Faculty Senate Meeting Agenda
Thursday, December 1, 2022, 4:00 PM – MSC BE5

1. Approval of Proposed Agenda

2. Approval of October 20, 2022, Minutes (pending presidential approval)

3. Announcements – Shawn Schulenberg

4. Recommendations/Resolutions

    a. **SR 22-23-13 CC** Recommends approval of the listed **UNDERGRADUATE COURSE DELETION** in the following college and/or schools/programs: **THE 295**.
    b. **SR 22-23-14 CC** Recommends approval of the listed **UNDERGRADUATE COURSE ADDITIONS** in the following college and/or schools/programs: **EDF 200**, **HON 489**, & **RST 260**.
    c. **SR 22-23-15 CC** Recommends approval of the listed **UNDERGRADUATE MINOR ADDITIONS, DELETIONS, CHANGES** in the following college and/or schools/programs: Minor Changes Computer/Information Security **(VCIS)**, Computer Science **(VCSC)**, Engineering Science (**VEG2**), Occupational Safety and Health **(VSF2)**, & Web Development **(VSI4)**.
    SR 22-23-16 BAPC Recommends eliminating **July Graduation Date**.

5. Regular Reports

    a. Office of the President – Brad Smith/Ginny Painter
    b. Provost – Avinandan Mukherjee
    c. Board of Governors – Robin Riner
    d. Advisory Council of Faculty – Amine Oudghiri-Otmani
    e. Graduate Council – Scott Davis
    f. Student Government Association – Isabella Griffiths

6. Standing Committee Reports

    a. Faculty Personnel Committee – Timothy Bryan
    b. Legislative Affairs Committee – Marybeth Beller
    c. Research Committee – Yousef Fazea Alnadesh
    d. Student Conduct and Welfare Committee – Penny Koontz
    e. University Curriculum Committee – Timothy Melvin

7. Guest Speaker: DEI Initiatives at Marshall - Bruce Felder

8. Other Requests to Speak

MINUTES OF MARSHALL UNIVERSITY FACULTY SENATE SPECIAL MEETING

HELD ON THURSDAY OCT. 20, 2022, AT 4:00 P.M.

STUDENT CENTER – BE 5 – IN-PERSON

ATTENDANCE: 2022-24 Faculty Senate & Guests:

COLLEGES	**MEMBERS PRESENT**	**MEMBERS ABSENT**
CAM:	Jack Colclough, Johan Botes, Christine Ingersoll, Heather Stark, Sarah McDermott	N/A
CECS:	Taher Ghomian, Joon Shim, Ross Salary, Sungmin Youn	
LCOB:	Uyi Lawani, Jamey Halleck, Amanda Thompson-Abbott, Timothy Bryan, Uday Tate	N/A
COHP:	Sujoy Bose (*Recording Secretary*), Bethany Dyer, Debra Young, Annette Ferguson, Jodi Cottrell, Georgiana Logan, Scott Davis (*Cross-refer w/ex-officio voting*);	N/A
COLA:	Shawn Schulenberg (Chair). Marybeth Beller, Puspa Damai, Robert Ellison, Joel Peckham, Penny Koontz, Boniface Noyongoyo, Anita Walz, Clinton Brown, Jana Tigchelaar, Amine-Oudhgiri-Otmani (*cross-refer w/ACF – Ex-officio Voting*), Marianna Linz, Megan Marshall	Kelli Prejean
COS:	Sean McBride, Bill Gardner, Kyle Palmquist, Yousef Fazea Alnadesh, Rick Gage, David Andrea Mauro, Stephen Young, Raid Al-Aqtash	Jiyoon Jung
COEPD:	Melinda Backus, Mindy Allenger-Prewitt, Andrew Burck, Timothy Melvin, Feon Smith-Branch, Isaac Larison	N/A
SOM:	Ji Bihl (sub), Usha Murughiyan (sub).	Nitin Puri, Jessica Buerck, Dana Lycans (sub), Eva Patton-Tackett
SOP:	Gayle Brazeau, Casey Fitzpatrick;	Melinda (Mindy) Varney, Michael Hambuchen (sub), Jen Sparks (sub)
South Charleston:	Thomas Hisiro	N/A
ULIB:	Paris Webb, Eryn Roles (Vice Chair)	
DOAR:	None	James Smith
SGA		Isabella Griffiths
EX-OFFICIO, VOTING	Scott Davis (*Graduate Council – cross refer w/COHP*), Amine Oudghiri-Otmani (*ACF; cross refer w/COLA*)	N/A
EX-OFFICIO, NON-VOTING	N/A	N/A
BOG REPRESENTATIVE:	Robin Riner	

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PARLIAMENTARIAN	Zelideth Rivas	N/A
GUESTS	Avinandan Mukherjee (Provost), Ginny Painter, Philippe Georgel, Kelli Johnson, Wendell Dobbs, Tracy Christofero, Karen McComas, Monica Brooks, Nancy Lankton, Robert Bookwalter, Dave Dampier, Allison Carey, Sabrina Thomas, Beatrice Crane Banford, Julia Spears, Jeff Archambault (LCOB), Andrea Morelock, Stephen Tipler (APC), Marcie Simms, Brian Morgan (COS), Michael McGuffey, Glen Midkiff, Boyd Rorabaugh (SOP), Michael Prewitt, Jamil Chaudri, Jason Baldwin (Finance), Jeb Dickerson (Staff/Elections).	

Call to Order: Declaring that there was a quorum, Faculty Senate Chair, Shawn Schulenberg, called the meeting to order at approximately 4:00 p.m.

1. **Approval of Proposed Agenda** –
    a. Motion to amend the agenda – (Tim Bryan, FPC Liaison) - Move to add **SR 22-23-12 FPC Confidential Personnel Matter** to the agenda after SR 22-23-10 APC. - **MSAP [1].**
    b. Motion to amend the agenda - Sean McBride (COS) – Move to strike the word "legislative" from the committee's name in agenda …… - **MSAP.**
    c. Motion to amend the agenda **–** Shawn Schulenberg **–** Remove the President's report section as President is not here today – **MSAP.**
    d. Motion to approve agenda as amended - **MSAPAA [2].**

2. **Approval of Minutes**: Motion made & seconded to approve presented FS minutes (pending Presidential approval) – Raid Al-Aqtash - Motion to amend the Sept. 29 FS minutes by editing the attendance to remove Elizabeth Niese and replace with Raid Al-Aqtash under COS - **MSAP.**

Dates of Minutes	Discussion	Approval
9/29/2022	None	**MSAP**

3. **Announcements** – Shawn Schulenberg:

Srl.	Items	Reports & Discussion
a)	Signed by President – all as **READ**	a. September 29 meeting minutes b. **SR 22-23-02 LAC** Resolution Opposing Amendment 2 c. **SR 22-23-03 EC** Resolution to Amend By-Law # 7, Article IX of the Faculty Constitution d. **SR 22-23-04 EC** Resolution to Amend By-Law # 9, Article IX of the Faculty Constitution e. **SR 22-23-11 EC** Micro-credential Steering Committee (needed EC approval only)
b)	Updates	a. **Micro-credential Steering Committee**: SR 22-23-11 EC created a Steering Committee to set some preliminary policies on Micro-credentials to iterate in the Spring 2023 semester and ultimately come back to us to consider official

		policies. The EC has approved the committee members, and they will schedule their first meeting soon.
		b. **Hyflex Steering Committee**: This committee was created by Academic Affairs with one member per academic unit. They had the first meeting to outline some of the upcoming work, including defining hyflex, technology needs, pedagogical strategies, training, and more.
		c. **Faculty Ombuds Search**: Marybeth Beller and I met with the President's Chief of Staff to discuss the hiring of the Faculty Ombuds. Marybeth has been putting to
		d. **New Task Force**: The Office of the President is creating a task force (official name pending) to look at the impact of the Dobbs decision on members of the campus community. I have asked Eryn Roles to serve to represent the Senate, and the first meeting will be October 17.
		e. **Government Relations/External Affairs**: I met with Charlotte Weber and Sara Payne, part of our new government relations team. MU Day at the Legislature is scheduled for February 1, 2023. A big turnout would be great so please put this in your calendar now. They have been meeting with the LAC and they are coming up with some great plans. More to come from the LAC report next month.
c)	Upcoming Dates	a. EC November 14 at Noon – John Spotts
		b. FS December 1 at 4pm – BE 5 (and streaming)
		c. Bruce Felder will come to discuss DEI at Marshall
		d. Recommendations due November 4.
		e. Standing Committee reports: Please be sure to email to the Recording Secretary and senate@marshall.edu before or immediately after the meeting.

4. **Recommendations / Resolutions**:

Items	Discussion	VOTE
1. **SR 22-23-05 EC** Resolves to amend Section 4D, Article VI of the Faculty Constitution	▪ Discussion - None	**MSAP**
2. **SR 22-23-06 EC** Resolves to amend Section 11B, Article VI of the Faculty Constitution	▪ Discussion - None	**MSAP**
3. **SR 22-23-07 CC** Recommends	▪ Discussion - None	**MSAP**

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approval of the listed UNDERGRADUATE COURSES ADDITIONS in the following college and/or schools/programs: LE 480, NUR 300, 314,315, 404, 411, & EDF 100.		
4. SR 22-23-08 CC Recommends approval of the listed **UNDERGRADUATE MINOR ADDITION, DELETION, CHANGE** in the following college and/or schools/programs: Minor Change Addiction Studies. VHS7.	▪ Discussion - None	**MSAP**
5. SR 22-23-09 APC Recommends approval of the **intent to plan a Bachelor of Science in Pharmaceutical Science** at Marshall University.	▪ Discussion - None	**MSAP**
6. SR 22-23-10 APC Recommends approval of the intent to plan a Bachelor of Science in Specialty	▪ Discussion - None	**MSAP**

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Agriculture at Marshall University.		
7. **SR 22-23-12 FPC Confidential Personnel Matter**	Shawn Schulenberg - **Call for Executive Session**: "…Legal considerations (WV Code 6-9A-4) – Matters arising from the appointment, retirement, promotion, transfer, demotion, disciplining, resignation, discharge, dismissal or compensation of a public officer or employee, or prospective public officer or employee, unless the public officer or employee or prospective public officer or employee requests and open meeting…". ▪ Motion made to move to Executive Session – **MSAP** – Moved to Executive Session: 04:17 pm. ▪ Guests exit meeting; Recording paused. ▪ Exit Executive Session at: 05:07 pm. ▪ Guests invited in. ▪ Motion made on this resolution: **>>**	**MSAP (Unanimous)**

6. **Regular Reports:**

   a. **President's Report** – President not in attendance today.

   b. **Report of the Provost** – Dr. Avinandan Mukherjee –
      i. Green & White Day – 2 events this year – Sept. 17, & Oct. 15. 293 Students; 467 total # of people. 10 more students in comparison to last fall. On the spot registrations (that forgive the $40 application fees) have increased from 14 last year to 59. Next G&W dates - Nov. 11, 12, 2022.
      ii. 4th International Math Conference organized by the Mathematics department, & hosted by Marshall – Very successful. Many countries were represented. Thanks to the Chair of the math department, and Dr. Avishek Mallick for chairing the conference.

