


# Executive Master of Hospitality Administration

## 2 Graduate Program Change 2020-21

### I. General Information

The faculty member originating this proposal is to complete sections I and II.

TURN ON help text before starting this proposal by clicking  in the top right corner of the heading. You will need to turn on help text again after any actions that refresh the page including after saving proposals, importing information, or running impact reports.

IMPORT curriculum data from the Catalog by clicking  in the top left corner.

**Do not make any changes to any information until the proposal has been launched in Step 4.**

Department\*

Hotel Administration Programs (GRAD USE ONLY)

Degree/ Certificate Name\* Executive Master of Hospitality Administration

Plan Code\* HOAMHA

Degree Type\*

Master of Hospitality Administration

Program Type\*

Master's

### II. Program Changes

FILL IN ONLY fields required marked with an \* after importing data. You will not be able to launch the proposal without completing required fields. **Do not make proposed changes** to the information that was imported until after the proposal has been launched in Step 4. Changes will only be tracked after the proposal is launched

Are you changing admission requirements?\*

Yes  No

Are you changing course requirements?  Yes  No

Are you changing degree completion requirements?  Yes  No

Are you changing the primary instructional mode?  Yes  No

Are you changing program learning objectives?  Yes  No

If yes, describe changes to learning objectives:

**Provide a Brief Summary of Proposed Changes**




We are not changing any admission requirements. We are just restructuring the wording the the format of how they are presented to make it more clear for prospective students to follow. It also matches the format used in the Hotel Administration Master's and our PhD program.

**Provide a rationale for each proposed change**

We want to ensure the application procedure directions to applicants if very clear to avoid miscommunication.

## **Do not make any changes to any information until the proposal has been launched in Step 4.**

Follow these steps to change the program curriculum:

1. Click on  "View Curriculum Schema." Edit existing cores or click 'Add Core' and name your core (please use a comparable degree program in the current graduate catalog as a template). Edit or add any descriptive text (do not add courses until Step 2). Descriptive text is generally used in the following cores: Plan Description, Plan Admission Requirements, Plan Requirements, Plan Graduation Requirements.
2. There are two options for adding courses (see Step 3 to remove courses): "Add Course" and "Import Course." For courses already in the catalog, click on "Import Course" and find the courses needed. For new classes going through a Curriculog Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number and Course Title.
3. Click on  "View Curriculum Schema." Click on the area/header of the program where you would like to add courses. When you click on "Add Courses" it will bring up the list of courses available from Step 2. Select the courses you wish to add. For removing courses click on the  and proceed.

After you have launched proposal, update prospective curriculum here\*

## Plan Description

The Master's of Hospitality Administration (MHA) degree is a 30-credit program designed to bring hospitality executives together to learn the latest management and leadership techniques in an executive format, via the Internet and other media. Demand determines the class schedule for the program. Students must choose one of two subplans: 1) Hospitality Management, and 2) Gaming Management. Students must specify the program option as part of the admission process. Courses are taught entirely online—there is no requirement that any student come to the main UNLV campus. Courses are offered throughout the year in five eight-week sessions. Two sessions are scheduled during the fall and spring semesters and one during the summer semester. At least two required courses and two elective courses are offered during each session. The professional paper and entrepreneurship classes are offered during the regular 16-weeks of the Fall and Spring. The professional paper should adhere to the American Psychological Association's current publication manual regarding writing style and format. In addition to regular tuition and fees, this program has an additional fee of \$510 per credit to cover the cost of delivery in an executive format. For more information, contact the program coordinator at (702) 895-5430. For more information about your program, including your graduate program handbook and learning outcomes, please visit the Degree Directory.

## Plan Admission Requirements

**Application deadlines** Application Requirements: The student must satisfy the minimum admission requirements of the UNLV Graduate College and the William F. Harrah College of Hospitality. Applications available on the UNLV Graduate College website. Applicants need to meet the following requirements below to be considered for the program. 1. A baccalaureate degree from an accredited institution with a minimum overall GPA of 2.75 on a 4.00 scale, or 3.00 or higher in the last two years of study. 2. A minimum of three years of full-time management experience in the hospitality industry. To apply, applicants must submit the following materials by the application deadline to be considered for admission into the program. 1. Completed and submit the online UNLV Graduate College admission application and pay the required admission application fee. 2. Submit of all post-secondary transcripts from all institutions attended. Unofficial copies of these transcripts must be uploaded into the online application system. Note: it is a requirement of the UNLV Graduate College that students with class credits and/or degrees from educational institutions outside the United States must provide a course-by-course evaluation of those credentials by a Graduate College approved NACES Evaluation Agency. This is to obtain an evaluation of the courses, verification of degrees, and establish accreditation of the schools and/or universities. A copy of this evaluation must be uploaded into the online application system by the application deadline. 3. International applicants must submit the results of the TOEFL or IELTS as evidence of English proficiency. Test scores must be less

