**MU Graduate Council**

**FINAL Agenda**

**October 27, 2023**

**Hybrid Meeting – MSC 2w16-B + Teams**

**FINAL Agenda**

|  |  |
| --- | --- |
| Davis | Welcome; Quorum; Approval of the Agenda |
| Davis/Lucas-Adkins | Approval of September 29, 2023 Minutes **(Attachment #1)** |
| Davis/Beard | Graduate Faculty Status Candidates (**Attachment #2**) (**GC-23-10-01-CRC**) |
| Egleton | No Requests for October |
| Larison | Program Review **(Attachment #3)** |
| Davis | **Chairs Report - Discussion Items*** CourseLeaf/CIM – GC Requests
* Graduate Student Association Exploration
 |
| Ross | Jerry Ross, Chief Enrollment Officer and Vice President of Enrollment Management – Discussion of Graduate Enrollment, Admissions, and Recruitment |
| Vauth | Planning Committee Requests **(Attachment #4) (GC-23-10-02-PC to GC-23-09-08-PC** |
| Mummert | Graduate Studies Report **(Attachment #5)**  |
| Schulenberg | Faculty Senate Report |
| Davis | Call for nominations from the floor for Vice Chair |
| Davis | Wrap up |

**All meetings will be Hybrid.**

* December 1, 2023, MSC 2w16-B
* January 26, 2024, MSC 2w16-B
* February 23, 2024, MSC 2w16-B
* March 29, 2024, Drinko 349
* April 19, 2024, MSC 2w16-B

**Attachments**

Attachment #1: Graduate Council Minutes, September 29, 2023

Attachment #2: Graduate Faculty Status Candidates

Attachment #3: Program Review

Attachment #4: Planning Committee

Attachment #5: Graduate Studies Report

**Attachment #1**

**MU Graduate Council Meeting Minutes**

**September 29, 2023**

**Hybrid Meeting – MSC 2w16-B + Teams**

**Members Present:** Axel, Davis, Heaton, Larison, Lucas-Adkins, Schulenberg, Simonton, Thompson, Vauth, Beard, Kimble, Egleton, Vance

**Members Absent**: Christofero, Meadows

**Ex-Officio Members Present**: Mummert

**Ex-Officio Members Absent**: Maher, Mukherjee

**Guests:** Dampier, Cantrell-Johnson, Eagle, Georgel, McGuffey, A. Mummert, Dunham, Nicholson, Spradlin, Lambert, Williams, Reynolds, Stites, McDavid

**Agenda**

|  |  |
| --- | --- |
| Davis | Welcome; Quorum; Approval of the Agenda |
| Davis/Lucas-Adkins | Approval of August 25, 2023 Minutes **(Attachment #1)** |
| Davis/Wait | Graduate Faculty Status Candidates (**Attachment #2**) (**GC-23-09-01-CRC**) |
| Vauth | Planning Committee Requests **(Attachment #3) (GC-23-09-02-PC to GC-23-09-05-PC** |
| Egleton | Curriculum Committee Requests (**Attachment #4**) **(GC-23-09-06-CC to GC-23-09-07-CC** |
| Davis | **Chairs Report - Discussion Items*** Graduate Expedited Admissions Policy – Name Change
* 2023-2024 GC Policy Agenda
* Faculty Constitution
* CourseLeaf/CIM – GC Requests
* October GC Chit Chat (October 6 @ 1:00 PM)

  |
| Reynolds/Larison | Program Review (Mary Beth Reynolds) |
| Mummert | Graduate Studies Report **(Attachment 5)**  |
| Schulenberg | Faculty Senate Report  |
| Davis | Wrap up |

**All meetings will be Hybrid.**

* October 27, 2023, MSC 2w16-B
* December 1, 2023, MSC 2w16-B
* January 26, 2024, MSC 2w16-B
* February 23, 2024, MSC 2w16-B
* March 29, 2024, Drinko 349
* April 19, 2024, MSC 2w16-B

**Attachments**

Attachment #1: Graduate Council Minutes, August 25, 2023

Attachment #2: Graduate Faculty Status Candidates

Attachment #3: Planning Committee Report

Attachment #4: Curriculum Committee Report

Attachment #5: Graduate Studies Report

**Meeting Called to Order at 1:00 PM**

**WELCOME, INTRODUCTIONS, ANNOUNCEMENTS**

* Scott announced the resignation of Isaac Wait from GC.

**MOTION TO APPROVE AGENDA with additions**  **APPROVED**

* Add discussion item under Planning Committee to address new timeline for ITP
* Add discussion item under Chair’s Report to address need for special election given the resignation of GC vice-chair, Isaac Wait.

**MINUTES OF PREVIOUS MEETING APPROVED**

(See Attachment 1)

**GRADUATE FACULTY STATUS**

(See Attachment 2)

**GC-23-09-01-CRC APPROVED**

**PLANNING COMMITTEE**

(See Attachment 3)

Henning Vauth presented the committee report.

**College of Education and Professional Development**

1. *Request for Non-Curricular Change* **GC-23-09-02-PC**

Department: Leadership Studies

Degree Program: **Ed. D.**

Type of Change: Addition of information to catalogue description.

Effective Date: Next available

Rationale: “Requesting addition of information to be located on the Plan of Study and Program Requirements catalog web pagetabs.”

*This was conditionally approved by GC chair during the summer but needs GC’s final consent. The committee recommends approval.*

1. *Request for Non-Curricular Change* **GC-23-09-03-PC**

Department: Leadership Studies

Degree Program: **M.A. Leadership Specialist**

Type of Change: Admissions Requirements: Min. GPA for provisional admission: 2.5 (before: none).

Effective Date: Spring 2024

Rationale: “To improve the quality of applicants to the Leadership Specialist, MA.”

