



Graduate Council

MEMORANDUM

To: President Stephen J. Kopp

From: Tracy Christofero – Chair, Graduate Council TC

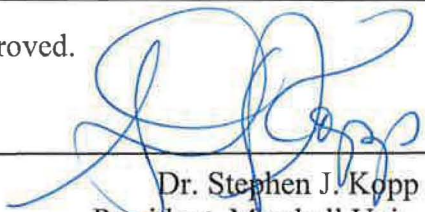
Date: September 1, 2011

Subject: **Approval of Graduate Council Minutes: August 26, 2011**

Minutes of the August Graduate Council meeting are attached for your review. Approval of these minutes will also serve as approval of curricular motions and graduate faculty status.

Please advise if you have any comments/concerns/questions.

Minutes approved.



Dr. Stephen J. Kopp
President, Marshall University



Date

Note to President's secretary:

Please return the signed original to Tracy Christofero with copies to:

Dr. Tracy Christofero, MUGC 328, South Charleston Campus
Dr. Donna Spindel, Dean, Graduate College, Old Main, Huntington campus
Dr. Deanna Mader, Secretary, Graduate Council, CH 414, Huntington campus
Ms. Barbara Hicks, Office of Academic Affairs, Old Main, Huntington campus
Ms. Jennifer Lauhon, Office of Academic Affairs, Old Main, Huntington campus
Ms. Crystal Stewart, Distributed Education, CB 219, Huntington campus

MU Graduate Council Minutes August 26, 2011

Don Morris - Huntington Campus

Members Present: Christofero, Trzyna, Mader, Brammer, Edington, Gruetter, Heaton, Krieg, McComas, Securro, Sottile, Stroebel, Swindell, Watts

Members Absent: Mader (excused); Zanter (excused)

Ex-Officio Members Present: Spindel

Ex-Officio Members Absent: Ormiston, Maher

Christofero convened the meeting at 1:00pm.

Draft Agenda

Christofero	Welcome, Introductions, Announcements
Mader	Approval of previous meeting Minutes (Attachment 1)
Christofero	Report of graduate faculty status candidates (Attachment 2)
Christofero	Review committee assignments and functions (Attachment 3)
All	Elect committee chairs

Welcome, Introductions, Announcements: Christofero welcomed members to another academic year. Christofero advised that Pamela Mulder resigned from Graduate Council last year and that Dean Pittenger will be providing a new COLA member. Dean Spindel will appoint this year's Graduate Student Representative.

Minutes Approved: The April meeting minutes were approved (Attachment 1).

Graduate Faculty Status: The Graduate Faculty List (Attachment 2) was approved

The Doctor of Physical Therapy graduate catalog description was discussed and referred to the Curriculum Committee.

Standing Committee 2011-2012 Membership: Christofero explained that membership was assigned so members served no more than 2 consecutive years on the same committee and at least one committee member from last year was on each committee to smooth the year-to-year transition. Committee membership assignments and by-laws were distributed. Each committee was charged with electing a chair before leaving (Attachments 3 and 4).

Meeting Adjourned

Attachment 1
MU Graduate Council *Previous* Minutes
April 22, 2011

Room 319 – South Charleston Campus

Members Present: Christofero, Trzyna, Mader, Brammer, Edington, Gruetter, Heaton, Krieg, McComas, Mulder, Securro, Sottile, Stroebel, Swindell, Watts, Zanter

Members Absent: Midkiff

Ex-Officio Members Present: Spindel

Ex-Officio Members Absent: Ormiston, Maher

Guests: Mike Cunningham, Teresa Eagle, Corley Dennison

Christofero convened the meeting at 1:00pm.

Minutes Approved: Minutes for the March meeting were approved as distributed (Attachment 1).

Graduate Faculty Status: The Graduate Faculty List (Attachment 2) was approved with one change - .

Curriculum Committee Business: Mulder, presented 64 curriculum requests (Attachment 3). Of those requests 56 were approved as presented, 3 were approved with changes/edits, 4 were sent back to committee, and one was deleted due to redundancy with another request.

Academic Planning, Standards, & Policies Committee Business: Trzyna presented five items of business for the committee. Additional information for items 1 – 3 may be found in Attachment 4 and accompanying documentation. The proposed form discussed in Item 5 may be found in Attachment 5.

1. Addition of Public History Certificate – Approved
2. Minor in Geography required course – Approved
3. Accelerated Masters Degree (AMD) Program – Approved
4. ESS 687 catalog update - Approved
5. Non-Curriculum Recommendation Form Draft – This is very important in improving timeliness and accuracy for non-curriculum business; therefore, GC members are asked to review the proposed draft prior to the first fall meeting. Proposed form rationale: Some items brought before the GC do not fall neatly within one of the existing forms. Among other things, the proposed form would assist persons in making graduate catalog changes. It is possible the new form could replace the current catalog change form, thus adding to efficiency.

Credentialing Committee Business: Gruetter stated audits of COLA, COEP, and GSPED were completed. He informed GC that winners were selected for the Outstanding Graduate Advisor awards: Mike Cunningham from South Charleston and Piyali Dasputa from Huntington.

Program Review & Assessment Committee Business: Securro recommended, and GC approved, the assessment reports that were received and reviewed. He noted that five reports were not submitted by departments.

Miscellaneous Business of the Council:

1. Extension of Time (Revalidation) Form: Spindel stated the purpose of the proposed form is to clarify the process for the student and the advisor. A review is important prior to the student beginning the program. Discussion points included the role of the Graduate College Dean as an advisor or decision-maker, and that additional persons reviewing the process may be a positive activity (in the case of unqualified faculty). Approved with Edits: Revalidation of Marshall University Courses – 1. Does not apply to doctoral programs; 2. Clarify which “Dean” signature was required.
2. Thank you: Christofero thanked Trzyna and Mader for joining Christofero and Brammer on the Strategic Enrollment Planning Committee.
3. Annual Reports: Christofero requested annual reports from the standing committees be submitted to her by May 20.
4. GC members are encouraged to ask deans to review proposed curriculum requests prior to each GC meeting to assure no conflicts between colleges exist before put on the GC agenda.
5. Request to go into Executive Session based upon WV Code 6-9A-4: Approved, discussion completed, then returned to regular session.
6. Motion to approve Monica Brooks for Associate Graduate Faculty status - Approved

Meeting adjourned at 2:48pm.

**Attachment 2
Graduate Faculty Status Requests**

Type	Faculty Member	College/School	Department/Division	Graduate Faculty Level	Term Start	Term Expires
Add	Aarun Kumar	COS	Biological Science	Associate	06/01/2011	06/01/2014
Add	Agesa, Richard	LCOB	Finance/Economics	Graduate	11/30/10	11/30/15
Add	Dasgupta , Piyali	SOM	TBD	Doctoral	07/06/11	07/06/16
Add	debruin	COLA	Liberal Arts	Associate	March 16, 2011	March 16, 2014
Add	DeBruin, Nathaniel	COLA	History	Associate	mm/dd/yy	mm/dd/3
Add	dixon, loukia	COHP	CLS	Associate	06/30/2011	06/30/2014
Add	Garg, Rajendar	LCOB	Management/Marketing	Graduate	10/31/10	10/31/15
Add	harlow, kelly	COHP	cls	Associate	06/11/2011	06/11/2014
Add	Harvison, Peter	SOM	Pharmacology, Physiology, Toxicology	Associate	06/01/11	06/01/14
Add	Koontz, Penny	COLA	Psychology	Doctoral	mm/dd/yy	mm/dd/5
Add	Legg, Darrell	COLA	Criminal Justice	Graduate	07/25/2011	07/25/2016
Add	Maheshwari, Suneel	LCOB	ACC/LE	Doctoral	12/31/10	12/31/15
Add	McInerney, Margie	LCOB	Management/Marketing	Doctoral	03/31/2011	03/31/2016
Add	Miaozong Wu	COS	Biology	Associate	05/03/11	05/03/14
Add	Muellreile, Paige	COLA	Psychology	Doctoral	mm/dd/yy	mm/dd/5
Add	Muslin, Ivan	LCOB	Management/Marketing/MIS	Doctoral	04/30/2011	04/30/2016
Add	Muslin, Ivan	LCOB	Management/Marketing/MIS	Graduate	04/30/11	04/30/16
Add	Nathaniel DeBruin	COLA	College of Liberal Arts	Associate	March 16, 2011	March 16, 2014
Add	Shumlas, Alice	LCOB	ACC/LE	Graduate	8/30/10	8/30/15
Add	Silvis, Anne	SOM	Biochemistry and Microbiology	Associate	07/01/11	07/01/14

Type	Faculty Member	College/School	Department/Division	Graduate Faculty Level	Term Start	Term Expires
Add	Walkup, Priscilla	LCOB	Management/Marketing/MIS	Doctoral	09/30/10	09/30/15
Add	Wang, Weishen	LCOB	Finance/Economics	Graduate	12/31/10	12/31/15
Add	Weible, Ricky	LCOB	Management/Marketing/MIS	Graduate	10/4/2010	10/4/2015
Add	Welch, Susan	COHP	NUR	Associate	07/20/2011	07/20/2014
Delete	Brubaker, Bryan	SOM	Forensic Science	Associate	08/31/08	08/31/10
Delete	Dementieva, Yulia	COS	Mathematics	Graduate	02/28/06	02/28/11
Delete	Hankins, Tom	CITE	Engineering & Computer Science	Graduate	11/30/05	11/30/10
Delete	Holliday, Casey	SOM	Anatomy & Pathology	Doctoral	02/28/08	02/28/11
Delete	Kiningham, Kelley	SOM	Pharmacology, Physiology & Toxicology	Associate	03/31/09	03/31/11
Delete	Leidy, John	SOM	Medicine	Graduate	09/30/07	09/30/09
Delete	Margaret Richardson	COFA	Art and Design	Graduate	January 27, 2011	January 27, 2016
Delete	McClure, Rex	LCOB	Management, Marketing and MIS	Doctoral	11/30/2010	11/30/2011
Delete	Muchlinski, Magdalena	SOM	Anatomy & Pathology	Doctoral	11/30/09	11/30/12
Delete	Roe, Matthew	SOM	Forensic Science	Associate	08/31/07	08/31/10
Delete	Stanley, Karen	COHP	Nursing	Associate	01/31/07	01/31/10
Delete	Walker, Ernest	SOM	Anatomy and Pathology	Doctoral	01/31/10	01/31/13
Delete	Welch, Shane M.	COS	Biological Sciences	Associate	05/31/08	05/31/11
Delete	Wooten, Jessica	COS	Biological Sciences	Associate	03/31/08	03/31/11
Edit	Cassandra Taylor	LCOB	Management/Marketing/MIS	Associate	9/30/10	
Edit	Agesa, Richard	LCOB	Finance/Economics	Graduate	11/30/10	

Type	Faculty Member	College/School	Department/Division	Graduate Faculty Level	Term Start	Term Expires
Edit	Bingham, Ann	COFA	Music	Graduate	11/30/06	11/30/11
Edit	Burton, Lisa	GSEPD	Counseling	Graduate	11/31/07	11/31/12
Edit	Daneker, Darlene	GSEPD	Counseling	Graduate	10/31/09	10/31/14
Edit	Dixon, Loukia	COHP	Communications Disorders	Associate	05/27/2011	
Edit	Emmett, Mary	LCOB	Management/Marketing/MIS	Associate	11/30/09	11/30/2013
Edit	Frank, Susan	COHP	Communication Disorders	Associate	11/17/2010	
Edit	Garrett, Jeffery	GSEPD	HDAT-Counseling	Graduate	11/08/10	11/08/15
Edit	Gruetter, Carl	SOM	Pharmacology, Physiology & Toxicology	Graduate	05/01/11	05/01/13
Edit	Hall, Donald	GSEPD	Counseling	Graduate	11/31/07	11/31/12
Edit	Hall, James	COFA	Music	Associate	09/30/10	09/30/13
Edit	Harris, Robert	SOM	Pharmacology, Physiology & Toxicology	Associate	05/01/11	04/30/13
Edit	Harrison-Pitaniello, Marcia	COS	Biological Sciences	Doctoral	12/2/10	12/2/15
Edit	Hermon, David	GSEPD	Counseling	Graduate	11/30/07	11/30/12
Edit	Newcome, Kathryn	LCOB	Managing & Marketing	Associate	08/31/10	08/31/13
Edit	Olson, LeVene	GSEPD	Leadership Studies	Graduate	02/28/10	02/28/15
Edit	Richardson, Laura	SOM	Anatomy & Pathology	Associate	08/01/11	08/01/14
Edit	Sammons, John	SOM	Forensic Science	Associate	09/01/11	09/01/14
Edit	Stroeher, Vicki	COFA	Music	Graduate	09/01/2011	
Edit	Tierney, Nancy	LCOB	Managing & Marketing/MIS	Associate	08/31/10	08/31/13
Edit	Trzyna, Wendy	SOM	Biochemistry & Microbiology	Doctoral	05/01/11	05/01/14
Edit	Walkup, Priscilla J.	LCOB	Managing & Marketing	Associate	08/31/10	08/31/13

Type	Faculty Member	College/School	Department/Division	Graduate Faculty Level	Term Start	Term Expires
Edit	Walton, Robin	COHP	Nursing	Associate	2/1/2011	
Edit	White, William	LCOB	Management & Marketing/MIS	Associate	08/31/10	08/31/13
Edit	Wilkinson, John	SOM	Anatomy & Pathology	Doctoral	09/30/10	
Edit	Wyant, Laura	GSEPD	Leadership Studies	Graduate	12/31/07	12/03/12

Attachment 3

Per the:

**MARSHALL UNIVERSITY GRADUATE COUNCIL
BYLAWS
January 9, 1997
Revised & Approved: October 22, 2004**

Article VIII. Standing Committees

Section 1. Role of Standing Committees

The primary purpose of standing committees shall be to consider and recommend actions and propose policies in the functional areas under their jurisdictions, subject to final approval by the Council.

Section 2. Membership of Standing Committees

- a. After consultation with the involved individuals, the Graduate Council Chair shall appoint members to serve one or two academic years as the Chair judges needful so as to maintain continuity and stability within standing committees. One of the goals of this appointment to one or two years is to help provide for a term-balancing of standing committee membership with terms arranged to expire in different years.
- b. The Chair of the Graduate Council and the Graduate Dean shall be ex officio and nonvoting members of each standing committee.
- c. Each standing committee shall elect its own chair annually.

Section 3. Duties of Standing Committee Chairs

The duties of the chair shall include:

1. Scheduling meetings
2. Preparing agendas
3. Presiding over meetings
4. Preparing an annual report
5. Performing other duties as consistent with the efficient management of the committee.

Section 4. Vacancies on Standing Committees

The Council Chair shall appoint members to vacancies on standing committees for the remainder of the academic year.

Section 5. Standing Committees Titles and Responsibilities

- a. Standing Graduate Committees
 1. Credentialing
 2. Curriculum
 3. Academic Planning, Standards, and Policies
 4. Program Review and Assessment

Section 6. Functions and Membership

- a. Credentialing Committee
 1. Functions:
 - a. Recommends criteria for graduate faculty membership to the Graduate Council.
 - b. Reviews graduate faculty membership applications for recommendation to the

Graduate Council.

2. Membership: At least three Council members.

b. Curriculum Committee

1. Functions:

a. Recommends course changes, additions, and deletions.

b. Reviews and makes recommendations regarding additions and/or deletion of degree programs, areas of emphasis, and certificate programs.

c. Evaluates existing courses.

2. Membership: At least three council members.

c. Academic Planning, Standards, and/or Policies Committee

1. Function:

a. Recommends general policies for admission, progression, and graduation of students.

b. Recommends general academic policies.

c. Recommends other policies related to academic area.

d. Engages in long-range planning and recommends program development.

2. Membership: At least three council members.

d. Program Review and Assessment Committee

1. Function:

a. Reviews annual Assessment Reports submitted by each graduate program

b. Reports its evaluation to the Council for recommendations and actions, after which the Council Chair may report Council recommendations and actions to the University Director of Assessment

c. Engages in long-range planning and recommendations in the area of program review and assessment

2. Membership: At least three council members.

Attachment 4

2011-2012 Graduate Council Standing Committee Members

Academic Planning, Standards, and Policies

Heaton, Lisa

Mader, Deanna

Stroebel, Sandra - Chair

Zanter, Mark

Credentialing

Brammer, Cam

Krieg, Fred

Sottile, Jim - Chair

Swindell, Chris

Curriculum

Edington, Lynne

McComas,

Karen

Securro, Sam

Trzyna, Wendy - Chair

Program Review and Assessment

COLA - TBD

Gruetter, Carl

Student - TBD

Watts, Lewis - Chair



Graduate Council

MEMORANDUM

To: President Stephen J. Kopp

From: Tracy Christofero – Chair, Graduate Council

Date: September 26, 2011

Subject: **Approval of Graduate Council Minutes: September 23, 2011**

Attached are the minutes of the September Graduate Council meeting for your review. Approval of these minutes will also serve as approval of curricular motions and graduate faculty status.

Please advise if you have any comments/concerns/questions.

Minutes approved.

A handwritten signature in blue ink, appearing to be 'S. Kopp', written over a horizontal line.

Dr. Stephen J. Kopp
President, Marshall University

A handwritten date '10/28/11' in blue ink, written over a horizontal line.

Date

Note to President's secretary:

Please return the signed original to Tracy Christofero with .pdf copies e-mailed to:

Dr. Tracy Christofero, MUGC 328, South Charleston Campus
Dr. Donna Spindel, Dean, Graduate College, Old Main, Huntington campus
Dr. Deanna Mader, Secretary, Graduate Council, CH 414, Huntington campus
Ms. Barbara Hicks, Office of Academic Affairs, Old Main, Huntington campus
Ms. Jennifer Lauhon, Office of Academic Affairs, Old Main, Huntington campus
Ms. Crystal Stewart, Information Technology, Drinko 313A, Huntington campus

MU Graduate Council Minutes

September 23, 2011

Thomas Boardroom – South Charleston Campus

Members Present: Christofero, Trzyna, Boster, Brammer, Edington, Gruetter, Heaton, Krieg, McComas, Securro, Sottile, Stroebel, Watts, Zanter

Members Absent: Mader (excused); Swindell

Ex-Officio Members Present: Spindel

Ex-Officio Members Absent: Ormiston, Maher

Guests: Teresa Eagle, Eldon Larsen, Matt Comeau, Chuck Hossler

Christofero convened the meeting at 1:00pm.

Agenda

Christofero	Welcome, Introductions, Announcements
Christofero	Approval of previous meeting Minutes (Attachment 1)
Christofero	Report of graduate faculty status candidates (Attachment 2)
Trzyna	Curriculum Committee (Attachment 3)
Stroebel	Academic Planning, Standards, & Policies Committee (Attachment 4)
Sottile	Credentialing Committee business
Watts	Program Review & Assessment Committee business
Spindel	Certificate Programs
Christofero	Miscellaneous business of the Council
Christofero	Review assignments for next meeting

Future 2011-2012 Graduate Council Meetings – Please reserve these dates

- October 28, 2011 – Huntington – Don Morris E210
- December 2, 2011 – South Charleston – Thomas Board Room
- January 27, 2012 – Huntington – Don Morris E210
- February 24, 2012 – South Charleston – Thomas Board Room
- March 30, 2012 – Huntington – Don Morris E210
- April 27, 2012 – South Charleston – Thomas Board Room

Attachments:

1. Minutes from most recent meeting
2. Graduate faculty membership approvals
3. Curriculum Requests
4. Addition of a Major

Welcome, Introductions, Announcements: Christofero welcomed members and introduced Kellee Boster, the Student Representative to Graduate Council. Members and Guests introduced themselves to Kellee. It was also noted that Cam Brammer will serve as the COLA member in addition to representing her position as Faculty Senate President. Although she will occupy two positions and participate on two committees, she will only have one vote on the Council.

Minutes Approved: August meeting minutes were approved (Attachment 1).

Graduate Faculty Status: The Graduate Faculty List was approved (Attachment 2).

Curriculum Committee: Trzyna presented 5 New Course Additions and 1 New Catalog Description (Attachment 3). All were approved.

Academic Planning, Standards, & Policies Committee: Stroebel presented the Addition of a Major Request for the MS in Athletic Training (Attachment 4). It was approved.

Credentialing Committee: Sottile reported that the committee was ready to begin auditing the 7 colleges identified for this academic year.

Program Review & Assessment Committee: Watts stated that the committee was preparing for Program Review and that Mary Beth Reynolds will present the process to Graduate Council next month. Reviews will be posted on November 2nd and Graduate Council reports will be due December 15th.

Certificate Programs: Spindel explained the issue of certificate programs and aid eligibility. Of the 35 available certificates, 17 are currently aid eligible. Applications to become eligible are due September 30th.

Miscellaneous business of the Council: Spindel distributed AMD brochures. Eldon Larsen addressed the Council regarding revalidation forms and the term "appropriate dean". For the past ten years, he stated, GSEPD, CITE, and LCOB had a documented agreement that they would handle their colleges' requests. Spindel advised that LCOB no longer wanted to do so. Eldon requested that the term "appropriate dean" be clarified on forms to include CITE and GSEPD deans. Spindel agreed. Trzyna and committee will review the forms.

An Executive Session convened at 1:30 and concluded at 2:00.

Meeting Adjourned at 2:02

Minutes submitted by Cam Brammer, in the absence of Deanna Mader, Secretary. Revised by Tracy Christofero, September 24, 2011

Attachment 1
MU Graduate Council *Previous* Minutes
August 26, 2011
Huntington Campus

Members Present: Christofero, Trzyna, Mader, Brammer, Edington, Gruetter, Heaton, Krieg, McComas, Securro, Sottile, Stroebel, Swindell, Watts

Members Absent: Mader (excused); Zanter (excused)

Ex-Officio Members Present: Spindel

Ex-Officio Members Absent: Ormiston, Maher

Christofero convened the meeting at 1:00pm.

Draft Agenda

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Mader	Approval of previous meeting Minutes (Attachment 1)
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All	Elect committee chairs

Welcome, Introductions, Announcements: Christofero welcomed members to another academic year. Christofero advised that Pamela Mulder resigned from Graduate Council last year and that Dean Pittenger will be providing a new COLA member. Dean Spindel will appoint this year's Graduate Student Representative.

Minutes Approved: The April meeting minutes were approved (Attachment 1).

Graduate Faculty Status: The Graduate Faculty List (Attachment 2) was approved

The Doctor of Physical Therapy graduate catalog description was discussed and referred to the Curriculum Committee.

Standing Committee 2011-2012 Membership: Christofero explained that membership was assigned so members served no more than 2 consecutive years on the same committee and at least one committee member from last year was on each committee to smooth the year-to-year transition. Committee membership assignments and by-laws were distributed. Each committee was charged with electing a chair before leaving.

Meeting Adjourned

Attachment 2 Graduate Faculty Status Requests

Type	Faculty Member	College/School	Department/Division	Graduate Faculty Level	Term Start	Term Expires
<u>Add</u>	Niese, Elizabeth	COS	Mathematics	Graduate	08/25/2011	08/25/2016
<u>Add</u>	Snidow, Shawn	COLA	Communication Studies	Associate	08/30/11	08/30/14
<u>Delete</u>	Dementieva, Yulia	COS	Mathematics	Graduate	02/28/06	02/28/11
<u>Delete</u>	Farmer, James	COS	Integrated Science & Tech.	Graduate	09/15/10	08/01/11
<u>Delete</u>	Leidy, John	SOM	Medicine	Graduate	09/30/07	09/30/09
<u>Delete</u>	Oberste-Vorth, Ralph	COS	Mathematics	Graduate	03/31/09	03/31/14
<u>Delete</u>	Park, Maiyon	SOM	Biochemistry & Microbiology	Doctoral	10/31/08	10/31/11
<u>Delete</u>	Roe, Matthew	SOM	Forensic Science	Associate	08/31/07	08/31/10
<u>Delete</u>	Sanderson, Dewey	COS	Geology	Graduate	10/31/09	10/31/14
<u>Edit</u>	Dikener, Solen	COFA	Music	Graduate	10/01/11	09/30/16
<u>Edit</u>	McCumbee, William	SOM	Pharmacology, Physiology & Toxicology	Graduate	09/01/11	08/31/13
<u>Edit</u>	Primerano, Donald	SOM	Biochemistry & Microbiology	Doctoral	03/01/11	03/01/14
<u>Edit</u>	Saunders, Martin	COFA	Music	Graduate	09/01/11	08/31/16
<u>Edit</u>	Valentovic, Monica	SOM	Pharmacology, Physiology & Toxicology	Doctoral	03/01/11	03/01/14
<u>Edit</u>	Wilson, Thomas	COS	Physics	Graduate	08/29/2011	08/29/2016

Attachment 3 Graduate Curriculum Change Requests

NEW COURSE ADDITIONS (5)

College of Liberal Arts

<p><i>Department:</i> Political Science</p> <p><i>Course Number & Title:</i> PSC 545 Environmental Politics</p> <p><i>Catalog Description:</i> Course examines multiple perspectives on the relationship between humans and nature, focusing on how particular interpretations of this relationship determine how we translate environmental concerns into political problems.</p> <p><i>Prerequisite:</i> None listed.</p> <p><i>First Term Offered:</i> Not listed.</p> <p><i>Credit Hours:</i> 3</p>

<p><i>Department:</i> Political Science</p> <p><i>Course Number & Title:</i> PSC 562 Religion, Politics and the Constitution</p> <p><i>Catalog Description:</i> Course examines the role of religion in U.S. politics with special attention to First Amendment religion clauses and social movements such as Civil Rights and Temperance.</p> <p><i>Prerequisite:</i> None listed.</p> <p><i>First Term Offered:</i> Not listed.</p> <p><i>Credit Hours:</i> 3</p>

School of Medicine

<p><i>Department:</i> Forensic Science</p> <p><i>Course Number & Title:</i> FSC 639 Forensic Statistics</p> <p><i>Catalog Description:</i> Basic theory of probability and statistics, odds from Bayes' theorem for transfer evidence, likelihood ratio, population and statistical genetics, statistical issues in paternity testing and mixtures, and presenting evidence.</p> <p><i>Prerequisite:</i> Admission to Forensic Science program.</p> <p><i>First Term Offered:</i> Not listed.</p> <p><i>Credit Hours:</i> 3</p>

College of Health Professions

Department: Kinesiology and Biomechanics

Course Number & Title: HS 650 Human Gait

Catalog Description: An investigation into normal and abnormal human gait patterns in activities of daily living.