   Questions for Provost: None.

   c. **MU Board of Governor's report** – Robin Riner – Written report ☒
      BOG met October 19, 2022
      ▪ Swearing in of new board members (Isabella Griffiths, Jim Smith, Kipp Bodnar, Ginny Lee)
      ▪ Action item:
         o Updates to HEPC funding formula mission weights; small change because of an oversight: APPROVED
      ▪ Provost update: (see attached agenda packet)
      ▪ SGA update:

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STUDENT CENTER – BE 5 – IN-PERSON

- o 50 students now on senate
- o mental health trainings for suicide prevention week – green bandana initiative
- o Isabella was elected chair of advisory council of students for the state
- o homecoming royalty is more inclusive – Mr., Miss, and Mx Marshall
- o month of service in Oct. – focusing on food and clothing insecurity, sustainability, hygiene, literacy – Amazon wish list can be found here: https://www.marshall.edu/sga/month-of-service.
- o meeting with mayor about engaging more with students
- o house of delegates dinner – hear concerns from student body
- o memorial fountain ceremony Nov. 14
- School of Medicine update: 1.1 million grant for workforce development; expanding dental residency program
- Academic committee: no items
- Athletics committee:
  - o Women's swimming and diving affiliation MO valley conference (no women's swimming and diving in the Sunbelt conference): APPROVED
  - o Participation in men's indoor and outdoor track championship (there was a change in participation requirements from CUSA to Sunbelt) can get 30-40 students to participate on non-scholarship basis (currently 5 scholarship cross country students) – APPROVED
  - o Audit report (see attached agenda packet)
- Finance committee:
  - o Amendments to FA-6 (putting president, not Board, as authority over salary adjustments): APPROVED
  - o Phase II building of baseball stadium – 2 buildings – won't exceed 3.4 m: APPROVED
  - o In process of financial audit: enrollment, investment volatility – online and metro segments are growing, 73 days of cash on hand
  - o Facilities and operations (see attached agenda packet): 10-yr campus master plan – physical and virtual footprint, variety of campuses – will be complete June 2023; trying to create work program for students to reduce their housing/living costs
  - o Internal audit:
- President's report:
  - o 2 remaining cabinet searches – leader of workforce and economic develop and Dean of SOM (will begin January)
  - o Dave Traub new CMO; Jody Pemrod, new CIO; Matt Tidd, new CFO (incentive-based budgets)
  - o SEM is #1 priority – trying to get ahead of enrollment cliff in 2025, can't count on high school seniors only – shifting from admissions to recruiting, 10 different student types and designing experiences for them – emphasis on underserved pops

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- o Equity study – actions being taken in Nov, repeat study every 24 months
- o Commitment to shared governance
- o Marshall for all, Marshall forever – inclusive university, roll all types of enrollments into Marshall experience – in demand curriculum, on demand access – no student will graduate with student debt (not forgiveness, but prevention – students will complete FAFSA, families will contribute what they can, students will do financial literacy and work study or PT job) will start fall 2023 with first 100 students
- o Baseball stadium construction starting this month
- ▪ Executive session – naming opportunities and personnel
  - o Naming opportunities for College of Business, Athletics, COHP, College of Education: APPROVED

d. **Advisory Council of Faculty** – Amine Oudghiri-Otmani – Written report ☒

   ACF has not met. Will have a report at the next FS meeting. Next meeting scheduled for (…inaudible…).

e. **Graduate Council** – Scott Davis – Written report ☒

   a. In a request for guidance from the Registrar's Office and to address Higher Learning Commission standards, the Graduate Council Executive Committee drafted a policy on Cross-Level Linked Courses. These include 400/500 and 400/600 level courses. The draft policy is based on a review of policies from other institutions. The goal was to ensure appropriate graduate-level rigor while preserving the efficiency and practicality of cross-level linked courses. The draft policy will be shared with the Graduate Council members on October 21, 2022. We are asking that each Graduate Council member seek input from their respective college or school before putting the policy up for a vote at a future GC meeting.

   b. The Graduate Council has approved technical updates to the RedBook that will ensure that the appropriate level of each graduate faculty member is listed and eliminate duplication of requests. The Graduate Council would like to thank Brian Morgan for his assistance in making these changes.

f. **Student Government Association** – Isabella Griffiths – Written report ☒

   Not in attendance. Report submitted: SGA got to participate in President Smith's Investiture
   ● Suicide prevention week successfully trained 20 more students in SGA for mental health first aid training
   ● Homecoming Court voting was this week - there are three categories: Mr. Marshall, Ms. Marshall, and Mx. Marshall
   ● New office updates and arrangement including a printer for the senators and updated computers for our offices

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● Green and white day - two more in November for visiting highschool students

● Bella is on Campus Master Plan Steering Committee

● Secretary of Policy Development to now help with shared governance initiative - she will be doing faculty and student interviews in the coming weeks

● Student Leader of the Game in partnership with the athletic department to promote student involvement

● We just had our senate retreat and we are working on getting more resolutions passed. Main focus is on transportation issues and quality of food on campus, but ideas were written on papers to be hung in SGA lounge for future resolution inspiration

● Senate has funded about $15,060 to clubs across campus

● Month of Service - goals are literacy, food/hygiene insecurity, sustainability/environment and health/safety

● Memorial Fountain Ceremony - November 14th 12:00 PM

7. **Standing Committee Reports**:

	Committee	Report by:	Report Specifics
a.	**Academic Planning**	Sean McBride	▪ Written report received (if checked) ☒ ▪ On September 29, the APC approved an Intent to Plan for the BS in Pharmaceutical Science degree. The Recommendation was sent to the Faculty Senate Executive Committee. ▪ On September 29, the APC approved an Intent to Plan for the BS in Specialty Agriculture degree. The Recommendation was sent to the Faculty Senate Executive Committee. ▪ During October and November, the APC will likely meet and vote on Program Reviews; however, no dates have been set.
b.	**Athletic**	Tom Hisiro	▪ Written report received (if checked) ☐ ▪ No report – committee has not met yet.
c.	**Budget & Academic Policy**	Puspa Damai (COLA) on behalf of Kelli Prejean	▪ Written report received (if checked) ☐ ▪ BAPC met Sept 16 ▪ **Old Business** 　i.　3 appeals over the summer 　ii.　1 hearing 　iii.　Appeal for academic dishonesty—hearing board recommended no hearing 　　Contd… ▪ **New Business**

		i. Academic appeals training—document shared outlining process; need to choose 2 hearing officers for this semester ii. Assign members to recruit faculty volunteers for the Hearing Panelist pool—need a few representatives from each college. iii. Discussion of implementation of recent academic policy changes: Pre-finals Week, Academic Dishonesty (undergrad vs. grad), and the Undergraduate Catalog (complaints about the difficulty of navigating it online) iv. Asked for a volunteer to develop a flow chart to summarize appeals; where does it go; by which date? v. Graduate Council—Discuss whether we should have a conflict-of-interest policy for instructors (just a discussion). Discussed example policies. - Next meeting – Friday, Oct. 21, 2022.
d. Library	Megan Marshall	- Written report received (if checked) ☐
e. Faculty Development	Gayle Brazeau	- Written report received (if checked) ☒ - Committee met Oct. 14, 2022, from 12:12-12:34 pm in Drinko Library 349. There was a quorum for the meeting. Dr. Hillary Porter chaired the meeting. - MINUTES - The minutes from April 14, 2022, were approved as written. **OLD BUSINESS** – There was no old business. **NEW BUSINESS** – The Committee discussed the individual INCO Grants that were received for this cycle. - The Committee discussed individual applications and adjusted requested funds for presenting. - Scores were discussed and considered. - A total of $42,780 was available to spend for the year. - There were twenty-one applications that were reviewed. - One application was disqualified. - The committee voted to accept and fund 17 of 20 applications at a cost of $15,400.48.

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		▪ NEXT MEETING - The next meeting will be in February 2023. Chair Porter will put out a date and time poll for this meeting. ▪ The meeting was adjourned at 12:34 pm.
f. Physical Facilities & Planning	Bill Gardner	▪ Written report received (if checked) ☒ ▪ The Physical Facilities & Planning Committee (PFPC) met on September 30 at noon. The committee met in person since it was unclear if we could meet using Teams. ▪ There was not a quorum present, so the committee took no official action. There were general discussions and status updates of ongoing committee projects such as room numbering inconsistencies; Faculty concerns about flooding and humility issues in the Science Building; Students with Disabilities Concerns regarding braille on the room number tags being consistent; keyless door entry, and handless door pullers: and a draft Research and Laboratory Space Allocation Procedure. The committee has also been working on Marshall University 2023 Campus Facilities Master Plan and continues to work on the issue of pedestrian safety. ▪ The committee plans to meet again soon, but no meeting date has been set at this time.

8. **Other Requests to Speak** – None.

Adjournment:

Motion to adjourn – MSAP. Meeting was adjourned at approximately 1721 hours (5:21 pm).

Respectfully Submitted,

_____

Dr. Sujoy Bose, Recording Secretary

Faculty Senate

MINUTES OF MARSHALL UNIVERSITY FACULTY SENATE SPECIAL MEETING

HELD ON THURSDAY OCT. 20, 2022, AT 4:00 P.M.

STUDENT CENTER – BE 5 – IN-PERSON

MINUTES APPROVED BY SENATE:

_____   _____

Dr. Shawn Schulenberg, Chair   Date Signed
Faculty Senate

MINUTES READ:

_____   _____

Brad Smith, President   Date Signed
Marshall University

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[1] MSAP: Motion Seconded & Passed
[2] MSAPAA: Motion Seconded & Passed As Amended.