*The committee recommends approval.*

* **GC approved both requests from COEPD**

**College of Engineering and Computer Science**

1. *Intent to Plan* **GC-23-09-04-PC**

Department: CECS

Degree program: **PhD in Engineering**

Effective Date: Fall 2024

Rationale: “The PhD in Engineering is a research-based degree that requires the student to have foundational knowledge in engineering as well as a base of graduate level knowledge in their chosen area of research sufficient to support independent research and expanding the state of the art.  This program is not based on coursework per se, but on the conduct of independent research culminating in a dissertation of sufficient quality so as to be recognized as a contribution to the state of the art in the chosen area of research. Students will be required to take a minimum of 48 hours of graduate coursework beyond the B.S. level as well as 20 hours of dissertation research.  They will be required to pass qualifying (breadth) examinations as well as candidacy (depth) examinations, submit a written dissertation proposal and a written dissertation approved by a committee of faculty to graduate.”

*The committee recommends approval.*

* **Henning extended thanks to all who reviewed ITP last year and this year.**
* **GC approved the ITP request from COECS**

**Academic Affairs GC-23-09-05-PC**

1. *Request for Non-Curricular Change*

Department: Work-Integrated Education and Learning Workgroup

Degree Program: **N/A**

Type of Change: Change of two term definitions to align with updated undergraduate catalogue term definitions, as well as addition of seven term definitions for the same purpose.

Rationale:



*The committee recommends approval.*

* **Carl Mummert presented rationale for the catalog change: to standardize the language used. This was an update to the terminology used and not a change in policy.**
* **GC approved request from Academic Affairs**

**New Discussion Item: Timeline for ITP**

* Carl shared graphic to illustrate proposed streamlined process and the timeline. Also, noted that we do not have to wait on BOG vote; MU is exempt from asking HEPC for permission to add programs but must get approval from accreditor HLC; Richard E. asks that HLC requirements be met on the ITP so reports do not get sent that are not of good quality. Carl wants a process that all agree upon. Shawn wants to make sure grad and undergrad follow same timeline
* BOG would like to delegate more issues, such as the ITP, to Pres.
* BOG will be made aware of new programs but will not have to vote on them. Richard suggests that someone who is “economically savvy” be involved in the review of ITPs to verify budgets. Shawn mentioned deans as being more involved with budgets now, so they should be familiar with what is needed for the ITP
* Will move the vote on timeline until Oct. meeting, so GC members have time to discuss the issue with constituents.

**CURRICULUM COMMITTEE**

(See Attachment 4)

Richard Egleton presented the committee report

College of Health Professions **GC-23-09-06-CC**

**Social Work 2 course Additions**

SWK656

Department: Social Work

# / Title: SWK 656 Social Work in School Settings

Catalog Description: School social work practice within the educational setting recognizes the importance of the home-school-community in the success of the student. The skills of a trained social worker, which include clinical, consultative, assessment and program development, provides the foundation for the school social worker. Upon completion of the course the student will be able to begin practice as a school social worker by removing barriers students experience within the school system thereby accessing the educational resources available for their success.

 Prerequisites: None

First Term Offered: Fall 2023

Credit Hours: 3

Some minor changes requested in grammar and spelling. Corrected version attached. Missed a couple of things when requesting, perhaps a friendly amendment for the following:

* Is the first term offered supposed to be Spring 2024? Or is this being taught now?
* There’s a typo in the course description at beginning of second sentence.
* Registrar does like Page 5 to be formatted as in the example with each piece of information on a separate line.
* I assume the registrar will overlook the apostrophe in the New Course Title on page 1, but I’d suggest you remove that just in case.

SWK657

Department: Social Work

# / Title: SWK 657 Prevention Interventions in School Social Work

Catalog Description: This course addresses the challenges facing teachers, youth, and families in our current environment. Much time will be spent examining the course and impact of the substance use crisis in our region over the past several years. We will discuss childhood trauma while practicing, in class, methods of teaching youth self-regulation skills.

Prerequisites: SWK 656 Social Work in School Settings

First Term Offered: Spring 2024

Credit Hours: 3

Some minor issues, I contacted Robin Looney, but as of yet no reply

* Prevention of what, title is not clear, in the course description this is clarified should change title on front page to reflect title in course description.
* Poor phrasing in the catalog description and course description in the syllabus, “Much time”.
* Class meeting days page 1 of 7 should spell weekends in full.
* Page 2 of 7, should spell blackboard in full.
* Outcomes table avoid abbreviations unless they have been previously defined, for example Bb for blackboard, and HC for Healthy connections.
* Course requirements, what is Bd?

**Physical Therapy 1 course change in credit hour**

Department: Physical Therapy

Current Course # / Title: (No change): PT793 Clinical Internship III

Catalog Description (No change): Supervised clinical education experience emphasizing continued development and reinforcement of clinical skills in various clinical settings. Competence is expected in areas of the material presented to date in the curriculum.

Credit hours (old): 8

Credit hours (new): 6

Rationale: Decreased supervised, full-time clinical education experiences from 15 weeks to 12 weeks. This reduction in contact hours warranted a reduction in credit hours from 8 to 6. This decision was made to ease the burden on clinical partners due to the proliferation of PT programs and the challenge/competition for a finite number of clinical placements, particularly in non-ambulatory settings. Overall, this reduces the curriculum’s full-time clinical education instruction weeks from 35 to 32 weeks. The commission on Accreditation of Physical Therapy Education (CAPTE) requires a minimum of 30 hours of clinical education: therefore, the program continues to exceed the minimum recommended standard.