TOEFL or IELTS as evidence of English proficiency. Test scores must be less than two years old at the time of application in order to be valid. For more information, visit UNLV English Proficiency (link to [unlv.edu/graduatecollege/English-proficiency](http://unlv.edu/graduatecollege/English-proficiency)). 4. Submit a Statement of Purpose (approximately 500 words) that outlines your career goals and how your hospitality employment background has prepared you for graduate study. 5. Submit a resume with employer references. The resume should clearly communicate your career history, including detailed job responsibilities. 6. Submit two letters of recommendation. Letters can be from a current or former employer or a faculty member that can comment on your potential success in the graduate program. 7. Applicants may be required to participate in an online recorded video, Skype, or other personal interview at no cost to the applicant. 8. All domestic and international applicants must review and follow the Graduate College Admission and Registration Requirements. All application documents must be submitted through the online application system by the application deadline. If an applicant has questions about the application process, please email [mygradfuture@unlv.edu](mailto:mygradfuture@unlv.edu) for assistance from one of the staff members in the Hospitality Office of Graduate Programs. Note: Students are not required to take the GRE or the GMAT for entry into this program. **IMPORTANT NOTE FOR INTERNATIONAL STUDENTS:** Because this program is offered totally online and is available anywhere in the world, UNLV cannot issue an I-20 and you cannot obtain a student visa to come to the United States based upon enrollment in the Master's of Hospitality Administration Program. Students are accepted into a degree program as described in the Graduate Catalog. The faculty and corresponding sub-disciplines and sub-plans within the described programs are subject to change at any time.

## Plan Requirements

Subplan 1: Hospitality Management Subplan 2: Gaming Management

## Subplan 1: Hospitality Management

Total Credits Required: 30

## Course Requirements

### Required Courses – Credits: 15

MHA 603 Human Resources and Behavior in the Hospitality Industry	3
MHA 605 Financial Analysis for the Service	3

<b>MHA 605 Financial Analysis for the Service Industries</b>	<b>3</b>
<b>MHA 635 Research Methodology</b>	<b>3</b>
<b>MHA 640 Marketing Systems</b>	<b>3</b>
<b>MHA 651 Hospitality Service Management</b>	<b>3</b>

## **Elective Courses – Credits: 12**

Complete four additional MHA courses:

<b>MHA 538 Fundamentals of Casino Operations</b>	<b>3</b>
<b>MHA 604 Hospitality Organizational Behavior Issues</b>	<b>3</b>
<b>MHA 606 Hospitality Revenue Management</b>	<b>3</b>
<b>MHA 607 Hospitality Industry Cost Control</b>	<b>3</b>
<b>MHA 611 Laws of Innkeeping and Food Service</b>	<b>3</b>
<b>MHA 616 Principles and Practices in Hospitality Management</b>	<b>3</b>
<b>MHA 617 Principles and Practices in Convention and Meetings Management</b>	<b>3</b>
<b>MHA 618 Gaming Operations</b>	<b>3</b>
<b>MHA 620 Principles and Practices in Food Service Management</b>	<b>3</b>
<b>MHA 625 Information Technology in the Hospitality Industry</b>	<b>3</b>
<b>MHA 626 Sustainability in the Hospitality Industry</b>	<b>3</b>
<b>MHA 631 Operational Analysis in Hospitality Management</b>	<b>3</b>
<b>MHA 638* Database Marketing for Hospitality and Tourism</b>	<b>3</b>
<b>MHA 641 Dynamics of Tourism</b>	<b>3</b>
<b>MHA 642 Customer Development Strategies for Casino &amp; Gaming</b>	<b>3</b>
<b>MHA 644 Online Training and Development</b>	<b>3</b>
<b>MHA 645 Human Dynamics and Organizational Leadership</b>	<b>3</b>
<b>MHA 646 Essentials of Negotiation in the Hospitality Industry</b>	<b>3</b>
<b>MHA 647 Intercultural Communication in the Hospitality Industry</b>	<b>3</b>
<b>MHA 653 Event Management</b>	<b>3</b>
<b>MHA 654 Risk Management: Safety and Security in Hospitality and Tourism</b>	<b>3</b>
<b>MHA 660 Research Seminar in Hotel Administration</b>	<b>3</b>
<b>MHA 661 Research Seminar in Food Service Administration</b>	<b>3</b>
<b>MHA 662 Seminar in Hospitality Education</b>	<b>3</b>
<b>MHA 663 Research Seminar in Casino and Gaming Management</b>	<b>3</b>
<b>MHA 675 Seminar in Hospitality Finance</b>	<b>3</b>
<b>MHA 681 Independent Study and Research</b>	<b>1-3</b>
<b>MHA 690 Special Topics in Hospitality Management</b>	<b>3</b>

