

Good Shepherd University
Catalog

Academic Year: 2024-2025
(August 1, 2024 to May 31, 2025)



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1. General Information

- Name: The official name of the institution is: **Good Shepherd University**
- Address: The official address of the institution is:
10880 Wilshire Blvd. Suite 1101, Los Angeles, CA 90024
- Telephone number: The official telephone number of the institution is: **(310) 956-4550**
- Web site: The official web site of the institution is: www.goodshep.online

2. Approval

The institution is a private institution and is approved to operate by the Bureau for Private Postsecondary Education (BPPE). Approval to operate means compliance with state standards as set forth in the CEC and 5, CCR. The institution may not imply that the Bureau endorses programs, or that the Bureau approval means the institution exceeds minimum state standards (CEC §94909(a)(2) and §94897(I)(1)(2)).

3. Student Responsibility and Rights

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at:

Bureau for Private Postsecondary Education

1747 N. Market Blvd. Suite 225 Sacramento, CA 95834

Phone: (888) 370-7589 or (916) 574-8900

Fax: (916) 263-1897

Website: www.bppe.ca.gov

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau's Internet Web site:

https://www.bppe.ca.gov/forms_pubs/complaint.pdf

4. Facilities and Student Services

Facilities

All courses will be offered online. Students will be assigned a permanent login id, and a temporary password which must be changed upon the first login. All classes for which a student is enrolled in will appear on the main dashboard. Students will have access to all the items posted by the instructor, including class lectures, copies of supplementary materials (handouts, etc.). Students will have access to their posted scores on individual assignments, quizzes, reports, and exams.

Students will take quizzes and exams online through the Canvas™ Learning Management System (LMS), and assignments and reports are to be uploaded on an individual class web page within the LMS. The approximate number of days that will elapse between the receipt of the student work and the response and evaluation by the individual instructor is seven (7) calendar days.

For all courses, instructions for obtaining textbooks (either hardcopy or softcopy version—also known as an e-textbook) will be made available to students. When applicable, students will be required to purchase an access code from the publisher in order to obtain an e-textbook and any supplementary material.

Instructors will direct students to obtaining access to a library of online databases for accessing journal articles and other publications as required in each course.

Student Housing Services

Dormitory facilities are not available. It is assumed that the student will be able to attend class online from their current residence. Therefore, there is no need to find housing located reasonably near the institution's facilities. The institution does not take responsibility in finding or assisting a student to obtain housing.

5. Programs Offered

The following online programs are offered by the institution:

- Registered Nurse (RN) to Bachelor of Science in Nursing (BSN)
- Master of Healthcare Administration (MHA)

The programs are described in detail in Section 17 of the catalog.

6. Professional Position

6.1. RN-to-BSN Job Opportunities

The Registered Nurse (RN) to Bachelor of Science in Nursing (BSN) program is designed to further a student's education and profession as a Registered Nurse (RN). Applicants must have a current active nursing license, and have graduated from an accredited university with an Associate Degree in Nursing (ADN).

Suitable jobs for an individual who has completed the requirements for the Bachelor of Science in Nursing (BSN) degree include:

- Public Health Nurse
- Care Coordinator or Navigator
- Case Manager
- Pediatrics or School Nursing
- Health Educator
- Quality Coordinator
- Nurse Manager or Director

6.2. MHA Job Opportunities

The Master of Healthcare Administration (MHA) program is designed to further the education and the profession of a student who has already obtained a Bachelor of Science (BS) degree in Business Administration, Public Health, Nursing, or another Health Science related major.

Suitable jobs for an individual who has completed the requirements for the Master of Healthcare Administration (MHA) degree include:

- Administrator
- Manager
- Consultant
- Assistant Director
- Analyst
- Project Manager
- Practice Manager

7. Institutional Policies

7.1. Admissions policies

7.1.1. RN-to-BSN Admission Requirements

The following are the admission policies for admittance to the University:

1. Current licensure as a Registered Nurse (RN), having successfully passed the NCLEX-RN exam.
2. Minimum of 60 transferrable semester units (or 90 transferrable quarter units).
A maximum of 36 semester units (or 54 quarter units) of lower-division nursing courses are transferrable.
3. Completion of each of the following and a minimum grade of “C” attained:
 - Behavioral and Natural Science:
 - Human Anatomy with Lab
 - Human Physiology with Lab
 - General Microbiology with Lab
 - Introductory Psychology
 - Introductory Sociology
 - Communication:
 - Written Communication
 - Oral and Group Communication

Credits earned at other institutions

At least 60 semester units (or 90 quarter units) and at most 90 semester units (or 135 quarter units) from a community college or a four-year college can be applied to the total units toward a degree at the institution.

The minimum of 60 transferrable semester units (or 90 quarter units) include:

- At least 36 semester units (or 54 quarter units) of Nursing courses (these will be obtained through completing the minimum requirements for an Associate Degree in Nursing degree)
- At least 6 semester units (or 9 quarter units) of Communication courses (these will be obtained through completing the minimum requirements for an Associate Degree in Nursing degree)
- At least 18 semester units (or 27 quarter units) of Natural and Behavioral Science courses (these will be obtained through completing the minimum requirements for an Associate Degree in Nursing degree)

An additional 30 semester units (or 45 quarter units) of General Education may be transferred from another institution.

Credit by Challenge examinations

Students may challenge courses by taking examinations developed at the institution. Credit shall be awarded to those who pass them successfully.

Currently enrolled students not on probation who are especially qualified through experience or private instruction may petition to earn credit by challenge examination in selected courses designated by each program.

A challenge examination provides for the awarding of academic credit through successful completion of an examination of a specific Catalog-listed course.

Selected laboratory and activity courses in which student participation is an integral part of the learning experience will not be subject to challenge. Each program will have the sole responsibility for designating which courses may be challenged by examination.