* **Committee recommends approval for COHP requests with the suggested edits to SWK courses as noted above.**
* **Further edits recommended by GC to SWK courses as follows: 1) SWK 657 course title needs reduced to meet the registrar’s character limit and 2) SWK 656 start date should be Spring 2024**
* **Motion passed with amendments**

**College of Education and Professional Development 2 course changes GC-23-09-07-CC**

COURSE TITLE CHANGE

Department: COEPD/Special Education

Current Course Number/Title: CISP 673 Field Exp Preschool Sp Ed

New Course Title: CISP 673 Clinical: Preschool Sp Ed

Rationale: Per the West Virginia Department of Education policy 5100 section for initial teaching licensure, student teaching should be called "clinical" rather than a "field experience". Section 6.4.b.5 (clinical definition) 6.4.b.3 (field experience definition).

Catalog Description: N/A

Some minor issues, corrected version attached.

COURSE TITLE CHANGE

Department: COEPD/Special Education

Current Course Number/Title: CISP 674 Clinical: Preschool Sp Ed

New Course Title: CISP 674 Field Experience: Preschool Sp Ed

Rationale: Per the West Virginia Department of Education policy 5100 only initial teaching licensure, student teaching (CISP 673) should be called "clinical" thus the existing title for CISP 674 cannot be the same title. The course meets the definition of "field experience" and should reflect this wording. Section 6.4.b.5 (clinical definition) 6.4.b.3 (field experience definition).

Catalog Description: Emphasis on infants and toddlers identified as at-risk or with special needs. Field experience observations of practitioners (developmental specialists/service coordinator) and service providers are required

Some issues indicated and corrected. New corrected application attached

* **Committee recommends approval**
* **GC recommends amendment to the course titles in order to meet registrar’s character length**
* **Motion approved with amendment to course titles.**

**GRADUATE COUNCIL CHAIR UPDATES**

Scott Davis presented the following:

* Graduate Expedited Admissions Policy – Name has been change
* 2023-2024 GC Policy Agenda – Carl, Henning & Scott met to discuss master plan for the upcoming policies that will need to be reviewed by the GC planning committee
* Faculty Constitution- Reapportionment of Graduate Council membership approved by Faculty Senate. There will be an all faculty vote.
* CourseLeaf/CIM - rollout is delayed due to issues with company, so Oct GC requests will still be paper forms
* October GC Chit Chat (October 6 @ 1:00 PM) – optional to attend
* Special Election for Vice-Chair of GC. Scott read the by-laws. Vote for vice chair will take place at Oct. meeting. Nominations must be made from floor then secret ballot election is held and counted by a non-voting member (Carl).

**PROGRAM REVIEW COMMITTEE**

Mary Beth Reynolds discussed updates regarding program reviews:

Template for program review is being changed in response to HEPC. There are 6 major sections:

1) Mission and Learning Outcomes Alignments,

2) **Quality of Program** (inputs and outcomes)- curriculum, assessment plan, survey results, special features and faculty. Discussion of faculty should be a narrative and provide overview of productivity of faculty in the program, including their publications, service, presentations, work with students, etc.

3) **External Demand-** what is the external demand for the program and how is it measured? Consider # of applications, # of admissions, and # enrolled provided by Institutional Research. Look at relationship between # who applied and the # who actually enroll. This statistic may be problematic for programs, such as physical therapy, pharmacy, and SOM, that use an external system for applications.

4) Internal Demand- Mary Beth enters data from APS and program should add comments and analysis. Consider the services that the program provides to the community and the rest of campus.

5) **Cost of Program Delivery**- Finance and Institutional Research are working on cost analysis

6) Program Improvement Plan- Mary Beth enters last review’s plan and program needs to update

Bolded items are mandated by HEPC: Quality of Program, External Demand and Cost of Program Delivery

Discussion about how the statistic will be affected for those programs that use the external application process. Scott gave example of how PT is reporting this on the program review- he is reporting both what IR reports and what the external reviewer provides.

HEPC has charged task force with determining the cost of the program, not the dept. Budget. Mary Beth said she has told programs it is not their responsibility to put something in the Cost section. This is a pilot year for the template.

Oct 16 reports are due

External peer reviewers (outside of MU) for programs that do not have programmatic accreditation will provide both formative feedback and compliments to programs. These reports will be made available to GC.

External reviewers may do a site visit and they get access to program review documents only.

Mary Beth asked that the review rubric emphasis be on “global analysis” of the 6 main categories as opposed to emphasizing the smaller elements within the categories.

Mary Beth says that accreditors are “over the pandemic” and they do not want to hear those excuses for lack of information.

This is first year we are trying to use APS’s EAB dashboard (Annual Healthcheck Dashboard). Brian Morgan, Carl M. & Mary Beth are meeting with APS regarding mismatched graduation data. Can’t use the APS data because they were using a formula that only counted graduates who were enrolled in the semester they graduated. Will not have retention #s this year since the data may not have been reported by the system accurately

There should only be one recommendation from the GC regarding the review. So if 2 reviewers have different results the GC must decide what the final recommendation will be.

Template for certificate programs is much shorter than for the programs. There are only 3 categories: 1) Quality, 2) External demand & 3) improvement

**GRADUATE STUDIES REPORT**

(See Attachment #5)

Carl Mummert provided the following updates:

* **Thanks to everyone for their thoughtful considerations of the curriculum items.**
* **Enrollment**

As of 9/21/2023, total graduate enrollment for Fall 2023 is 2,866. This is 90 more students (+3.2%) than our day-on-day enrollment on 9/21/2022. We are well on track to have higher total enrollment in Fall 2023 than the final total enrollment in Fall 2022. We anticipate additional staff development students to register this semester.

* **Fall 2024 Recruiting**

Academic Affairs is tentatively considering a target of 5% graduate enrollment growth, and 10% growth in new graduate students, from Fall 2023 to Fall 2024. That is an increase of about 143 graduate students. I expect that a firm target for Fall 2024 will be established later this semester. A 5% increase would put us approximately even with our Fall 2020 graduate enrollment. This is a nontrivial goal but is achievable with continued work from Marketing, Graduate Admissions, the academic colleges and programs.