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University Curriculum Committee
RECOMMENDATION

</div>

SR 22-23-13 CC

Recommends approval of the listed **UNDERGRADUATE COURSES DELETIONS** in the following college and/or schools/programs:

<u>College of Arts and Media</u>

THE 295
- **Summary of Change:** Course deleted.
- **Rationale:** This course will be replaced by the THE 230 auditions for BFA performers and THE 325 Career Marketing for BFA Production and BA students, which serve their specific populations more efficiently.
- **Form with signatures:** THE295.pdf

FACULTY SENATE CHAIR:

APPROVED BY THE
FACULTY SENATE: _____ DATE: _____

DISAPPROVED BY THE
FACULTY SENATE: _____ DATE: _____

UNIVERSITY PRESIDENT:

APPROVED: _____ DATE: _____

DISAPPROVED: _____ DATE: _____

COMMENTS: _____

_____

_____

_____

Request for Undergraduate Course Deletion

1. Prepare **one** paper copy and obtain signatures from the Department Chair/Division Head, Registrar and College Dean.
2. Submit the form to your College Curriculum Committee.
3. After obtaining the signature of the College Curriculum Chair, send the paper copy to the current University Curriculum Committee Chair.
4. Send an identical (sans signatures) ELECTRONIC COPY and all supporting documentation in a single PDF file (PDF Portfolio recommended) to UCC chair.

College: _____CAM_____ Department/Division: __School of Theatre__ Alpha Designator/Number: __THE 295__

Contact Person: __Lang Reynolds__ Phone: __696-2546__

CURRENT COURSE DATA:

Course Title: __Sophomore Review__

Alpha Designator/Number: __THE 295__ Credit Hours: __-0-__

Rationale:

This course will be replaced by THE 230 Auditions for BFA performers and
THE 325 Career Marketing for BFA Production and BA students which serve
their specific populations more efficiently.

Last term course is to be offered (Fill in with appropriate calendar year.):

Fall _____ Spring __2022__ Summer _____ Other _____

Course being added in place of this deletion *(if any)*: __THE 325__

NOTIFICATION REQUIREMENTS:

Attach a copy of written notification regarding this deletion to the following:
1. Other departments/divisions who advise students to enroll in this course as a prerequisite or co-requisite.
2. Other departments/divisions who advise students to enroll in this course as an approved elective.
3. Other departments/divisions that require this course as part of their curriculum.

SIGNATURES: (If disapproved at any level, do not sign. Return to previous signer.)

Department Chair/Division Head: _(signature)_ Date: ____April 24, 2022____

Registrar: _(signature)_ Date: __4-26-2022__

College Dean: _(signature)_ Wendell Dobbs Date: __9/30/2022__

College Curriculum Chair: _(signature)_ Allyson B. Goodman Date: __9-30-2022__

University Curriculum Committee Chair: _(signature)_ Zach Garrett Date: __10/21/22__

Faculty Senate Chair: _____ Date: _____

VP Academic Affairs/VP Health Science _____ Date: _____

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University Curriculum Committee
RECOMMENDATION

</div>

SR 22-23-14 CC

Recommends approval of the listed **UNDERGRADUATE COURSES ADDITIONS** in the following college and/or schools/programs:

College of Education and Professional Development

EDF 200 Pre-Residency Clinical
- **Rationale:** A pre-Residency Clinical Experience in an elementary, secondary and/or middle school. An opportunity to work with faculty, staff, and students in a teaching/learning environment.
- **Curriculum:** COEPD-EDF 200-COURSE ADD.pdf

Honors College

HON 489 Honors Internship
- **Rationale:** Mentored experiential learning opportunity contracted with a business enterprise, professional organization, or government agency and the Honors College for honors students in good standing. Requires mentor evaluation and student report.

Curriculum: HON 489_Course Addition_signed.pdf

College of Liberal Arts

RST 260 Intro Anc Egyptian Relig & Culture
- **Rationale:** Treats the cultures and religions of Egypt from the Neolithic to Late Periods, and their impacts and receptions in ancient and modern cultures. Archaeology, art, literature, and history based.

Curriculum: Undergrad Course Addition - RST 260 - signed.pdf

University Curriculum Committee
RECOMMENDATION

SR 22-23-14 CC
FACULTY SENATE CHAIR:

APPROVED BY THE
FACULTY SENATE: _____ DATE: _____

DISAPPROVED BY THE
FACULTY SENATE: _____ DATE: _____

UNIVERSITY PRESIDENT:

APPROVED: _____ DATE: _____

DISAPPROVED: _____ DATE: _____

COMMENTS: _____

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NOTE: Recommendations should be sent to the Faculty Senate office via email. Recommendations longer than one page or those with attachments are to be sent in final format with this as a cover page. Any incomplete recommendations or those requiring extensive formatting changes will be returned to the recording secretary/committee.

Request for Undergraduate Course Addition

1. Prepare **one** paper copy and obtain signatures from the Department Chair/Division Head, Registrar and College Dean.
2. Submit the form to your College Curriculum Committee.
3. After obtaining the signature of the College Curriculum Chair, send the paper copy to the current University Curriculum Committee Chair
4. Send an identical (sans signatures) ELECTRONIC COPY and all supporting documentation in a single PDF file (PDF Portfolio recommended) to UCC chair.

College: **COEPD**   Department/Division: **CIF**   Alpha Designator/Number: **EDF 200**

Contact Person: **Dr. Paula Lucas**   Phone: **62882**

NEW COURSE DATA:

Course Title: ~~Soph/Jr Clinical Experience~~   Pre-Residency Clinical   (Limit of 30 characters & spaces.)

Alpha Designator/Number: **EDF 200**

General Education Designator(s) (check all that apply): ☐ CT ☐ INTL ☐ MC ☐ Core II (Core II type: _____)
Note: Applications for Gen Ed attributes must be attached. http://www.marshall.edu/wpmu/gened/core-ii-courses-info/

Catalog Description (Limit of 30 words): A pre-Residency Clinical Experience in an elementary, secondary and/or middle school. An opportunity to work with faculty, staff, and students in a teaching/learning environment.

Co-requisite(s): **NA**   First Term to be Offered: **Spring 2023**

Prerequisite(s): **Sophomore or Junior status**   Credit Hours: **0**

Grading Mode: Graded: _____   Credit/No Credit: **X**

Course(s) being deleted in place of this addition *(must submit course deletion form)*: **NA**

CHECKLIST/REQUIREMENTS

1. After completing this two page form in its entirety, include a complete syllabus and route through the departments/committees below.
2. A complete syllabus can be from when this course was previously taught as a special topics course or by creating a new, intended syllabus to use with the course. The sample syllabus must at a minimum address the following areas:
   a. COURSE OBJECTIVES, COURSE OUTLINE, SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATE, INSTRUCTIONAL METHODS (Lecture, Lab, Internship, Practicum, etc.), and EVALUATION METHODS (Unit/Chapter, Midterm, Final, Projects, etc.)
3. If this course will replace a course that is required by another department, please send a memo to the affected department and include it with this packet, as well as, the response received from the affected department.
4. If this course will be similar in title or content to another department's courses, please send a memo to the affected department and include it with this packet, as well as, the response received from the affected department.

SIGNATURES: (If disapproved at any level, do not sign. Return to previous signer.)

Department Chair/Division Head: *Paula Lee Lucas*	Date: 9-29-2022
Registrar: *[signature]* 422806	Date: 6/29/2022
College Dean: *Teresa Eagle*	Date: 9-29-2022
College Curriculum Chair: *Paula Lee Lucas*	Date: 9-29-2022
General Education Council Chair *:	Date:
University Curriculum Committee Chair: *Zach Garrett*	Date: 10/21/22
Faculty Senate Chair:	Date:
VP Academic Affairs/VP Health Science	Date:

* - Signature necessary only if course is to be Core Curriculum Course

Request for Undergraduate Course Addition - Page 2
Additional Information Required for Undergraduate Course Addition

College: **COEPD**   Department/Division: **CIF**   Alpha Designator/Number: **EDF 200**

Provide complete information regarding the new course addition for each topic listed below. Before routing this form, a complete syllabus also must be attached addressing the items listed on the first page of this form.

1. Identify by name the faculty in your department/division who may teach this course.

   This is a clinical course, so the SCOPES Office staff will be respinsible for tudent placement a

2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimation of money and time required to secure these items.

   NA

3. If this course will be required by a department/division other than your own, identify by name.

   NA

4. If there are any agreements required to provide clinical experience, attach details and signed agreements.

   NA

5. If library resources are deemed inadequate, attach a plan to overcome this. The plan must include the cost as stated by the Dean of Libraries.

   NA

6. EQUIPMENT/SUPPLIES NEEDED TO TEACH THIS COURSE (this does not refer to additional equipment/supplies that need to be purchased; simply what materials are needed in order to teach this course successfully.):

   NA

7. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE OR GRADUATE COURSE (please also submit to Graduate Council course addition for 5xx graduate component):

   NA

8. PROVIDE A COMPLETE BIBLIOGRAPHY INCLUDING ALL PUBLICATIONS RESEARCHED TO CREATE THIS COURSE AND WHAT PUBLICATIONS MAY BE BENEFICIAL TO STUDENTS TAKING THIS COURSE (separate page).

EDF 200
Pre-Residency Clinical Experience
(Sophomore/Junior semesters)
Course Syllabus

Text: Handbook of Clinical Experience-available online at http://www.marshall.edu/coepd/plc/

INSTRUCTOR:

Mrs. Amanda Preece   amanda.preece@marshall.edu

Student Center of Professional Education Services (S.C.o.P.E.S.):

201C Education Building

Phone: 304-696-3100

Office Hours: 8:00 a.m.-4:00 p.m.

COURSE DESCRIPTION: Pre-Residency Clinical Experience (0 credit hours). A pre-Residency Clinical Experience in an elementary, secondary and/or middle school. An opportunity to work with faculty, staff, and students in a teaching/learning environment.

PURPOSE: This 40-hour clinical experience includes observation, tutoring, working with individuals and/or small groups at the appropriate grade level(s) in a public/private school setting. The purposes of this junior/sophomore level clinical experience are:
- To provide a window through which pre-Resident students in the COEPD can view students and classrooms from the teacher's perspective.
- To assist pre-Resident students in gaining teaching skills through participation in tutoring, teaching and other activities as appropriate in the classroom, and
- To provide pre-Resident students with the opportunity to observe students' developmental levels.
- To provide a classroom setting in which pre-Resident students can practice various strategies and skills learned/discussed in education courses being taken during the same semester as EDF 200.

EDF 200 (40-hour clinical; CR/NC) will be taken by the pre-Resident student **EVERY semester as a sophomore and junior. A minimum of 4 sections of EDF 200 are required to be taken BEFORE Residency I.

GRADING POLICY:

EDF 200 is a Credit/No Credit course. To receive credit for the course the pre-Resident student must:
- Complete 40 clinical hours in a public/private school classroom.
- Receive a passing score from the cooperating teacher on the evaluation form (no ratings of unsatisfactory)

ATTENDANCE:
Pre-Resident students are expected to be present and on time for the clinical experience **every day** for which they have been assigned to the classroom, from the beginning date to the ending date. If an emergency occurs, the student must immediately inform the cooperating teacher and the SCoPES Office.