Challenge examinations are given under the following guidelines:

1. A student may not petition for Challenge Examination in a course if he or she does not have the prerequisites.
2. A student may not petition for more than one course during a given semester.
3. An approval of an application for Challenge Examination will expire if the examination has not been completed by the end of the semester.
4. Students may attempt the Challenge Examination in a given course only once.
5. Approval for Challenge Examination will not be given for a course if the student has already received credit for a similar but more advanced course.
6. Challenge Examinations may not be used to meet any provisions of the Repeat Course Policy.
7. A student electing the Credit/No Credit grading option on enrollment for Challenge Examination will be assigned a Credit grade for work equivalent to A, A-, B+, B, B-, C+ or C grades; "No Credit" will be assigned for work equivalent to C-, D+, D, D- or F grades. CR/NC grades are not included in the calculation of the GPA.
8. The determination of eligibility for Challenge Examination rests ultimately with the program involved, including exceptions to the guidelines.

Procedure:

1. Before the registration period begins, a student wishing to challenge a course by examination should consult with the program chair.
2. If the chair approves the request, the student will be given a 5-digit class number and a permission number to enroll in the "Credit by Challenge Exam" course.

3. The student can then register online for the Challenge Exam course during regular registration periods. All required tuition and other fees must be paid according to the Fee Payment Schedule on the **Student Finance** page of the Institution’s website.

Credit by Achievement tests

The institution grants credit toward its undergraduate degrees for successful completion of examinations of the Advanced Placement Program of the College Board. Students who present scores of three or better will be granted up to six semester units of college credit.

Students should have their official AP course transcripts and test scores sent to Admissions and Records as part of their application for admission.

The following table lists the required AP test scores, the institution’s course equivalent, and the institution’s General Education (GE) application.

Examination	Score	Course equivalent	GE application
Chemistry	3,4,5	CHEM 101	3 units in Physical Science
Spanish Language and Culture	3,4,5	SPAN 101	3 units in Cultural Studies
Statistics	3,4,5	MATH 115	4 units in Basic Skills Mathematics
U.S. History	3,4,5	HIST 101, 102	6 units in History requirement

Admission requirements for foreign students

The institution admits students from other countries. Visa services are not provided by the institution; however, the institution will voice for student status, and any associated charges.

English language proficiency is required of students, documented by taking the Test of English as a Foreign Language (TOELF), with a minimum score of **80** on the TOEFL iBT (Internet-based test), or **550** on the TOEFL PBT (Paper-based test).

English language services, including instruction such as ESL, are not provided at the Institution. All instruction will occur in English.

Transfer and articulation agreements with other institutions

The institution has not entered into an articulation or transfer agreement with any other college or university. The award of credit for prior experiential learning, including assessment policies and procedures, the provision for appeal, and all charges that a student may be required to pay, will be resolved by appointment with an academic advisor prior to enrolling in classes for the semester.

7.1.2. MHA Admission Requirements

following are the admission policies for admittance to the MHA program:

- 1. Educational background:** A Bachelor's degree from an accredited institution, with a major in healthcare, business administration, public health, or a related field. (Note: prior to Good Shepherd University receiving institutional accreditation from the Accrediting Bureau of Health Education Schools, a Bachelor of Science in Nursing from Good Shepherd University will also be accepted.)
- 2. Graduate Admission Test:** The submission of scores from the GRE (Graduate Record Examination) or the GMAT (Graduate Management Admission Test) is **not required**.
- 3. Letters of Recommendation:** A minimum of two letters of recommendation from individuals who can attest to the applicant's academic abilities, professional experience, and potential for success in the program.
- 4. Statement of Purpose:** A statement of purpose or a personal statement outlining the applicant's career goals, reasons for pursuing an MHA degree, and how the program aligns with their aspirations.
- 5. Transcripts:** The submission of official transcripts from all colleges or universities previously attended. These transcripts should demonstrate satisfactory academic performance.
- 6. Resume/Curriculum Vitae:** A current resume or curriculum vitae (CV) highlighting educational background, work experience, professional achievements, and relevant skills.

7.2. Cancellation, withdrawal and refund policies

Cancellation and Withdrawal Policy

A student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later.

A notice of cancellation shall be in writing, mailed to the Admissions Dept. located at 10880 Wilshire Blvd. Suite 1101, Los Angeles, CA, 90024.

A withdrawal may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance.

Refund Policy

The institution shall refund of 100% of the amount paid for institutional charges, less the application fee of \$40, if notice of cancellation is made through attendance at the first class session, or the seventh day after enrollment, whichever is later.

If the student cancels the enrollment agreement or withdrawals after having completed 60% or less of the period of attendance, the student shall receive a pro rata refund. The pro rata refund shall be no less than the total amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student, calculated as follows:

- (1) The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal.
- (2) Except as provided for in subdivision (3) of this section, all amounts paid by the student in excess of what is owed as calculated in subdivision (1) shall be refunded.
- (3) Except as provided herein, all amounts that the student has paid shall be subject to refund, with the exception of the \$70 application fee and any books purchased, which are non-refundable.
- (4) For purposes of determining a refund, a student shall be considered to have withdrawn from an educational program when he or she withdraws or is deemed withdrawn in accordance with the withdrawal policy stated in this catalog.

The institution shall refund any credit balance on the student's account within 45 days after the date of the student's completion of, or withdrawal from, the educational program in which the student was enrolled. For purposes of this subdivision, "day" means calendar day.

Academic standing is defined by the student's GPA. The GPA is calculated by dividing the number of grade points earned in courses that assign letter grades by the number of units attempted. Courses in which grades of CR (Credit), NC (No credit), I (Incomplete) and W (Withdrawal) are assigned are not used in GPA calculation. A student's academic status takes into account both the cumulative total GPA, which includes coursework transferred from other institutions as well as coursework taken at the institution, and the GPA which includes only coursework taken at the institution.

7.3. Student records, probation and dismissal policies

Student records

Student records, including all classes taken per semester (up to the current semester), the grades assigned per class, the student's GPA per semester, the student's accumulated GPA, transfer credits will be maintained on the institution's student records database. Hardcopies of updates to all student transcripts will be printed and stored in a secure file system as a backup system as a security procedure. All student records will be retained indefinitely from the time a student is admitted to the institution.