The Enrollment Services Office (recruiting, admissions, and financial aid) has adjusted staffing to support graduate recruiting. One of the College Enrollment Coordinators, Mark Brame, is now assigned specifically to Graduate, Online, and Military-Connected recruiting. His previous responsibilities with specific colleges have been reassigned to give us additional recruiting support. The Graduate Admissions office also assists with recruiting fairs and events.

Other information:

* We will continue to waive application fees for new degree-seeking students for the Fall 2024 admissions cycle.
* Graduate Studies Reception with a primary audience of current seniors who are considering staying at Marshall for graduate school. Reception is scheduled for Oct. 30th 4-6pm in Don Morris room. There will be a speaker
* Richard E. mentioned targeting Accelerated MA undergraduates as reception attendees
* **Catalog Changes**

A number of possible catalog changes will come to the Graduate Council this fall to look at admissions practices and policies. Each of the changes is small on its own, but the overall goal is to streamline the admissions process and remove roadblocks that Marshall has created, without lowering our overall standards.

* **Info Sessions and South Charleston Office Hours**

I am available to meet any time to discuss topics related to Graduate Studies.

***College Discussion Sessions:*** I will be reaching out to each college to schedule a meeting this fall to talk about your specific needs and concerns. Please watch for an invitation.

***Grad faculty chat:*** All graduate faculty are invited to these virtual drop-in sessions. I will present a brief update on Graduate Studies and then open the floor for questions and discussion

* October 30, 3:30-4:20pm [Teams link](https://teams.microsoft.com/l/meetup-join/19%3Ameeting_M2U1NTZiNWYtMDNiZS00ZmVjLTlkYTYtMmQxMWRhYjQzY2Zm%40thread.v2/0?context=%7b%22Tid%22%3a%22239ab278-3bba-4c78-b41d-8508a541e025%22%2c%22Oid%22%3a%220b43acb9-a07a-4669-92da-bab82fcf3252%22%7d)

***South Charleston Office Hours:*** *I* will be available in South Charleston room GC 102 these days and times. You can drop in or make an appointment to claim a particular time. I can also meet on Teams any day.

* Thursday, October 12, 1:30pm-4:30pm
* Wednesday, November 1, 8:00am-Noon
* Monday, November 27, 1:30pm-4:30pm

**FACULTY SENATE UPDATES**

Shawn Schulenberg shared the following:

1. The President has signed the following documents:
	1. April 10 Executive Committee Meeting Minutes
	2. April 20 Faculty Senate Meeting Minutes
2. Recent Meetings/Events
	1. On Tuesday, September 26, we held the Fall General Faculty Meeting at 2:00 PM in the Don Morris Room. We recognized new administrators and faculty, President Smith updated us on the status of our strategic plan, and I gave a short presentation on the power of generative AI. The video is available at [www.marshall.edu/livestream](http://www.marshall.edu/livestream). Bill Gardner, chair of the ad hoc AI taskforce and I will host a CTL pop up clinic tomorrow virtually at 3:30 PM. Check your inbox for registration information—it closes today.
	2. On Wednesday, September 27, at 7:00 PM, the Office of the President, the Drinko Academy, and the Simon Perry Center cohosted a First Amendment Forum in the Francis-Booth Experimental Theatre. We invited Ronnie London, the General Counsel from FIRE (Foundation for Individual Rights and Expression) to speak and answer questions. It was one of the most engaging and open conversations I have had the fortune to attend in my 13 years here.
3. Ad-Hoc Committees
	1. Course Evaluations: Meeting soon.
	2. Post-Tenure Review: They have held their first meeting and they plan to have a draft for review by the end of the semester.
4. The Faculty Senate met yesterday.
	1. We approved changes to the Faculty Constitution unanimously, including reapportionment for the Graduate Council. We will host a virtual Q&A where anyone can join to debate the changes, and we will schedule an all-faculty vote.
	2. Brandi Jacob-Jones and Jim Terry discussed campus carry implementation, with Q&A.
* Richard asked question about campus carry implementation in buildings housing controlled substances. Shawn advised follow up with Jim Terry
1. Generative AI
	1. Blackboard Ultra generative AI for instructors was released two weeks ago.
	2. Bing Chat Enterprise is now available at [www.bing.com/chat](https://nam02.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.bing.com%2Fchat&data=05%7C01%7Clucas26%40marshall.edu%7Ceb8eee78e841462ab24908dbc10d0267%7C239ab2783bba4c78b41d8508a541e025%7C0%7C0%7C638316033839316426%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=VjsbFuWu0cd1gU0nGNbjccjyDBJhLjKEcQKLBur1Mjw%3D&reserved=0) or in the Microsoft Edge browser for faculty and staff to use with your Marshall credentials. The enterprise edition does not share the information you enter with Microsoft, use it as training data, or even save it, so it protects our information.
2. Upcoming Meetings/Events
	1. Shared Governance Townhall: Friday, October 13 at 11:00 AM in the Shawkey Dining Room. We are planning some of the details immediately following this meeting.
	2. Our next Faculty Senate Meeting is scheduled for October 26. The Executive Committee meeting is scheduled for October 16. Recommendations are due at senate@marshall.edu by October 6.

**WRAP UP DISCUSSION ITEMS:**

* Keith Beard agreed to be chair of credentialing committee since Isaac Wait has resigned from the position.