Prerequisite: ESS 564 Pathomechanics; Fundamental Physics & Linear Algebra

First Term Offered: Spring 2012

Credit Hours: 3

Lewis College of Business

Department: Accountancy and Legal Environment

Course Number & Title: ACC 632 Auditing Accounting Information Systems

Catalog Description: An overview of accounting information systems auditing, controls, and governance. Uses both lecture and case analyses to learn about controls and identify their strengths and weaknesses.

Prerequisite: None

First Term Offered: Spring 2012

Credit Hours: 3

COURSE CHANGES (0)

COURSE DELETIONS (0)

CATALOG DESCRIPTION ADDITION (1)

College of Health Professions

PHYSICAL THERAPY DOCTOR OF PHYSICAL THERAPY (DPT)

Program Description

The Doctor of Physical Therapy Program is a 114 credit professional doctoral program designed to prepare students for entry level practice as physical therapists. All students must have earned a bachelor's degree prior to entering the program. The bachelor's degree can be in any area, however, completion of specific prerequisites is required for admission. This lock-step program which is 3 years (9 semesters) in length begins in May each year with graduation in May three years later. The program contains intermittent clinical exposures/experiences within the didactic portions of the curriculum and 35 weeks of full-time clinical internships. The overall goal of the curriculum is to produce highly competent doctoral level, generalist practitioners.

Philosophy

Physical therapy is a health profession whose primary purposes are the diagnoses and management of movement dysfunction, prevention of the onset, symptoms, and progression of impairments, functional limitations, and disabilities, the enhancement of physical and functional abilities, and promotion of optimal human health, wellness and quality of life as related to movement and function. This is achieved through the application of scientific principles through evidence-based practice to prevent, examine, evaluate and intervene in order to alleviate acute or prolonged movement dysfunction and optimize function.

Implicit in this definition is the need of the physical therapist practitioner to assume a number of important roles such as: primary care provider in a challenging health care environment, diagnostician of movement dysfunction; interventionist when applying treatment techniques to restore function; teacher of patients and families; motivator when working with patients and communities to promote optimum health and wellness; team leader and/or participant dependent on the needs of the team and the problem at hand; and a patient, professional and community advocate. In order to fulfill those multiple roles to the highest level, the physical therapist must be committed to service to the profession and the community, dedicated to lifelong learning and the pursuit and application of new knowledge, and devoted to seeking excellence in every avenue of their lives. Therefore, a physical therapy program must pursue an educational process that seeks to help students develop the knowledge, skills, attitudes and behaviors necessary to become proficient in these various roles. The program administration, faculty and staff become role models and guides in the educational process, and a partnership forms between faculty and students in the quest for the pursuit of professional excellence. The faculty accepts the responsibility of emulating professional attitudes and behaviors, and providing leadership to students, and the student accepts responsibility for their own professional growth and development.

The Marshall DPT Program will successfully prepare graduates capable of assuming the myriad of roles implicit in the profession of physical therapy. We will graduate thoughtful and responsible practitioners who will be advocates for the patient, the profession, and the community, and will be capable of assuming responsibilities for addressing the health care needs of a culturally diverse society.

Licensure

Once the program has attained accreditation from the physical therapy accreditation agency, schedule to occur in May 2015, graduates of the program will be eligible to take the physical therapy board examination administered by the Federation of State Boards of Physical Therapy. After passing that examination, the student can apply for licensure in the state of their choice (graduates must contact a specific state's Board of Licensure for Physical Therapy to obtain information on the state's eligibility requirements).

Accreditation

Marshall University is accredited as an institution of higher learning by the Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools (NCA), Higher Learning Commission (HLC) (Phone: 800.621.7440 / 312.263.0456.Fax: 312.263.7462; info@hlcommission.org; 230 South LaSalle Street, Suite 7-500, Chicago, Illinois 60604-1413)

The program is currently seeking Candidacy for Accreditation* status from the Commission on Accreditation in Physical Therapy Education (CAPTE) (1111 North Fairfax Street, Alexandria, VA 22314; phone; 703-706-3245; accreditation@apta.org). Given that approval, the inaugural class will matriculate in May, 2012. In the final semester of the final year of the inaugural class, the program must undergo a full accreditation review in order to move from candidacy to full accreditation status.

**Candidacy for Accreditation does not indicate accredited status nor assures eventual accreditation, but rather is a pre-accreditation status of affiliation with the Commission on Accreditation in Physical Therapy Education that indicates the program is progressing toward accreditation.*

Admissions Process

NOTE: For 2011-2012, applicants should follow the admissions process outlined in the Graduate Catalog and on the Graduate College website (<http://www.marshall.edu/graduate/>). Applications will be accepted as of September 1, 2011. Students will be interviewed in January and admit in February 2012, and pending CAPTE approval of candidacy, matriculated the inaugural class in the 3rd week of May 2012.

Admissions Requirements for the Proposed Program:

Post baccalaureate degree from a regionally accredited college/university completed prior to the starting date in the DPT program.

Prerequisite Courses: (must complete all prerequisite courses prior to the summer term for which they are applying):

- 8 credits of chemistry (including labs)
- 8 credits of biology (including labs)
- 8 credits of physics (including labs)
- 4 credits of human anatomy with lab*
- 4 credits of human physiology with lab *
- 3 credits of math
- 3 credits of statistics
- 6 credits of composition/writing
- 6 credits of psychology (preferably abnormal and developmental or lifespan).

*Students must document 8 hours of anatomy and physiology regardless of how the courses are offered. Many universities offer a two semester integrated human anatomy and physiology course instead of four credits of human anatomy and four credits of human physiology.

Note: All science prerequisite courses must be for science majors, anatomy and physiology courses must be completed with a B or better, and all other required courses with a C or better. Note that students will be allowed to have one or two courses in progress at the time of interview; however, each course must be completed with the appropriate minimal grade, and the bachelor's degree earned, prior to commencing the DPT program in May of the year for which students are applying.

Complete at least 60 observation hours in a PT clinic with observation hours in at least two different settings under the direct supervision of a licensed physical therapist by the time of application.

Grade Point Averages and GRE scores:

A minimum 2.8 Overall Undergraduate GPA

A minimum 3.0/4.0:

Prerequisite Science courses GPA

All prerequisites combined GPA

GRE score submitted at time of application.

Provide two Letters of Recommendation sent directly to Graduate Admissions: one from a physical therapist and the other from either another physical therapist, or a faculty member or an employer (someone who can speak to your work ethic/professional behavior and/or potential ability to perform well in a graduate program).

International applicants: will be required to submit an official TOEFL score in addition to the other requirements described for consideration. TOEFL iBT score must be consistent with the standards established by the Foreign Credentialing Commission on Physical Therapy (FCCPT) as acceptable for physical therapists desiring to enter practice in the U.S. from a foreign country. The minimum scores to be considered for admission must be a Total Score of 89 with the minimum section requirement of "Speaking" of 26.

Deadlines

Applications will be available starting September 1, 2011 and are due December 1, 2011 for priority consideration. Applications are available at the Graduate College website at: <http://www.marshall.edu/graduate/> or send a written request to: Marshall University, Graduate Admissions Office, 100 Angus E. Peyton Drive, South Charleston, WV 25303-1600.

Program Requirements

The student and advisor will develop a Plan of Study or blueprint for graduation requirements. The Plan of Study must be filed in the Graduate College office before the student register for the 12th semester hour.

DPT Plan of Study

Course..... Hours

Year 1

Term 1

Summer (11wks)

PT 700 Gross Anatomy for Physical Therapy.....	5
PT 710 Introduction to Human Movement	1
PT 750 Foundations of Physical Therapy Practice	2
Total Summer I	8

Term 2

Fall I (15 wks)

PT 701 Neuroanatomy.....	4
PT 711 Human Movement I.....	3
PT 720 Advance Clinical Physiology	3
PT 731 Clinical Skills I	3
PT 741 Medical Pathology in Physical Therapy I.....	1
PT 751 Professional Practice I.....	2
PT 761 Evidence Based Practice I	2
PT 771 Clin Application Sem & Experiences (CASES) I	1
Total Fall I	19

Term 3

Spring I (15 wks)

PT 702 Neurosciences I.....	1
PT 703 Neurosciences II.....	2
PT 712 Human Movement II	4
PT 721 Appl Ex Phy & Therapeutic Exercise.....	3
PT 732 Clinical Skills II	3
PT 742 Medical Pathology in Physical Therapy II.....	1
PT 746 Medical Test & Measures	1
PT 752 Professional Practice II.....	2
PT 762 Evidence Based Practice II	1
PT 772 Clin Application Sem & Experiences (CASES) II	1
Total Spring I	19

Year 2

Term 4

Summer II (10 wks)

PT 713 Human Movement III	2
PT 743 Medical Pathology in Physical Therapy III.....	1
PT 747 Pharmacology in Rehabilitation.....	1
PT 753 Professional Practice III.....	2
PT 773 Clin Application Sem & Experiences (CASES) III	1
PT 781 Musculoskeletal I	3
Total Summer II	10

Course requirements

Course..... Hours

Term 5

Fall II (8 wks clinical; followed by 8 wks didactic;)

PT 744 Medical Pathology in Physical Therapy IV.....	1
PT 754 Professional Practice IV	2
PT 763 Evidence Based Practice III	2
PT 774 Clin Application Sem & Experiences (CASES) IV.....	1
PT 782 Musculoskeletal II	2
PT 791 Clinical Internship I	4
Total Fall II.....	12

Term 6

Spring II (15 wks)

PT 704 Neurorehabilitation.....	4
PT 745 Medical Pathology in Physical Therapy V.....	1
PT 755 Professional Practice V.....	1
PT 764 Evidence Based Practice IV.....	1
PT 775 Clin Application Sem & Experiences (CASES) V.....	2
PT 783 Cardio-Pulmonary Rehabilitation	4
PT 786 Rehab Consideration in Select Patient Populations I	2

Total Spring II..... 15

Year 3

Term 7

Summer III (11 wks)

PT 756 Professional Practice VI.....	3
PT 765 Evidence Based Practice V.....	1
PT 776 Clin Application Sem & Experiences (CASES) VI.....	1
PT 784 Integumentary	2
PT 787 Rehab Consideration in Select Patient Populations II	2
Total Summer III.....	9

Term 8

Fall III (6 wks didactic; 12 wks clinical)

PT 757 Professional Practice VII.....	1
PT 766 Evidence Based Practice VI.....	1
PT 777 Clin Application Sem & Experiences (CASES) VII.....	1
PT 785 Health Promotion and Nutrition	2
PT 788 Rehab Consideration in Select Patient Populations III	2
PT 792 Clinical Internship II	6
Total Fall III	13

Term 9

Spring III (16 wks clinical)

PT 767 Evidence Based Practice VII.....	1
PT 793 Clinical Internship III	8
Total Spring III	9

TOTAL REQUIRED PROGRAM CREDITS 114

Academic Policies and Technical Standards

Students in the Doctor of Physical Therapy program are governed by policies stated in the Marshall University Graduate College Catalog. Policies specific to the physical therapy program are outlined in the Doctor of Physical Therapy Student Handbook.

Other policies

For additional policies such as those related to health records, annual immunizations, and criminal background checks, see the Doctor of Physical Therapy Student Handbook.

Technical Standards

Physical therapy education requires that the accumulation of scientific knowledge be accompanied by the simultaneous acquisition of skills and professional attitudes and behavior. The clinical doctorate (DPT) degree, awarded by Marshall University, College of Health Professions, Department of Physical Therapy at the completion of the student's education process, will certify that the individual has acquired a broad base of knowledge and skills requisite for the practice of physical therapy. To this end, all courses in the curriculum must be completed successfully. In order to acquire the knowledge and skills to function in a broad variety of clinical situations and to render a wide spectrum of patient care, candidates for the DPT degree must have abilities and skills in five areas: observation; communication; motor; conceptual (integrative and quantitative); and behavioral/social. Technological compensation can be made for some disabilities in certain aspects of these areas, but a candidate should be able to perform in a reasonably independent manner. The use of a trained intermediary means that a candidate's judgment must be mediated by someone else's power of selection and observation, and as such is unacceptable.

- **Observation**

The candidate must be able to observe demonstrations and experiments in basic and applied sciences including, but not limited to human anatomy and physiology, neuroscience, as well as in didactic courses in physical therapy theory and practice for normal and pathologic states. A candidate must be able to observe a patient accurately at a distance and close at hand. Observation requires the use of common sense, as well as the functional use of the senses of vision, audition, olfaction, and palpation.

- **Communication**

A candidate must be able to elicit information from patients, describe changes in mood, activity and posture, and perceive and accurately report nonverbal communications. A candidate must be able to communicate effectively and sensitively with patients and their families. Communication includes not only speech, but reading and writing. The candidate must be able to communicate effectively and efficiently with all members of the health care team in both immediate and recorded modes.

- **Motor**

Candidates should have sufficient motor function to elicit information from patients by palpation, auscultation, percussion, manual positioning of body segments and other evaluative procedures. A candidate should be able to do basic screening and examination (physiological measures such as HR and respiration), diagnostic procedures (palpation, manual muscle testing, goniometry, sensory evaluation, gait analysis, balance assessment), and evaluate EKGs and X-rays. A candidate should be able to execute motor movements reasonably required to provide general care and emergency treatment to patients. Examples of emergency treatment reasonably required of physical therapists are cardiopulmonary resuscitation, and application of pressure to stop bleeding. Additionally, candidates must be able to perform debridement of wounds and other physical assessment maneuvers, where such actions require coordination of both gross and fine muscular movements, equilibrium and functional use of the senses of touch and vision.

- **Conceptual-Integrative and Quantitative Analysis**

These abilities include measurement, calculation, reasoning, analysis, synthesis, and retention of complex information. Problem solving, the critical skill demanded of physical therapist practitioners, requires all of these intellectual abilities. In addition, the candidate should be able to comprehend three-dimensional relationships and to understand the spatial relationships of structures.

- **Behavioral/Social Attitudes**

Candidates must possess the emotional health required for full use of their intellectual abilities, the exercise of good judgment, the prompt completion of all responsibilities attendant to the evaluation,

diagnosis and care of patients, and the development of mature, sensitive and effective relationships with patients. Candidates must be able to tolerate physically-taxing workloads and to function effectively under stress. They must be able to adapt to changing environments, display flexibility and learn to function in the face of uncertainties inherent in the clinical problems of many patients. Compassion, integrity, concern for others, interpersonal skills, interest and motivation are all personal qualities that are assessed during the admissions and education process.

Attachment 4 Addition of a Major (1)

College of Health Professions

Masters Degree in Athletic Training

Rationale: (Add/Delete space as needed)

The MS in Athletic Training would prepare students to enter the profession of Athletic Training with an enhanced knowledge of orthopedic assessment, therapeutic modalities, and rehabilitation focusing on evidence based practice. Once this major is approved, we would seek to become accredited by the National Athletic Trainers' Association (NATA). There are currently only 12 NATA accredited programs in the country. There is not currently an NATA accredited program in West Virginia. The opportunities within the College of Health Professions to allow students to gain knowledge in the field of nutrition and rehabilitation and with the close working relationship that already exists with the Dept of Orthopedics at the medical school, it is a perfect environment for this major. Currently, there are 16 graduate assistant positions through MU athletics and various clinical facilities around Huntington. With this number of athletic training students on campus, the program has a strong foothold to become larger in the future. According to the Bureau of Labor Statistics, employment of athletic trainers is projected to grow 37 percent from 2008 to 2018, much faster than the average for all occupations. Over 70% of athletic trainers currently practicing in the profession have a Master's degree; therefore, the demand of the profession promotes the growth of a Master's in Athletic Training. Current legislative changes in West Virginia (HB 3152 – Athletic Trainer's Registration Act) will require that all athletic trainers be registered. In order to be registered, the applicant has to be Board of Certification (BOC) certified. Therefore, the demand for certified athletic trainers (ATC) in West Virginia will also increase. As well, growth of the degree will be increased because high schools will be seeking to hire graduate assistants for the athletic training needs in an effort save money with reduced salaries compared to hiring a full time athletic trainer. Also, HB 3152 eliminates persons who were calling themselves athletic trainers under the old state certification path. Therefore, the demand for ATC's will increase.

This area is currently a concentration under the MS in Exercise Science with faculty already in place and no additional funding would be needed.

Curriculum: Course number, title, and credit hours. Indicate whether each course is Required or Optional (Add/Delete space as needed)

EDF 517 - Statistical Methods	3 hours	Required
ESS 670 - Research in Physical Education	3 hours	Required
HS 623 - Medical Aspects in Sports	3 hours	Required
HS 625 - Evidenced Based Practice in Therapeutic Electrophysical Agents	3 hours	Required
HS 630 - Seminar in Athletic Training	3 hours	Required
HS 640 - Health Evaluation	3 hours	Required
HS 642 - Devising and Implementing Training and Conditioning Programs	3 hours	Required
HS 646 - Athletic Training I	3 hours	Required
HS 647 - Athletic Training II	3 hours	Required
HS 681 - Thesis	6 hours	Required
Elective -	3 hours	Required

Electives:		
HS 548 - Therapeutic Modalities	3 hours	Optional
ESS 578 - Exercise Metabolism	3 hours	Optional
ESS 601 - Advanced Exercise Testing	3 hours	Optional
ESS 621 - Exercise Physiology I	3 hours	Optional
ESS 636 - Structural Kinesiology	3 hours	Optional
ESS 644 - Cardiovascular Exercise Physiology	3 hours	Optional
ESS 645 - Respiratory Exercise Physiology	3 hours	Optional
ESS 646 - Neuromuscular Exercise Physiology	3 hours	Optional
HCA 600 - Introduction to the Health Care System	3 hours	Optional

1. ADDITIONAL RESOURCE REQUIREMENTS (Add/Delete space as needed):

If your department requires additional faculty, equipment, or specialized materials to add or change this certificate, attach an estimate of the time and money required to secure these items. (Note: Approval of this form does not imply approval for additional resources.) Enter "NONE" if not applicable

NONE

2. NON-DUPLICATION (Add/Delete space as needed):

If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the request and any response received from them. Enter "NONE" if not applicable.

NONE

3. Current Catalog Description

Insert the *Current* Catalog Description and page number from the latest catalog for entries you would like to change. (Add/Delete space as needed)

PG 134

The M.S. in Exercise Science degree prepares students for allied health and medical careers in the clinical, commercial, corporate, community, university, and medical settings. Options include an emphasis on leadership roles and skills that permit one to work with individuals on a client/patient continuum extending from the elite athlete to those with chronic disorder/disease to the cardiac transplantation patient as well as the in between – the recreational athlete and those simply wishing to stay healthy by living sensibly. Options include careers as clinicians in cardiopulmonary rehabilitation and diabetes management programs, as athletic trainers, as exercise physiologists, as well as preparation for other medical fields including physical therapy, pharmaceutical and pacemaker sales, as pharmacists, as physician assistants, as physicians, and for advanced degrees in related doctoral programs.

The course of study for the M.S. in Exercise Science degree is a two-year program with a 36-39-hour requirement. Admission to the program requires a 2.75 GPA, an appropriate undergraduate/graduate background, completion of the GRE, three letters of reference, and admission to the Graduate College. The *Athletic Training Area of Emphasis* is designed to meet the needs of the clinical, high school, middle school, college, professional, industrial, and independent athletic trainer. The program is designed to build on existing knowledge and skills the student has acquired in the student’s respective undergraduate program. Elective courses can chose from the approved courses with approval of the student’s assigned academic advisor and/or can be determined by the academic advisor depending on the student’s background, needs, and/or weaknesses. The emphasis in athletic training can be accomplished by a thesis or non-thesis track. Successful completion of oral comprehensive exam/thesis defense is required for graduation. Six hours of the degree may be fulfilled with coursework outside the School of Kinesiology.

PG 135

Course Requirements

Athletic Training Area of Emphasis.....	36 Hours
Research: ESS 670	3
Statistics: EDF 517 or equivalent	3
Required: ESS 621, HS 579, ESS 601, ESS 687	12
HS 540 or HS 640	3
HS 548 or 646	3-5
Restricted Electives (as approved by advisor)	6
Thesis (HS 681) or Internship (HS 660)	6

4. Edits to the Current Description

Copy the Current Catalog Description here, then use the MS Word Strikethrough function to mark out proposed deletions and use the Highlight function to indicate proposed new text.

The M.S. in Exercise Science Athletic Training degree prepares students for a career as an allied health care provider and medical careers in the clinical, commercial, corporate, community, university, and medical settings. Options include an emphasis on leadership roles and skills that permit one to work with individuals on a client/patient continuum extending from the elite athlete to those with chronic disorder/disease to the cardiac transplantation patient as well as the in-between—the recreational athlete and those simply wishing to stay healthy by living sensibly. Options include careers as clinicians in cardiopulmonary rehabilitation and diabetes management programs, as athletic trainers, as exercise physiologists, as well as preparation for other medical fields including physical therapy, pharmaceutical and pacemaker sales, as pharmacists, as physician assistants, as physicians, and for advanced degrees in related doctoral programs. The *Athletic Training Area of Emphasis* degree is designed to meet the needs of the clinical, high school, middle school, college, professional, industrial, and independent athletic trainer. The program is designed to build on existing knowledge and skills the student has acquired in the student's respective undergraduate program. Elective courses can be chosen from the approved courses with approval of the student's assigned academic advisor and/or can be determined by the academic advisor depending on the student's background, needs, and/or weaknesses. Successful completion of an oral comprehensive exam/thesis oral thesis defense is required for graduation. Six hours of the degree may be fulfilled with coursework outside the School of Kinesiology.

The course of study for the M.S. in Exercise Science Athletic Training degree is a two-year program with a 36-39-hour requirement. Admission to the program requires a 2.75 GPA, an appropriate undergraduate/graduate background BOC eligible or BOC Certified, completion submission of the GRE scores, and three letters of reference, and admission to the Graduate College.

The *Athletic Training Area of Emphasis* is designed to meet the needs of the clinical, high school, middle school, college, professional, industrial, and independent athletic trainer. The program is designed to build on existing knowledge and skills the student has acquired in the student's respective undergraduate program. Elective courses can be chosen from the approved courses with approval of the student's assigned academic advisor and/or can be determined by the academic advisor depending on the student's background, needs, and/or weaknesses. The emphasis in athletic training can be accomplished by a thesis or non-thesis track. Successful completion of oral comprehensive exam/thesis defense is required for graduation. Six hours of the degree may be fulfilled with coursework outside the School of Kinesiology.

5. **New Catalog Description**

Provide a 'clean' copy of your proposed description, i.e., no Strikethroughs or Highlighting included. This should be what you are proposing for the new description.

The M.S. in Athletic Training degree prepares students for a career as an allied health care provider in the clinical, commercial, corporate, community, university, and medical settings. The degree is designed to meet the needs of the clinical, high school, middle school, college, professional, industrial, and independent athletic trainer. The program is designed to build on existing knowledge and skills the student has acquired in the student's respective undergraduate program. Elective courses can be chosen from the approved courses with approval of the student's assigned academic advisor and/or can be determined by the academic advisor depending on the student's background, needs, and/or weaknesses. Successful completion of an oral thesis defense is required for graduation. The course of study for the M.S. in Athletic Training degree is a two-year program with a 36 hour requirement. Admission to the program requires a 2.75 GPA, BOC eligible or BOC Certified, submission of GRE scores, and three letters of reference.



Graduate Council

MEMORANDUM

To: President Stephen J. Kopp

From: Tracy Christofero – Chair, Graduate Council ^{TC}

Date: November 9, 2011

Subject: **Approval of Graduate Council Minutes: October 28, 2011**

Attached are the minutes of the October Graduate Council meeting for your review. Approval of these minutes will also serve as approval of curricular motions and graduate faculty status.

Please advise if you have any comments/concerns/questions.

Minutes approved.

Dr. Stephen J. Kopp
President, Marshall University

11/15/11
Date

Note to President's secretary:

Please return the signed original to Tracy Christofero with .pdf copies e-mailed to:

Dr. Tracy Christofero, MUGC 328, South Charleston Campus
Dr. Donna Spindel, Dean, Graduate College, Old Main, Huntington campus
Dr. Deanna Mader, Secretary, Graduate Council, CH 414, Huntington campus
Ms. Barbara Hicks, Office of Academic Affairs, Old Main, Huntington campus
Ms. Jennifer Lauhon, Office of Academic Affairs, Old Main, Huntington campus
Ms. Crystal Stewart, Information Technology, Drinko 313A, Huntington campus

MU Graduate Council Minutes October 28, 2011

Don Morris Room - Huntington Campus

Members Present: Christofero, Trzyna, Mader, Brammer, Edington, Gruetter, Heaton, McComas, Securro, Stroebel, Swindell, Watts, Boster

Members Absent: Zanter (Excused), Sottile

Ex-Officio Members Present: Hensley, Spindel

Ex-Officio Members Absent: Ormiston, Maher

Guests: Anderson, Berhie, Broedel-Zaugg, Clercx, Hossler, Koester, Reynolds, Schloss, Stanton, Yingling

Christofero convened the meeting at 1:00 pm.