Probation and dismissal policies

The four categories of academic status and the regulations pertaining to each are listed below:

1. **Good Standing:** Students are in good standing at the conclusion of any matriculated term in which they have both a cumulative total GPA and an institution GPA of 2.0 or higher at the undergraduate level, or 3.0 or higher at the graduate level. Students in good standing are eligible to enroll in the institution through the regular enrollment process.
2. **Probation:** Students are placed on probation if either their cumulative total GPA or institution GPA falls below 2.0 at undergraduate level, or 3.0 at the graduate level, at the conclusion of any term. Students remain on probation until they either regain good standing or are placed in disqualified status.

Students on probation are eligible to enroll in the institution through the regular enrollment process. However, they receive registration holds and are not able to register for classes until they have received advisement to review progress toward improving academic status.

Students on probation can enroll in a maximum of 12 units in a semester. Students on probation will be disqualified if either their cumulative total GPA or institution GPA falls below the GPA listed for each class level in the chart below under “disqualified status.”

3. **Disqualified Status:** Students who were on probation the previous semester are placed in disqualified status if, at the end of the next semester, either their cumulative total GPA or institution GPA falls below the floor listed for each class level in the following table:

Class Level	Units	GPA at the Time of Disqualification
Junior	60-89 units	1.85
Senior	90-plus units	1.95
Graduate	n/a	2.95

4. **Readmitted under Academic Performance Agreement:**

Students who have been academically disqualified, but who are readmitted to the University under terms of probation, are classified as readmitted under an Academic Performance Agreement (APA). Students who are readmitted under an APA have registration holds and are not able to register for classes

until they have received advisement. During advisement, the student and advisor examine the student's progress toward improving academic status and set goals for the next semester.

Students who are readmitted under APA can enroll in a maximum of 12 units in a semester. Students in this status, whether they have one or more disqualifications, must fulfill all of the following requirements until they reach good standing: (1) earn a minimum 2.0 semester GPA; (2) enroll in classes each semester; and (3) have in place a signed APA that details the academic progress that must be achieved to move the student toward completion of the baccalaureate degree within a designated time period.

Students who are readmitted under an APA, but who fail to maintain continuous enrollment in classes each semester or who fail to achieve a 2.0 semester GPA, revert back to disqualified status.

Such a student must reapply and be readmitted to the institution as a previously disqualified student in order to be eligible to enroll in classes through the regular enrollment process.

Academic disqualification is a permanent notation in a student's academic record and has serious consequences that can impact attainment of a degree. The consequences of academic disqualification depend upon whether it is the first, second, third or fourth disqualification that the student receives.

7.4. Attendance policies

Students are expected to attend all class meetings. Students who are absent from the first two meetings of a class that meets more than once a week, or from the first meeting of a class that meets once a week, lose the right to remain on the class roll and must formally withdraw from the class, following the institution's procedures and deadlines. Failure to formally withdraw from a class will result in the instructor assigning to the student a grade of "WU" (Unauthorized Withdrawal), which, in computing a student's GPA, counts as a grade of "F."

In a compressed term or session of fewer than 15 weeks, the rule applies if the first class meeting is missed. An instructor may allow a student to continue in the class if the student notified the instructor that the absence would be temporary. If no instructor was assigned to the course in advance, students must notify the department chair that their absence from the class will be temporary.

When representing the institution in official curriculum-related, institution-approved activities requires a student to miss classes, faculty are expected to provide, within reason, opportunity to make up any work or exams that are missed. To be eligible for such accommodation, the student is obligated to provide the instructor of the class with written documentation signed by the faculty, staff member or administrator supervising

the activity, giving specific information concerning the activity, its location and the dates and times when class attendance is not possible.

This documentation must be submitted to the instructor during the first week of the semester or as soon as the information becomes known. Instructors may set limits on the number of classes that may be missed for which special accommodation to make up missed work will be allowed. The process for making up missed class work is the prerogative of the instructor and shall be communicated to the affected students during the first week of classes or as soon as the need for accommodation becomes known.

Absence from class for official curriculum-related, University-approved activities does not relieve students from responsibility for any part of the coursework required during the period of absence.

University sponsors of these activities have an obligation to respect the importance of regular class attendance for successful academic performance and to minimize the number of such absences. Instructional faculty have an obligation to respect the importance of such student participation and to assist student participants in meeting their academic obligations.

7.5. Leave-of-absence policies

Students in good standing may take a leave of absence. Though no formal approval is required, it is suggested that students seek academic advisement. To encourage continuing students with satisfactory scholastic performance to return to the University following an absence, the University will automatically place qualified resident and nonresident students on a leave of absence if they:

- Were matriculated students in the semester immediately prior to the beginning of the leave.
- Were not disqualified at the close of the semester.
- Did not receive an undergraduate degree at the end of the preceding regular term.

Eligible students who do not enroll in classes or who officially withdraw from all their classes within the first 20 days of instruction are placed on leave for that semester. If they do not register in the following semester, they are granted an additional semester of leave.

Exceptions:

- Foreign students with J or F visas are eligible for leave, but they must request prior approval apply for a leave of absence.
- Continuing students who do not enroll in the third semester after the two semesters of leave must reapply for admission.
- New and returning students are not placed on any leave of absence and must reapply for admission during the next available application filing period.

7.6. Students Rights and Procedure for Addressing Grievances

The institution provides procedures for the orderly processing of grievances by students against members of the faculty and for the appeal of assigned grades. Academic grievances may be filed when a student feels aggrieved in (non-grade) matters concerning an academic decision, action or judgment by a faculty member. A grade appeal may be filed when a student believes a grade is based on error, violation of institutional rule or policy, refusal by the instructor to report a grade, discrimination or other improper conduct toward the student. Grade appeals based wholly or in part on a subjective or qualitative judgment of an instructor will not be considered by the Board.

Students should attempt to resolve matters informally with the faculty member prior to filing an academic grievance or grade appeal. If the matter cannot be resolved in this manner, the student may file a formal grievance or grade appeal. The grievance or appeal must be presented in writing before the end of the semester following the semester in which the matter occurred or the grade was assigned, delivered to the Program Chair who will review the grievance, and after consultation with the student and instructor, will make a final decision.

8. Schedule of total charges

The institution makes every effort to keep student costs to a minimum. Tuition and fees listed in published schedules or student accounts may need to be increased when educational expenses increase. Therefore, the institution reserves the right, even after initial payments are made, to increase or modify any listed tuition or fees.