**Meeting Adjourned: 2:47PM**

**Attachment #2**

**Graduate Faculty Status Candidates**

**September 29, 2023**

**GC-23-09-01-CRC**

| **TYPE** | **FACULTY MEMBER** | **E-MAIL** | **COLLEGE/SCHOOL** | **DEPARTMENT/DIVISION** | **GRADUATE FACULTY LEVEL** | **TERM START** | **TERM EXPIRES** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| ADD | Billingsley, William | billingsleyw@marshall.edu | COLA | Psychology | Graduate | 08/21/2023 | 12/15/28 |
| ADD | Boggess, Jeffrey | boggessj@marshall.edu | COLA | Psychology | Associate | 08/21/2023 | 12/15/26 |
| ADD | Broome, Abby | waldorf@marshall.edu | COEPD | C&I Literacy | Associate | 08/21/2023 | 12/15/26 |
| ADD | Cuchta, Thomas | cuchta@marshall.edu | COS | Mathematics and Physics | Graduate | 08/21/2023 | 12/15/28 |
| ADD | DellaMea, Monica | dellame2@marshall.edu | COEPD | UTE | Graduate | 08/21/2023 | 12/15/28 |
| ADD | Gannon, Amy | amy.gannon@marshall.edu | COHP | Dietetics | Graduate | 01/09/2023 | 04/28/2028 |
| ADD | Hatfield, Patricia | HATFIELD32@marshall.edu | COLA | English | Associate | 08/21/2023 | 12/15/26 |
| ADD | Hilliard, Emily | hilliarde@marshall.edu | COLA | Humanities | Associate | 08/21/2023 | 12/15/26 |
| ADD | Huesmann, Michael | huesmann@marshall.edu | COEPD | Special Education | Graduate | 08/21/2023 | 12/15/28 |
| ADD | Jones, Richard | jonesri@marshall.edu | COLA | Communication Studies | Graduate | 08/21/2023 | 12/15/28 |
|  | Kim, Yongick | kimy@marshall.edu | COS | Chemistry | Graduate | 08/21/2023 | 12/15/28 |
| ADD | Lawrence, Christina | mayse3@marshall.edu | COLA | Psychology | Associate | 08/21/2023 | 12/15/26 |
| ADD | Lawrence, Christina | mayse3@marshall.edu | COLA | Psychology | Associate | 08/21/2023 | 12/15/26 |
| ADD | Marshall, Megan | marshallme@marshall.edu | COLA | English | Graduate | 08/21/2023 | 12/15/28 |
| ADD | Mauro, Davide Andrea | maurod@marshall.edu | CECS | CSEE | Graduate Chair | 08/21/2023 | 12/15/28 |
| ADD | McKnight, Mark | mcknightma@marshall.edu | COB | Accountancy | Associate | 08/21/2023 | 12/15/26 |
| ADD | Mersmann, Molly | mersmann@marshall.edu | COLA | History | Graduate | 08/21/2023 | 12/08/2028 |
| ADD | Palaniappan, Balasubramian | palaniappan@marshall.edu | SOM | Clinical and Translational Science | SOM | 06/05/2023 | 12/15/28 |
| ADD | Peake, Whitney | peakew@marshall.edu | COB | Management | Associate | 08/21/2023 | 12/15/26 |
| ADD | Pittenger, David | pittengerd@marshall.edu | COLA | Psychology | Associate | 08/21/2023 | 12/15/26 |
| ADD | Rensenbrink, Margaret | rensenbrink@marshall.edu | COLA | History | Graduate | 08/21/2023 | 12/15/28 |
| ADD | Singleton, Raymond | singleton@marshall.edu | COEPD | C&I | Graduate | 01/09/2023 | 1/9/2025 |
| ADD | Truong, Trung | truongt@marshall.edu | COS | Mathematics and Physics | Graduate | 08/21/2023 | 12/15/28 |
| ADD | Wallen, Chelsea | wallen13@marshall.edu | COLA | Psychology | Associate | 08/21/2023 | 12/15/26 |
| ADD | Wilson, Fernando | wilsonf@marshall.edu | COB | Economics | Associate | 08/21/2023 | 12/15/26 |
| ADD | Yocke, Richard | yocke1@marshall.edu | COEPD | ACE | Temporary | 08/21/2023 | 12/08/2023 |
| DELETE | Ang, Tyson (Fnu Tyson) | ang@marshall.edu | COB | Marketing/MIS/ENT | Graduate^ | 08/26/2019 | 12/07/2024 |
| DELETE | Bhardwaj, Niharika | bhardwaj1@marshall.edu | SOM | Clinical and Translational Sciences | Instructor | 08/26/2019 | 12/10/2021 |
| DELETE | Bhardwaj, Niharika | bhardwaj1@marshall.edu | SOM | Clinical and Translational Sciences | Instructor | 08/26/2019 | 12/10/2021 |
| DELETE | Bradford, John | jbradford@usgs.gov | COS | Biological Sciences | Associate^ | 01/13/2020 | 05/05/2023 |
| DELETE | Brown, Margaret | brownmp@marshall.edu | COS | Criminal Justice and Criminology | Associate^ | 01/13/2020 | 05/05/2023 |
| DELETE | Bryson, Kent | bryson@marshall.edu | COS | Criminal Justice and Criminology | Instructor | 01/19/2021 | 05/05/2023 |
| DELETE | Chen, Dan | chend@marshall.edu | COB | Management | Graduate^ | 08/22/2022 | 12/09/2027 |
| DELETE | Griswold, Doreen | griswold@marshall.edu | SOM | Pathology | Associate^ | 08/20/2018 | 12/10/2021 |
| DELETE | Griswold, Doreen | griswold@marshall.edu | SOM | Pathology | Associate^ | 08/20/2018 | 12/10/2021 |
| DELETE | Hardman, Elaine | hardmanw@marshall.edu | SOM | Biomedical Sciences | Doctoral | 01/08/2018 | 05/05/2023 |
| DELETE | Hardman, Elaine | hardmanw@marshall.edu | SOM | Biomedical Sciences | Doctoral | 01/08/2018 | 05/05/2023 |
| DELETE | Hood, Gwenyth | hood@marshall.edu | COLA | English | Graduate | 08/21/2017 | 12/09/2022 |
| DELETE | Kothakapu, Gouthami | kothakapu@marshall.edu | SOM | Clinical and Translational Sciences | Instructor | 08/26/2019 | 12/10/2021 |
| DELETE | Kothakapu, Gouthami | kothakapu@marshall.edu | SOM | Clinical and Translational Sciences | Instructor | 08/26/2019 | 12/10/2021 |
| DELETE | Kuyper, Laura | kuyper1@marshall.edu | COS | Masters of Science Forensic Science | Instructor | 05/10/2021 | 06/02/2023 |
| DELETE | Lillvis, Kristen | lillvis@marshall.edu | COLA | English | Graduate | 08/21/2017 | 12/09/2022 |
| DELETE | Mallick, Avishek | mallicka@marshall.edu | COS | Mathematics | Graduate^ | 08/21/2017 | 12/09/2022 |
| DELETE | McClelland, Kimberly | mcclellandk@marshall.edu | SOM | Clinical and Translational Sciences | Instructor | 08/26/2019 | 12/10/2021 |
| DELETE | McClelland, Kimberly | mcclellandk@marshall.edu | SOM | Clinical and Translational Sciences | Instructor | 08/26/2019 | 12/10/2021 |