Agenda

Christofero	Welcome, Introductions, Announcements
Christofero	Approval of previous meeting Minutes – delayed pending receipt from the President's Office
Christofero	Report of graduate faculty status candidates (Attachment 1)
Stroebel	Academic Planning, Standards, & Policies Committee (Attachment 2)
Trzyna	Curriculum Committee (Attachment 3)
Watts	Program Review & Assessment Committee business
Mary Beth Reynolds	Program Review
Sottile	Credentialing Committee business
Christofero	Miscellaneous business of the Council

Minutes Approval Delayed: Minutes for the September meeting will be distributed when received from the President's office.

Graduate Faculty Status: The Graduate Faculty List (Attachment 1) was approved. Reminder: Redbook is updated following GC & Presidential approval.

Academic Planning, Standards, & Policies Committee Business: Stroebel presented six items. Information for items 1 – 3 is in Attachment 2 and accompanying documentation.

Requests for Additions to a Major or Degree

1. Master of Public Health – Approved with addition of editorial changes in admissions section submitted by Spindel
2. Accelerated Master's Degree in Criminal Justice - Approved
3. Doctor of Pharmacy (PharmD) - Approved

Academic Planning, Standards, & Policies Committee Business (continued):

Requests for Changes to a Major or Degree

1. Early Childhood Education, M.A. - Approved
2. Elementary Education, M.A. - Approved
3. Secondary Education, M.A. – Approved

Curriculum Committee Business: Trzyna presented 29 curriculum requests (Attachment 3). Requests and voting results are in the table below.

College	Request	Result
	Course Addition Requests	
SOM	Biomedical Sciences – MBS 644 Responsible Conduct of Research Clarification: Spring 2012 1 st time offered	Approved
COHP	Public Health – PH 610 Introduction to Public Health	Approved
COHP	Public Health – PH 620 Seminar in Current Public Health Issues	Approved
COHP	Public Health – PH 650 Health Promotion and Disease Prevention in Public Health	Approved
COHP	Public Health – PH 660 Environmental Public Health	Approved
COHP	Public Health – PH 678 Principles of Epidemiology in Public Health	Approved
COHP	Public Health – PH 690 Community Health Assessment & Improvement Planning in Public Health	Approved
COHP	Public Health – PH 691 Master of Public Health Practicum	Approved
	Course Change Requests	
SOM	Forensic Science – FSC 632 Foundations and Fundamentals of Digital Evidence	Approved
SOM	Forensic Science – FSC 634 Digital Evidence Search and Seizure	Approved
	Change in Course Number Requests	
Discussion re: the two CITE change requests. Concern that if strictly a course number change, the perception is that 500- and 600-level courses are the same; stated rationale is understood but not necessarily a justification for the change; concern re: senior undergrads in a 600-level course. Additionally, ES 514 already exists in the catalog. The importance of having a representative at the GC meeting was reiterated.		
CITE	Environmental Science – ES 660 to ES 550	Kept in committee
CITE	Environmental Science – ES 614 to ES 514	Kept in committee

Course Deletion Requests		
COHP	Dietetics – DTS 503 Advanced Nutrition	Approved
COHP	Dietetics – DTS 509 Nutrition in the Community	Approved
COHP	Dietetics – DTS 513 Experimental Foods	Approved
COHP	Dietetics – DTS 560 Professional Development	Approved
COHP	Dietetics – DTS 569 Medical Nutrition Therapy I	Approved
COHP	Dietetics – DTS 570 Medical Nutrition Therapy II	Approved
COHP	Nursing – NUR 698 Instructional TV	Approved
COHP	Nursing – NUR 697 Instructional TV	Approved
COHP	Nursing – NUR 634 School Nurse: School-Aged-Children	Approved
COHP	Nursing – NUR 632 School Nurse: Administration	Approved
Catalog Change Requests		
SOM	Graduate Certificate in Digital Forensics: Description and Admission Requirements	Approved
Graduate College	CR & S Clarification	Approved
Graduate College	Requests for medical withdrawal	Approved
COFA	Art – Program Requirements	Approved
COFA	Art – Admission Requirements	Approved
COFA	Art – Catalog Description: Studio Art Area of Emphasis	Approved
COHP	Nursing – Program Description – request to remove from the agenda post distribution of agenda	Removed from agenda

Sharepoint site – GC documents are now available for member review. Benefits: easy access, saved email space, expedience of review, the MU community can view prior/post action/decision, and possibility of working with MU UCC to make both undergraduate and graduate review processes easier for everyone.

New forms – All request forms being reviewed for improvements, e.g., add a statement that a representative from requesting programs attend the Graduate Council meeting to answer questions. Spindel to ask advisors for their feedback on the current forms.

Program Review & Assessment Committee Business: Watts distributed program review assignments. Mary Beth Reynolds discussed timeline, procedures, etc.

- 12 programs to be reviewed - 5 GSPED, 3 COS, 2 COLA, 1 COHP, 1 FCS
- If requesting Resource Development, the program must make a presentation to GC at the December meeting.
- Revision requests need to be back to the department by December 15, 2011. Revisions are submitted for electronic upload by January 15, 2012.

- Reviewers encouraged to discuss recommended changes with the program prior to the December 15 deadline.

Credentialing Committee Business: Swindell spoke on behalf of Sottile and indicated the review for CITE was good; the review for COS will be conducted October 31st, and the SOM review is upcoming.

Miscellaneous Business of the Council: Christofero called for an Executive Session.

Adjourned 2:38pm

Attachments:

1. Graduate Faculty Membership Requests
2. Program / Degree Requests
3. Curriculum Requests

Attachment 1 Graduate Faculty Status Requests

Type	Faculty Member	College/School	Department/Division	Graduate Faculty Level	Term Start	Term Expires
Add	Bailey, Jeffrey	COS		Associate	10/03/2011	10/03/2014
Add	Bartolovic, Frederick	COFA	Art and Design	Graduate	09/22/2011	09/22/2016
Add	Donovan, Patrick	COLA	Geography	Graduate	10/07/11	10/07/16
Add	Hong, Hyo-Chang	COLA	English	Graduate	09/28/11	09/28/16
Add	Muellerleile, Paige	COLA	Psychology	Doctoral	09/29/11	09/29/16
Add	Rensenbrink, Greta	COLA	History	Graduate	10/06/11	10/06/16
Add	Schray, Kateryna	COLA	English	Graduate	09/30/11	09/30/16
Add	Schroeder, Michael	COS	Mathematics	Graduate	09/20/2011	09/20/2016
Add	Silvis, Anne	SOM	Biochemistry and Microbiology	Associate	07/01/11	07/01/14
Add	Viola, Anthony	COLA	English	Graduate	09/29/11	09/29/16
Add	White, Christopher	COLA	History	Graduate	09/30/11	09/30/16
Add	Young, John	COLA	English	Graduate	09/26/11	09/26/16
Delete	Aractingi, Edward	CITE	Engineering & Computer Science	Associate	05/31/06	05/31/09
Edit	Green, Todd	SOM	Pharmacology/Physiology & Toxicology	Graduate	10/01/11	10/01/13
Edit	Simonton, David	CITE	Applied Science & Technology	Graduate	10/1/11	10/1/16

Attachment 2

Requests for Additions/Changes to a Major or Degree

Additions (3)

Addition of a Major or Degree: Master of Public Health

Addition of an Accelerated Master's Degree in Criminal Justice

Addition of a Major or Degree: Doctor of Pharmacy (Pharm.D.)

Changes (3)

Change of a Major or Degree in Early Childhood Education, M.A.

Change of a Major or Degree in Elementary Education, M.A.

Change of a Major or Degree in Secondary Education, M.A.

Attachment 3 Graduate Curriculum Change Requests

NEW COURSE ADDITIONS (8)

School of Medicine

<i>Department:</i> Biomedical Sciences
<i>Course Number & Title:</i> BMS 644 Responsible Conduct of Research
<i>Catalog Description:</i> Responsible conduct of research, including human subjects, live vertebrate animals, conflict of interest, mentor/mentee responsibilities, collaborative research, peer review, data management, research
<i>Prerequisite:</i> None
<i>First Term Offered:</i> ?
<i>Credit Hours:</i> 1

College of Health Professions

<i>Department:</i> Public Health
<i>Course Number & Title:</i> PH 610 Introduction to Public Health
<i>Catalog Description:</i> This course introduces students to the field of public health, how it works, and provides students with an opportunity to become familiar with essential concepts and resources in public health
<i>Prerequisite:</i> None
<i>First Term Offered:</i> Fall 2012
<i>Credit Hours:</i> 2

<i>Department:</i> Public Health
<i>Course Number & Title:</i> PH 620 Seminar in Current Public Health Issues
<i>Catalog Description:</i> Provide practical situations and contemporary issues in public health where students apply knowledge and theoretical concepts from coursework, strengthen existing skills/analytic thinking, and apply public health core competencies
<i>Prerequisite:</i> PH 610
<i>First Term Offered:</i> Fall 2012
<i>Credit Hours:</i> 2

Department: Public Health

Course Number & Title: PH 650 Health Promotion and Disease Prevention in Public Health

Catalog Description: This graduate course provides students with a broad knowledge base of health promotion and disease prevention in public health

Prerequisite: None

First Term Offered: Fall 2012

Credit Hours: 3

Department: Public Health

Course Number & Title: PH 691 Master of Public Health Practicum

Catalog Description: To provide students with opportunity to apply concepts and knowledge from the MPH curriculum and demonstrate competency in the public health practice setting

Prerequisite: Students should have completed all MPH core courses and the majority of other MPH coursework

First Term Offered: Fall 2012

Credit Hours: 6

Department: Public Health

Course Number & Title: PH 690

Catalog Description: The Community Health Assessment and Improvement Planning Course introduces students to the concepts and techniques of community health improvement and the role of assessment.

Prerequisite: None

First Term Offered: Fall 2012

Credit Hours: 3

Department: Public Health

Course Number & Title: PH 678

Catalog Description: Basic epidemiology principles, concepts, and procedures useful in the surveillance and investigation of health-related states or events..It is designed for federal, state local government and private sector health professionals responsible for disease control.

Prerequisite: None

First Term Offered: Fall 2012

Credit Hours: 3

Department: Public Health

Course Number & Title: PH 660

Catalog Description: This course provides students with a broad knowledge base of environmental public health science by addressing the significance of the environment on human health and wellness.

Prerequisite: None

First Term Offered Fall 2012

Credit Hours: 3

COURSE CHANGES (4)

School of Medicine

Department: Forensic Science

Course Number & Title: FSC 632 Foundations and Fundamentals of Digital Evidence

Rationale: Update to course content because of advancement in the field and in technology

Course Description (old) This course will provide an overview of the foundations of digital forensics and its component sub disciplines: computer, audio, and video forensics. The course will be taught as a combination of lectures, laboratory, and practical exercises

Course Description (new): The course provides fundamental information to lay the foundation for the Digital Forensics Area of Emphasis. A range of topics includes laws and regulations relating to stored digital data, quality assurance and ethics in a digital laboratory, basic terminology, computer hardware and various storage media, software, including operating and file systems, and basic concepts of computer security. The course is taught primarily in a lecture format. Class discussions and participation in practical exercises supplement lectures.

Catalog Description: Same as above

<i>Department:</i>	Forensic Science
<i>Course Number & Title:</i>	FSC 634 Digital Evidence Search and Seizure
<i>Rationale:</i>	Update to course content because of advancement in the field and in technology
<i>Course Description (old)</i>	Introduces students to the information required by investigators in the proper procedures for seizing computer systems and related storage devices used in the commission of a crime. Includes special needs of the field examiner and legal issues such as possible cause and evidence preservation peculiar to seizing computer systems.
<i>Course Description (new):</i>	Topics covered in this course expand upon material covered in FSC 632. Additional areas include affidavits and warrants, national information security concepts, evidence collection, transport and preservation, computer networks, e-mail traces, imaging of original evidence, introduction to forensic tools, Windows registry, malware and spyware, virtualization and hand held devices. Classes are presented in a lecture format and culminates with a mock digital crime scene exercise.
<i>Catalog Description:</i>	Same as above

CHANGE IN COURSE NUMBER.**College of Information Technology and Engineering**

<i>Department:</i>	Environmental Science
<i>Current Course Number & Title</i>	ES 660
<i>New Course Number</i>	ES 550
<i>Rationale</i>	To place at 500 level to be able to cross list with undergraduate program in IST—to facilitate cooperation between ES and IST.
<i>Catalog description</i>	No Change
<i>Semester Hours</i>	No Change

<i>Department:</i>	Environmental Science
<i>Current Course Number & Title</i>	ES 614
<i>New Course Number</i>	ES 514
<i>Rationale</i>	To place at 500 level to be able to cross list with undergraduate program in IST—to facilitate cooperation between ES and IST.
<i>Catalog description</i>	No Change

<i>Semester Hours</i>	No Change
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COURSE DELETIONS (10)**College of Health Professions**

Department: DTS - Dietetics

Course Number & Title: DTS 503: Advanced Nutrition

Rationale for Course Deletion: Course was originally designed as a 400/500 level course; however, it has not been utilized at the graduate level for over ten years and is no longer needed. No other departments will be impacted by the deletion; therefore, no supporting documentation is included.

Final Term Offered: Over ten years ago.

Course Added: No courses added to replace.

Department: DTS - Dietetics

Course Number & Title: DTS 509: Nutrition in the Community

Rationale for Course Deletion: Course was originally designed as a 400/500 level course; however, it has not been utilized at the graduate level for over ten years and is no longer needed. No other departments will be impacted by the deletion; therefore, no supporting documentation is included.

Final Term Offered: Over ten years ago.

Course Added: No courses added to replace.

Department: DTS - Dietetics

Course Number & Title: DTS 513: Experimental Foods

Rationale for Course Deletion: Course was originally designed as a 400/500 level course; however, it has not been utilized at the graduate level for over ten years and is no longer needed. No other departments will be impacted by the deletion; therefore, no supporting documentation is included.

Final Term Offered: Over ten years ago.

Course Added: No courses added to replace.

Department: DTS - Dietetics

Course Number & Title: DTS 560: Professional Development

Rationale for Course Deletion: Course was developed for Dietetic Internship, but it is no longer part of the curriculum and has not been offered for 11 years. No other departments will be impacted by the deletion; therefore, no supporting documentation is included.

Final Term Offered: Over ten years ago.

Course Added: No courses added to replace.
Department: DTS - Dietetics
Course Number & Title: DTS 569: Medical Nutrition Therapy I
Rationale for Course Deletion: Course was originally designed as a 400/500 level course; however, it has not been utilized at the graduate level for over ten years and is no longer needed. No other departments will be impacted by the deletion; therefore, no supporting documentation is included.
Final Term Offered: Over ten years ago.
Course Added: No courses added to replace.

Department: DTS - Dietetics
Course Number & Title: DTS 570: Medical Nutrition Therapy II
Rationale for Course Deletion: Course was originally designed as a 400/500 level course; however, it has not been utilized at the graduate level for eight years and is no longer needed. No other departments will be impacted by the deletion; therefore, no supporting documentation is included.
Final Term Offered: Eight years ago.
Course Added: No courses added to replace.

Department: NUR – Nursing
Course Number & Title: NUR 698: Instructional TV
Rationale for Course Deletion: This course has never been offered due to no student enrollment.
Final Term Offered: Never offered.
Course Added: No courses added to replace.

Department: NUR – Nursing
Course Number & Title: NUR 697: Instructional TV
Rationale for Course Deletion: This course has never been offered due to no student enrollment.
Final Term Offered: Never offered.
Course Added: No courses added to replace.

Department: NUR – Nursing

Course Number & Title: NUR 634: School Nurse – School-Aged Children

Rationale for Course This course was an elective for the MSN family nurse practitioner students. The MSN family nurse practitioner program was revised and electives are no longer required.

Deletion: This course was one of the courses to qualify MSN family nurse practitioner students to take the American Nurse Credentialing Center school nurse certification examination. This exam was eliminated.

Final Term Offered: Spring 2007

Course Added: No courses added to replace.

Department: NUR – Nursing

Course Number & Title: NUR 632: School Nurse - Administration

Rationale for Course This course was an elective for the MSN family nurse practitioner students. The MSN family nurse practitioner program was revised and electives are no longer required.

Deletion: This course was one of the courses to qualify MSN family nurse practitioner students to take the American Nurse Credentialing Center school nurse certification examination. This exam was eliminated.

Final Term Offered: Fall 2006

Course Added: No courses added to replace.

1.

Catalog Change Requests**School of Medicine**Change in Catalog entry for the Graduate Certificate in Digital Forensics

Existing catalog entry (strikethroughs to indicate deletions)

Forensic Science, p. 178

GRADUATE CERTIFICATE IN DIGITAL FORENSICS

~~This specialized graduate certificate program in digital forensics will provide students comprehensive knowledge in identifying, collecting, preserving, and examining various types of digital evidence. This program introduces students to forensic analysis policy and procedures, forensic analysis tools and techniques, data recovery, and investigation, among other topics.~~

Admission Requirements

~~A student may pursue the graduate certificate while enrolled in the Forensic Science M.S. program OR as a certificate only student. Students already enrolled in the M.S. degree program should submit to Graduate Admissions a Secondary Program Request form:~~

~~www.marshall.edu/graduate/forms/SecondaryProgramRequestForm.pdf.~~

~~Applicants interested in the certificate only program should apply for admission to Marshall University as a Certificate/~~

~~Professional Development student and select on the application form the Certificate in Digital Forensics. The Graduate Certificate does not assume that applicants have any experience in the field of digital forensics. The course sequence includes instruction ranging from basic fundamentals to advanced topics. Applicants must have an undergraduate degree and gain full admission into the Marshall University Graduate College.~~

Curriculum

~~FSC 632—Foundations & Fundamentals of Digital Evidence (3 cr)~~

~~FSC 634—Search & Seizure of Digital Evidence (3 cr)~~

~~FSC 609—Network Forensics (3 cr)~~

~~FSC 605—Forensic Digital Imaging (3 cr)~~

~~FSC 676—Advanced Digital Evidence Detection & Recovery (2 cr)~~

~~Credit Hours: 14 — All required~~

New catalog entry – Forensic Science

GRADUATE CERTIFICATE IN DIGITAL FORENSIC

The Graduate Certificate in Digital Forensics is designed to provide students with knowledge and skills for the identification, collection, preservation, and examination of various types of digital evidence, including basic and in-depth knowledge and skills in digital forensic analysis policy and procedure, forensic analysis tools and techniques, data recovery, and investigation, as well as quality assurance, legal, and ethical considerations important to this rapidly changing field. This Graduate Certificate program does not assume, nor does it require, that the applicant have any experience in the field of digital forensics as the course sequence includes instruction ranging from fundamentals to advanced topics. Successful completion of this Graduate Certificate requires that the student:

1. Maintains a cumulative grade point average (GPA) of 3.0 or better in 5 required courses, e.g., FSC 632, FSC 634, FSC 605, FSC 609, FSC 676, with no grade of "C" or less.
2. Successfully passes a comprehensive examination which spans these subject areas.

Admission Requirements

1. Applicants seeking admission to the Graduate Certificate in Digital Forensics program, without admission to the M.S. Forensic Science degree program, should apply to the Marshall University Graduate College as a Certificate/ Professional Development student. Students will be admitted on a competitive basis for fall semester admissions only. Review of applicants will begin March 1 of each year but applicants may be admitted any time prior to the fall enrollment deadline. As a limited enrollment program, student will be admitted on a space available basis.
2. Regarding Digital Forensics, those students enrolled in the M.S. in Forensic Science degree program may choose to complete the M.S. Forensic Science with a Graduate Certificate in Digital Forensics OR the M.S. Forensic Science with an Emphasis in Digital Forensics. Those electing to pursue the Graduate Certificate in Digital Forensics must complete a "Graduate Admissions Secondary Program Request" form. www.marshall.edu/graduate/forms/SecondaryProgramRequestForm.pdf
3. Applicants must submit official undergraduate transcripts to the Marshall University Graduate Admissions Office verifying that the applicant has a bachelor's degree from an accredited institution of higher learning and a cumulative Grade Point Average (GPA) of 3.0 or higher.
4. Applicants must submit their Graduate Record Examination (GRE) scores to the Graduate Admissions Office.
5. Applicants must submit 2 letters of recommendation to the Graduate Admissions Office, on formal letterhead from individuals familiar with the applicant's academic record and moral character. These letters must be signed and dated.
6. Applicants must submit a "Personal Statement/Statement of Purpose" to the Graduate Admissions Office, written, signed, and dated by the applicant, explaining why the applicant believes he/she should be admitted to the program.
7. Applicants must successfully complete a background check to gain entrance to this program. The procedure for undergoing a background check will be provided once the applicant demonstrates he or she has met all other admissions criteria. International students who have resided in the United

Graduate Catalog Change (Submitted by: Dean Spindel)

Current Catalog Description

Insert the *Current* Catalog Description and page number from the latest catalog for entries you would like to change. (Add/Delete space as needed.)

CR/NC Recorded as *CR* (for satisfactory performance) or *NC* (for unsatisfactory performance) for courses designated by the department or division for credit/no credit grading. *CR* and *NC* are not considered in determining the Grade Point Average.

S/U For certain courses, which are so designated in the catalog, every student is given a grade of *S*, which denotes satisfactory completion of the course, or *U*, which denotes unsatisfactory work. *S* and *U* are not considered in determining the Grade Point Average.

PR Indicates progress on a thesis, dissertation or in select research courses. It is replaced by the final grade upon completion up to established credit limits.

p. 65

Edits to the Current Description

Copy the Current Catalog Description here, then use the MS Word Strikethrough function to mark out proposed deletions and use the Highlight function to indicate proposed new text.

CR/NC Recorded as *CR* (for satisfactory performance) or *NC* (for unsatisfactory performance) for courses designated by the department or division for credit/no credit grading. *CR* and *NC* are not considered in determining the Grade Point Average.

S/U For certain courses, which are so designated in the catalog, every student is given a grade of *S*, which denotes satisfactory completion of the course, or *U*, which denotes unsatisfactory work. *S* and *U* are not considered in determining the Grade Point Average.

PR Indicates progress on a thesis, dissertation or in select research courses. It is replaced by the final grade upon completion up to established credit limits.

NOTE: At the graduate level, the grades of "CR" and "S" are considered the equivalent of the grade of "B" or higher.

New Catalog Description

Provide a 'clean' copy of your proposed description, i.e., no Strikethroughs or Highlighting included. This should be what you are proposing for the new description.

NOTE: At the graduate level, the grades of "CR" and "S" are considered the equivalent of the grade of "B" or higher.

Reason for change:

The Registrar and the Graduate College office sometimes get calls from prospective employers who are reviewing a graduate student transcript and need to know if the S or CR grade is equivalent to at least a grade of B. University transcripts usually include a legend on the reverse side which explains grades like S and CR. The MU transcript will for the first time include the explanation in the legend when new transcript forms are printed in the near future. We researched Graduate Council history on the issue and found this text below in the minutes for February 2005. The concern for Graduate Council was transfer of credit but we are also proposing that this change will be helpful to students applying for jobs. We could not find any Graduate Council follow up on its February 2005 meeting so we are asking now that this notation be included in the catalog. The proposed notation for the catalog is exactly what will appear on the MU transcript.

Graduate Council Minutes, 2/18/05.

Other Business February 18, 2005

Larsen initiated discussion of issue concerning "CR" and "S" grades. Dr. Deutsch noted that as currently reported on transcripts, these are problematic for students wanting to transfer graduate credits with a "CR" or an "S" grade. The definitional language on the transcript is currently based on undergraduate interpretations of grading, so that "CR" or "S" means "C or better" work, which many graduate programs will not accept. Eagle moved and Cunningham seconded a motion stating that: "For the purpose of transferring credits to another institution, 'CR' grades or 'S' grades at the graduate level are equivalent to a grade of "B" or above," and that such a definition be included on transcripts and in the graduate catalog. The motion passed. The desire of the Council was also to have no language at all on the transcripts regarding what an "NC" grade or a "U" grade means for graduate students

Graduate Catalog Change – (Submitted by Dean Spindel)**Current Catalog Description**

Insert the *Current* Catalog Description and page number from the latest catalog for entries you would like to change. (Add/Delete space as needed.)

Request for Medical Withdrawal (initiated by the student)

In cases when students withdraw from the university for medical reasons, their request for withdrawal must be supported by certification from the attending physician. (The Office of Student Affairs provides a form for the physician to use for this purpose.) In order to be admitted after this withdrawal, the student must provide a letter and supporting documentation from the attending physician that indicates that the student is able to return. Confidentiality will be maintained at all times except on a need-to-know basis. Requests for medical withdrawals from the university or from an individual class will be handled on a case-by-case basis through the Associate Dean/Director of Counseling located in Prichard Hall in Huntington. Students in South Charleston may submit documentation to their school deans.

Students who receive a medical withdrawal shall receive a grade of *W*.

pp. 67-68

Edits to the Current Description

Copy the Current Catalog Description here, then use the MS Word Strikethrough function to mark out proposed deletions and use the Highlight function to indicate proposed new text.