All listed fees, other than mandatory tuition, are subject to change without notice, until the date when instruction for a particular semester or quarter has begun. All listed tuition and fees should be regarded as **estimates** that are subject to change upon approval by the Board of Directors or the president, as appropriate. Changes in mandatory tuition will be made in accordance with the requirements of the Working Families Student Fee Transparency and Accountability Act (Sections 66028-66028.6 of the Education Code).

The following reflects applicable tuition and fees. *These rates are subject to change:*

- **2024/25 Basic Tuition Due by the 1st Day of Instruction of the Semester:**

Program	Tuition Per Unit
RN-to-BSN program	\$250 per unit
MHA program	\$250 per unit

- **Estimated total charges for a period of attendance (16-week semester):**

Program	Total tuition charges
RN-to-BSN Program	<p><u>Based on a 6-unit course load:</u></p> <ul style="list-style-type: none"> • \$1,500 (tuition) <p><u>Based on a 12-unit course load:</u></p> <ul style="list-style-type: none"> • \$3,000 (tuition)
MHA program	<p><u>Based on a 6-unit course load:</u></p> <ul style="list-style-type: none"> • \$1,500 (tuition) <p><u>Based on a 12-unit course load:</u></p> <ul style="list-style-type: none"> • \$3,000 (tuition)

- **Estimated total charges for the entire educational program:**

Program	Total tuition charges
RN-to-BSN program	<p><u>Minimum:</u> \$7,500 (based on the minimum 30 semester units of courses taken at the University within 2 semesters, if the remaining 90 units have been transferred from another institution)</p> <p><u>Maximum:</u> \$15,000 (based on maximum 60 semester units of both Nursing courses and General Education courses taken at the University within 4 semesters)</p>
MHA program	<p><u>Minimum:</u> \$5,250 (based on the minimum 21 semester units of courses taken at the University within 2 semesters, if the remaining 12 units have been transferred from another institution)</p> <p><u>Maximum:</u> \$8,250 (based on the maximum 33 semester units of MHA courses taken at the University within 4 semesters)</p>

- **Other fees:**

Application fee	\$40 non-refundable (payable online at the time of application via credit card, e- check or PayPal)
Textbooks	\$10.99 per e-textbook through Pearson+
Student Tuition Recovery Fund (STRF)	\$0 per \$1000 of institutional charges
Transcript fee	<ul style="list-style-type: none"> • \$10 per copy (available for pickup or mailed via standard mail within 24 hours) • (optional) additional \$45 for expedited mail delivery • (optional) additional \$55 for international mail delivery

9. Participation in Federal and State Financial Aid Programs

The institution does not currently participate in federal and state financial aid programs.

10. Student Loans

If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If a student has received federal student financial aid funds, the student is entitled to a refund of the moneys not paid from federal student financial aid program funds.

11. Operating status

The institution does not have a pending petition in bankruptcy. It is not operating as a debtor in possession. It has not filed a petition within the preceding five years. It has not had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec. 1101 et seq.).

12. Job Placement services

The institution offers job placement services according to the following procedures:

1. By the third week of the final semester of the program before graduation, the student will make an appointment to meet with a Counselor by means of an Internet-based chat session, a phone call, or in person at the main Administration office, to discuss potential career paths.
2. The Counselor will assess the student's interests, goals, and potential for a position in a local medical facility that suits the student's academic achievement.
3. The Counselor will assist the student in arranging an interview with the Human-Resource department of a facility near the student's residence or another preferred location of employment for potential employment.
4. The Counselor will assist the student toward employment, but neither the Counselor nor the Institution guarantees the student will be hired.

13. Student Tuition Recovery Fund (STRF)

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an

economic loss. Unless relieved of the obligation to do so, you must pay the state- imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition. You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the **Bureau for Private Postsecondary Education, 1747 N. Market Blvd. Suite 225, Sacramento, CA 95834 (916) 574-8900**. To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of non-collection may, at any time, file a written application for recovery from STRF for the

debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law. However, no claim can be paid to any student without a social security number or a taxpayer identification number.

14. Office of Student Assistance and Relief

The Office of Student Assistance and Relief is available to support prospective students, current students, or past students of private postsecondary educational institutions in making informed decisions, understanding their rights, and navigating available services and relief options. The office may be reached by calling (888-370-7580) or by visiting (www.osar.bppe.ca.gov).

15. Transferability of credits

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION:

The transferability of credits you earn at **Good Shepherd University** is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree you earn in the one of the programs is also at the complete discretion of the institution to which you may seek to transfer. If the credits or degree that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution.

For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending **Good Shepherd University** to determine if your credits or degree will transfer."

16. Accreditation

The institution is currently not accredited by an accrediting agency recognized by the United States Department of Education. The following is a statement of the known limitations of each degree program, including, but not limited to, all of the following:

- A degree program that is unaccredited or a degree from an unaccredited institution is not recognized for some employment positions, including, but not limited to, positions with the State of California.
- A student enrolled in an unaccredited institution is not eligible for federal financial aid programs.

17. Brochures and Catalog Availability

A general student brochure shall be provided to a prospective student prior to enrollment. In addition, a program-specific student brochure for the program in which the prospective student seeks to enroll shall be provided to a prospective student prior to enrollment. The school catalog shall be provided to any person upon request. The institution shall disclose a requested brochure to any interested person upon request.

18. Degree Programs

18.1. Registered Nurse (RN) to Bachelor of Science in Nursing (BSN)

Description:

The Registered Nurse (RN) to Bachelor of Science in Nursing (BSN) program can be completed in two to four semesters following admission to the program.

Mission statement:

The mission of the RN-to-BSN program is to develop skilled, knowledgeable, and ethical nursing professionals who are ready to provide high-quality health care in a variety of settings, emphasizing holistic, patient-centered care and a commitment to lifelong learning, leadership, and service.

Vision Statement:

"To prepare high-quality nurses who are committed to the profession and responsive to the needs of the global community in an ever-changing healthcare environment."