| DELETE | Muslin, Ivan | muslin@marshall.edu | COB | MGT&HCA | Doctoral | 01/19/2021 | 01/19/2026 |
| DELETE | Muslin, Ivan | muslin@marshall.edu | COB | MGT & HCA | Graduate^ | 01/19/2021 | 01/19/2026 |
| DELETE | Newcome, Kathryn | kathy.newcome@camc.org | COB | Managing and Marketing | Doctoral | 08/21/2017 | 12/09/2022 |
| DELETE | Niese, Elizabeth | niese@marshall.edu | COS | Mathematics | Graduate^ | 01/14/2019 | 01/14/2024 |
| DELETE | Oberly, Ralph | oberly@marshall.edu | COS | Physics and Physical Science | Graduate^ | 08/21/2017 | 12/09/2022 |
| DELETE | Rakus, John | rakus@marshall.edu | COS | Chemistry | Graduate^ | 01/14/2019 | 01/14/2024 |
| DELETE | Stroeher, Michael | stroeher@marshall.edu | CAM | Music | Graduate | 01/09/2017 | 05/06/2022 |
| DELETE | Stroeher, Michael | stroeher@marshall.edu | CAM | Music | Graduate^ | 01/09/2017 | 05/06/2022 |
| DELETE | Stroeher, Michael | stroeher@marshall.edu | CAM | Music | Graduate | 01/09/2017 | 05/06/2022 |
| DELETE | Thomas, Pauley | pauley@marshall.edu | COS | Biology | Graduate^ | 01/14/2019 | 01/14/2024 |
| DELETE | Vauth, Henning | vauth@marshall.edu | CAM | Department of Music | Graduate | 01/09/2017 | 05/06/2022 |
| DELETE | Vauth, Henning | vauth@marshall.edu | CAM | Department of Music | Graduate^ | 01/09/2017 | 05/06/2022 |
| DELETE | Wei, Shuqin | weish@marshall.edu | COB | Marketing/MIS/ENT | Graduate^ | 08/26/2019 | 12/07/2024 |
| EDIT | Blough, Eric | blough@marshall.edu | SOM | Biomedical Sciences | SOM | 01/09/2023 | 05/15/26 |
| EDIT | Borthakur, Alip | borthakur@marshall.edu | SOM | Clinical and Translational Sciences | SOM | 01/09/2023 | 05/15/26 |
| EDIT | Canady, Brittany | smith541@marshall.edu | COLA | Psychology | Doctoral | 08/20/2018 |  |
| EDIT | Canady, Brittany | smith541@marshall.edu | COLA | Psychology | Doctoral | 08/20/2018 |  |
| EDIT | Compton, Stephen | compton4@marshall.edu | COS | Forensic Science | Associate | 08/21/2023 | 12/15/26 |
| EDIT | Daneker, Darlene | daneker@marshall.edu | COEPD | Counseling | Temporary | 08/21/2023 | 12/08/2023 |
| EDIT | Egleton, Richard | egleton@marshall.edu | SOM | Biomedical Sciences | SOM | 05/15/2023 |  |
| EDIT | Ellison, Marc | ellison13@marshall.edu | COEPD | Counseling | Temporary | 08/21/2023 | 12/08/2023 |
| EDIT | Georgel, Philippe | georgel@marshall.edu | SOM | Biomedical Sciences | SOM | 01/09/2023 | 05/15/26 |
| EDIT | Grover, Lawrence | grover@marshall.edu | SOM | Biomedical Sciences | SOM | 01/09/2023 | 05/15/26 |
| EDIT | Haynes, Jennifer | haynesje@marshall.edu | SOM | Clinical and Translational Sciences | SOM | 01/09/2023 | 05/15/26 |
| EDIT | Hisiro, Thomas | hisiro@marshall.edu | COEPD | Leadership Studies | Temporary | 08/21/2023 | 12/08/2023 |
| EDIT | Johnson, Tammy | johnson73@marshall.edu | COEPD | Leadership Studies | Doctoral | 01/09/2023 | 04/28/2028 |
| EDIT | Koc, Emine | koce@marshall.edu | SOM | Biomedical Sciences | SOM | 01/09/2023 | 05/15/26 |
| EDIT | Larison, Isaac | larison@marshall.edu | COEPD | Literacy Education | Temporary | 08/21/2023 | 12/08/2023 |
| EDIT | Li, Wei | liwe@marshall.edu | SOM | Biomedical Sciences | SOM | 01/09/2023 | 05/15/26 |
| EDIT | Mateer, Bethanie | bethmateer@gmail.com | COEPD | Special Ed | Associate | 08/21/2023 | 12/15/26 |
| EDIT | McBride, Sean | mcbrides@marshall.edu | COS | Mathematics & Physics | Graduate | 08/21/2023 | 12/15/28 |
| EDIT | McCunn-Jordan, Laura | mccunn@marshall.edu | COS | Chemistry | Graduate | 08/21/2023 | 12/15/28 |
| EDIT | McFarland-Whisman, Jennifer | mcfarlan@marshall.edu | COEPD | Special Ed | Temporary | 08/21/2023 | 12/08/2023 |
| EDIT | Messer, Matthew | mjmesser@k12.wv.us | COEPD | Leadership Studies | Temporary | 08/21/2023 | 12/08/2023 |
| EDIT | Mummert, Carl | mummertc@marshall.edu | ADMIN | Graduate Studies | Graduate | 08/23/2021 | 12/15/26 |
| EDIT | Mummert, Carl | mummertc@marshall.edu | ADMIN | Graduate Studies | Graduate | 08/23/2021 | 12/15/26 |
| EDIT | O'Keefe, Frank | okeefef@marshall.edu | COS | Biological Sciences | Graduate Chair | 08/21/2023 | 12/15/28 |
| EDIT | Sardahi, Yousef | sardahi@marshall.edu | CECS | Weisberg Department of Engineering and Computer Sciences | Temporary | 05/08/2023 |  |
| EDIT | Serrat, Maria | serrat@marshall.edu | SOM | Biomedical Sciences | SOM | 07/11/2023 |  |
| EDIT | Shakirov, Eugene | shakirov@marshall.edu | SOM | Biological Sciences | SOM | 01/09/2023 | 05/15/26 |
| EDIT | Simonton, David | simonton@marshall.edu | CECS | Mechanical and Industrial Engineering | Graduate | 05/08/2023 | 08/15/28 |
| EDIT | Skoretz, Yvonne | skoretz1@marshall.edu | COEPD | Elem/Sec Ed | Temporary | 08/21/2023 | 12/08/2023 |
| EDIT | Spurlock, Benjamin | spurlock30@marshall.edu | SOM | Physician Assistant | Associate | 06/05/2023 |  |
| EDIT | Stotts, Diana | stotts@marshall.edu | COHP | Nursing | Instructor | 08/20/2024 |  |
| EDIT | Stroeher, Michael | stroeher@marshall.edu | CAM | Music | Graduate | 01/09/2023 | 04/28/2028 |
| EDIT | Sundaram, Uma | sundaram@marshall.edu | SOM | Clinical and Translational Sciences | SOM | 05/15/2023 |  |
| EDIT | Tench, Richard | richard.tench@gmail.com | COEPD | Counseling | Temporary | 08/21/2023 | 12/08/2023 |
| EDIT | Vance, Kimberly | kimberly.vance@marshall.edu | COEPD | Counseling | Temporary | 08/21/2023 | 12/08/2023 |
| EDIT | Vickers, Melanie | mvickers3@frontier.com | COEPD | Leadership Studies | Temporary | 08/21/2023 | 12/08/2023 |
| EDIT | Yu, Hongwei | yuh@marshall.edu | SOM | Biomedical Sciences | SOM | 01/09/2023 | 05/15/26 |