Request for Medical Withdrawal (initiated by the student)

In cases when students withdraw from the university for medical reasons, their request for withdrawal must be supported by certification from the attending physician. (The Office of Student Affairs provides a form for the physician to use for this purpose.) In order to be admitted after this withdrawal, the student must provide a letter and supporting documentation from the attending physician that indicates that the student is able to return. Confidentiality will be maintained at all times except on a need-to-know basis. ~~Requests for medical withdrawals from the university or from an individual class will be handled on a case-by-case basis through the Associate Dean/Director of Counseling located in Prichard Hall in Huntington. Students in South Charleston may submit documentation to their school deans.~~ Requests for medical withdrawals from the university or from an individual class should be submitted with appropriate documentation to the student's graduate dean-- Graduate College or GSEPD.

Students who receive a medical withdrawal shall receive a grade of *W*.

New Catalog Description

Provide a 'clean' copy of your proposed description, i.e., no Strikethroughs or Highlighting included. This should be what you are proposing for the new description.

Requests for medical withdrawals from the university or from an individual class should be submitted with appropriate documentation to the student's graduate dean-- Graduate College or GSEPD.

College of Fine Arts Department/Division: ART

Current Catalog Description

Insert the *Current* Catalog Description and page number from the latest catalog for entries you would like to change. (Add/Delete space as needed.)

Program Requirements

General Requirements

- Each student will have a committee for the purposes of advising and reading the comprehensive examination. The student will select two faculty members plus the graduate coordinator or chair of the Department of Art and Design.
- All students are required to complete three semesters of ART 500, Co-Curricular Experiences.

Edits to the Current Description

Copy the Current Catalog Description here, then use the MS Word Strikethrough function to mark out proposed deletions and use the Highlight function to indicate proposed new text.

Program Requirements

General Requirements

- Each student will have a committee for the purposes of advising and reading the comprehensive examination. The student will select two faculty members plus the graduate coordinator or chair of the Department of Art and Design.
- ~~• All students are required to complete three semesters of ART 500, Co-Curricular Experiences.~~

New Catalog Description

Provide a 'clean' copy of your proposed description, i.e., no Strikethroughs or Highlighting included. This should be what you are proposing for the new description

Program Requirements

General Requirements

- Each student will have a committee for the purposes of advising and reading the comprehensive examination. The student will select two faculty members plus the graduate coordinator or chair of the Department of Art and Design.

College of Fine Arts Department/Division: ART

Current Catalog Description

Insert the *Current* Catalog Description and page number from the latest catalog for entries you would like to change. (Add/Delete space as needed.)

Admission Requirements

Applicants should follow the admissions process described in this catalog or at the Graduate Admissions website at www.marshall.edu/graduate/admissionsrequirements.asp.

In addition, applicants must submit to Graduate Admissions:

1. GRE scores.
2. A portfolio with twenty representative examples of the applicant’s artwork that includes a digital archive with a numbered image sheet listing work title, medium, and size.
3. A writing sample consisting of an artist’s statement of 500-700 words.
4. Letter of application addressed to the department chair.
5. Three letters of reference in sealed and signed envelopes.

Applicants whose transcripts, portfolio, or writing samples indicate lack of adequate preparation for graduate study in Art and Design are required to do preliminary coursework to address the deficiencies.

Edits to the Current Description

Copy the Current Catalog Description here, then use the MS Word Strikethrough function to mark out proposed deletions and use the Highlight function to indicate proposed new text.

Admission Requirements

Applicants should follow the admissions process described in this catalog or at the Graduate Admissions website at www.marshall.edu/graduate/admissionsrequirements.asp.

In addition, applicants must submit to Graduate Admissions:

1. GRE scores (not required for Studio Art Area of Emphasis).
2. A portfolio with twenty representative examples of the applicant’s artwork that includes a digital archive with a numbered image sheet listing work title, medium, and size.
3. A writing sample consisting of an artist’s statement of 500-700 words.
4. Letter of application addressed to the department chair.
5. Three letters of reference in sealed and signed envelopes.

Applicants whose transcripts, portfolio, or writing samples indicate lack of adequate preparation for graduate study in Art and Design are required to do preliminary coursework to address the deficiencies.

New Catalog Description

Provide a ‘clean’ copy of your proposed description, i.e., no Strikethroughs or Highlighting included. This should be what you are proposing for the new description.

Admission Requirements

Applicants should follow the admissions process described in this catalog or at the Graduate Admissions website at www.marshall.edu/graduate/admissionsrequirements.asp.

In addition, applicants must submit to Graduate Admissions:

1. GRE scores (not required for Studio Art Area of Emphasis).
2. A portfolio with twenty representative examples of the applicant’s artwork that includes a digital archive with a numbered image sheet listing work title, medium, and size.
3. A writing sample consisting of an artist’s statement of 500-700 words.
4. Letter of application addressed to the department chair.
5. Three letters of reference in sealed and signed envelopes.

Applicants whose transcripts, portfolio, or writing samples indicate lack of adequate preparation for graduate study in Art and Design are required to do preliminary coursework to address the deficiencies.

College of Fine Arts Department/Division: ART

Current Catalog Description

Insert the *Current* Catalog Description and page number from the latest catalog for entries you would like to change. (Add/Delete space as needed.)

Studio Art Concentration

The degree of Master of Arts in Art, with a concentration in Studio Art, requires a minimum of thirty-six credit hours.

General Graduate College admission requirements must be fulfilled. It is suggested that applicants contact a studio faculty member in the area of concentration they wish to pursue if they have

questions about the program. An exhibition of completed artwork is required.

Minimum Course Requirements..... 36 hours

Studio area.....18-21 hours

Art History..... 6-9 hours

Seminar (ART 670).....3 hours

Electives in courses selected in consultation with advisor 6-9 hours

Edits to the Current Description

Copy the Current Catalog Description here, then use the MS Word Strikethrough function to mark out proposed deletions and use the Highlight function to indicate proposed new text.

Studio Art ~~Concentration~~ Area of Emphasis

The degree of Master of Arts in Art, with a concentration in Studio Art, requires a minimum of thirty-six credit hours.

General Graduate College admission requirements must be fulfilled. It is suggested that applicants contact a studio faculty member in the area of concentration they wish to pursue if they have

questions about the program. An exhibition of completed artwork is required.

Minimum Course Requirements..... 36 hours

Studio area.....18-21 hours

Art History..... 6-9 hours

Seminar (ART 670).....3 hours

Electives in courses selected in consultation with advisor 6-9 hours

New Catalog Description

Provide a 'clean' copy of your proposed description, i.e., no Strikethroughs or Highlighting included. This should be what you are proposing for the new description.

Studio Art Area of Emphasis

The degree of Master of Arts in Art, with a concentration in Studio Art, requires a minimum of thirty-six credit hours.

General Graduate College admission requirements must be fulfilled. It is suggested that applicants contact a studio faculty member in the area of concentration they wish to pursue if they have questions about the program. An exhibition of completed artwork is required.

Minimum Course Requirements..... 36
 hours
 Studio area.....18-21 hours
 Art History..... 6-9 hours
 Seminar (ART 670).....3 hours
 Electives in courses selected in consultation with advisor 6-9 hours

College of Health Professions – Nursing

Current Catalog Description

Program Description

The purpose of the Master of Science in Nursing program is to prepare graduates for advanced practice nursing in a variety of practice settings, particularly in rural and/or underserved communities. The program also prepares nurses for Graduate Catalog 2011-2012 Degree Programs and Requirements 121 leadership roles in the administration of clinical services in a variety of community based or acute care provider agencies. Coursework in the Master of Science in Nursing program incorporates the classroom, laboratory, and clinical modes of instruction. All nursing students have experiences with rural and/or underserved populations as part of the state initiatives for primary health care. The Master of Science in Nursing program requires the completion of a minimum of 41 credit hours for the family nurse practitioner area of emphasis, 36 credit hours for the nursing administration and nursing education areas of emphasis, and 44 credit hours for the nurse-midwifery area of emphasis.

Page 120-121

Edits to the Current Description

The purpose of the Master of Science in Nursing program is to prepare graduates for advanced practice nursing in a variety of practice settings, particularly in rural and/or underserved communities. The program also prepares nurses for Graduate Catalog 2011-2012 Degree Programs and Requirements 121 leadership roles in the administration of clinical services in a variety of community based or acute care provider agencies. Coursework in the Master of Science in Nursing program incorporates the classroom, laboratory, and clinical modes of instruction. All nursing students have experiences with rural and/or underserved populations as part of the state initiatives for primary health care. The Master of Science in Nursing program requires the completion of a minimum of 41 credit hours for the family nurse practitioner area of emphasis, 36 credit hours for the nursing administration and nursing education areas of emphasis, and 44 credit hours for the nurse-midwifery area of emphasis, and 46 credits for psychiatric mental health nurse practitioners.

New Catalog Description

The purpose of the Master of Science in Nursing program is to prepare graduates for advanced practice nursing in a variety of practice settings, particularly in rural and/or underserved communities. The program also prepares nurses for leadership roles in the administration of clinical services in a variety of community based or acute care provider agencies. Coursework in the Master of Science in Nursing program incorporates the classroom, laboratory, and clinical modes of instruction. All nursing students have experiences with rural and/or underserved populations as part of the state initiatives for primary health care. The Master of Science in Nursing program requires the completion of a minimum of 41 credit hours for the family nurse practitioner area of emphasis, 36 credit hours for the nursing administration and nursing education areas of emphasis, 44 credit hours for the nurse-midwifery area of emphasis, and 46 credits for psychiatric mental health nurse practitioners.



Graduate Council

MEMORANDUM

To: President Stephen J. Kopp

From: Tracy Christofero – Chair, Graduate Council ^{TC}

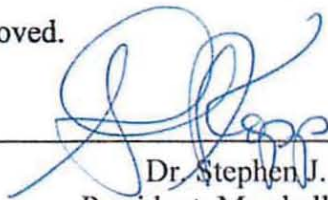
Date: December 19, 2011

Subject: **Approval of Graduate Council Minutes: December 2, 2011**

Attached are the minutes of the December Graduate Council meeting for your review. Approval of these minutes will also serve as approval of curricular motions and graduate faculty status.

Please advise if you have any comments/concerns/questions.

Minutes approved.



Dr. Stephen J. Kopp
President, Marshall University



Date

Note to President's secretary:

Please return the signed original to Tracy Christofero with .pdf copies e-mailed to:

Dr. Tracy Christofero, MUGC 328, South Charleston Campus
Dr. Donna Spindel, Dean, Graduate College, Old Main, Huntington campus
Dr. Deanna Mader, Secretary, Graduate Council, CH 414, Huntington campus
Mr. Tim Melvin, Office of Academic Affairs, Old Main, Huntington campus
Ms. Jennifer Lauhon, Office of Academic Affairs, Old Main, Huntington campus
Ms. Crystal Stewart, Information Technology, Drinko 313A, Huntington campus

MU Graduate Council Minutes

December 2, 2011

Thomas Boardroom – South Charleston Campus

Members Present: Christofero, Trzyna, Mader, Brammer, Gruetter, Heaton, Krieg, McComas, Securro, Sottile, Stroebel, Watts, Zanter

Members Absent: Edington (Excused), Boster, Swindell

Ex-Officio Members Present: Pauley, Spindel

Ex-Officio Members Absent: Maher, Ormiston

Guests: Castellani, Eagle, Ellison, Oberly, Simonton, Somerville, Stotts

Christofero convened the meeting at 1:00pm.

Draft Agenda

Christofero	Welcome, Introductions, Announcements
Christofero	Approval of previous meeting Minutes (Attachment 1)
Christofero	Report of graduate faculty status candidates (Attachment 2)
Stroebel	Academic Planning, Standards, & Policies Committee (Attachment 3)
Trzyna	Curriculum Committee (Attachment 4)
Watts	Program Review & Assessment Committee business
Somerville	Resource Development Request Presentation
Mewaldt	Resource Development Request Presentation
Sottile	Credentialing Committee business
Christofero	Miscellaneous business of the Council

Minutes Approval: Minutes for the October meeting were approved with editorial changes: BMS rather than MBS in first course addition request and add Krieg to members absent. (Attachment 1 - edited).

Graduate Faculty Status: The Graduate Faculty List (Attachment 2) was approved. Note: Redbook updates are done following GC approval.

Academic Planning, Standards, & Policies Committee Business: Stroebel presented two items of business for the committee. Additional information for items 1 and 2 may be found in Attachment 3.

Requests for Additions to a Major or Degree

1. Addition of an Accelerated Master's Degree (AMD) in Geography - Approved
2. Addition of a MSN Psychiatric Mental Health Nurse Practitioner Area of Emphasis - Approved

Curriculum Committee Business: Trzyna presented 18 curriculum requests (Attachment 4). Requests and voting results are in the table below. Trzyna also presented proposed instructions for all curricula and policy change requests (Attachment 5).

College	Request	Result
	Course Addition Requests	
SOM	Biomedical Sciences – BMS 617 Statistical Techniques for the Biomedical Sciences Clarification: First time offered Spring 2012	Approved
GSEPD	Counseling – COUN 682 Treatment in Trauma Recovery Clarification: First time offered Spring 2012	Approved
GSEPD	Counseling – COUN 683 Psychophysiology of Trauma	Approved
GSEPD	Counseling – COUN 684 Advanced Techniques in Treatment of Trauma and Loss	Approved
	Course Change Requests	
GSEPD	Counseling – COUN 655: Title Change – From <i>Working with Victims</i> to <i>Counseling Victims, Perpetrators, and Children of Domestic Violence</i> Also Catalog Change	Approved
COE and GSEPD	COE – DF 677 MAT Level III Clinical Experience: Catalog Change and Credit Hours Change – From 3 to 6 hrs to 3 to 9 hrs	Approved
COLA	Geography – Geography 531 Title Change – From Analysis of Digital Airborne and Space-Based Imagery to Principles of Remote Sensing and Photogrammetry	Approved
	Certificate Changes	
GSEPD	Counseling: Certificate in Violence, Loss, and Trauma (VoLT)	Approved
GSEPD/COE	Elementary & Secondary Education: Certificate in Early Childhood Education	Approved
GSEPD/COE	Elementary & Secondary Education: Certificate in Educational Computing	Approved
GSEPD/COE	Elementary & Secondary Education: Certificate in English as a Second Language (ESL)	Approved
GSEPD/COE	Elementary & Secondary Education: Certificate in Middle Childhood Education	Approved

Change in Area of Emphasis		
Graduate College/COE	Elementary & Secondary Education: Educational Computing	Approved
Degree Change		
COLA	Modern Languages: M.A. Spanish	Approved
Catalog Change Requests		
SOM	Biomedical Sciences: Biomedical Sciences M.S. required courses	Approved
COE	Counseling: Counseling M.A.- Edits of campus locations and certificate	Approved
COLA	History: Public History Certificate – Admission requirements	Approved
Graduate College/COE	Elementary & Secondary Education: Educational Computing required courses	Approved

Two additional items were presented:

1) Old business: Two course number changes proposed from CITE: ES 660 to ES 560, and ES 614 to ES 514. Concerns expressed by Graduate Council members included the fact that no content would be removed from either course resulting in the perception that no difference exists between 500 or 600 level courses, no syllabus was provided for discussion, and required additional graduate work is not documented. Recommendation – provide rationale explaining the distinction between the 400, 500, and 600 level courses Subcommittee recommends not approving at the present time - Sent back to committee.

2) Instructions for curriculum request forms (Attachment 5) – Request forms will be available online beginning Monday, December 5, 2011. Each form will include a submission box for a summary to be written by the submitting program. This summary can then be copied to the appropriate Graduate Council agenda. Full form contents will be available on Sharepoint.

Program Review & Assessment Committee Business: Watts reminded teams to get feedback to the programs by December 15 to allow them time to make changes by January 15. Three programs requested resource development and made presentations to Council.

1. Chemistry Resource Development Request Presentation –Mike Castellani
2. Physics & Physical Sciences Resource Development Request Presentation – Ralph Oberly

Dean Somerville summarized COS requests

3. Psychology Resource Development Request Presentation - Steve Mewaldt

Credentialing Committee Business: Sottile reported half of the program audits have been completed. The other half of the scheduled audits will occur next semester.

Miscellaneous Business of the Council: Christofero presented no further business.

Adjourned 2: 50 pm

Attachments:

1. Minutes from most recent meeting
2. Graduate faculty membership approvals
3. Program / degree requests
4. Curriculum requests
5. New online curriculum request forms

Future 2011-2012 Graduate Council Meetings – Please reserve these dates

- January 27, 2012 – Huntington – Don Morris E210
- February 24, 2012 – South Charleston – Thomas Board Room
- March 30, 2012 – Huntington – Don Morris E210
- April 27, 2012 – South Charleston – Thomas Board Room

Attachment 1

MU Graduate Council Minutes

October 28, 2011

Don Morris Room - Huntington Campus

Members Present: Christofero, Trzyna, Mader, Brammer, Edington, Gruetter, Heaton, McComas, Securro, Stroebel, Swindell, Watts, Boster

Members Absent: Zanter (Excused), Sottile, Krieg

Ex-Officio Members Present: Hensley, Spindel

Ex-Officio Members Absent: Ormiston, Maher

Guests: Anderson, Berhie, Broedel-Zaugg, Clercx, Hossler, Koester, Reynolds, Schloss, Stanton, Yingling

Christofero convened the meeting at 1:00 pm.

Agenda

Christofero	Welcome, Introductions, Announcements
Christofero	Approval of previous meeting Minutes – delayed pending receipt from the President's Office
Christofero	Report of graduate faculty status candidates (Attachment 1)
Stroebel	Academic Planning, Standards, & Policies Committee (Attachment 2)
Trzyna	Curriculum Committee (Attachment 3)
Watts	Program Review & Assessment Committee business
Mary Beth Reynolds	Program Review
Sottile	Credentialing Committee business
Christofero	Miscellaneous business of the Council

Minutes Approval Delayed: Minutes for the September meeting will be distributed when received from the President's office.

Graduate Faculty Status: The Graduate Faculty List (Attachment 1) was approved. Reminder: Redbook is updated following GC & Presidential approval.

Academic Planning, Standards, & Policies Committee Business: Stroebel presented six items. Information for items 1 – 3 is in Attachment 2 and accompanying documentation.

Requests for Additions to a Major or Degree

1. Master of Public Health – Approved with addition of editorial changes in admissions section submitted by Spindel
2. Accelerated Master's Degree in Criminal Justice - Approved
3. Doctor of Pharmacy (PharmD) - Approved

Requests for Changes to a Major or Degree

1. Early Childhood Education, M.A. - Approved
2. Elementary Education, M.A. - Approved
3. Secondary Education, M.A. – Approved

Curriculum Committee Business: Trzyna presented 29 curriculum requests (Attachment 3). Requests and voting results are in the table below.

College	Request	Result
Course Addition Requests		
SOM	Biomedical Sciences – BMS 644 Responsible Conduct of Research Clarification: Spring 2012 1 st time offered	Approved
COHP	Public Health – PH 610 Introduction to Public Health	Approved
COHP	Public Health – PH 620 Seminar in Current Public Health Issues	Approved
COHP	Public Health – PH 650 Health Promotion and Disease Prevention in Public Health	Approved
COHP	Public Health – PH 660 Environmental Public Health	Approved
COHP	Public Health – PH 678 Principles of Epidemiology in Public Health	Approved
COHP	Public Health – PH 690 Community Health Assessment & Improvement Planning in Public Health	Approved
COHP	Public Health – PH 691 Master of Public Health Practicum	Approved
Course Change Requests		
SOM	Forensic Science – FSC 632 Foundations and Fundamentals of Digital Evidence	Approved
SOM	Forensic Science – FSC 634 Digital Evidence Search and Seizure	Approved
Change in Course Number Requests		
Discussion re: the two CITE change requests. Concern that if strictly a course number change, the perception is that 500- and 600-level courses are the same; stated rationale is understood but not necessarily a justification for the change; concern re: senior undergrads in a 600-level course. Additionally, ES 514 already exists in the catalog. The importance of having a representative at the GC meeting was reiterated.		
CITE	Environmental Science – ES 660 to ES 550	Kept in committee

CITE	Environmental Science – ES 614 to ES 514	Kept in committee
Course Deletion Requests		
COHP	Dietetics – DTS 503 Advanced Nutrition	Approved
COHP	Dietetics – DTS 509 Nutrition in the Community	Approved
COHP	Dietetics – DTS 513 Experimental Foods	Approved
COHP	Dietetics – DTS 560 Professional Development	Approved
COHP	Dietetics – DTS 569 Medical Nutrition Therapy I	Approved
COHP	Dietetics – DTS 570 Medical Nutrition Therapy II	Approved
COHP	Nursing – NUR 698 Instructional TV	Approved
COHP	Nursing – NUR 697 Instructional TV	Approved
COHP	Nursing – NUR 634 School Nurse: School-Aged-Children	Approved
COHP	Nursing – NUR 632 School Nurse: Administration	Approved
Catalog Change Requests		
SOM	Graduate Certificate in Digital Forensics: Description and Admission Requirements	Approved
Graduate College	CR & S Clarification	Approved
Graduate College	Requests for medical withdrawal	Approved
COFA	Art – Program Requirements	Approved
COFA	Art – Admission Requirements	Approved
COFA	Art – Catalog Description: Studio Art Area of Emphasis	Approved
COHP	Nursing – Program Description – request to remove from the agenda post distribution of agenda	Removed from agenda

Sharepoint site – GC documents are now available for member review. Benefits: easy access, saved email space, expedience of review, the MU community can view prior/post action/decision, and possibility of working with MU UCC to make both undergraduate and graduate review processes easier for everyone.

New forms – All request forms being reviewed for improvements, e.g., add a statement that a representative from requesting programs attend the Graduate Council meeting to answer questions. Spindel to ask advisors for their feedback on the current forms.

Program Review & Assessment Committee Business: Watts distributed program review assignments. Mary Beth Reynolds discussed timeline, procedures, etc.

- 12 programs to be reviewed - 5 GSPED, 3 COS, 2 COLA, 1 COHP, 1 FCS
- If requesting Resource Development, the program must make a presentation to GC at the December meeting.

- Revision requests need to be back to the department by December 15, 2011. Revisions are submitted for electronic upload by January 15, 2012.
- Reviewers encouraged to discuss recommended changes with the program prior to the December 15 deadline.

Credentialing Committee Business: Swindell spoke on behalf of Sottile and indicated the review for CITE was good; the review for COS will be conducted October 31st, and the SOM review is upcoming.

Miscellaneous Business of the Council: Christofero called for an Executive Session.

Adjourned 2:38pm

Attachment 2 Graduate Faculty Status Requests

Type	Faculty Member	College/School	Department/Division	Faculty Level	Term Start	Term Expires
Add	Bailey, Jeffrey	COS	Biological Science	Associate	09/23/11	09/23/14
Add	Eric, Lassiter	GSEPD	Elem and Sec Ed	Doctoral	11/14/11	11/14/16
Add	Hisiro, Thomas	GSEPD	Leadership Studies	Graduate	11/14/11	11/14/16
Add	Inyang, Enobong	GSEPD	Counseling	Graduate	11/14/11	11/14/16
Add	Kolling, Derrick	COS	Chemistry	Graduate	09/01/2010	09/01/2015
Add	Lent, Jonathan	GSEPD	Counseling	Graduate	11/14/11	11/14/16
Add	Meisel, Edna	GSEPD	Elem and Sec Ed	Doctoral	11/14/11	11/14/16
Add	Stephen, O'Keefe	GSEPD	School Psych	Graduate	11/14/11	11/14/16
Add	Welch, Shane	COS	Biological Science	Graduate	10/09/08	10/09/13
Add	Wu, Miaozong	COS		Associate	05/03/11	05/03/14
Delete	Aarun Kumar	COS	Biological Science	Associate	06/01/2011	06/01/2014
Delete	Brumfield, James	COS	Biological Sciences	Graduate	10/31/08	10/31/13
Delete	Person, Nancy	COE	ATE	Associate	12/31/07	12/31/10
Edit	Cox, Jonathan	COFA	Art	Graduate	12/1/11	12/1/16
Edit	Debela, Nega	GSEPD	Education & Prof. Dev.	Doctoral	11/14/11	02/28/11
Edit	Dobbs, Wendell	COFA	Music	Graduate	1/1/2012	1/1/2017
Edit	Eash, Violette	GSEPD	Counseling	Graduate	08/31/08	08/31/13
Edit	Godby, Justin	SOM	Forensic Science	Associate	11/01/11	11/01/14
Edit	Hollandsworth, Sue	GSEPD	Elem/Sec Ed	Associate	11/14/11	11/14/14
Edit	Huxley, John	GSEPD	Elem/Sec Ed	Associate	11/14/11	01/31/11
Edit	Maynard, Arthur Stan	COE	Secondary Education	Graduate	11/16/11	11/16/16
Edit	Pauley, William Fred	GSEPD	Education & Prof. Dev.	Doctoral	11/14/11	11/14/16
Edit	Smith, Feon	GSEPD	Leadership Studies	Associate	11/14/11	11/14/14
Edit	Trzyna, Wendy	COS	Biology	Doctoral	04/19/11	11/30/12
Edit	Waldron, Jayme	COS	Biological Sciences	Associate	03/31/10	03/31/15
Edit	WU, Miaozong	COS	Biology	Associate	05/03/11	05/03/14

Attachment 3 Requests for Additions/Changes to a Major or Degree

Additions (2)

Addition of an Accelerated Master's Degree (AMD) in Geography

Addition of a MSN Psychiatric Mental Health Nurse Practitioner Area of Emphasis

ACCELERATED MASTER'S DEGREE (AMD) Program Proposal

Geography AMD

Rationale: Many non-major undergraduates discover geography (and the potential for employment in the field) as a junior or senior. In many cases, it is too late to change majors and graduate on schedule. A "generic" Accelerated Master's Degree will allow students the flexibility to begin graduate studies in geography early by working with their major advisor and a geography graduate advisor. We are not targeting a specific undergraduate major because our graduate students come from a variety of undergraduate backgrounds such as liberal arts, business, or natural sciences.