## **Culminating Experience – Credits: 3**

Complete either a professional paper or hospitality entrepreneurship.

<b>MHA 787 Entrepreneurship in the Hospitality Industry</b>	<b>3</b>
<b>MHA 788 Professional Paper</b>	<b>3</b>

## **Degree Requirements**

Students must successfully complete 30 credit hours of 500-/600-level course work in the MHA Hospitality Management subplan in the William F. Harrah College of Hospitality. These credits will come from four elective courses, five required courses and a professional paper. Students may take courses in any order with three exceptions: six or more credit hours must be completed before MHA 635 – Research Methods can be taken; MHA 635 – Research Methodology must be taken prior to the culminating experience, and it is recommended that the culminating experience be taken in the last semester of study. Students can schedule their individual programs with the MHA academic advisor.

## **Graduation Requirements**

See Plan Graduation Requirements below.

## **Subplan 2: Gaming Management**

Total Credits Required: 30

## **Course Requirements**

## **Required Course – Credits: 12**

<b>MHA 603 Human Resources and Behavior in the Hospitality Industry</b>	<b>3</b>
<b>MHA 605 Financial Analysis for the Service Industries</b>	<b>3</b>
<b>MHA 618 Gaming Operations</b>	<b>3</b>

<b>MHA 618 Gaming Operations</b>	<b>3</b>
<b>MHA 635 Research Methodology</b>	<b>3</b>

### **Required Marketing Course – Credits: 3**

Choose one of the following courses:

<b>MHA 639 Casino Marketing</b>	<b>3</b>
<b>MHA 640 Marketing Systems</b>	<b>3</b>

### **Elective Courses – Credits: 12**

<b>MHA 608 Casino Accounting and Auditing</b>	<b>3</b>
<b>MHA 621 Gaming, Government &amp; Community Relations</b>	<b>3</b>
<b>MHA 622 Sociology of Gambling</b>	<b>3</b>
<b>MHA 623 Internet and Mobile Gaming</b>	<b>3</b>
<b>MHA 624 Gaming Regulations, Law and Compliance</b>	<b>3</b>
<b>MHA 627 Gaming Technologies</b>	<b>3</b>
<b>[After] MHA 632 - Statistical Analysis in Gaming</b>	
<b>MHA 639 Casino Marketing</b>	<b>3</b>
<b>MHA 663 Research Seminar in Casino and Gaming Management</b>	<b>3</b>

### **Culminating Experience – Credits: 3**

<b>MHA 788 Professional Paper</b>	<b>3</b>
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### **Degree Requirements**

Students must successfully complete 30 credit hours of 500-/600-level course work in the MHA Gaming Management Subplan in the William F. Harrah College of Hospitality. These credits will come from four elective courses, five required courses, and a professional paper. Students may take courses in any order with these exceptions: six or more credit hours must be completed before MHA 635 – Research Methods can be taken; MHA 635 – Research Methodology must be taken prior to the culminating experience; MHA 608 Casino Accounting and Auditing, MHA 627 Gaming Technologies, and MHA 639 Casino Marketing have MHA 618 Casino Operations as a prerequisite; it is recommended that the culminating experience be taken in the last semester of study. Students can schedule their individual programs with the MHA academic advisor.

## Graduation Requirements

See Plan Graduation Requirements below.