**Attachment #3**

**Planning Committee Report**

**September 29, 2023**

**College of Education and Professional Development**

1. *Request for Non-Curricular Change* **GC-23-09-02-PC**

Department: Leadership Studies

Degree Program: **Ed. D.**

Type of Change: Addition of information to catalogue description.

Effective Date: Next available

Rationale: “Requesting addition of information to be located on the Plan of Study and Program Requirements catalog web pagetabs.”

*This was conditionally approved by GC chair during the summer but needs GC’s final consent. The committee recommends approval.*

1. *Request for Non-Curricular Change* **GC-23-09-03-PC**

Department: Leadership Studies

Degree Program: **M.A. Leadership Specialist**

Type of Change: Admissions Requirements: Min. GPA for provisional admission: 2.5 (before: none).

Effective Date: Spring 2024

Rationale: “To improve the quality of applicants to the Leadership Specialist, MA.”

*The committee recommends approval.*

**College of Engineering and Computer Science**

1. *Intent to Plan* **GC-23-09-04-PC**

Department: CECS

Degree program: **PhD in Engineering**

Effective Date: Fall 2024

Rationale: “The PhD in Engineering is a research-based degree that requires the student to have foundational knowledge in engineering as well as a base of graduate level knowledge in their chosen area of research sufficient to support independent research and expanding the state of the art.  This program is not based on coursework per se, but on the conduct of independent research culminating in a dissertation of sufficient quality so as to be recognized as a contribution to the state of the art in the chosen area of research. Students will be required to take a minimum of 48 hours of graduate coursework beyond the B.S. level as well as 20 hours of dissertation research.  They will be required to pass qualifying (breadth) examinations as well as candidacy (depth) examinations, submit a written dissertation proposal and a written dissertation approved by a committee of faculty to graduate.”

*The committee recommends approval.*

 **Academic Affairs GC-23-09-05-PC**

1. *Request for Non-Curricular Change*

Department: Work-Integrated Education and Learning Workgroup

Degree Program: **N/A**

Type of Change: Change of two term definitions to align with updated undergraduate catalogue term definitions, as well as addition of seven term definitions for the same purpose.