Admission Requirements: The AMD requires a minimum undergraduate GPA of 3.30. This exceeds our minimum GPA for entry into the geography M.A. or M.S. programs. The admission requirement for M.S. students to take the GRE is waived for AMD students.

AMD Credits: Maximum credits allowed = 12.

Curriculum: Two examples will serve to show how our "generic" AMD program will work. Example 1: An accounting major has nine hours of Free electives as a senior according to the plan of study on page 109 in the undergraduate catalog. Working with the LCOB advisor, the student would make sure that all major, minor, college, and university requirements had been met. Working with a geography advisor, the student would enroll in nine geography graduate credits during the senior year. Example 2: A criminal justice major has fifteen hours of Free electives as a senior according to the plan of study on page 265 of the undergraduate catalog. Working with the COLA advisor, the student would make sure that all major, minor, college, and university requirements had been met. Working with a geography advisor, the student would enroll in twelve geography graduate credits during the senior year.

Student Eligibility: Minimum GPA = 3.30.

**Marshall University School of Nursing Graduate Program:
New Area of Emphasis: MSN Psychiatric Mental Health Nurse Practitioner**

WHAT: Proposed Master of Science in Nursing (MSN) collaborative Psychiatric Mental Health Nurse Practitioner program. Shenandoah University (SU), Winchester, VA, currently has a collaborative MSN nurse midwifery program with Marshall School of Nursing.

CREDIT HOURS: Marshall University will provide 25 graduate nursing credits; and Shenandoah University will transfer in 23 graduate nursing credits. We are asking waiver of the 12 hour transfer rule. (This rule was waived September 26, 2008 by Graduate Council for the Nurse Midwifery program) Marshall University will grant the degree; Shenandoah University will grant the certificate in Psychiatric Mental Health Nurse Practitioner; graduates will be eligible to take the certification exam from American Nurses Credentialing Center.

COST: No cost to Marshall University.

BENEFITS:

- Additional MSN graduate students each year paying tuition on 25 graduate nursing credits.
- Marshall will be granting a MSN Degree.
- Clinical work, supervised by SU psychiatric mental health nurse faculty, will occur at sites in WV. River Park Hospital, Huntington, WV and The Veterans Affairs Medical Center, Huntington, WV have agreed to serve as clinical sites for the students.

Contact Person: ___Diana Stotts_____ **Phone:** ___304-696-2623_____

Name of Major: ___ Psychiatric Mental Health Nurse Practitioner (PMHNP)

Name of Area of Emphasis: ___MSN Collaborative MU-SU Psychiatric Mental Health Nurse Practitioner (PMHNP)

Action Requested (check appropriate box): **Addition** **Deletion** **Change**

Effective term and year: Fall 2011___ Spring 20___ Summer 20___

Rationale: (Add/Delete space as needed)

The Veterans Medical Center along with River Park Hospital expressed a need for Psychiatric Mental Health Nurse Practitioners (PMHNP). See attachment 1 for letters from the Veterans Medical Center in Huntington, WV and River Park Hospital supporting the need for PMHNP. Shenandoah University has a PNHNP initiative to collaborate with with universities to offer PMHNP. See attachment 2 for Shenandoah University's initiative. Therefore Marshall University invited Shenandoah University to develop a collaborative PMHNP Nursing Program to increase the number of PMHNP in the state of West Virginia.

Curriculum: Course number, title, and credit hours. Indicate whether each course is Required or Optional (Add/Delete space as needed)

The curriculum will consist of 46 credit hours: 25 of these hours will be taken at Marshall University School of Nursing MSN program; and 23 credit hours will be taken from Shenandoah University Division of Nursing.

See attachment 3 for Marshall University 25 credit curriculum; these 25 credit hours currently exist in the Marshall's graduate nursing program. The 25 credit hours are:

- NUR 602 Nursing Theory- 3 credits
- NUR 602 Nursing Leadership-3 credits
- NUR 606 Nursing Research -3 credits
- NUR 608 Issues in Health Care-3
- NUR 620 Advanced Pathophysiology I-2 credits
- NUR 621 Advanced Pathophysiology II -2 credits
- NUR 622 Advanced Physical Assessment-5 credits
- NUR 663 Advanced Pharmacology- I - 2 credits
- NUR 664 Advanced Pharmacology II -2 credits

Students will meet all Marshall University School of Nursing and Shenandoah University admissions requirements; including an interview by SU psychiatric mental health nurse faculty. Students will take the above courses at Marshall University and the PMHNP courses at Shenandoah University.

SU will offer 23 hours of Courses; all offered through SU psychiatric mental health nurse faculty; Students enrolled in the PMHNP will attend PMHNP classes at Shenandoah University after attending the core graduate courses at Marshall University.

The PMHNP curriculum allows students to attend classes during concentrated times (2 weekends a semester). The remaining weeks of the semester, students are placed with clinical preceptors to apply what they have learned in the didactic portion of the courses(s). Students then return to campus for examinations, or arrange for a proctored examination.

Twenty three credit hours will be transferred from SU to Marshall University.

See attachment 4 for Shenandoah University PMHNP courses.

1. ADDITIONAL RESOURCE REQUIREMENTS (Add/Delete space as needed):

If your department requires additional faculty, equipment, or specialized materials to add or change this AoE, attach an estimate of the time and money required to secure these items. (Note: Approval of this form does not imply approval for additional resources.) Enter "*Not Applicable*" if not applicable

NONE

2. NON-DUPLICATION (Add/Delete space as needed):

If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the request and any response received from them. Enter "*Not Applicable*" if not applicable.

NO DUPLICATION

3. Current Catalog Description

Insert the *Current* Catalog Description and page number from the latest catalog for entries you would like to change. (Add/Delete space as needed)

N/A

4. Edits to the Current Description

Copy the Current Catalog Description here, then use the MS Word Strikethrough function to mark out proposed deletions and use the Highlight function to indicate proposed new text.

N/A

5. New Catalog Description

Provide a 'clean' copy of your proposed description, i.e., no Strikethroughs or Highlighting included. This should be what you are proposing for the new description.



DEPARTMENT OF VETERANS AFFAIRS
Medical Center
Huntington, WV 25704

April 5, 2011

Dr. Diana Stotts, FNP-C, Ph D, RN
Marshall University
Prichard Hall
One Marshall Way
Huntington, WV 25701

Re: Psychiatric Nurse Practitioners Program


Dear Dr. Stotts:

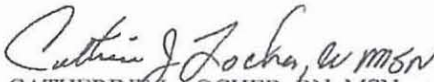
The Veterans Affairs Medical Center in Huntington fully supports the development of a Psychiatric Nurse Practitioners program. Our facility will readily serve as a clinical site for these students and provide preceptors if needed.

With the increased number of Veterans returning from current military service in need of mental health treatment as well as the VA's determination that comprehensive care for any Veteran includes mental health treatment, we have seen a dramatic increase in the need for providers in this area of care. Moreover, with West Virginia having four VA medical centers within the state, all of whom have expressed an interest in this type of program as proposed by Marshall University, this program would be enthusiastically received throughout the state. In short, this program would be an asset to our Veterans.

We look forward to working with you on this endeavor and being of assistance as Marshall University opens a new professional educational degree program. Please do not hesitate to contact us if any questions arise. We may be reached by calling (304) 429-6741.

Sincerely,


EDWARD H. SEILER
Director


CATHERINE J. LOCHER, RN, MSN
Associate Director for Nursing Services



River Park Hospital

Dr. Diana Stotts
Pritchard Hall
1 John Marshall Way
Huntington, WV 25755

3.15.11

Dear Dr. Stotts,

River Park Hospital is in support of Marshall University's intent on developing a psychiatric nurse practitioner program. Our facility will agree to serve as a clinical site for the learning of your students. We are delectated to the education of students and to the profession of nursing.

River Park Hospital occupies 118,000 square feet and provides in-patient psychiatric and substance abuse services to children, adolescents, adults, and geriatrics. Residential services are also provided for adolescent sex offenders, adolescents with co-occurring disorders and abuse reactive children. Additionally, the hospital operates a psychiatric residential treatment facility for adolescents who are civilly committed off site. The hospital is fully licensed by the State of West Virginia for 165 beds and is accredited by the Joint Commission. The hospital is a member of the West Virginia Hospital Association, American Hospital Association, and the National Association of Psychiatric Healthcare Systems.

If I can be of further assistance, please do not hesitate to call me at 304-526-9117.

Yours truly,

A handwritten signature in black ink that reads "Chris Whitt". The signature is fluid and cursive, with a long horizontal line extending from the end of the name.

Chris Whitt, MSN, RN
Director of Nursing / Risk Manager
River Park Hospital
1230 6th Avenue
Huntington, WV 25701

ATTACHMENT 2

Completed by Juliana Fehr, CNMW, PHD, FACNM, Shenandoah University



Introduction and Background

According to Rural Healthy People 2010, health manpower shortages and retention of primary care practitioners are major rural health concerns. The Psychiatric Mental Health Nurse Practitioner (PMHNP) specialty was launched to ease the burden of the severe shortage of mental health services in rural areas by providing PMHNP practitioners and faculty to provide a source of educated nurses to teach PMH nursing to future practitioners. In 2010 Shenandoah University received accreditation by CCNE for its Doctor of Nursing Practice that contains the PMHNP specialty.

The Shenandoah University Division of Nursing firmly believes that collaborations between universities to offer this specialty can strengthen and increase the PMHNP workforce in rural areas. The data below demonstrates this point and uses suicide as an example indicator. Factors that influence suicide rates are alcohol and substance abuse, history of a mental disorder (especially depression), suicidal thoughts, barriers to accessing mental health treatment due to lack of insurance, and unwillingness to seek help due to the stigma of mental illness.ⁱ

West Virginia Counties Accessible to Marshall University *Suicide rates related to MUA/P and Rural Status*

Healthy People 2010 Goal for Suicide: 5/100,000

US Suicide Rate 2006: 10.9/100,000

West Virginia Suicide Rate 2007: 17.6/100,000*

Rural West Virginia Suicide Rate 2007: 17/100,000*

*WV Department of Health & Human Resources Vital Statistics Report 2007 (<http://www.wvdhhr.org/bph/hsc/statserv/Pub.asp?ID=130>)

West Virginia suicide rates are 3 or more times higher than the HP2010 goal and at least 50% higher than the national average. In 2008, 83% (46/55) of WV counties were designated by HRSA as medically underserved areas and 71% (39/55) of counties were designated as Mental Health Professional Shortage Areas. 63% of West Virginia counties were designated as rural in which a fifth of the population lives in poverty.

Examples of the need for PMHNP include the following:

- ✚ The World Health Organization predicts major depressive disorder (MDD), will be most common human diagnosis by the year 2010. The Office of Applied Studies of the DHHS reported that greater than 50% percent of adults who experienced a major depressive episode in 2004, and during their worst or most recent episode that more than half thought it would be better if they were dead.ⁱⁱ An estimated 106,079 U.S. emergency department visits resulted from drug-related suicide attempts.ⁱⁱⁱ
- ✚ Major Depressive Disorder (MDD) prevalence is greater among minority persons. There is a 57.5% alcohol and drug abuse rate concurrent with MDD and 91% of MDD patients have suicidal behavior.^{iv} The SAMHSA data confirm a relationship with depression, suicide, and substance abuse, which requires increased patient access to treatment.^v
- ✚ Rural areas are also disadvantaged when meeting the needs of children with serious mental health problems such as psychosis, which is classified as an ambulatory sensitive condition. "The U.S. Bureau

of Health Professions projects a 100% greater need for child and adolescent psychiatrists and 19% for generalist psychiatrists between 1995 and 2020.”^{vi}

- ✦ The AMA reported that the supply of U.S. psychiatrists decreased by 27% between 1990 and 2002. Their physician staffing industry data indicates that demand for mental health services increased by 16% over that same period. The aging of the psychiatrist population decreases access to mental health practitioners. Almost half (46%) of the more than 40,000 U.S. psychiatrists are 55 years or older.^{vii}

Proposal

The Shenandoah University Division of Nursing offers a Psychiatric Mental Health Nurse Practitioner (PMHNP) specialty consisting of didactic and clinical course content essential to provide psychotherapy to individuals, families and groups within hospitals and community settings. The PMHNP curriculum was developed in 2005, and undergoes continual revision, to honor the interplay between the PMHNP objectives, adult learning theory, and the demographics of the areas served. All of these components fit together to provide a unique course delivery that allows the graduate student to successfully achieve the PMHNP core competencies outlined by the **National Organization of Nurse Practitioner Faculties (NONPF)**. The program of study is designed to provide the necessary knowledge, skills and experiences regarding differential diagnosis, health promotion and psychotropic medication management (prescriptive authority) for the psychiatric mental-health patient. Psychiatric specialty courses involving theory and practicum in individual, group, family, gero-psychiatry, and substance abuse are included. A course in Child and Adolescent Psychiatric Mental Health is also included for those who wish to take the Family Psychiatric Nurse Practitioner exam and prescribe for this age group. This program of study enhances the development of advanced practice nurses that care for vulnerable populations of persons with complex psychiatric mental-health and medical care problems who are often underserved. The Graduate Program at Shenandoah University is fully accredited by the CCNE.

According to the U.S. Department of Health and Human Services, Health Resources and Services Administration (HRSA, 2004). The demand for registered nurses (RNs) in Virginia is projected to increase by 43% from 2000 to 2020. (HRSA, September 2004). The national shortage of RNs will increase to 340,000 by the year 2020 (Auerbach, Buerhaus & Staiger, 2007). This shortage of RNs will adversely affect the supply of advance practice nurses such as PMHNPs unless universities develop creative, collaborative initiatives to encourage and expand enrollments. The American Nurses Association (ANA) recognizes the need to prepare nurses for discrete scopes of practice and roles through programs that are accessible, affordable, and flexible, and therefore champions partnerships between stakeholders to establish new education models and partnerships (ANA, 2002). In their October, 2002 *Issues Bulletin*, the American Association of Colleges of Nursing (AACN) supported using strategic partnerships to expand nursing education programs (2002). According to AACN, nursing colleges and universities across the country have developed creative solutions involving collaborative relationships among nursing education programs to increase the number of registered nurses in response to the growing shortage (AACN, 2002). This initiative is one such creative solution.

The Initiative consists of affiliation agreements with other universities to offer PMHNP courses to students enrolled in those universities. Upon completion of their graduate core courses at their home universities and the SU PMHNP courses, the students receive graduate degrees from their home universities and certificates of completion of the PMHNP courses. Upon completion of both curricula, the students are able to sit for their national certification examination. In short, through this Initiative, students may go to the graduate nursing program in the affiliate university and get psychiatric mental health education from SU to become certified PMHNPs.

Benefits

Since SU is located in the northwestern area of Virginia, it can be difficult to access for nurses who live in other geographic regions of our state. Therefore we are seeking to expand access by creating

collaborative consortiums between our PMHNP track and other schools of nursing. This Initiative provides the opportunity for nursing students from various universities to receive their PMHNP education while still attending their home universities.

This creative Initiative has the following benefits:

1. Students have access to PMHNP education at a lower cost by paying state university tuition for a portion of their graduate education.
2. Students have access to PMHNP education by being able to attend the program at a university that is closer to their homes. The PMHNP specialty will require minimal travel to attend the courses.
3. Students will be able to obtain a graduate degree in nursing at the university of their choice.
4. Universities can add a new program without the costly startup expenses of hiring new faculty, buying new resources, undergoing costly accreditation expenses, or significantly changing their existing programs.
5. PMHNP programs can expand their educational endeavors to all areas.
6. With creative course delivery design (modular learning, front loading didactic lecture time, and computer communications between students and faculty), there is no added cost for distance education technology.
7. It allows for expansion of PMHNP education by using existing state and university resources more efficiently with minimal change in the essential structure or design of the original programs.

Not only does this unique and innovative collaboration promote creative solutions to the nursing shortage, but it also is strategically improve the health of our citizens by increasing access to PMHNPs.

Considerations

1. Accreditation forces necessitate that creative endeavors, such as the PMHNP Initiative, require negotiation only with those universities whose core curricula are equal to or better than that of the core in which the PMHNP program is housed.
2. Advising procedures must be thoroughly formulated so that the student experiences a seamless transition throughout the entire curriculum. These procedures must insure accurate and thorough transcript review.
3. Missions of the home university and the PMHNP program must be similar.
4. Admission procedures must insure that the head of the PMHNP program has input in the admission decision of the home university.

Summary

The purpose of the PMHNP Initiative is to increase access to PMHNP education by developing articulation agreements between Shenandoah University and other universities. Because the specialty courses of the PMHNP Track are separate from the core, we are in a unique position to allow students from these universities to take core graduate credits at their home university before taking the PMHNP courses at Shenandoah University. Upon completion of these two segments of the curricula, students receive a graduate degree from their home university and a "Certificate of Endorsement" in the PMHNP specialty from Shenandoah University. They are then able to sit for the appropriate national certification examination.

Education for the future?

Within the boundaries of sound educational principles and quality clinical experience, the AACN supports innovation and creativity to facilitate excellence in advance practice nursing education. The PMHNP Initiative represents such an innovation. In the future it is possible that each region could have one or more universities that house a program with the remainder of the universities linked to this program

through articulation agreements. When PMHNP education is expanded geographically there is wider access to PMHNP education for nurses. Citizens in the community will then have greater access to PMHNP's who are culturally competent and, because they are members of their communities, are more reflective of the citizens they serve.

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ATTACHMENT 3

**MU-SU COLLABORATIVE PMHNP PROGRAM
COURSES-DESCRIPTIONS & PLAN OF STUDY**

25 credit hours from Marshall University SON MSN Program

Core Component Courses (12 credits)	CREDITS	AWARDED
NUR 602: Theoretical Foundations in Nursing	3	
NUR 604: Leadership in Nursing	3	
NUR 606: Advanced Nursing Research	3	
NUR 608: Issues in Health Care	3	
Area of Emphasis Component Courses (13 credits)		
NUR 620: Advanced Pathophysiology I	2	
NUR 621: Advanced Pathophysiology II	2	
NUR 622: Advanced Physical Assessment	5	
NUR 663: Advanced Pharmacology I	2	
NUR 664: Advanced Pharmacology II	2	

Marshall University MSN COURSE DESCRIPTIONS

Core Component Courses

NUR 602 THEORETICAL FOUNDATIONS IN NURSING. Provides students with opportunity to relate a philosophical and theoretical base to concepts and processes inherent in nursing. Emphasis is on analysis of nursing and other theories and their relationship and application to nursing research and practice. Credit Hours: 3 (3 credits theory). PR: Admission to the MSN Program.

NUR 604 LEADERSHIP IN NURSING. Explores the theoretical basis for effective leadership in nursing. Emphasis is placed on analysis of leadership, characteristics and behaviors of leaders, and the role of the nurse leader. Credit Hours: 3 (3 credits theory). PR: Admission to the MSN Program.

NUR 606 ADVANCED NURSING RESEARCH. Provides students with the opportunity to develop a research-oriented approach to nursing situations. Focus is upon the development of a research proposal. Credit Hours: 3 (3 credits theory). (PR NUR 602 or Permission from the instructor).

NUR 608 ISSUES IN HEALTH CARE. Explores and evaluates concerns germane to contemporary nursing. Focus is upon the role of nursing in addressing health issues affected by social, economical, political, and technological forces. Credit Hours: 3 (3 credits theory). PR: Priority given to MSN students. Open to other health care profession students with permission from the instructor.

Area of Emphasis Component Courses: Collaborative PMHNP Program

NUR 620 ADVANCED PATHOPHYSIOLOGY I Focus is on advanced knowledge of body systems altered by disease and or injury. The body systems or diseases studied will include: cell, cardiovascular pulmonary, digestive, musculoskeletal, neurologic and reproductive across the lifespan. Credit Hours: 2 (2 credits theory). CR/PR: Priority

given to FNP students. Open to other health care profession students who have had at least six hours or more of A & P and permission of the instructor.

NUR 621 ADVANCED PATHOPHYSIOLOGY II. Focus is on advanced knowledge of body systems altered by disease or injury including: hemotologic, genes, immunity, cancer, endocrine, renal, urologic and integumentary across the life span. Credit Hours 2 (2 theory). PR: NUR 620.

NUR 622 ADVANCED PHYSICAL ASSESSMENT: Introduction to family-centered primary health care with focus on knowledge and skills essential for comprehensive health assessments, analysis of data, formulation of nursing as well as medical diagnoses, development of therapeutic plans, and implementation of preventative care, health promotion and maintenance activities for all age groups and selected cultures. Emphasis is also placed on advanced anatomy and physiology, the prenatal client, the child bearing family, normal growth and development, and beginning socialization into the family nurse practitioner role. The practicum enables students to apply knowledge and skills in primary care settings such as prenatal clinics, child care centers, geriatric centers, screening clinics, and other primary care centers. Students are placed in areas which will enhance their ability to care for rural and underserved populations. Credit Hours: 5 (3 credits theory, 2 credits practicum, 60 hours minimum.) PR or Concurrent: NUR 602, 622.

NUR 663 ADVANCED PHARMACOLOGY I Focus is on the science of drugs and the application to patient care, across the lifespan. Principles of pharmacology covered are: infectious diseases, fluids and electrolytes, peripheral nervous and cardiovascular systems. Credit Hours: 2 (2 theory). PR: Priority given to FNP students. Open to other health care profession students who have at least six credits of A & P and permission from the instructor.

NUR 664 ADVANCED PHARMACOLOGY II Focus is on the science of drugs and application to patient care across the lifespan. Drugs affecting the: blood, respiratory, gastrointestinal, central nervous, endocrine system, anti-inflammatory, antiallergic and immunologic drugs. Credits hours: 2 (2 theory). PR: NUR 663.

PROPOSED PLANS OF STUDY FOR COLLABORATIVE PMHNP PROGRAM BETWEEN SU & MU

FULL TIME

Fall		Spring	
NUR 602	3 credits	NUR 606	3 credits
NUR 604	3 credits	NUR 608	3 credits
NUR 620	2 credits	NUR 621	2 credits
NUR 663	2 credits	NUR 664	2 credits
	10 credits		10 credits

Fall	
NUR 622	5 credits

PART TIME

Fall		Spring	
NUR 602	3 credits	NUR 606	3 credits
NUR 604	3 credits	NUR 608	3 credits
	6 credits		6 credits

Fall		Spring	
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NUR 620	2 credits	NUR 621	2 credits
NUR 663	2 credits	NUR 664	2 credits
NUR 622	5 credits		4 credits
	9 credits		

*Post Masters Students will be evaluated; most will only need PMHNP Courses; some may which to take pathophysiology and pharmacology classes to update knowledge base. NUR 620; NUR 621; NUR 663 & NUR 664.

ATTACHMENT 4

Description of the PMHNP Initiative at Shenandoah University

Students enrolled in the PMHNP Initiative will attend PMHNP classes at Shenandoah University after attending the core graduate courses at their home universities.

The PMHNP curriculum is unique, dynamic, responsive and flexible. It reflects the commitment to the student living at a distance from campus. Specifically, the courses are designed to allow students to attend classes during concentrated times (2 weekends a semester). The remaining weeks of the semester, students are placed with clinical preceptors to apply what they have learned in the didactic portion of the courses(s). Students then return to campus for examinations, or arrange for a proctored examination. Refer to Table 1 for a schematic representation of this process.

Table 1: Schematic view of schedule of didactic and clinical delivery of course in a 15 week semester during the PMHNP specialty period.

Semester Weeks						
1	2	3	4 - 9	10	11-15	16
DE/MP*	DE/MP	SU 3 day Weekend	Clinical	SU 3 day Weekend	Clinical	Exam

*DE= Distance Education; MP=Module Preparation

This schedule allows PMHNP students to immerse in their clinicals without being interrupted by scheduled class times, and “engage in the lived experience” of the PMHNP role. Also, clinical sites can be at a variety of locations in the US, even close to home.

While at their clinical agencies, students communicate with the SU faculty and fellow students via Blackboard, email, and Typhon Group for weekly quizzes, journal delivery and critique, and group case studies. In addition, the PMHNP faculty visits each agency and student a minimum of once during this period. The following table describes the PMHNP Curriculum:

PMHNP Initiative students take PMHNP Courses only (26 credits) at SU

First Year (FT) or 2 years (PT) at Home University					
Core Courses at Home University containing course content reflecting AACN Master’s Degree Essentials					
Year at SU					
NP599**	Pharmacology & Therapeutics Independent Study	(1)	30	Core	Su 1
“PMH”	Course Title	Credit	Clin Hrs	Requisite	Session
645*	Individual Therapy Theories	3	60		Fall
650**	Individual Therapy Practicum	(3)	180	Co:PMH640	Fall
665*	Group, Family, Community Theory	3	60	Co: PMH670	Spring
670**	Group, Family, Community Practicum	(3)	180	Co: PMH670	Spring
685^ or 686^	Geriatric PMH Nursing or Child & Adolescent PMH Nursing	3	7	Pre: PMH640, 650	Su 1 or Su 2
695**	Advanced NP Practicum in PMH Nursing	(4)	120	Pre PMH640, 650,660,670,685	Su 2

HP576 ^{^^}	Substance & Relationship Abuse	3	3		Spring
NP690 ^{^^}	Adv NP Role Development	1	0	Pre/co PMH670	Spring
	Total	14.5(11.5)	576		

* Hybrid distance delivery, ** Entirely clinical: Preceptor and sites arranged close to home

^ Completely online (Either one of these course are required to take ANCC Family Psychiatric NP or Child and Adolescent CNS Certificate Exams.)