Important Note: Pre-Resident students who do not begin the clinical on the appointed date or who are absent or tardy excessively may be removed from the clinical and will need to re-enroll in a subsequent semester.

BACKGROUND CHECK: The SCoPES Office staff **must** authorize all students representing Marshall University **prior** to entering a school.

West Virginia law mandates that all persons entering a school or having contact with students must have completed a background check and have not been found on the sexual offender registry prior to entering a school. Each county and school can also use the results of that background check as a basis for admitting or denying admittance. It is the procedure of the Marshall University College of Education and Professional Development that every student will obtain a background check prior to being placed in a school setting.

Marshall University has chosen CastleBranch.com as an approved provider of background checks for our students. You must obtain a background check at CastleBranch.com or another third party vender (approved by the SCoPES Office staff) to be permitted into a school. All results must be received by the second week of the semester in order to be eligible for any clinical assignment. CastleBranch charges $46.00 for this service. All fees are the responsibility of the students. If you have any questions about your background check, contact the SCoPES Office.

POLICY STATEMENTS:
- The SCoPES office staff will assign teacher candidates to schools and teachers.
- Changes will not be allowed unless approved in writing by the SCoPES Office.
- Experiences in unauthorized settings will not be counted as credit toward fulfillment of the 40-hour requirement.

UNIVERSITY POLICIES: By enrolling in this course, you agree to the University Policies.

Please read the full text of each policy (listed below) by going to MU Academic Affairs: University Policies. (URL: http://www.marshall.edu/academic-affairs/policies/)
- Academic Dishonesty Policy
- Academic Dismissal Policy
- Academic Forgiveness Policy
- Academic Probation and Suspension Policy
- Affirmative Action Policy
- Dead Week Policy
- D/F Repeat Rule
- Excused Absence Policy for Undergraduates
- Inclement Weather Policy
- Sexual Harassment Policy
- Students with Disabilities (Policies and Procedures)
- University Computing Services Acceptable Use Policy

MARSHALL UNIVERSITY E-MAIL ACCOUNTS: You must have and use your MU email account. Your personal email accounts will not be used for official communication with Marshall University programs and personnel. You may redirect your MU email to your own personal email account, but you must sign in to your MU account to do that. Marshall University uses Office 365 email. For more information, visit Marshall IT: Office 365 (URL https://www.marshall.edu/it/office365/).

BIBLIOGRAPHY

Beattie, M. (2001). The art of learning to teach: Pre-service teacher narrative. Columbus, OH: Merrill/Prentice Hall.

Enz, B., Kortman, S., & Honaker, C. (2002). Trade secrets: For primary and elementary teachers. Dubuque, Iowa: Kendall/Hunt Publishing Company.

Enz, B., Kortman, S., & Honaker, C. (2002). Trade secrets: For middle and secondary teachers. Dubuque, Iowa: Kendall/Hunt Publishing Company.

Kaplan, L. & Edelfelt, R. A. (1996). Teachers for the new millennium: Aligning teacher development, national goals, and high standards for all students. Thousand Oaks, CA: Corwin Press.

Martin, D. B. (1999). The portfolio planner. Columbus, OH: Merrill.

Marzano, R. J. (2000). Transforming classroom grading. Alexandria, VA: Association for Supervision and Curriculum Development.

Moffatt, C. & Moffat, T. (2003). Handbook for the beginning teacher: An educator's companion. Boston: Pearson Education, Inc.

Posner, G. J. (1996). Field experience: A guide to reflective teaching. White Plains, NY: Longman.

Powell, R. P. (1996). Field experience: Strategies for exploring diversity in schools. Englewood Cliffs, NJ: Merrell/Prentice Hall.

Reed, A. J. & Bergman, V. E. (2001). A guide to observation, participation, and reflection in the classroom. Boston: McGraw Hill, Fourth Ed.

Reimen, A. & Sprinthall, L. (1998). Mentoring and supervision for teacher development. New York: Addison Wesley Longman, Inc.

Ryan, M. (2003). Ask the teacher: A practitioner's guide to teaching and learning in the diverse classroom. Boston: Pearson Education, Inc.

Silverman, R., Welty, W. M. & Lyon, S. (1996). Case studies for teacher problem solving. New York: McGraw Hill.

Slavin, R. (1995). Cooperative learning. Boston: Allyn and Bacon.

Wandberg, R. & Rowher, J. (2003). Teaching to the standards of effective practice: A guide to becoming a successful teacher. Boston: Allyn & Bacon.

**Most of these resources are 20+ years old, but they are key in the field of education and clinical experiences.

Request for Undergraduate Course Addition

1. Prepare **one** paper copy and obtain signatures from the Department Chair/Division Head, Registrar and College Dean.
2. Submit the form to your College Curriculum Committee.
3. After obtaining the signature of the College Curriculum Chair, send the paper copy to the current Un versity Curriculum Committee Chair
4. Send an identical (sans signatures) ELECTRONIC COPY and all supporting documentation in a single PDF file (PDF Portfolio recommended) to UCC chair.

College: **Honors**   Department/Division: **n/a**   Alpha Designator/Number: **HON 489**

Contact Person: **Brian A. Hoey**   Phone: **3046966405**

NEW COURSE DATA:

Course Title: **Honors Internship**   (Limit of 30 characters & spaces.)

Alpha Designator/Number: **HON 489**

General Education Designator(s) (check all that apply):   ☐ CT   ☐ INTL   ☐ MC   ☐ Core II (Core II type: _____)
Note: Applications for Gen Ed attributes must be attached. http://www.marshall.edu/wpmu/gened/core-ii-courses-info/

Catalog Description (Limit of 30 words): Mentored experiential learning opportunity contracted with a business enterprise, professional organization, or government agency and the Honors College for honors students in good standing. Requires mentor evaluation and student report.

Co-requisite(s): _____   First Term to be Offered: **Spring 2023**

Prerequisite(s): **Admitted Honors College 1**   Credit Hours: **1-4**

Grading Mode: Graded: _____   Credit/No Credit: **X**

Course(s) being deleted in place of this addition *(must submit course deletion form)*: **n/a**

CHECKLIST/REQUIREMENTS

1. After completing this two page form in its entirety, include a complete syllabus and route through the departments/committees below.
2. A complete syllabus can be from when this course was previously taught as a special topics course or by creating a new, intended syllabus to use with the course. The sample syllabus must at a minimum address the following areas:
   a. COURSE OBJECTIVES, COURSE OUTLINE, SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATE, INSTRUCTIONAL METHODS (Lecture, Lab, Internship, Practicum, etc.), and EVALUATION METHODS (Unit/Chapter, Midterm, Final, Projects, etc.)
3. If this course will replace a course that is required by another department, please send a memo to the affected department and include it with this packet, as well as, the response received from the affected department.
4. If this course will be similar in title or content to another department's courses, please send a memo to the affected department and include it with this packet, as well as, the response received from the affected department.

SIGNATURES: (If disapproved at any level, do not sign. Return to previous signer.)

Department Chair/Division Head: **n/a**	Date: _____
Registrar: _William B_ 240101	Date: 10/11/2022
College Dean: _Hoey_	Date: 10/12/22
College Curriculum Chair: **n/a**	Date: _____
General Education Council Chair *: **n/a**	Date: _____
University Curriculum Committee Chair: *Zach Garrett*	Date: 10/21/22
Faculty Senate Chair: _____	Date: _____
VP Academic Affairs/VP Health Science _____	Date: _____

* - Signature necessary only if course is to be Core Curriculum Course

Request for Undergraduate Course Addition - Page 2
Additional Information Required for Undergraduate Course Addition

College: **Honors**   Department/Division: **n/a**   Alpha Designator/Number: **HON 489**

Provide complete information regarding the new course addition for each topic listed below. Before routing this form, a complete syllabus also must be attached addressing the items listed on the first page of this form.

1. Identify by name the faculty in your department/division who may teach this course.

   n/a

2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimation of money and time required to secure these items.

   n/a

3. If this course will be required by a department/division other than your own, identify by name.

   n/a

4. If there are any agreements required to provide clinical experience, attach details and signed agreements.

   n/a

5. If library resources are deemed inadequate, attach a plan to overcome this. The plan must include the cost as stated by the Dean of Libraries.

   n/a

6. EQUIPMENT/SUPPLIES NEEDED TO TEACH THIS COURSE (this does not refer to additional equipment/supplies that need to be purchased; simply what materials are needed in order to teach this course successfully.):

   n/a

7. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE OR GRADUATE COURSE (please also submit to Graduate Council course addition for 5xx graduate component):

   n/a

8. PROVIDE A COMPLETE BIBLIOGRAPHY INCLUDING ALL PUBLICATIONS RESEARCHED TO CREATE THIS COURSE AND WHAT PUBLICATIONS MAY BE BENEFICIAL TO STUDENTS TAKING THIS COURSE (separate page).

Request for Undergraduate Course Addition

1. Prepare **one** paper copy and obtain signatures from the Department Chair/Division Head, Registrar and College Dean.
2. Submit the form to your College Curriculum Committee.
3. After obtaining the signature of the College Curriculum Chair, send the paper copy to the current University Curriculum Committee Chair
4. Send an identical (sans signatures) ELECTRONIC COPY and all supporting documentation in a single PDF file (PDF Portfolio recommended) to UCC chair.

College: **COLA**   Department/Division: **Humanities**   Alpha Designator/Number: **RST 260**

Contact Person: **E.Del Chrol**   Phone: **x64323**

NEW COURSE DATA:

Course Title: ___ **Intro** Anc Egyptian Relig & Culture   (Limit of 30 characters & spaces.)

Alpha Designator/Number: **RST 260**

General Education Designator(s) (check all that apply): ☐ CT ☐ INTL ☐ MC ☐ Core II (Core II type: _____)
Note: Applications for Gen Ed attributes must be attached. http://www.marshall.edu/wpmu/gened/core-ii-courses-info/

Catalog Description (Limit of 30 words): Treats the cultures and religions of Egypt from the Neolithic to Late Periods, and their impacts and receptions in ancient and modern cultures. Archaeology, art, literature and history based

Co-requisite(s): **n/a**   First Term to be Offered: **Spring 2023**

Prerequisite(s): **None**   Credit Hours: **3**

Grading Mode: Graded: **X**   Credit/No Credit: _____

Course(s) being deleted in place of this addition *(must submit course deletion form)*: **n/a**

CHECKLIST/REQUIREMENTS

1. After completing this two page form in its entirety, include a complete syllabus and route through the departments/committees below.
2. A complete syllabus can be from when this course was previously taught as a special topics course or by creating a new, intended syllabus to use with the course. The sample syllabus must at a minimum address the following areas:
   a. COURSE OBJECTIVES, COURSE OUTLINE, SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATE, INSTRUCTIONAL METHODS (Lecture, Lab, Internship, Practicum, etc.), and EVALUATION METHODS (Unit/Chapter, Midterm, Final, Projects, etc.)
3. If this course will replace a course that is required by another department, please send a memo to the affected department and include it with this packet, as well as, the response received from the affected department.
4. If this course will be similar in title or content to another department's courses, please send a memo to the affected department and include it with this packet, as well as, the response received from the affected department.