## Plan Graduation Requirements

The student must submit all required forms to the Graduate College and then apply for graduation up to two semesters prior to completing his/her degree requirements. The student must successfully complete a culminating experience.

The [Degrees Directory](#) provides current and consistent degree information. Submission of this form indicates acknowledgment and understanding that every department is responsible creating and maintaining accurate and updated program information on the UNLV Degrees Directory.

If the changes included on this form impact the program handbook attach the updated handbook before submitting this form. If you need a Word version of the most recent handbook please email [GradCurriculum@unlv.edu](mailto:GradCurriculum@unlv.edu).

**Degrees Directory Program Entry\***  Check this box to acknowledge the above statement.

**Changes will be applicable to\***

- Current Students
- New Students
- Both Current and New Students


**If applicable to current students, changes are**

- Mandatory
- Optional

**Effective Date\***

4. LAUNCH proposal by clicking  in the top left corner.

5. After launching the proposal, make all changes and fill in all additional fields.

6. Finish the launch of your proposal by clicking the icon  located in the Proposal Toolbox on left side at top. Make your decision, comment is optional, and click on "Make decision".


You can check the status of the proposal by clicking  in Proposal Toolbox to verify that the proposal has gone to the next step.



### III. Department Vote Information

Note: This section is to be filled out by the Department Chair on behalf of the committee.

(The role has been assigned to the corresponding person on this step. If incorrect, please notify GradCurriculum@unlv.edu)

1. Review the proposal. Discuss and make appropriate revisions.
2. Fill in vote information.
3. Then go to the proposal toolbox at the top right side. Click on  and select the corresponding decision for the committee. This will enable the proposal to go to the next person on the workflow.

You can check the status of the proposal by clicking  in Proposal Toolbox to verify that the proposal has gone to the next step.

Date faculty voted  
on proposal


Result of vote

Manner of vote

### IV. Unit Vote Information

Note: This section is to be filled out by the College Committee Chair on behalf of the committee.

(The role has been assigned to the corresponding person on this step. If incorrect, please notify GradCurriculum@unlv.edu)

1. Review the proposal. Discuss and make appropriate revisions.
2. Fill in vote information.
3. Then go to the proposal toolbox at the top right side. Click on  and select the corresponding decision for the committee. This will enable the proposal to go to the next person on the workflow.

You can check the status of the proposal by clicking  in Proposal Toolbox to verify that the proposal has gone to the next step.

Date faculty voted  
on proposal 2/18/2020

Result of vote 4-0

Manner of vote Person

### V. Processing Notes (Graduate College/Registrar Use Only)

**Program Alerts (E.g.  
This program is no  
longer accepting  
applications)**

**PS Processing Notes**

**PS Processing Date**

**Initials**

**Aalog Processing  
Notes**

**Aalog Processing  
Date**

**Initials**

## Comments for Executive Master of Hospitality Administration

<b>Curriculog</b>	3/4/2020 9:52 am <a href="#">Reply</a>
Graduate Curriculum has approved this proposal on Graduate Programs Committee.	
<b>Curriculog</b>	3/3/2020 8:20 pm <a href="#">Reply</a>
Gregory Moody has approved this proposal on behalf of Graduate Programs Committee. See <a href="#">Graduate Programs Committee Agenda - 3 March, 2020</a> for more information.	
<b>Curriculog</b>	2/20/2020 10:24 am <a href="#">Reply</a>
Tony Henthorne has approved this proposal on School/College Associate Dean for Graduate Studies/ Dean.	
<b>Curriculog</b>	2/20/2020 9:54 am <a href="#">Reply</a>
Ozgur Ozdemir has approved this proposal on School/College Committee.	
<b>Curriculog</b>	2/20/2020 9:43 am <a href="#">Reply</a>
Hospitality Dean has approved this proposal on Department Chair.	
<b>Curriculog</b>	2/19/2020 2:12 pm <a href="#">Reply</a>
Rhonda McElroy has approved this proposal on Graduate Coordinator.	
<b>Curriculog</b>	2/19/2020 1:54 pm <a href="#">Reply</a>
Graduate Curriculum has approved this proposal on Technical Review.	
<b>Curriculog</b>	2/13/2020 4:39 pm <a href="#">Reply</a>
Rhonda McElroy has approved this proposal on Originator.	
<b>Curriculog</b>	2/7/2020 10:36 am <a href="#">Reply</a>
Rhonda McElroy has launched this proposal.	