Objectives:

- **Evidence-Based Practice:** Teach students to integrate evidence-based practice into their nursing care, using the latest research and data to inform their decisions and interventions.
- **Communication Skills:** Develop strong communication skills that enable effective interaction with patients, families, and other healthcare professionals. This includes both verbal and non-verbal communication, as well as the use of health information technologies.
- **Ethical and Legal Practice:** Foster an understanding of ethical and legal principles in nursing, ensuring that students can make decisions that respect the rights and dignity of all individuals.
- **Leadership and Management:** Prepare students to take on leadership roles within healthcare teams, including capabilities in management, delegation, and coordination of care.
- **Health Promotion and Disease Prevention:** Educate students on the role of nurses in promoting health and preventing disease across the lifespan through community engagement, public health initiatives, and patient education.
- **Cultural Competence:** Cultivate sensitivity and adaptability to diverse cultural

and socioeconomic backgrounds, enhancing the ability to provide respectful and effective care to a diverse patient population.

- **Professional Development:** Encourage ongoing professional development and lifelong learning to adapt to changes in healthcare technology, policy, and practice.

Requirements for completion:

- Completion of all the required courses in the curriculum (listed below) with a minimum grade of C (2.0 grade points).
- Cumulative grade point average of 2.0.
- Refer to the course descriptions in Section 19 or the online website for course listing, descriptions, and suggested course sequence.

The following is a list of required courses to take to complete the Registered Nurse (RN) to Bachelor of Science in Nursing (BSN) program:

General Education Courses (36 units):

- **ART 101:** Introduction to Graphic Design (3 units lecture)
- **CHEM 101/L:** General Chemistry with Lab (2 units lecture, 1 unit lab)
- **ECON 101:** Introductory Economics (3 units lecture)
- **ENGL 301:** Professional Writing for Nurses (3 units lecture)
- **HIST 101:** U.S. History (1607-1865) (3 units lecture)
- **HIST 102:** U.S. History (1865-Present) (3 units lecture)
- **MATH 101:** Statistics (3 units lecture)
- **MED 101:** Introduction to Media (3 units lecture)
- **MGMT 101:** Fundamentals of Management (3 units lecture)
- **MUS 101:** Music Theory (3 units lecture)
- **PHIL 301:** Health Care Ethics (3 units lecture)
- **SPAN 101:** Spanish for Health Care Professionals (3 units lecture)

Nursing Courses (24 units):

- **NURS 301:** Professional Nursing Role (3 units lecture)
- **NURS 302:** Health and Physical Assessment in Nursing (3 units lecture)
- **NURS 303:** Current Trends and Issues in Nursing (3 units lecture)
- **NURS 304:** Foundations of Nursing Research (3 units lecture)
- **NURS 401:** Nursing Leadership and Management (3 units lecture)
- **NURS 402:** Community Health Nursing (3 units lecture)
- **NURS 403:** Cultural Competency in Nursing (3 units lecture)
- **NURS 404:** Professional Nursing Synthesis (3 units lecture)

The following is a sample 4-semester plan for the RN-to-BSN program. The program can be completed in less semesters if courses have previously been completed at another institution for transferrable credit.

<u>Semester 1 (15 units)</u>		<u>Semester 2 (15 units)</u>	
HIST 101	(3 lecture)	ART 101	(3 lecture)
MGMT 101	(3 lecture)	ENGL 301	(3 lecture)
NURS 301	(3 lecture)	HIST 102	(3 lecture)
NURS 302	(3 lecture)	NURS 303	(3 lecture)
SPAN 101	(3 lecture)	NURS 304	(3 lecture)
<u>Semester 3 (15 units)</u>		<u>Semester 4 (15 units)</u>	
CHEM 101	(2 lecture, 1, lab)	MATH 101	(3, lecture)
ECON 101	(3 lecture)	MED 101	(3, lecture)
MUS 101	(3 lecture)	NURS 403	(3, lecture)
NURS 401	(3 lecture)	NURS 404	(3, lecture)
NURS 402	(3 lecture)	PHIL 301	(3, lecture)

Final Tests and Examinations:

In each course, a final exam will be administered by the instructor to the class, scheduled on the final day of instruction. The final exam will be posted to the course web page, and students will have an appropriate allotted time to take the exam and upload their completed exam on the course web page. All final exams will be graded by the instructor within one week (7 calendar days), and scores will be posted on the course web page.

Required Internships and Externships:

There are no required internships or externships for the RN-to-BSN program.

Total number of units to complete the program:

- Transferred courses: 60 semester units (or 90 quarter units)
 - 18 semester units (or 27 quarter units) of Lower-division Nursing Theory courses (taken at part of the requirements for the Associate Degree in Nursing)
 - 18 semester units (or 27 quarter units) of Lower-division Nursing Clinical courses (taken at part of the requirements for the Associate Degree in Nursing)
 - 18 semester units (or 27 quarter units) of Natural and Behavioral Science courses (taken at part of the requirements for the Associate Degree in Nursing)
 - 6 semester units (or 9 quarter units) of Communication courses (taken at part of the requirements for the Associate Degree in Nursing)
- Lower-division General education courses:
 - 30 semester units (or 45 quarter units)
 - Can be transferred or taken at the University
- Upper-division General education courses:
 - 6 semester units, must be taken at the University for credit
- Upper-division Nursing courses:
 - 24 semester units, must be taken at the University for credit
- Total: 120 units

Job Preparation:

The Bachelor of Science in Nursing (BSN) degree offered by Good Shepherd University is designed to prepare its graduates for employment in the following environments, according to the United States Department of Labors' Standard Occupation Classification code 29-1141

(<https://www.bls.gov/oes/current/oes291141.htm>):

- Registered Nursing
- Hospitals
- Home health care services
- Insurance carriers
- Nursing care facilities
- Doctor's offices
- Outpatient care centers
- Colleges, universities and professional schools
- Offices of other health practitioners
- Continuing care retirement communities and assisted living facilities
- Specialty hospitals

18.2. Master of Healthcare Administration (MHA)

Description:

The Master of Healthcare Administration Program (MHA) can be completed in three to four semesters following admission to the program.

Mission statement:

The MHA program is focused on developing knowledgeable, skilled, and ethical health care leaders who can effectively manage and transform health care organizations to improve the quality, efficiency, and accessibility of health care, emphasizing innovation, evidence-based decision making, and a commitment to community service.