SIGNATURES: (If disapproved at any level, do not sign. Return to previous signer.)

Department Chair/Division Head:	Date: 16 SEP 22
Registrar: 380201	Date: 9/16/2022
College Dean:	Date: 9/16/2022
College Curriculum Chair: Jonathan Kozar	Date: 09/27/22
General Education Council Chair *:	Date:
University Curriculum Committee Chair: Zach Garrett	Date: 10/21/22
Faculty Senate Chair:	Date:
VP Academic Affairs/VP Health Science	Date:

* - Signature necessary only if course is to be Core Curriculum Course

Request for Undergraduate Course Addition - Page 2
Additional Information Required for Undergraduate Course Addition

College: **COLA**　　Department/Division: **Humanities**　　Alpha Designator/Number: **RST 260**

Provide complete information regarding the new course addition for each topic listed below. Before routing this form, a complete syllabus also must be attached addressing the items listed on the first page of this form.

1. Identify by name the faculty in your department/division who may teach this course.

   Dr. Nikki Cummings

2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimation of money and time required to secure these items.

   n/a

3. If this course will be required by a department/division other than your own, identify by name.

   n/a

4. If there are any agreements required to provide clinical experience, attach details and signed agreements.

   n/a

5. If library resources are deemed inadequate, attach a plan to overcome this. The plan must include the cost as stated by the Dean of Libraries.

   n/a

6. EQUIPMENT/SUPPLIES NEEDED TO TEACH THIS COURSE (this does not refer to additional equipment/supplies that need to be purchased; simply what materials are needed in order to teach this course successfully.):

   Classroom, Blackboard

7. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE OR GRADUATE COURSE (please also submit to Graduate Council course addition for 5xx graduate component):

   N/a

8. PROVIDE A COMPLETE BIBLIOGRAPHY INCLUDING ALL PUBLICATIONS RESEARCHED TO CREATE THIS COURSE AND WHAT PUBLICATIONS MAY BE BENEFICIAL TO STUDENTS TAKING THIS COURSE (separate page).

Marshall University
College of Liberal Arts
Humanities Department
Classical and Religious Studies

Introduction to Ancient Egyptian Religion and Culture
RST 260: SEC #, CRN #, MC, Spring 2023

Professor: Dr. Marie N. Pareja Cummings (Doc)
Email: cummingsma@marshall.edu
IG: @artnarch19

Course Description
This course begins by searching for commonalities between the ways that important literature, subjects, activities, sites, and objects are treated and discussed both within religious and secular literature. Such topics include the *sacred mountain* concept, ethnocentricity, liminality, and coming-of-age ritual behaviors. Students will first contextualize each work of literature that we cover, first discussing the general culture, time period, and location to include political, social, and economic factors. Students then become familiar with critical architecture, art, religion(s), religious figures, rulers, and authors from the periods in which the works were written. The course will focus on *Gilgamesh, Confessions* of St. Augustine, *The Prophet, Bhagavad Gita,* and Snorri Sturluson's accounts of Norse myth, so that students will not only compare writing styles – both the 'preserved' words and ideas -- but they will be able to understand the ways in which our knowledge is limited, why its limited, and how to identify, engage with, learn from (and when possible avoid) biased understandings and interpretations.

Credits
3 cr.; undergraduate.

Prerequisites
None.

Term/Year
Spring 2023 (9 January – 21 April)

Format
This course is offered fully in-person, in a face-to-face format. The class meets on
<mark>Day/time/room</mark>. Feel free to bring lunch, snacks, and/or beverages, so long as
masking is optional. When masking is mandatory, please do not remove your mask.

Academic Calendar
For beginning, ending, and add/drop dates, see the Marshall University Academic
Calendar (https://www.marshall.edu/academic-calendar/_).

Instructor
Dr. Marie N. Pareja Cummings (Doc)

Contact Information
- Office: HH 412
- Office Hours: Tuesday 11.00am – 3.00pm; Wednesday 8.00am-2.00pm; by appt
  *Please email Doc by 5 pm the night before to make an appointment. This
  allows for us all to honor one another's time!*
- Office Phone: <mark>n/a (yet).</mark>
- Marshall Email: cummingsma@marshall.edu

Preferred Communication Method and Expected Response Time
Preferred: Email; Expect 24-48 hours for a response. If Doc takes more than 48 hours
to respond, please *politely* forward your initial email to her and as a gentle reminder.

About Me
If you want to learn a little more about me, feel free to check out my website:
https://marienicolepareja.wixsite.com/home.

COVID-19 Related Information

Marshall's COVID-19 protocols are online (https://www.marshall.edu/coronavirus).
Policies and protocols may change over time as we respond to changing conditions.
The website will always contain the most recent information.

Key policies at the start of the Spring 2023 semester include the following:
- **Masks are required for everyone in all public indoor spaces on university
  property, regardless of one's vaccination status.** These spaces include
  classrooms, labs, office suites, hallways, lobbies, stairwells, etc. Instructors
  may choose to teach either while wearing a mask or face shield or while
  standing behind the plexiglass barrier in the classroom.

- **In order to remain in in-person classes, students must sign the Marshall
  Return to Campus Student Agreement** that outlines public health
  expectations and University COVID-19 policies (https://bit.ly/2VPENaa).

- **In order to remain in in-person classes for the Fall 2021 semester,
  students must submit their current vaccination status** in the online Student
  Vaccination Registry (https://mubert.marshall.edu/vaccinerecord.php/). The

registry offers several possible responses, including an option to not disclose vaccination status.

- **Students will disinfect their personal workspaces and virtual learning hubs** with disinfectant wipes provided nearby.

- **Students who are unable to follow University requirements due to a disability** should seek reasonable accommodations from the Office of Disability Services (ODS) during the first week of class.

Required/Recommended Texts and Materials
Required:
> *The Oxford History of Ancient Egypt* by Ian Shaw. ISBN: 0192804588

Recommended:
> *When Women Ruled the World* by Kara Cooney. ISBN: 9781426219771
> *Pharaoh's Land and Beyond* by Creasman and Wilkinson. ISBN: 9780190229078

All other course materials will be free and readily available online, whether as PDFs posted to Blackboard or weblinks to articles, museum websites, excavation websites, or YouTube videos.

Technology and Technical Skill Requirements
- Students must be proficient in the use of computers, the Internet, browsers, Microsoft Office Word, and other common applications.
- For computer and browser requirements, see "Get Connected" and "Internet Browser" at [Student Resources: First Steps](). See also [IT: Recommended Hardware](https://www.marshall.edu/design-center/students/ and https://www.marshall.edu/it/recommendations/).
- To check your browsers, use the [Blackboard Browser Checker]() and ensure that you set permissions properly and have all the necessary plug-ins. (https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support/Browser_Checker)
- Students must be able to use Marshall email, as well as the following tools in Blackboard: course messages, assignments, discussion board forums, tests, blogs, journals, wikis, and groups. Links to Blackboard Help and tutorials are available on the Start Here page and on the Tech Support tab in Blackboard.
- This course will require a webcam and microphone to use Microsoft Teams (or Zoom, with permission from IT) for synchronous meetings.
- [Adobe Acrobat Reader]() may be needed to read some files. This plug-in is available free. (https://get.adobe.com/reader/) See the Tech Support tab in Blackboard for additional information and links.
- Students will be required to submit assignments as Microsoft Word documents (.docx) or as PDFs, using the most recent Microsoft Office suite. Office 365 is available at no extra charge to students enrolled at MU. For information visit [Marshall IT: Office 365](https://www.marshall.edu/it/office365/).
- See the Tech Support tab in Blackboard for additional information on browsers, technology, and apps.

Technology Assistance

If you have technical problems, please contact one or more of the following:

- [Blackboard Support](https://www.marshall.edu/design-center/support-ticket/) (https://www.marshall.edu/design-center/support-ticket/)
- Marshall [Information Technology (IT) Service Desk](https://www.marshall.edu/it/departments/it-service-desk/) (Help Desk) (https://www.marshall.edu/it/departments/it-service-desk/)
  - Huntington: (304) 696-3200
  - South Charleston: (304) 746-1969
  - [Email the IT Service Desk](mailto:itservicedesk@marshall.edu) (itservicedesk@marshall.edu)

Course Purpose

Trigger Warning: Many of the themes and topics covered in this class are not for children. They include the best and worst of human behaviors, including but not limited to violence, murder, incest, rape, slavery, misogyny, class warfare, infanticide, the sexualization of youth, abuse, and many other such themes. If you are sensitive to a particular topic, please privately notify Doc so that we can design an alternate assignment or lesson for you as appropriate.

One final warning: If you do not think you can engage with adult themes thoughtfully, critically, respectfully, as an adult, then please enroll in a different course.

The purpose of this course is to familiarize students with Ancient Egyptian religions, histories, and (largely material) cultures. As such, we begin by studying the earliest evidence for spiritual/religious behaviors and beliefs in North Africa, particularly in the Nilotic region. Students will learn about the formation of and practices in Ancient Egyptian polytheistic beliefs while also contextualizing these aspects with seemingly disparate texts and imagery, as well as broader material (cultural), social and political spheres.

Students will learn about the various types of systems at work in Ancient Egypt: polytheism, monotheism, theocracies, and the myths and stories that sustain, reinforce, and overthrow them. Such stories can help us better understand the roles of storytelling in identity formation, the establishment of tradition and lineage, and the way we envision success, power, and the divine even today.

We will proceed chronologically, in order to most clearly understand the ways that formal (and sometimes not-so-formal) religious, iconographic, social, and political structures change. Students will consider possible differences between traditionally "western" concepts of power and the subtly-evolving misogynist systems at work in Ancient Egypt. We will begin with a general introduction to Ancient Egypt's history, iconography, and religious structure, in order to build a firm visual and textual foundation. During the second half of the term, we engage more deeply with particular issues, including but not limited to the Hittite invasion, deliberate employment of queens and their subsequent erasure from the King List, as well as Ancient Egypt's involvement within the broader Bronze Age, Classical, and Hellenistic worlds. Critical themes in these discussions include the deep roots and long histories of power, sexuality, damnation, conquest, lineage, longevity, authenticity and ethnocentricity, as well as notions surrounding the foreign and exotic. By understanding our past, we earn a deeper and more nuanced understanding of our choices as societies, families,

and individuals.