^^ Online development

PMHNP Plan of Study

Of the 10 courses in the PMHNP Specialty, four are clinical; six are didactic. Courses are accessed via Blackboard. Classes are delivered in three formats: distance, hybrid distance, and clinical (see above). Clinical experiences are arranged by PMHNP faculty. Efforts are made to keep travel at a minimum.

Clinical experiences provide opportunities for students to apply advanced, specialized nursing knowledge, skills, values, meanings and experiences. Practicum experiences assist in the development of the NP role while under the mentorship of experienced preceptors. In clinical settings, students are given the opportunity to implement critical thinking strategies. Students are expected to analyze and influence health patterns, synthesize health promotion strategies, and provide specialized therapeutic nursing interventions, in partnership with patients to positively influence health. A variety of health care settings are utilized.

Psychiatric Mental-Health Nursing Course Descriptions

NP599 Applied Pharmacology & Therapeutics

The intent of this course is to assist students in developing knowledge, skills, values, meanings and experiences in prescribing pharmacological agents safely and appropriately for clients who experience commonly occurring illness or for those who need preventive therapy. Emphasis is on the safe and appropriate prescription of pharmacotherapy, client education and monitoring practices regarding the therapy and assessment of therapeutic outcomes. (1 credit)

PMH645 Psychiatric Mental-Health Nursing: Individual Therapy Theories

The course is designed to assist the student in developing knowledge, skills, values, meanings and experiences associated with positively influencing the lived health experience of individuals with common psychiatric conditions. Select theories regarding health promotion strategies, assessment, prevention, intervention and rehabilitation through individual therapy modalities will provide a foundation for care. *The Diagnostics & Statistical Manual of Mental Disorders: 4th ed. (DSM-IV-TV)* criteria will be incorporated. (3 credits)

PMHL650 Psychiatric Mental-Health Nursing: Individual Therapy Practicum

This course allows the student to apply knowledge, skills, values, meanings and experiences to positively influence the lived experience of individuals with common psychiatric mental health conditions through the modality of individual therapy in community based and hospital settings. Select theoretical frameworks guide therapy to include *The Diagnostics & Statistical Manual of Mental Disorders: 4th ed. (DSM-IV-TR)* criteria. (3 credits)

PMH665 Psychiatric Mental-Health Nursing: Group, Family & Community Theory

The course is designed to assist the student in developing knowledge, skills, values, meanings and experiences associated with positively influencing the lived health experience of families, groups, and community mental health of individuals with common psychiatric conditions and disordered interpersonal skills. Select theories will provide a foundation for family and group dynamics, assessment, and intervention. (3 credits)

PMHL670 Psychiatric Mental-Health Nursing: Group, Family & Community Practicum

This course provides opportunity for the student to apply knowledge, skills, values, meanings and experiences to positively influence the lived experience of individuals with common psychiatric mental health conditions and disordered interpersonal skills through the modality of family, group and community mental health principles. Select theoretical frameworks will guide therapy approaches. (3 credits)

PMH685 Geriatric Psychiatric Mental-Health Nursing Theory

The course is designed to assist the student in developing knowledge, skills, values, meanings and experiences associated with positively influencing the lived health experience of a geriatric population experiencing concurrent mental illness and/or cognitive decline. Health promotion strategies, assessment measures, through individual, family and group therapy modalities with this population will be discussed. (3 credits)

PMH686 Child & Adolescent Psychiatric Mental-Health Nursing Theory

The course is designed to assist the student in developing knowledge, skills, values, meanings and experiences associated with positively influencing the lived health experience of children and adolescents experiencing concurrent mental illness and/or cognitive decline. Health promotion strategies, assessment measures, through individual, family and group therapy modalities with this population will be discussed. *The Diagnostics Statistical Manual of Mental Disorders, 4th ed. (DSM-IV-TR)* criteria will be incorporated. (3 credits)

PMH695 Advanced Nurse Practitioner Practicum in Psychiatric Mental-Health Nursing

The didactic and clinical components of this course are designed to provide the psychiatric mental-health nurse practitioner (PMHNP) with knowledge, skills, values, meanings and experiences beyond the MSN prepared psychiatric mental-health clinical nurse specialist role in relation to differential diagnosis and psychotropic medication management (prescriptive authority). The PMHNP role includes assessment, health promotion, diagnosis, planning, medication management and ongoing evaluation of psychiatric mental-health clients across the lifespan in a variety of settings to include primary care sites. Pharmacotherapy principles and psychosocial factors that influence patients' compliance with, and response to, drug therapy is addressed. The 120-hour practicum applies differential diagnosis and medication management principles to acute and chronic psychiatric clients and fulfills the post-graduate psychiatric clinical nurse specialist clinical requirement for the American Nurses Credentialing Certification PMHNP exam. (4 credits)

HP576 Substance & Relationship Abuse

This course is designed as an interdisciplinary offering to assist health care profession students in recognition and beginning level interventions in populations at risk for substance dependence and/or abuse relationships. Emphasis is placed on providing interventions that are congruent with age, health status, culture occupation and legal-ethical concerns. (3 credits)

NP690 Advanced Nurse Practitioner Role Development

The intent of this course is to assist the student in acquiring and applying the knowledge, skills, values, meanings and experiences of the professional behaviors associated with the practice of the advanced nurse practitioner. (1 credit)

Attachment 4 Graduate Curriculum Change Requests

NEW COURSE ADDITIONS (4)

School of Medicine

<p><i>Department:</i> Biomedical Sciences</p> <p><i>Course Number & Title:</i> BMS 617, Statistical Techniques for the Biomedical Sciences</p> <p><i>Catalog Description:</i> An application-oriented course in statistical concepts and techniques aimed at prospective researchers in the biomedical sciences.</p> <p><i>Prerequisite:</i> None</p> <p><i>First Term Offered:</i></p> <p><i>Credit Hours:</i> 3</p>

GSEPD

<p><i>Department:</i> Counseling</p> <p><i>Course Number & Title:</i> COUN 682 Treatment in Trauma Recovery</p> <hr/> <p><i>Catalog Description:</i> This course explores many different types of trauma, the inter- and intrapersonal effects of trauma on clients, and an introduction to treatment modalities and evidence based practice.</p> <hr/> <p><i>Prerequisite:</i> COUN 555</p> <p><i>First Term Offered:</i> Spring 2011</p> <p><i>Credit Hours:</i> 3</p>

<p><i>Department:</i> Counseling</p> <p><i>Course Number & Title:</i> COUN 683 Psychophysiology of Trauma</p> <hr/> <p><i>Catalog Description:</i> This course explores effects of trauma on the central nervous system, psychomotor abilities and physiological and emotional responses to trauma, PTSD, and traumatic injury.</p> <hr/> <p><i>Prerequisite:</i> COUN 682</p> <p><i>First Term Offered:</i> Spring 2012</p> <p><i>Credit Hours:</i> 3</p>

<i>Department:</i>	Counseling
<i>Course Number & Title:</i>	COUN 684 Advanced Techniques in Treatment of Trauma and Loss
<i>Catalog Description:</i>	This course focuses on advanced treatment of trauma and loss through investigation of trauma theory, evidence-based treatment and interventions, and applied practice.
<i>Prerequisite:</i>	COUN 556 & 682
<i>First Term Offered:</i>	Spring 2012
<i>Credit Hours:</i>	3

COURSE CHANGES (2)

GSEPD

<i>Department:</i>	Counseling
<i>CURRENT Course Number & Title:</i>	COUN 655 DV I- Working with Victims
<i>NEW Course Number & Title:</i>	COUN 655: Counseling Victims, Perpetrators, and Children of Domestic Violence
<i>OLD Catalog Description:</i>	This course will focus on victim dynamics, diagnostic indicators that victims may present without revealing an abusive relationship, and interventions that empower and focus on victim strengths.
<i>NEW Catalog Description:</i>	This course will provide a foundation in assessment, treatment, and advocacy for victims, perpetrators, and children who have been involved in relationships or families where domestic violence has been present.
<i>Prerequisite:</i>	
<i>First Term Offered:</i>	Spring 2012
<i>Credit Hours:</i>	
<i>Rationale:</i>	To consolidate COUN 655, 656, and 657 into one course to enable students to gain foundational knowledge in all three populations regarding theory, behavioral assessment, treatment, and evidence-based practice in one comprehensive graduate course.
<i>Sharepoint file:</i>	CourseChange for 655

COLLEGE OF EDUCATION and GSEPED

<i>Department/Div:</i>	College of Education
<i>CURRENT Course Number & Title:</i>	DF 677 MAT Level III Clinical Experience. 3-6 hrs
<i>NEW Course Number & Title:</i>	N/A
<i>CURRENT Catalog Description:</i>	AT Level III Clinical Experience. 3-6 hrs. Culminating clinical experience through directed activity in a clinical setting for MAT students. (PR: EDF 537 and EDF 637)
<i>NEW Catalog Description:</i>	MAT/PBC Level III Clinical Experience. 3-9 hrs. Culminating clinical experience through directed activity in a clinical setting for MAT/PBC students. (PR: EDF 537 and EDF 637)
<i>CURRENT Credit Hours:</i>	3 to 6
<i>NEW Credit Hours:</i>	3 to 9
<i>Rationale:</i>	Clinical III is student teaching and reflects a full-time placement in an academic/school setting. As such a student needs to be considered full-time. The increase will help students who need aid and health insurance.
<i>Sharepoint file:</i>	Course Change EDF 677

CERTIFICATE CHANGES (5)

<i>College:</i>	GSEPD
<i>Department:</i>	Counseling
<i>Name of Certificate:</i>	Certificate in Violence, Loss, and Trauma (VoLT)
<i>Effective:</i>	Spring 2012
<i>Rationale Summary:</i>	The Counseling Department wishes to expand our certificate in Domestic Violence to explore more in the treatment and recovery for those affected by various forms of Violence (domestic and others), Loss and Trauma. No such program exists locally. This expansion will meet the need for such training in the state and, with approval of these courses as e-courses, nationally.
<i>Sharepoint File:</i>	COUN ChangeofCertificate form 11-16-11

<p><i>College:</i> GSEPD/COE</p> <p><i>Department:</i> Elementary and Secondary Education</p> <p><i>Name of Certificate:</i> Early Childhood Education</p> <p><i>Effective:</i> Spring 2012</p> <p><i>Rationale Summary:</i> The catalog indicates that certificate students should take CIEC 534 to meet their technology requirement. However, the associated Master of Arts program gives students the option of taking CIEC 534 or CIEC 600 or CIEC 635. We would like to offer the same range of options for consistency. We also believe that students will benefit from having a range of choices in order to build on their skills, rather than possibly having to take one course with content they already know. All three courses are already approved by the West Virginia Department of Education for inclusion within this added endorsement program.</p>
<p><i>Sharepoint File:</i> ChangeofCertificate-EarlyChildhood</p>

<p><i>College:</i> GSEPD/COE</p> <p><i>Department:</i> Elementary and Secondary Education</p> <p><i>Name of Certificate:</i> Educational Computing</p> <p><i>Effective:</i> Spring 2012</p> <p><i>Rationale Summary:</i> Students are asked to complete CIEC 530 or CIEC 534 or CIEC 660. We request the removal of CIEC 530 Computer Software and Methodology in Education and CIEC 660 Using Computers to Improve Instruction in the Classroom from this list of technology course options. The COE is not planning to offer these courses on a regular basis.</p> <p style="padding-left: 40px;">Students are asked to complete CIEC 620 Software Evaluation and Selection. Currently, requiring this course is not practical considering budgetary constraints in schools along with the emphasis on research based strategies. School districts frequently select networked software packages, eliminating the need for classroom teachers to evaluate and select software for use on individual classroom computers. We would like to change this course to CIEC 635 Using the Internet in the Classroom. This course has elements of evaluation and is more practical in the current environment.</p>
<p><i>Sharepoint File:</i> ChangeofCertificate-EducationalComputing</p>

<p><i>College:</i> GSEPD/COE</p> <p><i>Department:</i> Elementary and Secondary Education</p> <p><i>Name of Certificate:</i> English as a Second Language (ESL)</p> <p><i>Effective:</i> Spring 2012</p> <p><i>Rationale Summary:</i> The catalog indicates that certificate students should take CIEC 534 to meet their technology requirement. However, the associated Master of Arts program gives students the option of taking CIEC 534 or CIEC 600 or CIEC 635. We would like to offer the same range of options for consistency. We also believe that students will benefit from having a range of choices in order to build on their skills, rather than possibly having to take one course with content they already know. All three courses are already approved by the West Virginia Department of Education for inclusion within this added endorsement program.</p>
<p><i>Sharepoint File:</i> ChangeofCertificate-EnglishSecondLanguage</p>

<p><i>College:</i> GSEPD/COE</p> <p><i>Department:</i> Elementary and Secondary Education</p> <p><i>Name of Certificate:</i> Middle Childhood Education</p> <p><i>Effective:</i> Spring 2012</p> <p><i>Rationale Summary:</i> The catalog indicates that certificate students should take CIEC 534 to meet their technology requirement. However, the associated Master of Arts program gives students the option of taking CIEC 534 or CIEC 600 or CIEC 635. We would like to offer the same range of options for consistency. We also believe that students will benefit from having a range of choices in order to build on their skills, rather than possibly having to take one course with content they already know. All three courses are already approved by the West Virginia Department of Education for inclusion within this added endorsement program.</p>
<p><i>Sharepoint File:</i> ChangeofCertificate-MiddleChildhood</p>

CHANGE IN AREA OF EMPHASIS (1)

<p><i>College:</i> Graduate College/COE</p> <p><i>Department/Div:</i> Elementary & Secondary Education</p> <p><i>Name of Area of Emphasis:</i> Educational Computing</p> <p><i>Effective:</i> Spring 2012</p> <p><i>Rationale Summary:</i> Students are asked to complete CIEC 530 or CIEC 534 or CIEC 660. We request the removal of CIEC 530 Computer Software and Methodology in Education and CIEC 660 Using Computers to Improve Instruction in the Classroom from this list of technology course options. The COE is not planning to offer these courses on a regular basis.</p> <p>Students are asked to complete CIEC 620 Software Evaluation and Selection. Currently, requiring this course is not practical considering budgetary constraints in schools along with the emphasis on research based strategies. School districts frequently select networked software packages, eliminating the need for classroom teachers to evaluate and select software for use on individual classroom computers. We would like to change this course to CIEC 635 Using the Internet in the Classroom. This course has elements of evaluation and is more practical in the current environment.</p> <hr/> <p><i>Proposed Changes:</i> CIEC 530 Computer Software and Methodology in Education (3 credit hours) - Remove this optional course CIEC 660 Using Computers to Improve Instruction in the Classroom (3 credit hours) - Remove this optional course</p> <p>CIEC 620 Software Evaluation and Selection (3 credit hours) - Replace this required course with CIEC 635 Using the Internet in the K-12 Classroom (3 credit hours) - added as required</p> <hr/> <p><i>Sharepoint File:</i> AreaofEmphasisChange-EducationalComputing</p>

Note : There is a Proposed Catalog Change accompanying this AOE change

DEGREE CHANGE (1)

College: Liberal Arts

Department: Modern Languages

Name of Degree: M.A. Spanish

Effective: Spring 2012

Rationale Summary: We are proposing the attached changes to the MA in Spanish. Most of our edits under program description and admission requirements are for clarity. Our biggest change concerns required courses for the thesis and non thesis options. The current program description requires candidates to take six or twelve hours of online linguistics courses from a Spanish university. We are making those courses optional, and are substituting literature and culture courses taught at Marshall. Our reasons are many. First, the degree as written splits the MA between linguistics courses and literature/culture courses. Most MA programs have students do one or the other area, not both. Our intention is to make the MA more focused, and to make that focus on courses that are listed in our catalogue and that are taught by our faculty. Second, the online courses have been difficult to arrange, and it is not yet clear that students can receive financial aid from Marshall in order to take them. These courses are not listed as Marshall courses in our catalogue and the credit has to be transferred to Marshall from the Spanish university. Finally, we question the advisability of having one quarter to one third of a degree based on online courses from another university when we have the staff and courses to teach the entire degree at Marshall.

Apart from the program description changes noted above, we are changing one of our required courses.

Instead of SPN 533 or 544 as a required introductory course, we are substituting SPN 506. Our rationale is twofold. First, we no longer have a professor whose qualifications are specific to SPN 533 or 544. Second, we feel that an introductory methods and theory course better prepares our students for the study of literature and culture.

Sharepoint File: SPN MA Final.pdf

Note: There is a Proposed Catalog Change accompanying this Change of major request.

CATALOG CHANGES (4)

School of Medicine
Program: Biomedical Sciences

OLD CATALOG DESCRIPTION :

Biomedical Sciences, M.S.
All students are required to meet the general requirements of the Graduate College for receipt of a master's degree. A minimum of thirty-six credit hours is required for a non-thesis degree, while a minimum of thirty-two credit hours is required for the thesis degree. No more than six hours of thesis (BMS 681) may be credited toward the thirty-two hour requirement. Each student will specialize in one of the six areas of emphasis as defined in the program overview. All students are required to successfully complete Foundations of Biomedical Sciences (BMS 600, 6 hrs.), Statistics/Biostatistics (MTH 518, BSC 517, PSY 517, EDF 517 or equivalent, 3 or 4 hrs.), Introduction to Research (BMS 685, minimum of 3 hrs.), and Seminar (BMS 680, minimum of 4 hrs.). In addition, the student must successfully complete other courses required by his/her area of emphasis and advisory committee and pass a written and/or oral comprehensive examination.
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PROPOSED EDITS:

Biomedical Sciences, M.S.

All students are required to meet the general requirements of the Graduate College for receipt of a master's degree. A minimum of thirty-six credit hours is required for a non-thesis degree, while a minimum of thirty-two credit hours is required for the thesis degree. No more than six hours of thesis (BMS 681) may be credited toward the thirty-two hour requirement. Each student will specialize in one of the six areas of emphasis as defined in the program overview. All students are required to successfully complete Foundations of Biomedical Sciences (BMS 600, 6 7 hrs.), Statistics/Biostatistics (MTH 518, BSC 517, PSY 517, EDF 517 or equivalent, 3 or 4 hrs.), Responsible Conduct of Research (BMS 644, 1 hr.), Biomedical Sciences Communication Skills (Research students only, BMS 660/661, 1 hr. each), Introduction to Research (BMS 685, minimum of 3 hrs.), and Seminar (BMS 680, minimum of 4 hrs.). In addition, the student must successfully complete other courses required by his/her area of emphasis and advisory committee and pass a written and/or oral comprehensive examination.

NEW CATALOG DESCRIPTION:

Biomedical Sciences, M.S.
All students are required to meet the general requirements of the Graduate College for receipt of a master's degree. A minimum of thirty-six credit hours is required for a non-thesis degree, while a minimum of thirty-two credit hours is required for the thesis degree. No more than six hours of thesis (BMS 681) may be credited toward the thirty-two hour requirement. Each student will specialize in one of the six areas of emphasis as defined in the program overview. All students are required to successfully complete Foundations of Biomedical Sciences (BMS 600, 7 hrs.), Statistics/Biostatistics (MTH 518, BSC 517, PSY 517, EDF 517 or equivalent, 3 or 4 hrs.), Responsible Conduct of Research (BMS 644, 1 hr.), Biomedical Sciences Communication Skills (Research students only, BMS 660/661, 1 hr. each), Introduction to Research (BMS 685, minimum of 3 hrs.), and Seminar (BMS 680, minimum of 4 hrs.). In addition, the student must successfully complete other courses required by his/her area of emphasis and advisory committee and pass a written and/or oral comprehensive examination.

College of Education
Dept/Div: Counseling

CURRENT CATALOG DESCRIPTION :

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COUNSELING, M.A.

Areas of Emphasis

Correctional Counseling (South Charleston)

Marriage, Couple, and Family Counseling (South Charleston)

Clinical Mental Health Counseling (South Charleston and Huntington)

School Counseling (South Charleston and Huntington)

Education Specialist with Area of Emphasis in Counseling, Ed.S. (South Charleston)

Graduate Certificates

Domestic Violence Counseling (South Charleston)

Marriage, Couple, and Family Therapy (South Charleston)

Ed.S. with an Area of Emphasis in Counseling
(courses available on the South Charleston campus only)

PROPOSED EDITS:

COUNSELING, M.A.

Areas of Emphasis

Correctional Counseling (~~South Charleston~~)

Marriage, Couple, and Family Counseling (~~South Charleston~~)

Clinical Mental Health Counseling (~~South Charleston and Huntington~~)

School Counseling (~~South Charleston and Huntington~~)

Education Specialist with Area of Emphasis in Counseling, Ed.S. (~~South Charleston~~)

Graduate Certificates

Domestic Violence Counseling (~~South Charleston~~)

Marriage, Couple, and Family Therapy (~~South Charleston~~)

1. ~~All core courses are offered on the Huntington and South Charleston campuses.~~
2. ~~Areas of Emphasis in School Counseling and Clinical Mental Health Counseling are offered on the Huntington and South Charleston campuses.~~
3. ~~Areas of Emphasis in Correctional Counseling and Marriage, Couple and Family Counseling are offered on the South Charleston campus only.~~
4. ~~The Certificate Programs in Domestic Violence Counseling and Marriage, Couple and Family Therapy are offered through the South Charleston campus only.~~
5. ~~The Ed.S. with an Area of Emphasis in Counseling is offered on the South Charleston campus only.~~

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Ed.S. with an Area of Emphasis in Counseling
(~~courses available on the South Charleston campus only~~)

NEW CATALOG DESCRIPTION:

COUNSELING, M.A.

Areas of Emphasis

Correctional Counseling

Marriage, Couple, and Family Counseling

Clinical Mental Health Counseling

School Counseling

Education Specialist with Area of Emphasis in Counseling, Ed.S.

Graduate Certificates

Domestic Violence Counseling Marriage, Couple, and Family Therapy Program

Description, M.A.

The Master of Arts degree in Counseling is a 60-hour planned program of study designed to meet the necessary competencies of professional counselors, and satisfies the curricular requirements for counselor licensure. There are currently four distinct Areas of Emphasis offered within the Counseling program. Curricular elements consist of core courses required of all counseling majors and emphasis courses specific to: mental health counseling, correctional counseling, school counseling, and marriage, couple and family counseling.

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Ed.S. with an Area of Emphasis in Counseling

College: Liberal Arts

Department: History

Catalog Change for Public History Certificate (p. 147)

CURRENT CATALOG DESCRIPTION:

Page 147: This is an interdisciplinary program housed in Marshall University's History department. The program will combine practical coursework with field experiences and draws upon the faculty and resources of five graduate programs to prepare the student for career opportunities in museums, historic homes, libraries, archives, state and national parks and for local, state and federal governmental agencies.

To earn a Certificate in Public History, students must complete 18 credit hours of relevant coursework. Nine credit hours are the required courses HST 537, HST 640 and HST 680. At least six of the remaining nine credit hours must come from the following list: HST 524, HST 538, HST 601, HST 635. The remaining three credit hours may come from HST 524, HST 538, HST 601, HST 635, ANT567, GEO506, JMC575, MKT511 or SOC615. Certain Special Topics in the Graduate Humanities program may also be used. Students should check with the certificate administrator when selecting their courses.

PROPOSED EDITS:

This is an interdisciplinary program housed in Marshall University's History department. The program will combine practical coursework with field experiences and draws upon the faculty and resources of five graduate programs to prepare the student for career opportunities in museums, historic homes, libraries, archives, state and national parks and for local, state and federal governmental agencies

Admission Requirements

- The admissions requirements are the same as for the History Master's degree.
- Prospective certificate-only students should apply for admission to Marshall University as a Certificate/Professional Development student and select the Public History Certificate on the application form.
- Applicants should follow the admissions process described in the Graduate Catalog, or at the Graduate Admissions website: <http://www.marshall.edu/graduate/applynow.asp>.
- Students already enrolled in the History master's program who wish to earn the certificate simultaneously can apply easily by submitting a Secondary Program Request form.

All materials should be submitted to the Graduate Admissions office.

To earn a Certificate in Public History, students must complete 18 credit hours of relevant coursework. Nine credit hours are the required courses HST 537, HST 640 and HST 680. At least six of the remaining nine credit hours must come from the following list: HST 524, HST 538, HST 601, HST 635. The remaining three credit hours may come from HST 524, HST

538, HST 601, HST 635, ANT567, GEO506, JMC575, MKT511 or SOC615. Certain Special Topics in the Graduate Humanities program may also be used. Students should check with the certificate administrator when selecting their courses.

NEW CATALOG DESCRIPTION:

This is an interdisciplinary program housed in Marshall University's History department. The program will combine practical coursework with field experiences and draws upon the faculty and resources of five graduate programs to prepare the student for career opportunities in museums, historic homes, libraries, archives, state and national parks and for local, state and federal governmental agencies

Admission Requirements

- The admissions requirements are the same as for the History Master's degree.
- Prospective certificate-only students should apply for admission to Marshall University as a Certificate/Professional Development student and select the Public History Certificate on the application form.

• Applicants should follow the admissions process described in the Graduate Catalog, or at the Graduate Admissions website: <http://www.marshall.edu/graduate/applynow.asp>.

• Students already enrolled in the History master's program who wish to earn the certificate simultaneously can apply easily by submitting a Secondary Program Request form.

All materials should be submitted to the Graduate Admissions office.

