevention efforts and the basic conceptual tools for translating epidemiological findings.
- **HAP-726. Health Care Accounting. (3 hours)**
This course introduces the student to selected financial and management accounting topics. Specific financial accounting topics include financial statement preparation, internal control, and the operations audit. Specific management accounting topics include cost behavior, cost-volume-profit analysis, indirect cost, pricing strategies, flexible budgeting, and variance analysis.
- **HAP-737. Organization Theory and Behavior. (3 hours)**
This course introduces the major historical and contemporary theories of organization and human behavior in the workplace. Emphasis is placed on the study of organization structures, principles, techniques and processes as they relate to the management of health services organizations. Opportunities to gain a better understanding of organizational behavior issues such as motivation, leadership, decision-making, interpersonal conflict, and group dynamics are provided in case analyses and skill building exercises.
- **HAP-740. Human Resources Management. (3 hours)**
This course addresses the traditional personnel functions in health service organizations such as recruitment, selection, job analysis, performance appraisal, compensation/benefits, employee health and safety, grievance, collective bargaining, employee discipline, and discharge. Additionally, current social, behavioral, and legal issues are discussed from a human resource planning and management perspective. The student will not only gain a better understanding of human resource processes, procedures, and issues, but will also acquire skills important to the effective management of people in organization.

New courses

- **HAP-XXX. Research Methods I & II. (3 hours each)**
Methodological issues of basic, applied, and clinical research. Students develop the knowledge and skills to critically appraise and synthesize research results, analyze qualitative and quantitative data, evaluate evidence-based methods, develop research questions, identify appropriate inquiry methodologies and study designs, and perform survey research. Students will become familiar with all elements of a research proposal.
- **HAP-XXX. Fundamentals of Research Administration Management. (3 hours)**
This course will concentrate on the policies and practices of research administration to include: pre- and post-award management, contracting, intellectual property, conflict of interest, financial management and other aspects of research administration.
- **HAP-XXX. The Healthcare Research Industry. (3 hours)**
This course will focus on analysis and comparison of the different kinds of sites for performance of healthcare research. Examination of the impact of productivity standards, quality assurance programs and budget issues to research sites will also be covered. Federal regulations that impact funding and business practices of healthcare research will be evaluated. Trends in healthcare research funding will be examined, such as the various funding sources that presently support healthcare research, types of funding arrangements available, funding source infrastructure, identification of sources and funding levels.
- **HAP-XXX. Human Trials. (3 hours)**
Principles, policies and practices in the process of merging basic science research to human trials are explored. Topics to be covered include analysis and assessment of regulatory issues, ethical challenges in human trials, societal pressures on development of products, fiscal issues that contribute to successes and controversies in human trials, the recruitment and retention of human subjects and informed consent.
- **HAP-XXX. Fundamentals of Research Administration Compliance. (3 hours)**
The study of the federal bodies and regulations that govern research. Topics include, but are not limited to: the rules & regulations surrounding HIPAA and how it affects research on human subjects, the history and current role of the FDA, IACUC, IRB and the many other regulatory requirements within the research arena. The ethical issues surrounding the conduct of research will also be examined.
- **HAP-XXX. Research Administration Practicum. (3 hours)**
This course will be a practical experience individualized for each student based on his or her career interest and experience. Assignments may include case studies, projects, internships or other types of efforts that result in a capstone experience for the student.