Vision Statement:

"To prepare students who are committed to the profession and responsive to the needs of the global community in an ever-changing healthcare environment."

Objectives:

1. **Healthcare Systems Knowledge:** Develop a deep understanding of the healthcare industry, including healthcare organizations, policies, regulations, and the overall healthcare delivery system.
2. **Leadership and Management:** Develop leadership and management skills necessary for healthcare administrators in order to make strategic decisions to improve organizational performance.
3. **Financial Management:** Understand healthcare finance, budgeting, reimbursement models, and healthcare economics, in order to analyze financial data and make informed financial decisions in the healthcare context.

4. **Healthcare Law and Ethics:** Understand essential legal and ethical issues in healthcare, including healthcare law, regulations, compliance, patient privacy, and ethical considerations in healthcare decision-making.
5. **Healthcare Quality and Patient Safety:** Understand quality improvement methodologies, patient safety protocols, and initiatives to enhance the overall quality of healthcare services, exploring tools and techniques to measure, monitor, and improve healthcare outcomes.
6. **Health Information Systems and Technology:** Understand how to leverage technology to enhance operational efficiency and decision-making in healthcare settings.
7. **Strategic Planning and Healthcare Policy:** Develop skills in strategic planning, policy analysis, and healthcare policy development, assess the impact of policy changes on healthcare organizations, and develop strategies to adapt and thrive in a dynamic healthcare landscape.
8. **Communication and Interpersonal Skills:** Develop strong communication and interpersonal skills, including written and oral communication, teamwork, negotiation, and conflict resolution.
9. **Critical Thinking and Problem-Solving:** Learn how to think critically and solve complex problems in healthcare administration, including how to analyze data, evaluate healthcare scenarios, and develop evidence-based solutions to improve healthcare delivery and organizational performance.
10. **Research and Evaluation:** Acquire the skills to conduct research studies, evaluate healthcare programs, and use research findings to inform decision-making.

Requirements for completion:

- Completion of all the required courses in the curriculum (listed below) with a minimum grade of B- (2.7 grade points).
- Cumulative grade point average of 3.0.
- Satisfactory completion of the culminating assessment (comprehensive exam, research project, or thesis).
- Refer to the course descriptions in Section 19 or the online website for course listing, descriptions, and suggested course sequence.

Required Courses (30 units):

- **MHA 501:** Fundamentals of Healthcare Administration (3 units lecture)
- **MHA 502:** Healthcare Informatics and Data Analysis (3 units lecture)
- **MHA 503:** Law and Ethical Issues in Healthcare (3 units lecture)
- **MHA 504:** Healthcare Leadership and Management (3 units lecture)
- **MHA 505:** Healthcare Operations and Project Management (3 units lecture)
- **MHA 506:** Healthcare Policy and Advocacy (3 units lecture)
- **MHA 507:** Healthcare Economics and Financial Management (3 units lecture)
- **MHA 508:** Healthcare Marketing and Communication (3 units lecture)
- **MHA 509:** Healthcare Human Resources and Workforce Development (3 units lecture)
- **MHA 510:** Healthcare Policy and Global Health (3 units lecture)

Culminating Assessment (3 units):

Choose one (1) course among the following:

- **MHA 598:** Comprehensive Exam (3 units)
- **MHA 599:** Thesis or Research Project (3 units)

The following is a sample 4-semester plan for the MHA program. The program can be completed in less semesters if courses have previously been completed at another institution for transferrable credit.

<u>Semester 1 (9 units)</u> MHA 501 (3 lecture) MHA 502 (3 lecture) MHA 503 (3 lecture)	<u>Semester 2 (9 units)</u> MHA 504 (3 lecture) MHA 505 (3 lecture) MHA 506 (3 lecture)
<u>Semester 3 (9 units)</u> MHA 507 (3 lecture) MHA 508 (3 lecture) MHA 509 (3 lecture)	<u>Semester 4 (6 units)</u> MHA 510 (3 lecture) MHA 598 or 599 (3 lecture)

Final Tests and Examinations:

In each course, a final exam will be administered by the instructor to the class, scheduled on the final day of instruction. The final exam will be posted to the course web page, and students will have an appropriate allotted time to take the exam and upload their completed exam on the course web page. All final exams will be graded by the instructor within one week (7 calendar days), and scores will be posted on the course web page.

Required Internships and Externships:

There are no required internships or externships for the MHA program.

Total number of units:

The total number of units to complete the program is as follows:

- Required MHA Courses: 30 units (up to 6 units can be transferred from an accredited institution offering equivalent courses at the graduate level)
- Culminating Assessment (3 units)
- Total: 33 units

Job Preparation:

The Master of Healthcare Administration (MHA) program offered by Good Shepherd University is designed to prepare its graduates for employment in the following environments, according to the United States Department of Labors' Standard Occupation Classification code 29-1141 (<https://www.bls.gov/oes/current/oes291141.htm>):

- Hospitals
- Home health care services

- Nursing care facilities
- Outpatient care centers
- Colleges, universities and professional schools
- Offices of other health practitioners
- Continuing care retirement communities and assisted living facilities
- Specialty hospitals

Notice to Prospective Degree Program Students

This institution is provisionally approved by the Bureau for Private Postsecondary Education to offer degree programs. To continue to offer this degree program, this institution must meet the following requirements:

- Become institutionally accredited by an accrediting agency recognized by the United States Department of Education, with the scope of the accreditation covering at least one degree program.
- Achieve accreditation candidacy or pre-accreditation, as defined in regulations, by June 2, 2025, and full accreditation by June 2, 2028.

If this institution stops pursuing accreditation, the following will happen:

- The institution must stop all enrollment in its degree programs, and
- Provide a teach-out to finish the educational program or provide a refund.

An institution that fails to comply with accreditation requirements by the required dates shall have its approval to offer degree programs automatically suspended.

Institutional Representative Initials: _____ Student Initials: _____
 Date: _____ Date: _____

19. Course Descriptions

19.1. General Education Course Descriptions

ART 101: Introduction to Graphic Design (3 units lecture)

Introductory survey to the professional field of advertising and graphic design as related to print, multimedia, entertainment, environmental and other areas of visual communications. Emphasis on fundamental principles and skills with a broad approach to the application of techniques and concepts of the field. Lecture 3 hours per week.