To earn a Certificate in Public History, students must complete 18 credit hours of relevant coursework. Nine credit hours are the required courses HST 537, HST 640 and HST 680. At least six of the remaining nine credit hours must come from the following list: HST 524, HST 538, HST 601, HST 635. The remaining three credit hours may come from HST 524, HST 538, HST 601, HST 635, ANT567, GEO506, JMC575, MKT511 or SOC615. Certain Special Topics in the Graduate Humanities program may also be used. Students should check with the certificate administrator when selecting their courses.

College: Graduate College and COE
Dept/Div: Elementary and Secondary Education
Catalog Change for Change in AOE (Educational Computing)

CURRENT CATALOG DESCRIPTION:

+Educational Computing: This concentration focuses on instructional applications and classroom utilization of computing.

CIEC 534 or CIEC 530 or CIEC 660, CIEC 600, CIEC 610, CIEC 620, CIEC 630, CIEC 699, and an approved elective.

TOTAL 21 hrs.

PROPOSED EDITS:

+Educational Computing: This concentration focuses on instructional applications and classroom utilization of computing.

CIEC 534, or CIEC 530 or CIEC 660, CIEC 600, CIEC 610, CIEC 620, CIEC 630, CIEC 635, CIEC 699, and an approved elective.

TOTAL 21 hrs

NEW CATALOG DESCRIPTION:

+Educational Computing: This concentration focuses on instructional applications and classroom utilization of computing.

CIEC 534, CIEC 600, CIEC 610, CIEC 635, CIEC 630, CIEC 699, and an approved elective.

TOTAL 21 hrs.

Attachment 5

MARSHALL UNIVERSITY GRADUATE COUNCIL INSTRUCTIONS FOR ALL CURRICULA AND POLICY CHANGE REQUESTS

TYPES OF REQUESTS: *(see note below on Change requests)*

Course Addition, Deletion, Change

Intent to Plan (required first if New Degree Program request; requires BOG approval)

Degree Program Addition, Deletion, Change (New Degree requires BOG approval)

Minor Addition, Deletion, Change

Area of Emphasis Addition, Deletion, Change

Graduate Certificate Addition, Deletion, Change

Policy Changes

INSTRUCTIONS:

1. Select the form that meets your needs and read carefully to determine what supporting documents may be required.
2. Complete all fields on the form using "None" or "N/A" in those fields that do not apply.
3. Proofread the form carefully.
4. Save the form and all supporting materials in PDF format as a single document. (You can combine multiple PDF files into a single file using *Adobe Acrobat Pro*. Open *Acrobat Pro*, click on *Create* and select *Merge files from a single PDF* from dropdown menu).
5. Print one copy of the completed form and supporting materials on white paper and obtain all required signatures on this paper copy.

→ Send via campus mail the paper copy with required signatures to:
Tracy Christofero, Chair of Graduate Council, Technology Management.

→ Send via email the PDF electronic copy to:
Tracy Christofero, Chair of Graduate Council, (christofero@marshall.edu)

PLEASE NOTE:

- If you are proposing a new Degree Program, you must first submit an *Intent to Plan* form, (must be approved by MUBOG), and then a New Program form (must be approved by MUBOG).
- A deleted course number may not be reused until 10 years after the deletion.
- Changes in prerequisites do not require action by the Graduate Council. If you wish to add, delete, change a course prerequisite email the request to the Registrar.

- Moving a course to Inactive status (meaning you have not offered the course in the last 5 years), does not require Graduate Council action. Email the request with Chair and Dean approval to the Registrar. The course will be removed from your catalog listing of courses and can be reactivated by emailing the request with Chair and Dean approval to the Registrar.
-

REVIEW PROCESS:


- Graduate Council must receive requests at least two weeks before the next meeting in order to place the request on the agenda for that meeting.
 - Requests can be tabled, returned to the contact person with questions, or be recommended for approval to the University President (or Board of Governors if an Intent to Plan or New Degree program request).
 - When all approvals are obtained, all relevant Departments are notified.
 - Approved curricula change forms are sent to the Registrar (who inputs Banner codes for all new degree programs, minors, certificates, areas of emphasis and courses), and to the Graduate Catalog editor to update the catalog listing.
 - All original forms (paper copies) are archived in the Graduate College Office and are available in an online searchable database at the Graduate Council site.
-



Graduate Council

MEMORANDUM

To: President Stephen J. Kopp

From: Tracy Christofero – Chair, Graduate Council 

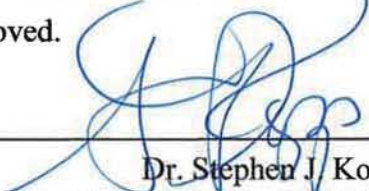
Date: February 6, 2012

Subject: **Approval of Graduate Council Minutes: January 27, 2012**

Attached are the minutes of the January Graduate Council meeting for your review. Approval of these minutes will also serve as approval of curricular motions and graduate faculty status.

Please advise if you have any comments/concerns/questions.

Minutes approved.



Dr. Stephen J. Kopp
President, Marshall University



Date

Note to President's secretary:

Please return the signed original to Tracy Christofero with .pdf copies e-mailed to:

Dr. Tracy Christofero, MUGC 328, South Charleston Campus
Dr. Donna Spindel, Dean, Graduate College, Old Main, Huntington campus
Dr. Deanna Mader, Secretary, Graduate Council, CH 414, Huntington campus
Mr. Tim Melvin, Office of Academic Affairs, Old Main, Huntington campus
Ms. Jennifer Lauhon, Office of Academic Affairs, Old Main, Huntington campus
Ms. Crystal Stewart, Information Technology, Drinko 313A, Huntington campus

MU Graduate Council Minutes January 27, 2012

Huntington Campus – Don Morris Room

Members Present: Christofero, Trzyna, Mader, Brammer, Edington, Heaton, Krieg, McComas, Securro, Sottile, Stroebel, Swindell, Watts, Zanter

Members Absent: Gruetter (Excused)

Ex-Officio Members Present: Ormiston, Hensley, Spindel

Ex-Officio Members Absent: Maher

Guests: Dennis Anderson, Marybeth Beller, Mike Cunningham, Teresa Eagle, Markus Hadler, Marty Laubach, David Pittenger

Christofero convened the meeting at 1:00pm.

Agenda

Christofero	Welcome, Introductions, Announcements
Ormiston	Request to speak to Council
Mader	Approval of previous meeting Minutes (Attachment 1)
Christofero	Report of graduate faculty status candidates (Attachment 2)
Stroebel	Academic Planning, Standards, & Policies Committee (Attachment 3)
Trzyna	Curriculum Committee (Attachment 4)
Watts	Program Review & Assessment Committee business
Sottile	Credentialing Committee business
Christofero	Miscellaneous business of the Council

Ormiston Dr. Ormiston explained the process that will be used to evaluate the Dean of the Graduate College and the Dean of the Honors College. Krieg, Sottile, and Swindell volunteered to serve on the Consulting Committee to be part of this process. Dr. Ormiston will return to request volunteers for the General Review Committee.

Minutes Approval: Minutes for the December meeting were approved (Attachment 1).

Graduate Faculty Status: The Graduate Faculty List (Attachment 2) was approved. Note: Additional information (start date and termination) was received.

Academic Planning, Standards, & Policies Committee Business: Stroebel presented two items of business. Additional information for items 1 and 2 may be found in Attachment 3.

Requests for Additions to a Major or Degree

1. Masters Degree in Public Administration – Dr. Mary Beth Beller responded to questions presented by the Academic Planning, Standards, & Policies Committee and other members of the Graduate Council. She also distributed materials that addressed concerns. - Approved
2. AMD Sociology and Anthropology – Changes were made as recommended by the Academic Planning, Standards, & Policies Committee. Discussion – Approved

Curriculum Committee Business: Trzyna presented 12 curriculum requests (Attachment 4). Requests and voting results are in the table below.

College	Request	Result
	Course Addition Requests	
GSEPD	ATE 689 Grant Proposal Writing Nonprofit & Public Agencies	Approved as Amended
GSEPD	LS 690 Leadership Capstone Course	Approved
	Course Deletion Requests	
GSEPD	COUN 656 Working with Perpetrators	Approved
GSEPD	COUN 657 Working with Children	Approved
GSEPD	ATE 589 Grant Proposal Writing for Business and Industry	Approved
	Course Change Requests	
COLA	PSY 731 Psychodynamic Theory to PSY 731 Psychotherapy I	Approved
COLA	PSY 732 Behavior Therapy to PSY 732 Psychotherapy II	Approved
COLA	PSY 733 Cognitive Psychotherapy to PSY 733 Psychotherapy III	Approved
	Catalog Change Requests	
	Certificate/Professional Development Programs - Description	Approved as Amended
	Admission Classification of Graduate Students - Description	
	Transfer of Graduate Credits - Description	
	Policy Change for Graduate Certificates	

Trzyna presented two additional items:

- 1) An additional link will be added to the Graduate College website for public access to Sharepoint items
- 2) A request was brought forward to change the timeline for submission of new agenda items from 1 week to 2 weeks prior to the Graduate Council meeting date. Discussion followed regarding the potential impact on college meeting dates, sufficiency of time for GC review, and other issues. GC members are asked to speak to their Deans and faculty for input. A vote will be taken in the April meeting.
- 3) New forms are available online. Members are asked to notify their colleges to use the new forms.

Program Review & Assessment Committee Business: Watts distributed a summary outlining programs reviewed and recommendations put forward by GC reviewers. Discussion followed. Watts will follow-up with Dr. Mary Beth Reynolds to identify the timeline for Mathematics' corrective action report. All recommendations were approved

Watts distributed assignments for Spring 2012 Graduate Assessment Reports.

Credentialing Committee Business: Sottile reported spring committee assignments to review credentials.

Miscellaneous Business of the Council: Christofero presented no further business.

Adjourned 2:25pm

Submitted by Deanna Mader, February 2, 2012

Reviewed by Tracy Christofero, February 3, 2012

Future 2011-2012 Graduate Council Meetings – Please reserve these dates

- February 24, 2012 – South Charleston – Thomas Board Room
- March 30, 2012 – Huntington – Don Morris E210
- April 27, 2012 – South Charleston – Thomas Board Room

Attachments:

1. Minutes from most recent meeting
2. Graduate faculty membership approvals
3. Program / degree requests
4. Curriculum requests

Attachment 1

MU Graduate Council Minutes December 2, 2011

Thomas Boardroom – South Charleston Campus

Members Present: Christofero, Trzyna, Mader, Brammer, Gruetter, Heaton, Krieg, McComas, Securro, Sottile, Stroebel, Watts, Zanter

Members Absent: Edington (Excused), Boster, Swindell

Ex-Officio Members Present: Pauley, Spindel

Ex-Officio Members Absent: Maher, Ormiston

Guests: Castellani, Eagle, Ellison, Oberly, Simonton, Somerville, Stotts

Christofero convened the meeting at 1:00pm.

Draft Agenda

Christofero	Welcome, Introductions, Announcements
Christofero	Approval of previous meeting Minutes (Attachment 1)
Christofero	Report of graduate faculty status candidates (Attachment 2)
Stroebel	Academic Planning, Standards, & Policies Committee (Attachment 3)
Trzyna	Curriculum Committee (Attachment 4)
Watts	Program Review & Assessment Committee business
Somerville	Resource Development Request Presentation
Mewaldt	Resource Development Request Presentation
Sottile	Credentialing Committee business
Christofero	Miscellaneous business of the Council

Minutes Approval: Minutes for the October meeting were approved with editorial changes: BMS rather than MBS in first course addition request and add Krieg to members absent. (Attachment 1 - edited).

Graduate Faculty Status: The Graduate Faculty List (Attachment 2) was approved. Note: Redbook updates are done following GC approval.

Academic Planning, Standards, & Policies Committee Business: Stroebel presented two items of business for the committee. Additional information for items 1 and 2 may be found in Attachment 3.

Requests for Additions to a Major or Degree

3. Addition of an Accelerated Master's Degree (AMD) in Geography -
Approved

4. Addition of a MSN Psychiatric Mental Health Nurse Practitioner
Area of Emphasis – Approved

Curriculum Committee Business: Trzyna presented 18 curriculum requests (Attachment 4). Requests and voting results are in the table below. Trzyna also presented proposed instructions for all curricula and policy change requests (Attachment 5).

College	Request	Result
	Course Addition Requests	
SOM	Biomedical Sciences – BMS 617 Statistical Techniques for the Biomedical Sciences Clarification: First time offered Spring 2012	Approved
GSEPD	Counseling – COUN 682 Treatment in Trauma Recovery Clarification: First time offered Spring 2012	Approved
GSEPD	Counseling – COUN 683 Psychophysiology of Trauma	Approved
GSEPD	Counseling – COUN 684 Advanced Techniques in Treatment of Trauma and Loss	Approved
	Course Change Requests	
GSEPD	Counseling – COUN 655: Title Change – From <i>Working with Victims</i> to <i>Counseling Victims, Perpetrators, and Children of Domestic Violence</i> Also Catalog Change	Approved
COE and GSEPD	COE – DF 677 MAT Level III Clinical Experience: Catalog Change and Credit Hours Change – From 3 to 6 hrs to 3 to 9 hrs	Approved
COLA	Geography – Geography 531 Title Change – From Analysis of Digital Airborne and Space-Based Imagery to Principles of Remote Sensing and Photogrammetry	Approved
	Certificate Changes	
GSEPD	Counseling: Certificate in Violence, Loss, and Trauma (VoLT)	Approved
GSEPD/COE	Elementary & Secondary Education: Certificate in Early Childhood Education	Approved
GSEPD/COE	Elementary & Secondary Education: Certificate in Educational Computing	Approved
GSEPD/COE	Elementary & Secondary Education: Certificate in English as a Second Language (ESL)	Approved
GSEPD/COE	Elementary & Secondary Education: Certificate in Middle Childhood Education	Approved

	Change in Area of Emphasis	
Graduate College/COE	Elementary & Secondary Education: Educational Computing	Approved
	Degree Change	
COLA	Modern Languages: M.A. Spanish	Approved
	Catalog Change Requests	
SOM	Biomedical Sciences: Biomedical Sciences M.S. required courses	Approved
COE	Counseling: Counseling M.A.- Edits of campus locations and certificate	Approved
COLA	History: Public History Certificate – Admission requirements	Approved
Graduate College/COE	Elementary & Secondary Education: Educational Computing required courses	Approved

Two additional items were presented:

- 1) Old business: Two course number changes proposed from CITE: ES 660 to ES 560, and ES 614 to ES 514. Concerns expressed by Graduate Council members included the fact that no content would be removed from either course resulting in the perception that no difference exists between 500 or 600 level courses, no syllabus was provided for discussion, and required additional graduate work is not documented. Recommendation – provide rationale explaining the distinction between the 400, 500, and 600 level courses Subcommittee recommends not approving at the present time - Sent back to committee.
- 2) Instructions for curriculum request forms (Attachment 5) – Request forms will be available online beginning Monday, December 5, 2011. Each form will include a submission box for a summary to be written by the submitting program. This summary can then be copied to the appropriate Graduate Council agenda. Full form contents will be available on Sharepoint.

Program Review & Assessment Committee Business: Watts reminded teams to get feedback to the programs by December 15 to allow them time to make changes by January 15. Three programs requested resource development and made presentations to Council.

1. Chemistry Resource Development Request Presentation –Mike Castellani
2. Physics & Physical Sciences Resource Development Request Presentation – Ralph Oberly Dean Somerville summarized COS requests
3. Psychology Resource Development Request Presentation - Steve Mewaldt

Credentialing Committee Business: Sottile reported half of the program audits have been completed. The other half of the scheduled audits will occur next semester.

Miscellaneous Business of the Council: Christofero presented no further business.

Adjourned 2:50 pm

Attachment 2 Graduate Faculty Status Requests

Type	Faculty Member	College/School	Department/Division	Graduate Faculty Level	Term Start	Term Expires
Add	Barksdale, Kevin	COLA	History	Graduate	01/09/2012	01/09/2017
Add	Bartolovic, Frederick	COFA	Art and Design	Graduate	09/22/11	09/22/16
Add	Beatty, Kelly	SOM	Forensic Science	Associate	01/01/12	01/01/15
Add	Beckelhimer, Steve	COE	School of Education	Graduate	01/09/12	01/09/17
Add	Fondren, Kristi	COLA	Sociology/Anthropology	Graduate	11/01/2011	11/01/2016
Add	Johnson, Andrew	COS	Biological Science	Associate	12/06/11	12/06/14
Add	Muellreileite, Paige	COLA	Psychology	Doctoral	09/29/11	09/29/16
Add	Stephen, O'Keefe	GSEPD	School Psych	Graduate	11/14/11	11/14/16
Add	Toppins, Lisa	COE	Special Education	Graduate	02/02/11	02/02/16
Delete	Badia, Janet	COLA	English	Graduate	10/31/08	10/31/13
Delete	Calhoun, Lindsay	COLA	Communication Studies	Graduate	09/30/08	09/30/13
Delete	Huhn, Christine	COLA	Modern Languages	Associate	09/30/10	09/30/13
Delete	Hyeon, David	COS	Mathematics	Graduate	05/31/09	05/31/14
Delete	Kelling, Angela	COLA	Psychology	Graduate	10/31/09	10/31/14
Delete	Kelling, Nicholas	COLA	Psychology	Graduate	09/30/09	09/30/14
Delete	Linde-Laursen, Anders	COLA	Sociology/Anthropology	Graduate	09/30/08	09/30/13
Delete	Mankins, William	CITE	Engineering & Computer Science	Associate	12/10/10	12/10/13
Delete	McDowell, William	COE	Counseling	Graduate	03/31/06	03/31/11
Delete	Meyers, Genevieve	COLA	Political Science	Graduate	09/30/09	09/30/14
Delete	Riddel, Maria	COLA	Modern Languages	Associate	08/31/07	08/31/10
Delete	Rodier, Katharine	COLA	English	Graduate	08/31/08	08/31/13
Delete	Williams, Wendy	COLA	Psychology	Doctoral	03/31/09	03/31/14
Edit	Bingham, Ann	COFA	Music	Graduate	1/1/2012	1/1/2017
Edit	Britcher, Trinia	GSEPD	Special Ed	Associate	02/11/11	02/11/13
Edit	Burton, Lisa	GSEPD	Counseling	Graduate	06/20/11	06/20/16
Edit	Debela, Nega	GSEPD	Education & Prof. Dev.	Doctoral	11/14/11	11/14/16
Edit	Esque, Nadezhda	GSEPD	Elem/Sec Ed	Associate	09/12/11	09/12/13

Type	Faculty Member	College/School	Department/Division	Graduate Faculty Level	Term Start	Term Expires
Edit	Harris-John, Mary	GSEPD	Leadership Studies	Doctoral	03/15/11	03/15/16
Edit	Huxley, John	GSEPD	Elem/Sec Ed	Associate	11/14/11	11/14/13
Edit	Parsons, Sean	COFA	Music	Graduate	1/1/2012	1/1/2017
Edit	Securro, Samuel	GSEPD	Elementary/Secondary Ed.	Doctoral	01/30/12	01/30/17
Edit	Stroebe, Sandra	GSEPD	School of Psychology	Graduate	03/18/11	03/18/16

Attachment 3

Program / Degree Requests

(Details available on the Sharepoint site)

Graduate Intent to Plan-NEW Degree

Department: Political Science and management, Marketing and MIS

New Degree/Hours: Master's Degree in Public Administration 36 hours

Rationale: Presently no university provides a Master's degree in Public Administration that serves the Huntington, Point Pleasant or Charleston areas, which serve as the governmental seats for three counties and the central areas of many non-profit businesses. Charleston, of course, is also the location of our state government. For some years, West Virginia University and Marshall University jointly operated an MPA program from Marshall's South Charleston campus. That program has been closed for three years. We believe that this areas will be well served by offering our adults employed in the public and non-profit sectors

Additional Resource Requirements None

Non-Duplication: None

Catalog Description: The Masters Degree in Public Administration will provide graduate training in academic, research and service to prepare students for leadership positions in public service, both in the non-profit and public sectors of society. The graduate curriculum consists of a 36 semester credit-hour requirement including a core of courses required by all students and a specialty area of emphasis. The core consists of 18 semester credit-hours designed to train students to lead agencies in areas of budgetary development and management; data collection and analysis; personnel training and management; and policy development and implementation. All students are required to complete a six credit-hour practicum in their specialty area. Final written and oral comprehensive examinations are administered to all candidates by a committee of three members of graduate faculty in the candidate's program of study. Comprehensive examinations will be administered in during the fall and spring semesters.

Accelerated Master's Degree (AMD)

Department: Sociology and Anthropology

New Degree/Hours: Master's Degree in Public Administration 36 hours

Rationale: The Department of Sociology and Anthropology offers at the BA level a major in Sociology and a major in Anthropology. The AMD option would be available to both BA majors. At the MA level, we offer a MA in Sociology with the option of an area of emphasis in Anthropology. Currently, we have two types of students in our MA program: the first group is students who are interested in staying in the area and looking for local employment. They are often interested in teaching at local community colleges which require an MA. Offering the accelerated degree would serve this group very well. A second group is students who like to continue in a PhD program but didn't feel ready after finishing their B. A. This group would also benefit from the AMD as they receive a more solid education and preparedness but "lose" only one year.

Admission Requirements The students need to fulfill the same requirements as regular MA students. However, they have the first semester to fulfill all requirements.

AMD Credits: The students can take up to 12 credits in split 400/500 level courses. AMD candidates need to enroll in the 500 level sections.

Curriculum: Our MA program requires 33 credit hours plus thesis hours (or 36 credit hours plus problem report hours.) We offer only about 18 credit hours at the 600 level. The remaining hours are split 400/500 level courses. AMD candidates can enroll in these split courses and, therefore, fulfill all requirements of the BA.

Attachment 4 Graduate Curriculum Change Requests

NEW COURSE ADDITIONS (2)

GSEPD

<p><i>Department:</i> GSEPD: Leadership Studies – Approved with amended changes</p> <p><i>Course Number & Title:</i> ATE 689: Grant Proposal Wr NP Agnc</p> <p><i>Catalog Description:</i> This course involves the development of a grant proposal and includes the steps required to produce a final document.</p> <p><i>Prerequisite:</i> None.</p> <p><i>First Term Offered:</i> Spring 2013.</p> <p><i>Credit Hours:</i> 3</p>

<p><i>Department:</i> GSEPD Leadership Studies - Approved</p> <p><i>Course Number & Title:</i> LS 690</p> <p><i>Catalog Description:</i> This course represents a culminating experience and an opportunity to demonstrate a broad mastery of learning across the respective program curriculum.</p> <p><i>Prerequisite:</i> None</p> <p><i>First Term Offered:</i> Summer 2012</p> <p><i>Credit Hours:</i> 3</p>

COURSE DELETIONS (3) – Approved (all three)

GSEPD

<p><i>Department:</i> GSEPD - Counseling</p> <p><i>Course Number & Title:</i> COUN 656 Working with Perpetrators</p> <p><i>Rationale for Course Deletion:</i> This course has not been taught in several years. We are collapsing this course down into another course in order to broaden student exposure to not only domestic violence, but other relevant topics in counseling without asking them to take an inordinate number of classes beyond the Master's degree. This course will be collapsed into COUN 655. The scope of its learning will be decreased in depth and practice to focus on building a foundation of knowledge in 655 regarding treatment of all persons affected by domestic violence. Students will be encouraged to build upon this foundation through their practical experiences in post-Master's supervision (which is required for licensure).</p> <p><i>Final Term Offered:</i> Fall 2004</p> <p><i>Course Added:</i> No courses added to replace.</p>

<p><i>Department:</i> GSEPD - Counseling</p> <p><i>Course Number & Title:</i> COUN 657 Working with Children</p> <p><i>Rationale for Course Deletion:</i> This course has not been taught in several years. We are collapsing this course down into another course in order to broaden student exposure to not only domestic violence, but other relevant topics in counseling without asking them to take an inordinate number of classes beyond the Master's degree. This course will be collapsed into COUN 655. The scope of its learning will be decreased in depth and practice to focus on building a foundation of knowledge in 655 regarding treatment of all persons affected by domestic violence. Students will be encouraged to build upon this foundation through their practical experiences in post-Master's supervision (which is required for licensure).</p> <p><i>Final Term Offered:</i> Fall 2007</p> <p><i>Course Added:</i> No courses added to replace.</p>
<p><i>Department:</i> GSEPD – Leadership Studies</p> <p><i>Course Number & Title:</i> ATE 589 – Grant Proposal Writing for Business and Industry</p> <p><i>Rationale for Course Deletion:</i> ATE 689 is replacing it in the Leadership Specialist in Non-Profit & Public Agency Masters degree.</p> <p><i>Final Term Offered:</i> Spring 2012</p> <p><i>Course Added:</i> ATE 689 – Grant Proposal Writing for Non-Profit and Public Agencies</p>

COURSE CHANGES (3) COLLEGE of LIBERAL ARTS - Approved

<p><i>Department:</i> PSYCHOLOGY</p> <p><i>CURRENT Course Number & Title:</i> PSY 731 : Psychodynamic Theory</p> <p><i>NEW Course Number & Title:</i> PSY 731: Psychotherapy I</p>
<p><i>OLD Catalog Description:</i> This course presents an overview of the theory underlying psychodynamic and insight-oriented psychotherapies, with an emphasis on brief/short term interventions. Current empirical evaluation of insight therapy is covered. (PR: Admission to Psy. D. program or permission of instructor)</p>
<p><i>NEW Catalog Description:</i> An introduction to theories underlying psychodynamic, cognitive, and behavior psychotherapies. Content will focus on basic concepts, theories of these models, and current empirical evaluation and evidence-based practice of these therapies. (PR: Admission to Psy .D. program or permission of instructor)</p>
<p><i>Prerequisite:</i> (PR: Admission to Psy. D. program or permission of instructor)</p>
<p><i>First Term Offered:</i> Fall, 2012</p>
<p><i>Credit Hours:</i> 3</p>
<p><i>Rationale:</i> By including material from other therapies, there is a better integration of theory, research, and intervention based on the major theoretical orientations in the field of psychology and how they compare, overlap, differ, etc.</p>
<p><i>Sharepoint file:</i> PSY 731</p>

<i>Department:</i>	PSYCHOLOGY
<i>CURRENT Course Number & Title:</i>	PSY 732: Behavior Therapy
<i>NEW Course Number & Title:</i>	PSY 732:Psychotherapy II
<i>OLD Catalog Description:</i>	The course covers the methods of behavior therapy, including its use in treatment of common disorders such as depression, anxiety disorders, child conduct problems, and chronic illnesses such as schizophrenia. (PR: Admission to Psy. D. program or permission of instructor)
<i>NEW Catalog Description:</i>	An additional overview of the theories underlying psychodynamic, cognitive, and behavior psychotherapies. Content will focus on intervention and treatment planning, including current empirical evaluation and evidence-based practice of these therapies. (PR: Admission to Psy.D. program or permission of instructor)
<i>Prerequisite:</i>	(PR: Admission to Psy. D. program or permission of instructor)
<i>First Term Offered:</i>	Spring, 2013
<i>Credit Hours:</i>	3
<i>Rationale:</i>	By including material from other therapies, there is a better integration of theory based on the major theoretical orientations in the field of psychology and how they compare, overlap, differ, etc.
<i>Sharepoint file:</i>	PSY 732

<i>Department:</i>	PSYCHOLOGY
<i>CURRENT Course Number & Title:</i>	PSY 733: Cognitive Psychotherapy
<i>NEW Course Number & Title:</i>	PSY 733: Psychotherapy III
<i>OLD Catalog Description:</i>	Introduction to the literature on and profession applications of cognitive approaches to psychotherapy. Readings, case discussions, demonstrations, and seminar interactions will be used throughout. (PR: Admission to Psy. D. program or permission of instructor)
<i>NEW Catalog Description:</i>	An advanced overview of the theories underlying psychodynamic, cognitive, and behavior psychotherapies with an emphasis on common elements and integration of these approaches and alternative or innovative models. (PR: Admission to Psy.D. program or permission of instructor)
<i>Prerequisite:</i>	Admission to Psy.D. program or permission of instructor)
<i>First Term Offered:</i>	Fall 2012 (or Spring 2013).
<i>Credit Hours:</i>	3
<i>Rationale:</i>	By including material from other therapies, there is a better integration of theory based on the major theoretical orientations in the field of psychology and how they compare, overlap, differ, etc.
<i>Sharepoint file:</i>	PSY 733

All 4 Items Approved as Amended

Graduate Catalog Change Certificate/Professional Development Programs

Current Description

Certificate Programs are professional continuing education programs of typically 12 to 21 credit hours as designated by the program faculty and available to students admitted under the Professional Development and Degree-seeking categories.