Assignments in this class will include readings, quizzes, written assignments, and presentations.

Course Objectives/Outcomes

The student will be able to:

- Identify and distinguish Ancient Egyptian material culture, religion, and myth from different religious traditions throughout time.
- Contextualize Ancient Egypt by understanding social, historical, and political spheres based on surviving texts and material culture.
- Interpret the ways in which Ancient Egypt influenced some aspects of other contemporary cultures, as well as modern cultural beliefs and peoples.
- Analyze *why* particular practices and attitudes have survived thousands of years, from their (seemingly) earliest inceptions to modern day.
- Understand with greater depth and nuance the multifaceted nature of human choices and behaviors, and the ways in which these are perceived by a far-removed, contemporary audience.

Desired Learner Outcomes

Course student learning outcomes	How students will practice each outcome in this course	How student achievement of each outcome will be assessed in this course
Identify and distinguish Ancient Egyptian material culture, religion, and myth from different religious traditions through time.	Group work, discussion, in-class exercises, low-stakes writing.	Quizzes, writing assignments, projects, presentations, and class participation.
Contextualize Ancient Egypt by understanding social, historical, and political spheres based on surviving texts and material culture.	Discussion, in-class exercises, low-stakes writing.	Short writing assignments, projects, presentations, and class participation.
Interpret the ways in which Ancient Egypt influenced some aspects of contemporary cultures, as well as modern cultural beliefs and peoples.	Discussion, in-class exercises, group work.	Short writing assignments, Projects, presentations, and class participation.

Course student learning outcomes	How students will practice each outcome in this course	How student achievement of each outcome will be assessed in this course
Analyze why particular practices and attitudes have survived thousands of years from their (seemingly) earliest inceptions to modern day.	Discussion, in-class exercises, group work, low-stakes writing.	Short writing assignments, projects, presentations, class participation.
Understand with greater depth and nuance the multifaceted nature of human choices and behaviors, and the ways in which these are perceived by a far-removed, contemporary audience.	Discussion, in-class exercises, group work, low-stakes writing.	Short writing assignments, projects, presentations, class participation.

Course Policies

By enrolling in this course, you agree to the course policies included throughout this syllabus.

Attendance/Participation Policy

Attendance will be determined by a student's logging into the Bb and then each component of the unit, as well as in-class attendance and earnest, open communication and contribution to class discussions. Incomplete access means a lower attendance grade.

Participation will be determined by a student's timely submission of work, as well as clear evidence that students completed the readings and paid attention to the videos while viewing them.

Online Communication Expectations

For netiquette, or online communications etiquette, please refer to the document called *Online Communication* on Blackboard.

Grading Policy

Grading Scale

Final Project Presentation: 10%
Written Work: 30%
Presentations: 10%
Quizzes: 20%
Participation (readings and lectures accessed and completed on time): 30%

A=90-100, B=80-89, C=70-79, D=60-69, F>59

Late Work Policy

A unit will close after the due date has passed. Unless extensions are approved by the instructor at least 48 hours before the due date, no late work will be accepted. In extenuating circumstances, the instructor is willing to grant an incomplete grade to students who communicate openly about difficulties as soon as they arise. For example, a student who communicates difficulties in week 3 will receive flexibility in due dates and potentially an incomplete (if necessary); a student who fails to communicate such difficulties and requests an incomplete on the last day of class will not receive such accommodation.

If Doc agrees to accepting late work, then 10% will be deducted for each day that the work is late. For instance, if an assignment is due on Monday and submitted on Wednesday, the maximum score possible is an 80%. If the assignment is submitted on Friday, the maximum score possible is a 60%, and so on.

Anticipated Response Time for Grading and Feedback

Quizzes should be automatically and immediately graded. Please provide 2-3 days for the instructor to grade Discussion Board or Reflection Assignments. The instructor will return assignments that build upon one another (like those for the final presentation) in 24-48 hours.

Evaluation Criteria

Each rubric will be posted with the assignment submission.

University Policies

By enrolling in this course, you agree to the University Policies. Please read the full text of each policy (listed below) by going to MU Academic Affairs: University Policies. (https://www.marshall.edu/academic-affairs/policies/)

- Academic Dishonesty Policy
- Academic Dismissal Policy
- Academic Forgiveness Policy
- Academic Probation and Suspension Policy
- Affirmative Action Policy
- Dead Week Policy
- D/F Repeat Rule
- Excused Absence Policy for Undergraduates
- Inclement Weather Policy
- Sexual Harassment Policy
- Students with Disabilities (Policies and Procedures)
- University Computing Services Acceptable Use Policy

Students with Disabilities

For University policies and the procedures for obtaining services, please go to MU Academic Affairs: University Policies and read the section, **Students with Disabilities**. (https://www.marshall.edu/academic-affairs/policies)

Marshall University E-Mail Accounts
You must have and use your MU email account. Your personal email accounts will not be used for official communication with Marshall University programs and personnel. You may redirect your MU email to your own personal email account, but you must sign in to your MU account to do that. Marshall University uses Office 365 email. For more information, visit Marshall IT: Office 365 (https://www.marshall.edu/it/office365).

Course Structure and Schedule

This course is organized into week-long units presented in folders in Blackboard. Each unit consists of readings, quizzes, short writing assessments, and discussion/participation. Please note that each unit will be one week long, and this schedule may change at any point – changes will be discussed together in class.

Unit 1: Setting the Stage. 22 August – 26 August. We get to know one another while creating the foundations for understanding the role that material culture plays in ancient and modern societies. Assignments include a short (writing) reflection assessment. Assignments are due no later than 11.59 pm EST on 26 August.
>   Readings: Shaw: Chapter 1

Unit 2: Chalcolithic and Late Neolithic Egypt. 29 August – 2 September. Students will first begin with a general introduction to the roots of Ancient Egyptian Culture. Assignments include two readings and a quiz. Assignments are due no later than 11.59 pm EST on 2 September.
>   Readings: Shaw: Chapter 2
>   A stellar article on early Egyptian groups on The Conversation.
>   The Met explains Neolithic Egypt. Poke around the website a
>   bit, and be ready to discuss the items you see and the way they
>   shape your thinking.
>   Extra Credit: Creasman and Wilkinson - Chapter 7: The Long Arm of
>   Merchantry: Trade Interactions (5 minute pres)

Unit 3: Predynastic, Early Dynastic. 5 September – 9 September. This week will be spent practicing active reading, looking for connections between historical/archaeological context and the text, and analyzing the use of key symbolism while learning about the early stages of Ancient Egyptian religion and culture. These are all skills that will be necessary throughout the course. Assignments include one reading, a quiz, and a Brainstorming assignment. Assignments are due no later than 11.59 pm EST on 9 September.
>   Readings: Shaw – Chapters 3, 4
>   Explore the British Museum Website on Early Egypt.

Unit 4: Old Kingdom, First Intermediate Period. 12 September – 16 September. The closed development of the Old Kingdom and subsequent First Intermediate Period will be considered, with particular emphasis on identity formation and tradition. Assignments include one reading, a quiz, and a reflection assignment. Assignments are due no later than 11.59 pm EST on 16 September.
>   Reading: Shaw – Chapters 5, 6

Poke around the Cairo Museum Website. Think about the ways each museum website uses different designs, and how user-friendly (or not) each one is.

Extra Credit: Creasmin and Wilkinson - Chapter 6: Armies of Re (5 min pres)

Unit 5: Middle Kingdom, Second Intermediate Period. 19 September – 23 September. The Middle Kingdom and its explosion of experimentation and exchange will be discussed in this unit, as well as the infiltration of the Hyksos to northern Egypt. Assignments include one short video, a quiz, and a Background Section paper. Assignments are due no later than 11.59 pm EST on 23 September.

Reading: Check out the Met on the Middle Kingdom.
Optional – Shaw: Chapters 7, 8
Watch: Give your eyes a break and check out this short video on the Second Intermediate period, and this one on the Hyksos. Please note that the fellah in the second video isn't great with pronunciation – we can talk about this more together in class!
If you find yourself very interested in this, check out Chapter 7 from Creasman and Wilkinson!

Unit 6: New Kingdom. 26 September – 30 September. The Amarna Period, resolution of the Hyksos invasion, and the subsequent growth and expansion of Late Bronze Age Egypt will be reviewed this week. Assignments include a reading, a quiz, and a reflection writing assignment. Assignments are due no later than 11.59 pm EST on 30 September.

Reading: Shaw: Chapters 9, 10
Extra Credit: Tel Dab'a and/or Near East (5 min pres)

Unit 7: Third Intermediate and Late Period. 3 October – 7 October. In this unit, students will learn about the end of Ancient Egypt's full independence, and before beginning to learn (briefly!) about Hellenistic Egypt. Assignments include a reading, a quiz, and a Detailed Outline. Assignments are due no later than 11.59 pm EST on 7 October.

Reading: Shaw – Chapters 12, 13
Watch: Check out The Egyptian Museum on the Late Period.

Unit 8: Midterm. 10 October – 14 October. The first class day will be spent briefly discussing Egypt's role(s) for Greece and Rome, as well as reviewing for the Midterm. This week's assignments include readings and a midterm. Assignments are due no later than 11.59 pm EST on 14 October.

Reading: Shaw – Chapters 14, 15
MIDTERM EXAM.

Unit 9: Mythologies. 17 October – 21 October. This week, we will discuss origin stories and creation myths in Ancient Egypt. Assignments include one reading, quiz, and short reflection assessment. Assignments are due no later than 11.59 pm EST on 21 October.

Reading: *The American Research Center in Egypt* published some great work on Ra and creation!
The Glen Cairn Museum also does a great job of summarizing different myths.

Unit 10: Mythologies Continued. 24 October – 28 October. Sit back, relax, and put your feet up! This week, Doc takes the reins while you get a break from reading. She'll tell you some of Egypt's best known myths, and review some of their most beloved deities. Assessments include *no readings* (you get a break this week!), a quiz, and a reflection writing assessment. Assignments are due no later than 11.59 pm EST on 28 October.

Unit 11: Life, Death, and Mummification. 31 October – 4 November. This week, the importance of death and death-related rituals and rites will be reviewed, as will the process of mummification for humans and animals, and the various parts of an individual and what happens to them after death. Assignments include Two Arguments paper. The assignment is due no later than 11.59 pm EST on 4 November.
   Reading: *Divine Creatures* excerpt - Ikram (Bb)

Unit 12: Invisible Queens. 7 November – 11 November. In this unit, students will examine the complex roles assumed by ruling queens, the dangerous paths they must walk as rulers, and the misogynist erasure of their rulership after their deaths. Assignments include one reading and reflection writing assignment. The assignment is due no later than 11.59 pm EST on 11 November.
   Reading: *When Women Ruled the World* excerpt - Kara Cooney (Bb).