CHEM 101/L: General Chemistry with Lab (2 units lecture; 1 unit lab)

Basic course in the fundamental principles and theories with special emphasis on chemical calculations. Includes a discussion of the kinetic molecular theory, atomic structures, the periodic table, solutions and oxidation-reduction. Recitation portion deals with problem solving, review of the lecture material and quizzes. Lecture 3 hours per week, Lab 3 hours per week.

ECON 101: Introductory Economics (3 units lecture)

Introduction to economic principles. Explains the role of prices and profits/losses in guiding production to meet the demands of consumers in a market economy. Uses economic analysis to explain the determination of wages and employment, the consequences of international trade, the arguments for government intervention to deal with important issues such as pollution and congestion, and economic growth. The role of money in a market economy is also addressed. Lecture 3 hours per week.

ENGL 301: Professional Writing for Nurses (3 units lecture)

The course is designed to equip nurses with the essential skills and knowledge required to communicate effectively and professionally in various healthcare settings. In this course, nurses will develop a comprehensive understanding of written communication strategies specific to the nursing profession. Lecture 3 hours per week.

HIST 101: U.S. History (1607-1865) (3 units lecture)

Survey of the political and social development of the U.S. through the Civil War. Lecture 3 hours per week.

HIST 102: U.S. History (1865-Present) (3 units lecture)

Prerequisite: HIST 101. Survey of the political and social development of the U.S. since the Civil War. Lecture 3 hours per week.

MATH 101: Statistics (3 units lecture)

Methods for displaying, describing and producing data. Normal distribution. Correlation and regression. Sampling distributions and probability. Statistical inference for means and proportions. Lecture 3 hours per week.

MED 101: Introduction to Media (3 units lecture)

Survey of the art of the cinema in order to establish a unique visual literature with its own critical standards. Feature films of various types and from diverse sources are screened. Lecture 3 hours per week.

MGMT 101: Fundamentals of Management (3 units lecture)

Introduction to the basic concepts in management and organizational behavior. Applies these concepts to the management of people and resources toward the accomplishment of organizational goals. Emphasis is on the organizational applications of behavioral science concepts, interpersonal skills and team building. Lecture 3 hours per week.

MUS 101: Music Theory (3 units lecture)

An introduction to the study of music theory. The course will include learning to read treble, alto, tenor and bass clefs; notation of pitches and rhythms on staff systems; reading and writing intervals, triads and scale systems, in addition to melodic and rhythmic structures. Basic solfege and rhythm reading also will be addressed. Lecture 3 hours per week.

PHIL 301: Health Care Ethics (3 units)

A philosophical consideration of ethical problems that arise in current health care practice; for instance, abortion, euthanasia, determination of death, consent to treatment, and professional responsibilities in connection with research, experimentation, and health care delivery. Lecture 3 hours per week.

SPAN 101: Elementary Spanish (3 units)

Study of the fundamentals of Spanish, including grammatical structures, reading and practice in the spoken language. Lecture 3 hours per week.

19.2. Healthcare Administration Course Descriptions

MHA 501: Fundamentals of Healthcare Administration (3 units lecture)

A comprehensive introduction to the key principles, concepts, and skills necessary to effectively manage and administer healthcare organizations. Topics include: finance, human resources, risk assessment, crisis management, compliance, internal and external audits, quality assessment and control, performance improvement, legal and ethical concerns. Lecture 3 hours per week.

MHA 502: Healthcare Informatics and Data Analysis (3 units lecture)

Study of the role of information technology and data analysis in the healthcare industry. This course explores how healthcare organizations utilize technology and data to improve patient care, enhance operational efficiency, and drive informed decision-making, including data mining, data visualization, and statistical analysis. Lecture 3 hours per week.

MHA 503: Law and Ethical Issues in Healthcare (3 units lecture)

This course covers the legal and ethical considerations that arise in the healthcare industry, as well as the complex interplay between healthcare law, ethics, and patient care, preparing students to navigate the legal and ethical challenges they may encounter in their healthcare careers.

Topics include patient rights, confidentiality, informed consent, end-of-life decisions, medical malpractice, healthcare fraud and abuse, and ethical dilemmas in clinical and research settings. Lecture 3 hours per week.

MHA 504: Healthcare Leadership and Management (3 units lecture)

This course explores the knowledge and skills necessary to effectively lead and manage healthcare organizations in today's complex and rapidly evolving healthcare landscape, emphasizing the development of leadership competencies and strategies for driving organizational success. Lecture 3 hours per week.

MHA 505: Healthcare Operations and Project Management (3 units lecture)

A comprehensive understanding of the principles, strategies, and tools used to optimize healthcare operations and manage projects within healthcare organizations. This course focuses on the efficient and effective delivery of healthcare services, emphasizing the importance of operational excellence and project management in improving patient care, streamlining processes, and achieving organizational goals. Lecture 3 hours per week.

MHA 506: Healthcare Policy and Advocacy (3 units lecture)

An in-depth understanding of healthcare policy development, implementation, and the role of advocacy in shaping healthcare systems. This course explores the political, social, and economic factors that influence healthcare policy and equips students with the knowledge and skills to effectively advocate for policy changes that improve healthcare access, quality, and equity. Lecture 3 hours per week.

MHA 507: Healthcare Economics and Financial Management (3 units lecture)

A comprehensive understanding of the economic principles, financial management strategies, and financial analysis techniques relevant to the healthcare industry. This course explores the unique economic factors that shape healthcare systems, the financial challenges faced by healthcare organizations, and the strategies for achieving financial sustainability while delivering quality care. Lecture 3 hours per week.

MHA 508: Healthcare Marketing and Communication (3 units lecture)

A thorough coverage of a marketing principles and communication strategies specific to the healthcare industry. This course explores the unique challenges and opportunities in healthcare marketing and equips students with the knowledge and skills to effectively promote healthcare services, engage patients, and build strong relationships with key stakeholders. Lecture 3 hours per week.