The main purpose of certificate programs is to provide opportunities to students to complete a cohesive program of coursework that is less than a graduate degree, but which provides advanced training in a specific area. Please consult the department offering the certificate program for complete information.

Edits to the Current Description

Certificate Programs are professional continuing education programs of typically 12 to 21 credit hours as designated by the program faculty and available to students admitted under the Certificate/Professional Development and Degree-seeking categories.

The main purpose of certificate programs is to provide opportunities to students to complete a cohesive program of coursework that is less than a graduate degree, but which provides advanced training in a specific area. ~~Please consult the department offering the certificate program for complete information.~~ For detailed information about all certificate programs please see: <http://www.marshall.edu/graduate/degreeprograms.asp>

Admission Classification of Graduate Students

Current Catalog Description

ADMISSION CLASSIFICATION OF GRADUATE STUDENTS

Degree Seeking – A student who desires admission as a degree-seeking graduate student must have an overall Grade Point Average of 2.5 on a 4.0 scale from the bachelor's degree granting institution. The applicant must provide an official transcript from the degree-granting institution. Individual schools and programs may require higher grade point averages and/or additional credentials or documentation.

New Catalog Description

ADMISSION CLASSIFICATION OF GRADUATE STUDENTS

Degree Seeking – A student who desires admission as a degree-seeking graduate student must have an overall Grade Point Average of 2.5 on a 4.0 scale from the bachelor's degree granting institution. The applicant must provide an official transcript from the degree-granting institution. Individual schools and programs may require higher grade point averages and/or additional credentials or documentation.

Applicants who have not earned the required minimum undergraduate GPA from the degree granting institution *may* be considered for full admission if they have successfully completed a graduate/advanced degree from an accepted, regionally accredited college or university.

Graduate Catalog Change

Transfer of Graduate Credits

Current Description

A student with an approved Plan of Study may transfer to Marshall University credit earned in graduate coursework completed at another regionally accredited graduate institution provided that the courses are appropriate to the student's program and the grades earned are B or better or equivalent, and acceptable to the advisor and Graduate Dean

On the master's and education specialist level, transfer credits may not exceed 12 hours.

Graduate credits transferred from other institutions will not become a part of the Grade Point Average recorded on the student's Marshall University transcript and will simply meet credit hour requirements toward graduation. All transfer credits must have been earned within a seven-year time limit counted from the date of enrollment in the first graduate course to be applied toward meeting degree requirements of the student's program.

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Edits to the Current Description

A student with an approved Plan of Study may transfer to Marshall University credit earned in graduate coursework completed at another regionally accredited graduate institution provided that the courses are appropriate to the student's program and the grades earned are B or better or equivalent, and acceptable to the advisor and Graduate Dean.

On the master's and education specialist level, transfer credits may not exceed 12 hours. For graduate certificate programs, transfer credits may not exceed 6 credit hours.

Graduate credits transferred from other institutions will not become a part of the Grade Point Average recorded on the student's Marshall University transcript and will simply meet credit hour requirements toward graduation. All transfer credits must have been earned within a seven-year time limit counted from the date of enrollment in the first graduate course to be applied toward meeting degree requirements of the student's program.

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Additional Graduate Catalog Changes

Policy change for Graduate Certificates

Rationale: The existing Graduate Council policy on Graduate Certificates was last revised in 2001. The proposed revision here does not change anything, but rather clarifies existing practice.

For Current Description and Edits, access the complete document on the GC sharepoint site: PolicyChangeGraduateCertificate

TOEFL policy clarification

Rationale: In conjunction with the Office of Graduate Admissions, we are proposing a clarification in the language on TOEFL scores. TOEFL scores are valid for two years . In some cases by the time a student has applied the test scores are older than two years.

Old Description: (p.21) Proof of your proficiency in English may be certified by submitting one of the following (results of tests taken more than two years prior to the date submitted cannot be accepted):

New Description: Proof of your proficiency in English may be certified by submitting one of the following: (the test date must be within two years of the date of receipt of the current application for admission):

Access the complete document on the GC sharepoint site: TOEFLpolicychange



Graduate Council

MEMORANDUM

To: President Stephen J. Kopp

From: Tracy Christofero – Chair, Graduate Council *TC*

Date: March 3, 2012

Subject: **Approval of Graduate Council Minutes: February 24, 2012**

Attached are the minutes of the February Graduate Council meeting for your review. Approval of these minutes will also serve as approval of curricular motions and graduate faculty status.

Please advise if you have any comments/concerns/questions.

Minutes approved.

Dr. Stephen J. Kopp
President, Marshall University

Date

Note to President's secretary:

Please return the signed original to Tracy Christofero with .pdf copies e-mailed to:

Dr. Tracy Christofero, MUGC 328, South Charleston Campus
Dr. Donna Spindel, Dean, Graduate College, Old Main, Huntington campus
Dr. Deanna Mader, Secretary, Graduate Council, CH 414, Huntington campus
Mr. Tim Melvin, Office of Academic Affairs, Old Main, Huntington campus
Ms. Jennifer Lauhon, Office of Academic Affairs, Old Main, Huntington campus
Ms. Crystal Stewart, Information Technology, Drinko 313A, Huntington campus

MU Graduate Council Minutes February 24, 2012

South Charleston Campus – Thomas Board Room

Members Present: Christofero, Trzyna, Mader, Brammer, Edington, Gruetter, Heaton, Securro, Sottile, Swindell, Watts, Zanter

Members Absent: Krieg, McComas (Excused), Stroebel (Excused)

Ex-Officio Members Present:

Ex-Officio Members Absent: Spindel, Ormiston, Maher

Guests: Alfred Akinsete, Teresa Eagle

Christofero convened the meeting at 1:00pm.

Agenda

Christofero	Welcome, Introductions, Announcements
Mader	Approval of previous meeting Minutes (Attachment 1)
Christofero	Report of graduate faculty status candidates (Attachment 2)
Mader	Academic Planning, Standards, & Policies Committee (Attachment 3)
Trzyna	Curriculum Committee (Attachment 4)
Watts	Program Review & Assessment Committee business
Sottile	Credentialing Committee business
Christofero	Miscellaneous business of the Council

Minutes Approval: January meeting minutes were approved (Attachment 1).

Graduate Faculty Status: The Graduate Faculty List (Attachment 2) was approved.

Academic Planning, Standards, & Policies Committee Business: Mader presented one item of business. Additional information may be found in Attachment 3.

Request for Addition of a Minor

Minor in Safety – Submitted by Applied Science & Technology, the Type of Minor was edited by the department representative to read *Safety* instead of *Occupation Safety* – Approved as Edited

Curriculum Committee Business: Trzyna presented 12 curriculum requests (Attachment 4). Requests and voting results are provided in the table below.

College	Request	Result
	Course Addition Requests	
COLA	ENG 682 M.A. Graduate Portfolio	Approved with Edit
COS	MTH 564 Statistical Computing	Approved
COHP	CD 650 Special Topics	Approved
COHP	CD 651 Special Topics	Approved
	Course Change Requests	
COHP	CD 677 Special Topics to CD 652 Special Topics	Approved
COHP	CD 678 Special Topics to CD 653 Special Topics	Approved
	Addition of Area of Emphasis	
COS	Area of Emphasis in Statistics	Approved
	Change in Area of Emphasis	
COM	Change name from <i>Molecular Mechanisms of Pathogens to Infectious and Immunological Diseases</i>	Approved
	Catalog Change Requests	
GSEPD	Non-Curricular Change – Update GRE score requirements in the catalog	Approved
CITE	Technology Management – Update attendance options, and make admission requirements consistent in print & website	Approved
COLA	Political Science – Change GRE minimum requirements to reflect new GRE score reporting	Approved
Graduate College	Clarification of existing policy on proof of English proficiency	Approved

Program Review & Assessment Committee Business: Watts reminded Council that assessment reviews are due by March 15. Each reviewer should independently review the report, complete the Primary Trait Analysis form, and submit the form directly to Dr. Mary Beth Reynolds. Reviews do not need to be sent to Watts.

Mathematics will be continuing with corrective action and will submit a more formal follow-up report by November 1, 2012 to Graduate Council, President Kopp, and the Board of Governors.

Credentialing Committee Business: Sottile reported credentialing assignments are progressing on schedule. Credentialing for SOM requires additional coordination as faculty and documents are in two locations.

Miscellaneous Business of the Council: Christofero noted it is nearing time to solicit nominations for Outstanding Graduate Advisor. Unfortunately, funds for the plaque and monetary award have been dwindling. Christofero requested Academic Affairs provide funds for the plaque and monetary award equivalent to that of some of the other awards.

Adjourned 1:30pm

Submitted by Deanna Mader, March 1, 2012; Reviewed by Tracy Christofero, March 3, 2012

Future 2011-2012 Graduate Council Meetings – Please reserve these dates

- March 30, 2012 – Huntington – Don Morris E210
- April 27, 2012 – South Charleston – Thomas Board Room

Attachments:

1. Minutes from most recent meeting
2. Graduate faculty membership approvals
3. Program / degree requests
4. Curriculum requests

Attachment 1

MU Graduate Council Minutes

January 27, 2012

Huntington Campus – Don Morris Room

Members Present: Christofero, Trzyna, Mader, Brammer, Edington, Heaton, Krieg, McComas, Securro, Sottile, Stroebel, Swindell, Watts, Zanter

Members Absent: Gruetter (Excused)

Ex-Officio Members Present: Ormiston, Hensley, Spindel

Ex-Officio Members Absent: Maher

Guests: Dennis Anderson, Marybeth Beller, Mike Cunningham, Teresa Eagle, Markus Hadler, Marty Laubach, David Pittenger

Christofero convened the meeting at 1:00pm.

Agenda

Christofero	Welcome, Introductions, Announcements
Ormiston	Request to speak to Council
Mader	Approval of previous meeting Minutes (Attachment 1)
Christofero	Report of graduate faculty status candidates (Attachment 2)
Stroebel	Academic Planning, Standards, & Policies Committee (Attachment 3)
Trzyna	Curriculum Committee (Attachment 4)
Watts	Program Review & Assessment Committee business
Sottile	Credentialing Committee business
Christofero	Miscellaneous business of the Council

Ormiston Dr. Ormiston explained the process that will be used to evaluate the Dean of the Graduate College and the Dean of the Honors College. Krieg, Sottile, and Swindell volunteered to serve on the Consulting Committee to be part of this process. Dr. Ormiston will return to request volunteers for the General Review Committee.

Minutes Approval: Minutes for the December meeting were approved (Attachment 1).

Graduate Faculty Status: The Graduate Faculty List (Attachment 2) was approved. Note: Additional information (start date and termination) was received.

Academic Planning, Standards, & Policies Committee Business: Stroebel presented two items of business. Additional information for items 1 and 2 may be found in Attachment 3.

Requests for Additions to a Major or Degree

1. Masters Degree in Public Administration – Dr. Mary Beth Beller responded to questions presented by the Academic Planning, Standards, & Policies Committee and other members of the Graduate Council. She also distributed materials that addressed concerns. - Approved
2. AMD Sociology and Anthropology – Changes were made as recommended by the Academic Planning, Standards, & Policies Committee. Discussion – Approved

Curriculum Committee Business: Trzyna presented 12 curriculum requests (Attachment 4). Requests and voting results are in the table below.

College	Request	Result
Course Addition Requests		
GSEPD	ATE 689 Grant Proposal Writing Nonprofit & Public Agencies	Approved as Amended
GSEPD	LS 690 Leadership Capstone Course	Approved
Course Deletion Requests		
GSEPD	COUN 656 Working with Perpetrators	Approved
GSEPD	COUN 657 Working with Children	Approved
GSEPD	ATE 589 Grant Proposal Writing for Business and Industry	Approved
Course Change Requests		
COLA	PSY 731 Psychodynamic Theory to PSY 731 Psychotherapy I	Approved
COLA	PSY 732 Behavior Therapy to PSY 732 Psychotherapy II	Approved
COLA	PSY 733 Cognitive Psychotherapy to PSY 733 Psychotherapy III	Approved
Catalog Change Requests		
Certificate/Professional Development Programs - Description		Approved as Amended
Admission Classification of Graduate Students - Description		
Transfer of Graduate Credits - Description		
Policy Change for Graduate Certificates		

Trzyna presented two additional items:

- 1)..... A
 n additional link will be added to the Graduate College website for public access to Sharepoint items
- 2) A request was brought forward to change the timeline for submission of new agenda items from 1 week to 2 weeks prior to the Graduate Council meeting date. Discussion followed regarding the potential impact on college meeting dates, sufficiency of time for GC review, and other issues. GC members are asked to speak to their Deans and faculty for input. A vote will be taken in the April meeting.
- 3) New forms are available online. Members are asked to notify their colleges to use the new forms.

Program Review & Assessment Committee Business: Watts distributed a summary outlining programs reviewed and recommendations put forward by GC reviewers. Discussion followed. Watts will follow-up with Dr. Mary Beth Reynolds to identify the timeline for Mathematics' corrective action report. All recommendations were approved

Watts distributed assignments for Spring 2012 Graduate Assessment Reports.

Credentialing Committee Business: Sottile reported spring committee assignments to review credentials.

Miscellaneous Business of the Council: Christofero presented no further business.

Adjourned 2:25pm

Submitted by Deanna Mader, February 2, 2012
Reviewed by Tracy Christofero, February 3, 2012

Future 2011-2012 Graduate Council Meetings – Please reserve these dates

- February 24, 2012 – South Charleston – Thomas Board Room
- March 30, 2012 – Huntington – Don Morris E210
- April 27, 2012 – South Charleston – Thomas Board Room

Attachments:

- Minutes from most recent meeting
- Graduate faculty membership approvals
- Program / degree requests
- Curriculum requests

Attachment 2 Graduate Faculty Status Requests

Type	Faculty Member	College/School	Department/Division	Graduate Faculty Level	Term Start	Term Expires
Add	Gravano, Tamara	COHP	DPT	Doctoral	11/11/11	11/11/16
Add	Hovland, Jana	COHP	DTA	Associate	01/20/12	01/20/15
Add	Johnson, Andrew	COS	Biological Science	Associate	12/06/11	12/06/14
Add	Kroll, Penny	COHP	DPT	Doctoral	11/11/11	11/11/16
Add	Maslowski, Robert	COLA	Humanities	Associate	01/09/12	01/09/15
Add	Richards-Waugh, Lauren	SOM	Biomedical Sciences	Associate	02/09/12	02/09/15
Add	Wood, William	COHP	CD	Associate	08/24/11	08/24/14
Edit	Kolsun, Cynthia	GSEPD	Leadership Studies	Doctoral	02/20/12	02/20/17
Edit	Leonard, Patricia	COHP	Communications Disorders	Associate	09/30/11	09/30/14
Edit	McNealy, Karen	COHP	Communication Disorders	Graduate	03/31/11	09/09/16

Attachment 3

Program / Degree Requests

(Details available on the Sharepoint site)

Graduate Request for ADDITION of a Minor

Department: Applied Science & Technology

Type of Minor/Hours: Occupation Safety 9 hours Edited by department to read, *Safety*

Rationale: Students working on the MS degree in Occupational Safety & Health may obtain a minor in Environmental Science by completing nine hours of ES courses. By providing this new minor, students working on the MS in Environmental Science may obtain a minor in Safety. This will also allow graduate students in other fields that same option.

Additional Resource Requirements: None

Effective Term/Year: Fall 2012

Non-Duplication: None

Catalog Description: Graduate students from other majors may obtain a graduate Minor in Safety by completing any three Safety Technology courses at the 500-level or 600-level for a total of nine hours of graduate work, with written permission in advance from the student's academic advisor and the Department Chair prior to the student taking the courses.

Attachment 4 Graduate Curriculum Change Requests

The complete applications for all requests may be viewed at the following link:
<http://www.marshall.edu/graduate/graduatemouncil/gcproposallist.asp>

NEW COURSE ADDITIONS (4)

College of Liberal Arts

<i>Department:</i>	ENG
<i>Course Number & Title:</i>	682: M.A. Graduate Portfolio
<i>Catalog Description:</i>	Extensive revision and creation of new original writing for the purposes of demonstrating knowledge and ability, as well as preparing students for further graduate study or the job market.
<i>Prerequisite:</i>	CR/PR: MTH 545 or MTH 546 – Edit to remove prerequisites
<i>First Term Offered:</i>	Fall 2012
<i>Credit Hours:</i>	3

College of Science

<i>Department:</i>	MTH
<i>Course Number & Title:</i>	564: Statistical Computing
<i>Catalog Description:</i>	Introduction to the commonly used statistical computing techniques, procedures and methods, with extensive use of R language and environment, and SAS for statistical computing and graphics.
<i>Prerequisite:</i>	CR/PR: MTH 545 or MTH 546
<i>First Term Offered:</i>	Fall 2012
<i>Credit Hours:</i>	3

College of Health Professions

<i>Department:</i>	Communication Disorders
<i>Course Number & Title:</i>	CD 651 Special Topics
<i>Catalog Description:</i>	Program of study not normally covered in other courses. Topics vary from semester to semester.
<i>Prerequisite:</i>	Permission of Chair
<i>Credit Hours:</i>	1-4

<i>Department:</i>	Communication Disorders
<i>Course Number & Title:</i>	CD 650 Special Topics
<i>Catalog Description:</i>	Program of study not normally covered in other courses. Topics vary from semester to semester.
<i>Prerequisite:</i>	Permission of Chair
<i>Credit Hours:</i>	1-4

COURSE CHANGES (2)**College of Health Professions**

<i>Department:</i>	Communication Disorders
<i>Current Course Number & Title:</i>	CD 677 Special Topics
<i>New Course Number & Title:</i>	CD 652 Special Topics
<i>Rationale:</i>	The registrar has indicated that special topics courses are numbered within the 650 series. We are proposing the addition of two more special topics (650 and 651, respectively) and wish to have all four special topics course numbers run in a series.
<i>Department:</i>	Communication Disorders
<i>Current Course Number & Title:</i>	CD 678 Special Topics
<i>New Course Number & Title:</i>	CD 653 Special Topics
<i>Rationale:</i>	The registrar has indicated that special topics courses are numbered within the 650 series. We are proposing the addition of two more special topics (650 and 651, respectively) and wish to have all four special topics course numbers run in a series.

ADDITION OF AREA OF EMPHASIS

College of Science

Department: Mathematics

Area of Emphasis Title: Area of Emphasis in Statistics

Discussion regarding additional courses. It was noted that the full list of courses appears on the computer screen, but does not transfer to the new GC form.

Credit Hours: 36 CH

Type of Change Requested: Addition

Term to Take Effect: Fall 2012

Rationale:

The Department of Mathematics offers a graduate degree program leading to the award of Master of Art in Mathematics. The department offers various statistics courses that are a few courses short of a full master degree program in statistics. In recent years, most of the graduate students in our master's program opted to take all available statistics courses, with request for additional Independent Study or Special Topics in statistics. A majority of these students take between 18 credit hours to 21 credit hours of statistics graduate courses. A large number of students who completed our master's program proceed to doctoral programs in statistical sciences. There is no doubt that the awareness of statistics as a discipline is growing. To encourage students in their pursuit of careers in statistical sciences, and placing them with their counterparts from other institutions seeking admissions to graduate programs in statistics, the Department of Mathematics considers it necessary to offer Statistics as an Area of Emphasis in the MA Mathematics program.

CHANGE IN AREA OF EMPHASIS

<i>College:</i>	Medicine
<i>Department/Div:</i>	Biomedical Sciences
<i>Name of Area of Emphasis:</i>	Molecular Mechanisms of Pathogens

Effective: Fall 2012

Rationale Summary: The old name of the area of emphasis (listed above) was confusing to students and did not adequately describe the research being done by faculty. The proposed new name, "Infectious and Immunological Diseases," better describes the research focus of the area of emphasis.

Proposed Change: Change name from "Molecular Mechanisms of Pathogens" to "Infectious and Immunological Diseases."

GRADUATE CATALOG AND NON-CURRICULUM CHANGE REQUESTS**GSEPD**

Type of change request: Non-Curricular Changes (update GRE score requirements in the catalog)

Department: GSEPD

Degree Programs: Counseling, Elementary/Secondary Education, Leadership Studies, Reading Education, School Psychology, Special Education, Master of Arts in Teaching

Effective date: Spring 2012

Rationale: The attached catalog changes are requested in order to update Graduate Record Exam (GRE) score requirements for all GSEPD programs. This change is due to changes implemented by the Educational Testing Service (ETS) and is not a result of increases or decreases in our admissions standards.

CITE

Type of change request: Catalog Change

Department: Technology Management

Degree program: Technology Management

Effective date (Spring, 2012)

Rationale: To update the catalog Program Description with attendance options and to make the printed 2011-12 catalog Admissions Requirements consistent with the TM Web site and the 2010-11 printed catalog Admissions Requirements. Apparently some of the Admissions Requirements were left out of the printed catalog when the GRE requirements were modified earlier this year.

Summary of changes: Add to Program Description: "Courses are offered using a variety of delivery methodologies to accommodate working and remote students. Most courses are available live on one of the Marshall campuses. Many also use an Internet-based learning management system so students may choose to attend live or via the Internet. Some classes are 100% online."

Reinstate Admissions Requirements:

1. Have an undergraduate GPA of 2.5 or greater. There is no stipulation concerning the undergraduate major; however, the degree must be from an accredited college or university.
2. Satisfy at least one of the following:
 - Score at the mean or above on the verbal GRE
 - Score at the mean or above on the quantitative GRE
 - Score at the mean or above on the analytical GRE
 - Have previously completed a master's degree from an accredited college or university.
 - Have 10 or more years of relevant professional work experience (documented in the written summary required in item 3, below).
3. Submit a written summary (2 typewritten pages maximum) of education and professional experiences, and career goals related to the TM program including the Area of Emphasis the applicant is interested in pursuing.
4. Complete an interview with the TM program coordinator or designee, with part of the interview consisting of discussion of the written summary.

COLA

Type of change request: non-curricular changes

Department: Political Science

Degree program: Political Science M.A.

Effective Date: Spring 2012

Rationale: GRE score reporting has changed and our catalog description of minimum requirements on the GRE must change to reflect that.

GRADUATE COLLEGE

Type of change request: Clarification of existing policy on proof of English proficiency

Department: Graduate Admissions

Degree program: N/A

Effective date: Spring 2012

Rationale: This clarification is basically closing a loophole for non-international students – otherwise we have no legitimate way for us to verify English proficiency. The current catalogue statement applies only to international students. At times we have applicants who are not international students but who have degrees from non-English speaking institutions.