Unit 13: Contextualizing Egypt. 14 November – 18 November. Assessments include watching a recording, a short quiz, and a reflection assessment. Rough Drafts are due no later than 11.59 pm EST on 18 November.
   Reading: Creasman and Wilkinson: Chapter 4 – Children of Other Gods

Unit 14: Then and Now. 28 November – 2 December. Assignments included are reading, a quiz, and a short reflection paper. All assignments are due no later than 11.59 pm EST on 2 December.
   Reading:

<u>Final Papers are due no later than 11.59 pm EST on Thursday, 8 December 2022.</u>

<div align="center">

University Curriculum Committee
RECOMMENDATION

</div>

SR 22-23-15 CC

Recommends approval of the listed **UNDERGRADUATE MINOR ADDITION, DELETION, CHANGE** in the following college and/or schools/programs:

College of Engineering and Computer Sciences

Minor Change: Computer/Information Security (VCIS)
- **Rationale:** The proposed changes reduce the minor to 15 CH (by removing CS 320 asa requirement), which is consistent with all other CECS minors. Also, the catalog language has been slightly edited to align with other CECS minor language.
- **Curriculum:** Minor Change (VCIS, Computer and Information Security).pdf

Minor Change: Computer Science (VCSC)
- **Rationale:** The catalog language has been slightly edited to align with other CECS minor language and to clarify who may declare the minor.
- **Curriculum:** Minor Change (VCSC, Computer Science).pdf

Minor Change: Engineering Science (VEG2)
- **Rationale:** The minor in Engineering Science has not been updated for several years. The proposed changes add flexibility for students pursuing the minor by increasing course options in other subject areas, such as mechanical, electrical, industrial, and biomedical engineering.
- **Curriculum:** Minor Change (VEG2, Engineering Science).pdf

Minor Change: Occupational Safety and Health (VSF2)
- **Rationale:** Two substantive changes are proposed. First, to replace SFT 373/373L with SFT 375, which is more applicable as an introduction and general overview of the OSH field (also less PR intensive). Second, to specifically delineate which courses would count towards the SFT elective requirement. Also, the catalog language has been slightly edited to align with other CECS minor language.
- **Curriculum:** Minor Change (VSF2, Occupational Safety and Health).pdf

College of Science

Minor Change: Web Development (SI20)
- **Rationale:** CIT 410 plans to be discontinued. Was last offered Spring 2022. CIT 466 also represent the second course of the sequence CIT365-CIT 466 providing a more in depth knowledge of the subject. It aligns with the requirements of the Computer and Web Application Development area of emphasis.
- **Curriculum:** CIT_WebDevelopment_MinorChange.pdf

University Curriculum Committee
RECOMMENDATION

SR 22-23-15 CC

FACULTY SENATE CHAIR:

APPROVED BY THE
FACULTY SENATE: _____ DATE: _____

DISAPPROVED BY THE
FACULTY SENATE: _____ DATE: _____

UNIVERSITY PRESIDENT:

APPROVED: _____ DATE: _____

DISAPPROVED: _____ DATE: _____

COMMENTS: _____

_____

_____

_____

NOTE: Recommendations should be sent to the Faculty Senate office via email. Recommendations longer than one page or those with attachments are to be sent in final format with this as a cover page. Any incomplete recommendations or those requiring extensive formatting changes will be returned to the recording secretary/committee.

Request for Undergraduate Addition, Deletion, or Change of a Minor

1. Prepare one paper copy and obtain signatures from the Department Chair/Head, Librarian, and College Dean. 2. Submit the form to your College Curriculum Committee. 3. After attaining the signature of the College Curriculum Chair, send the paper copy to the current University Curriculum Committee (UCC) Chair. 4. Send an identical (sans signatures) ELECTRONIC COPY and all supporting documentation in PDF format by email to the current UCC Chair.

College: **CECS**   Department/Division: **College-Level**

Contact Person: **Greg Michaelson / Paulus Wahjudi**   Phone: **(304) 696-5606**

ACTION REQUESTED:

Check action requested: _____ Addition   _____ Deletion   x_ Change

Name of Minor: **VCIS - Computer/Information Security**

Within which Major is/will this minor be listed (please provide code as well): _____

RATIONALE:

The proposed changes reduce the minor to 15 CH (by removing CS 320 as a requirement), which is consistent with all other CECS minors. Also, the catalog language has been slightly edited to align with other CECS minor language.

CURRICULUM: (If addition or change, number of hours and courses; indicate if required or optional) May be submitted as separate document.

See attachment.

NOTIFICATION REQUIREMENTS:

Attach a copy of written notification regarding this curriculum request to the following:
1. **Statement of Non-Duplication:** If this minor will be similar in title or content to an existing minor at the university, please send a memo to the affected department and include it with this packet, as well as, the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimation of money and time required to secure these items.
3. Send a copy of this completed form to the Marshall University Catalog Editor.

SIGNATURES: (If disapproved at any level, do not sign. Return to previous signer.)

Department Chair/Division Head: ____   Date: 9/7/22

Registrar: ____   Date: 9/8/2022

College Dean: ____   Date: ____

College Curriculum Chair: ____   Date: 10/5/2022

University Curriculum Committee Chair: *Zach Garrett*   Date: 10/21/22

Faculty Senate Chair: ____   Date: ____

VP Academic Affairs/VP Health Science: ____   Date: ____

VCIS – Computer and Information Security
Current Catalog Description

COMPUTER AND INFORMATION SECURITY, MINOR
Contact: Dr. Paulus Wahjudi, Chair (wahjudi@marshall.edu)

Security is a critical factor in today's world that is highly dependent on computers. This minor allows students to augment any technology-related field of study with knowledge in cyber-physical security. The minor is focused on students majoring in Computer Science, Electrical and Computer Engineering, and other closely related fields, but is open to any student able to meet the necessary prerequisites.

CS 110	Computer Science I	3
CS 120	Computer Science II	3
CS 210	Data Structures and Algorithms	3
CS 320	Internetworking	3
CYBR 330	Cyber Security	3
One CYBR course at the 300 or 400 level		3
Total Credit Hours		**18**

VCIS – Computer and Information Security
Proposed Catalog Description

COMPUTER AND INFORMATION SECURITY, MINOR
Contact: Dr. Paulus Wahjudi, Chair (wahjudi@marshall.edu)

The minor in Computer and Information Security requires a minimum of 15 CH, as indicated below. Computer and Information Security majors may not declare a minor in Computer and Information Security. Students must meet the prerequisites for individual courses, even if a prerequisite course does not count towards the minor. Students must have a minimum 2.0 GPA average in courses taken and applied to the Computer and Information Security minor.

CS 110	Computer Science I	3
CS 120	Computer Science II	3
CS 210	Data Structures and Algorithms	3
Select one of the following:		3
CS 430	Cyber Security	
CYBR 330	Cyber Security	
300-400 CYBR Course		3
Total Credit Hours		**15**

Request for Undergraduate Addition, Deletion, or Change of a Minor

1. Prepare one paper copy and obtain signatures from the Department Chair/Head, Librarian, and College Dean. 2. Submit the form to your College Curriculum Committee.
3. After attaining the signature of the College Curriculum Chair, send the paper copy to the current University Curriculum Committee (UCC) Chair. 4. Send an identical (sans signatures) ELECTRONIC COPY and all supporting documentation in PDF format by email to the current UCC Chair.

College: **CECS**   Department/Division: **College-Level**

Contact Person: **Greg Michaelson / Paulus Wahjudi**   Phone: **(304) 696-5606**

ACTION REQUESTED:

Check action requested: _____Addition   _____Deletion   x_____Change

Name of Minor: **VCSC - Computer Science**

Within which Major is/will this minor be listed (please provide code as well): _____

RATIONALE:

The catalog language has been slightly edited to align with other CECS minor language and to clarify who may declare the minor.

CURRICULUM: (If addition or change, number of hours and courses; indicate if required or optional) May be submitted as separate document.

See attachment.

NOTIFICATION REQUIREMENTS:

Attach a copy of written notification regarding this curriculum request to the following:
1. **Statement of Non-Duplication:** If this minor will be similar in title or content to an existing minor at the university, please send a memo to the affected department and include it with this packet, as well as, the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimation of money and time required to secure these items.
3. Send a copy of this completed form to the Marshall University Catalog Editor.

SIGNATURES: (If disapproved at any level, do not sign. Return to previous signer.)

Department Chair/Division Head:	Date: 9/7/22.
Registrar:	Date: 9/8/2022
College Dean:	Date:
College Curriculum Chair:	Date: 10/5/2022
University Curriculum Committee Chair: *Zach Garrett*	Date: 10/21/22
Faculty Senate Chair:	Date:
VP Academic Affairs/VP Health Science:	Date:

VCSC – Computer Science
Current Catalog Description

COMPUTER SCIENCE, MINOR

Contact: Dr. Paulus Wahjudi, Chair (wahjudi@marshall.edu)

A student may be awarded a minor in computer science by completing, with a minimum 2.0 GPA, a minimum of 15 credits that include the following courses:

CS 110	Computer Science I	3
CS 120	Computer Science II	3
CS 210	Data Structures and Algorithms	3
Any two CS courses at the 300 or 400 level		3
Total Credit Hours		**15**

VCSC – Computer Science
Proposed Catalog Description

COMPUTER SCIENCE, MINOR

Contact: Dr. Paulus Wahjudi, Chair (wahjudi@marshall.edu)

The minor in Computer Science requires a minimum of 15 CH, as indicated below. Computer Science majors may not declare a minor in Computer Science. Students must meet the prerequisites for individual courses, even if a prerequisite course does not count towards the minor. Students must have a minimum 2.0 GPA average in courses taken and applied to the Computer Science minor.

CS 110	Computer Science I	3
CS 120	Computer Science II	3
CS 210	Data Structures and Algorithms	3
300-400 CS Course		3
300-400 CS Course		3
Total Credit Hours		**15**

Request for Undergraduate Addition, Deletion, or Change of a Minor

1. Prepare one paper copy and obtain signatures from the Department Chair/Head, Librarian, and College Dean. 2. Submit the form to your College Curriculum Committee. 3. After attaining the signature of the College Curriculum Chair, send the paper copy to the current University Curriculum Committee (UCC) Chair. 4. Send an identical (sans signatures) ELECTRONIC COPY and all supporting documentation in PDF format by email to the current UCC Chair.

