

MSHM Faculty Responsibilities

Faculty members in the Master of Science in Healthcare Management (MSHM) at Atlantis University are responsible for delivering rigorous graduate education consistent with University policies, the Program's mission, and its approved competency-based curriculum. These responsibilities apply to campus-based, hybrid, and online instruction.

Instructional Preparation and Delivery

Faculty prepare and deliver instruction consistent with approved course syllabi, Course Learning Outcomes, Student Learning Outcomes, and Program competencies. They select relevant scholarly resources and use appropriate teaching methods, including case analysis, discussions, simulations, collaborative activities, and applied projects.

Faculty maintain current knowledge of healthcare management and connect course content with professional practice, ethical decision-making, and evidence-based analysis.

Assessment and Feedback

Faculty communicate assignment requirements, grading criteria, and academic expectations clearly. They evaluate student work using published assessment requirements and applicable rubrics, provide substantive feedback, and maintain accurate academic records.

University policy requires assignment grading within seven days of the submission deadline. Within the MSHM, faculty distinguish overall course grades from individual competency attainment and document performance using designated competency-aligned rubric criteria.

Student Communication and Advising

Faculty provide academic guidance, maintain required office hours, and assist students who need additional support. The Faculty Handbook establishes a maximum response time of 24 hours for student inquiries. When a concern cannot be resolved within that period, faculty communicate the actions taken and the anticipated timeframe for further information or resolution.

Faculty refer concerns requiring specialized assistance to the appropriate academic, student-services, technology, or administrative office.

Academic Integrity and Professional Conduct

Faculty uphold University academic integrity requirements, communicate expectations for original work and proper attribution, and address suspected misconduct through established procedures.

Faculty exercise academic freedom in accordance with institutional policy and maintain professional, respectful interactions with students and colleagues.

Learning Management System and Academic Records

Faculty use the University's Learning Management System (LMS) to support instruction across campus-based, hybrid, and online courses. The LMS provides access to syllabi, learning resources, assignments, assessment information, and course communications.

Faculty maintain attendance and grade records and fulfill the instructional participation requirements applicable to their delivery modality.

Professional Development, Scholarship, and Service

Faculty participate in required orientation, professional development, faculty meetings, and institutional activities. Graduate faculty maintain scholarly and professional engagement appropriate to their discipline, appointment, and assigned responsibilities.

Program contributions may include curriculum review, competency assessment, student mentoring, continuous improvement, and other assigned academic or institutional activities.

Consistency with University Policies

The MSHM faculty responsibility framework is consistent with the instructional, assessment, advising, professional-development, and conduct expectations established in Atlantis University's Faculty Handbook. Program-specific responsibilities apply these institutional expectations to graduate healthcare-management education and its competency-based curriculum.

Faculty responsibilities are further defined by appointment conditions, teaching assignments, approved syllabi, and applicable University policies.