MHA 509: Healthcare Human Resources and Workforce Development (3 units lecture)

An understanding of the unique challenges and strategies involved in managing human resources in the healthcare industry. This course explores the critical role of human resources in recruiting, developing, and retaining a skilled and engaged healthcare workforce to meet the evolving needs of healthcare organizations. Lecture 3 hours per week.

MHA 510: Healthcare Policy and Global Health (3 units lecture)

A study of the of the intersection between healthcare policy and global health. This course

explores the complex and interconnected nature of healthcare systems around the world, the global health challenges faced by populations, and the policies and strategies employed to address these challenges at local, national, and international levels. Lecture 3 hours per week.

MHA 598: Comprehensive Exam (3 units)

Students will work toward the completion of the comprehensive examination with guidance from faculty. Comprehensive exams are completed during the semester in which students complete all the requirements for the degree. (Credit/No Credit only)

MHA 599: Thesis or Research Project (3 units)

Students will work toward the completion of the thesis or research project with guidance from faculty. (Credit/No Credit only)

19.3. Nursing Course Descriptions

NURS 301: Professional Nursing Role (3 units lecture)

An overview of the foundations, complexity, and interdisciplinary nature of professional nursing practice. This course introduces students to the roles of the professional nurse and other members of the health care team, and to the systems in which care is delivered. Students will learn communication skills necessary for the practice of nursing including self-awareness, teaching and learning, interpersonal and inter-professional communication, and collaboration. Students are introduced to concepts of scope of practice, ethics, leadership, and professionalism in preparation for practice. Lecture 3 hours per week.

NURS 302: Health and Physical Assessment in Nursing (3 units lecture)

Concepts and principles underlying assessment of the health status of individuals are presented with emphasis placed on interviewing skills, health histories, and the physical and psychosocial findings in the well person. Communication and assessment skills are developed. Students obtain health histories, perform physical and psychosocial assessments, establish a database, and formulate initial nursing plans using the nursing procedure. Lecture 3 hours per week.

NURS 303: Current Trends and Issues in Nursing (3 units lecture)

This course provides students an opportunity to analyze and discuss issues of salience to contemporary professional nursing practice. Topics will vary and may include role of state boards of nursing in protecting public health and safety, health policy, global health issues, interprofessional collaboration, professional work environments, and/or professional development/lifelong learning. Lecture 3 hour per week.

NURS 304: Foundations of Nursing Research (3 units lecture)

This course focuses on nursing research and evidence-based practice. Students develop skills in retrieving and appraising literature relevant to clinical problems, understanding the research process, and critiquing evidence from research publications and other sources to inform evidence-based nursing practice. This is a designated intensive writing course. Lecture 3 hours per week.

NURS 401: Nursing Leadership and Management (3 units lecture)

Prerequisites: MGMT 101, senior-level standing. This course focuses on the development of management skills assumed by professional nurses, including delegation of responsibilities, networking, facilitation of groups, conflict resolution, leadership, case management, and collaboration. Concepts addressed include organizational structure, change, managing quality and performance, workplace diversity, budgeting and resource allocation, and delivery systems. Lecture 3 hours per week.

NURS 402: Community Health Nursing (3 units lecture)

Prerequisite: Senior-level standing. This course focuses on the complexity and diversity of groups or aggregates within communities and their corresponding health care needs. Through a community assessment of health trends, demographics, epidemiological data, and social/political economic issues in local and global communities, the student will be able to determine effective interventions for community-centered care. Lecture 3 hours per week.

NURS 403: Cultural Competency in Nursing (3 units lecture)

Prerequisite: Senior-level standing. This course focuses on cultural influences on health and illness, including the position of providing culturally competent nursing care to diverse populations, and identifying current evidence-based practice guidelines for culturally competent care. Lecture 3 hours per week.

NURS 404: Professional Nursing Synthesis (3 units lecture)

Prerequisite: Senior-level standing. This capstone course is a synthesis of knowledge, theories, and clinical experiences from course work throughout the nursing major. Students develop learning contracts incorporating the roles of provider of care, designer, manager, and coordinator of care, and the member of the profession. Lecture 3 hours per week.

20. Faculty

The institution's faculty, their qualification, and their area of study are detailed in the chart below:

Name (Last, First)	Highest Degree/Credential earned	Area of study
Ahn, Key Won (Peter)	MSN-FNP, Asuza Pacific University, 2016	Nursing (Family Nurse Practitioner)
(Buffalo) Kim, Caroline	Postbaccalaureate Teaching Credential, California State University Northridge, 2007 B.A., California State University Northridge, 2001	Multidisciplinary studies Liberal Studies
Brar, Mandeep	MSN-FNP, California State University Dominguez Hills, 2006	Nursing (Family Nurse Practitioner)
Choi, Jinhee (Esther)	B.A., California State University Northridge, 2010	Music Breadth Studies
Etoyan, Victoria	MSN-FNP, California State University Dominguez Hills, 2016	Nursing (Family Nurse Practitioner)
Kim, Grace	MSN-FNP, Azusa Pacific University, 2019	Nursing (Family Nurse Practitioner)
Kim, Isaac	Postbaccalaureate Teaching Credential, California State University Northridge, 2007 Master of Engineering, Dongguk University, S. Korea, 1992	Mathematics Chemical Engineering
Lee, Daniel	Ph.D., University of Pittsburgh, 1986	Economics
Lee, Samuel	Ph.D., Purdue University, 1995	Chemistry
Luo, Kaixuan (Kathy)	MSN-FNP, University of Phoenix-Pasadena, 2016	Nursing (Family Nurse Practitioner)
McIlhenny, Sarah	B.S., California State University Northridge, 2013	Nursing

(Melgar) Picado, Dalila	M.S. California State University Northridge, 2018	Counseling/University Counseling and Student Services
Norte, Maria Teresa A.	B.S. Centro Escolar University, Philippines, 1989	Nursing
Oh, Yeon Hwa	B.S. Hallym University, S. Korea, 2001	Nursing
Picado, Adriana	B.S., California State University Northridge, 2017	Management
Picado, Matthew	B.A. California State University Northridge, 2019	Cinema and Television Arts
Porte Alexandra-Joyce	B.A. California State University Northridge, 2018	Art
Ramirez Salmeron, Kelvin	B.S., California State University Northridge, 2019	Interdisciplinary Studies