College: **CECS** _____ Department/Division: **College-Level** _____

Contact Person: **Greg Michaelson** _____ Phone: **(304) 696-5606** _____

ACTION REQUESTED:

Check action requested: _____ Addition _____ Deletion __x__ Change

Name of Minor: **VEG2 - Engineering Science** _____

Within which Major is/will this minor be listed (please provide code as well): _____

RATIONALE:

The minor in Engineering Science has not been updated for several years. The proposed changes add flexibility for students pursuing the minor by increasing course options in other subject areas, such as mechanical, electrical, industrial, and biomedical engineering.

CURRICULUM: (If addition or change, number of hours and courses; indicate if required or optional) May be submitted as separate document.
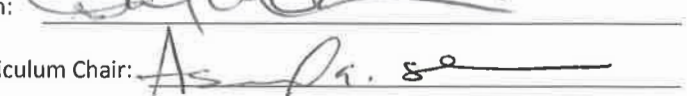
See attachment.

NOTIFICATION REQUIREMENTS:

Attach a copy of written notification regarding this curriculum request to the following:

1. **Statement of Non-Duplication:** If this minor will be similar in title or content to an existing minor at the university, please send a memo to the affected department and include it with this packet, as well as, the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimation of money and time required to secure these items.
3. Send a copy of this completed form to the Marshall University Catalog Editor.

SIGNATURES: (If disapproved at any level, do not sign. Return to previous signer.)

Department Chair/Division Head:	Date: 01-Sep-2022
Registrar:	Date: 9/1/2022
College Dean:	Date:
College Curriculum Chair:	Date: 10/5/2022
University Curriculum Committee Chair: *Zach Garrett*	Date: 10/21/22
Faculty Senate Chair:	Date:
VP Academic Affairs/VP Health Science:	Date:

University Curriculum Committee – Minor Addition/Change/Deletion Form

Revised 10/2018

VEG2 – Engineering Science
Current Catalog Description

ENGINEERING SCIENCE, MINOR
Contact: Dr. Gregory Michaelson, P.E., Interim Associate Dean (michaelson@marshall.edu)

A student may be awarded a minor in engineering science by completing 15 credits of ENGR or CE. Two courses are required, ENGR 213 Statics and ENGR 216 Mech of Deformable Bodies, and at least six credits must be 300-level or 400-level engineering courses. A student must complete all the required prerequisites and have at least a 2.0 average in courses taken and applied to the engineering science minor.

VEG2 – Engineering Science
Proposed Catalog Description

ENGINEERING SCIENCE, MINOR
Contact: Dr. Gregory Michaelson, P.E., Associate Dean (michaelson@marshall.edu)

The minor in Engineering Science requires a minimum of 15 CH, as indicated below. Engineering majors may not declare a minor in Engineering Science. Students must meet the prerequisites for individual courses, even if a prerequisite course does not count towards the minor. Students must have a minimum 2.0 GPA average in courses taken and applied to the Engineering Science minor.

ENGR 104	The Engineering Profession	1
Select one of the following:		2
CE 102	Introduction to CAD	
ENGR 102	Introduction to CAD	
Select one of the following:		3
CS 110	Computer Science I	
CS 110H	Computer Science I Honors	
ENGR 111	Engineering Computations	
ME 111	Mech Engineering Computations	
200-400 level Engineering Course (BME, CE, EE, ENGR, IE, ME)		3
200-400 level Engineering Course (BME, CE, EE, ENGR, IE, ME)		3
300-400 level Engineering Course (BME, CE, EE, ENGR, IE, ME)		3
Total Credit Hours		**15**

Request for Undergraduate Addition, Deletion, or Change of a Minor

1. Prepare one paper copy and obtain signatures from the Department Chair/Head, Librarian, and College Dean. 2. Submit the form to your College Curriculum Committee.
3. After attaining the signature of the College Curriculum Chair, send the paper copy to the current University Curriculum Committee (UCC) Chair. 4. Send an identical (sans signatures) ELECTRONIC COPY and all supporting documentation in PDF format by email to the current UCC Chair.

College: **CECS** Department/Division: **Mechanical & Industrial Engr.**

Contact Person: **Greg Michaelson / Jim McIntosh** Phone: **(304) 696-5606**

ACTION REQUESTED:

Check action requested: _____Addition _____Deletion __x__Change

Name of Minor: **VSF2 - Occupational Safety and Health**

Within which Major is/will this minor be listed (please provide code as well): _____

RATIONALE:

Two substantive changes are proposed. First, to replace SFT 373/373L with SFT 375, which is more applicable as an introduction and general overview of the OSH field (also less PR intensive). Second, to specifically delineate which courses would count towards the SFT elective requirement. Also, the catalog language has been slightly edited to align with other CECS minor language.

CURRICULUM: (If addition or change, number of hours and courses; indicate if required or optional) May be submitted as separate document.

See attachment.

NOTIFICATION REQUIREMENTS:

Attach a copy of written notification regarding this curriculum request to the following:
1. **Statement of Non-Duplication:** If this minor will be similar in title or content to an existing minor at the university, please send a memo to the affected department and include it with this packet, as well as, the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimation of money and time required to secure these items.
3. Send a copy of this completed form to the Marshall University Catalog Editor.

SIGNATURES: (If disapproved at any level, do not sign. Return to previous signer.)

Department Chair/Division Head:	Date: 01-Sep-2022
Registrar:	Date: 9/1/2022
College Dean:	Date:
College Curriculum Chair:	Date: 10/5/2022
University Curriculum Committee Chair: Zach Garrett	Date: 10/21/22
Faculty Senate Chair:	Date:
VP Academic Affairs/VP Health Science:	Date:

University Curriculum Committee – Minor Addition/Change/Deletion Form   Revised 10/2018

VSF2 – Occupational Safety and Health
Current Catalog Description

OCCUPATIONAL SAFETY AND HEALTH, MINOR
(includes CHM & PHY prerequisites)

Contact: Prof. James McIntosh, Chair (mcintoshj@marshall.edu)

A minor in Occupational Safety and Health may be earned by completing the courses taken toward the minor with a minimum average GPA of 2.0.

SFT 235	Intro to Occup Safety (CT)	3
SFT 372	Safety & Industrial Tech	3
SFT 373	Prin Ergonomics & Hum Factors	3
SFT 373L	Prin Ergonomics Lab	1
SFT 499	Dev & Mgt of Occup Safety Prog	3
One additional SFT course		3
Total Credit Hours		**15**

VSF2 – Occupational Safety and Health
Proposed Catalog Description

OCCUPATIONAL SAFETY AND HEALTH, MINOR

Contact: Prof. James McIntosh, Chair (mcintoshj@marshall.edu)

The minor in Occupational Safety and Health requires a minimum of 15 CH, as indicated below. Occupational Safety and Health majors may not declare a minor in Occupational Safety and Health. Students must meet the prerequisites for individual courses, even if a prerequisite course does not count towards the minor. Students must have a minimum 2.0 GPA average in courses taken and applied to the Occupational Safety and Health minor.

SFT 235	Intro to Occup Safety (CT)	3
SFT 372	Safety & Industrial Tech	3
SFT 375	Construction Safety	3
SFT 499	Dev & Mgt of Occup Safety Prog	3
Select one of the following:		3-4
SFT 373 SFT 373L	Prin Ergonomics & Hum Factors Prin Ergonomics Lab	4
SFT 460	Safety Training Methods	3
SFT 461	Workers Compensation	3
SFT 465	Incident Investigation and PSM	3
SFT 498	Envir Safety & Health Legis	3
SFT 480 - SFT 483	Special Topics	3
SFT 485 - SFT 487	Independent Study	3
Total Credit Hours		**15-16**

See http://www.marshall.edu/senate/ucc/ for information on chair

Request for Undergraduate Addition, Deletion, or Change of a Minor

1. Prepare one paper copy and obtain signatures from the Department Chair/Head, Librarian, and College Dean. 2. Submit the form to your College Curriculum Committee. 3. After attaining the signature of the College Curriculum Chair, send the paper copy to the current University Curriculum Committee (UCC) Chair. 4. Send an identical (sans signatures) ELECTRONIC COPY and all supporting documentation in PDF format by email to the current UCC Chair.

College: **College of Science** Department/Division: Computer and Information Technology

Contact Person: **Davide Andrea Mauro maurod@marshall.edu** Phone: **3046966418**

ACTION REQUESTED:

Check action requested: _____ Addition _____ Deletion __X__ Change

Name of Minor: **Web Development**

Within which Major is/will this minor be listed (please provide code as well): **Computer and Info Tech SI20**

RATIONALE:

CIT410 plans to be discontinued. Was last offered in Spring 2022.
CIT466 also represent the second course of the sequence CIT365-CIT466 providing a more in depth knowledge of the subject. It aligns with the requirements of the Computer and Web Application Development area of emphasis.

CURRICULUM: (If addition or change, number of hours and courses; indicate if required or optional) May be submitted as separate document.

CIT410 (3 credit hours) should be replaced by CIT466 (3 credit hours) as a required class.
The new curriculum will be: CIT263, CIT313, CIT365, CIT416, CIT466. All required.

NOTIFICATION REQUIREMENTS:

Attach a copy of written notification regarding this curriculum request to the following:
1. **Statement of Non-Duplication:** If this minor will be similar in title or content to an existing minor at the university, please send a memo to the affected department and include it with this packet, as well as, the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimation of money and time required to secure these items.
3. Send a copy of this completed form to the Marshall University Catalog Editor.

SIGNATURES: (If disapproved at any level, do not sign. Return to previous signer.)

Department Chair/Division Head: _____ Date: 08/30/2022

Registrar: _____ Date: _____

College Dean: _____ Date: 09/26/2022

College Curriculum Chair: MC Babiuc Hamilton Date: _____

University Curriculum Committee Chair: Zach Garrett Date: 10/31/22

Faculty Senate Chair: _____ Date: _____

VP Academic Affairs/VP Health Science: _____ Date: _____

University Curriculum Committee – Minor Addition/Change/Deletion Form   Revised 10/2018

Budget and Academic Policy Committee
RECOMMENDATION

SR 22-23-16 BAPC

Recommends that the July graduation date be eliminated from the summer 2023 schedule, amending the calendar adopted in SR-18-19-56 BAPC.

RATIONALE:

Due to federal regulations regarding financial aid and reporting, it is necessary that there be only one graduation date associated with the summer term.

FACULTY SENATE CHAIR:

APPROVED BY THE
FACULTY SENATE: _____ DATE: _____

DISAPPROVED BY THE
FACULTY SENATE: _____ DATE: _____

UNIVERSITY PRESIDENT:

APPROVED: _____ DATE: _____

DISAPPROVED: _____ DATE: _____

COMMENTS: _____

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