Rationale:



*The committee recommends approval.*

**Attachment #4**

**Curriculum Committee Report**

**September 29, 2023**

College of Health Professions **GC-23-09-06-CC**

**Social Work 2 course Additions**

SWK656

Department: Social Work

# / Title: SWK 656 Social Work in School Settings

Catalog Description: School social work practice within the educational setting recognizes the importance of the home-school-community in the success of the student. The skills of a trained social worker, which include clinical, consultative, assessment and program development, provides the foundation for the school social worker. Upon completion of the course the student will be able to begin practice as a school social worker by removing barriers students experience within the school system thereby accessing the educational resources available for their success.

 Prerequisites: None

First Term Offered: Fall 2023

Credit Hours: 3

Some minor changes requested in grammar and spelling. Corrected version attached. Missed a couple of things when requesting, perhaps a friendly amendment for the following:

* Is the first term offered supposed to be Spring 2024? Or is this being taught now?
* There’s a typo in the course description at beginning of second sentence.
* Registrar does like Page 5 to be formatted as in the example with each piece of information on a separate line.
* I assume the registrar will overlook the apostrophe in the New Course Title on page 1, but I’d suggest you remove that just in case.

SWK657

Department: Social Work

# / Title: SWK 657 Prevention Interventions in School Social Work

Catalog Description: This course addresses the challenges facing teachers, youth, and

families in our current environment. Much time will be spent examining the course and impact of the substance use crisis in our region over the past several years. We will discuss childhood trauma while practicing, in class, methods of teaching youth self-regulation skills.

Prerequisites: SWK 656 Social Work in School Settings

First Term Offered: Spring 2024

Credit Hours: 3

Some minor issues, I contacted Robin Looney, but as of yet no reply

* Prevention of what, title is not clear, in the course description this is clarified should change title on front page to reflect title in course description.
* Poor phrasing in the catalog description and course description in the syllabus, “Much time”.
* Class meeting days page 1 of 7 should spell weekends in full.
* Page 2 of 7, should spell blackboard in full.
* Outcomes table avoid abbreviations unless they have been previously defined, for example Bb for blackboard, and HC for Healthy connections.
* Course requirements, what is Bd?

**Physical Therapy 1 course change in credit hour**

Department: Physical Therapy

Current Course # / Title: (No change): PT793 Clinical Internship III

Catalog Description (No change): Supervised clinical education experience emphasizing continued development and reinforcement of clinical skills in various clinical settings. Competence is expected in areas of the material presented to date in the curriculum.

Credit hours (old): 8

Credit hours (new): 6

Rationale: Decreased supervised, full-time clinical education experiences from 15 weeks to 12 weeks. This reduction in contact hours warranted a reduction in credit hours from 8 to 6. This decision was made to ease the burden on clinical partners due to the proliferation of PT programs and the challenge/competition for a finite number of clinical placements, particularly in non-ambulatory settings. Overall, this reduces the curriculum’s full-time clinical education instruction weeks from 35 to 32 weeks. The commission on Accreditation of Physical Therapy Education (CAPTE) requires a minimum of 30 hours of clinical education: therefore, the program continues to exceed the minimum recommended standard.

**College of Education and Professional Development 2 course changes GC-23-09-07-CC**

COURSE TITLE CHANGE

Department: COEPD/Special Education

Current Course Number/Title: CISP 673 Field Exp Preschool Sp Ed

New Course Title: CISP 673 Clinical: Preschool Sp Ed

Rationale: Per the West Virginia Department of Education policy 5100 section for initial teaching licensure, student teaching should be called "clinical" rather than a "field experience". Section 6.4.b.5 (clinical definition) 6.4.b.3 (field experience definition).

Catalog Description: N/A

Some minor issues, corrected version attached.

COURSE TITLE CHANGE

Department: COEPD/Special Education

Current Course Number/Title: CISP 674 Clinical: Preschool Sp Ed

New Course Title: CISP 674 Field Experience: Preschool Sp Ed

Rationale: Per the West Virginia Department of Education policy 5100 only initial teaching licensure, student teaching (CISP 673) should be called "clinical" thus the existing title for CISP 674 cannot be the same title. The course meets the definition of "field experience" and should reflect this wording. Section 6.4.b.5 (clinical definition) 6.4.b.3 (field experience definition).

Catalog Description: Emphasis on infants and toddlers identified as at-risk or with special needs. Field experience observations of practitioners (developmental specialists/service coordinator) and service providers are required

Some issues indicated and corrected. New corrected application attached

**Attachment #5**

**Graduate Studies Report**

**September 29, 2023**

**To:**  Graduate Council

**From:**  Carl Mummert, Assistant Provost for Graduate Studies

**Date:**  September 21, 2023

**Enrollment**

As of 9/21/2023, total graduate enrollment for Fall 2023 is 2,866. This is 90 more students (+3.2%) than our day-on-day enrollment on 9/21/2022. We are well on track to have higher total enrollment in Fall 2023 than the final total enrollment in Fall 2022. We anticipate additional staff development students to register this semester.

**Fall 2024 Recruiting**

Academic Affairs is tentatively considering a target of 5% graduate enrollment growth, and 10% growth in new graduate students, from Fall 2023 to Fall 2024. That is an increase of about 143 graduate students. I expect that a firm target for Fall 2024 will be established later this semester. A 5% increase would put us approximately even with our Fall 2020 graduate enrollment. This is a nontrivial goal but is achievable with continued work from Marketing, Graduate Admissions, the academic colleges and programs.

The Enrollment Services Office (recruiting, admissions, and financial aid) has adjusted staffing to support graduate recruiting. One of the College Enrollment Coordinators, Mark Brame, is now assigned specifically to Graduate, Online, and Military-Connected recruiting. His previous responsibilities with specific colleges have been reassigned to give us additional recruiting support. The Graduate Admissions office also assists with recruiting fairs and events.

Other information:

* We will continue to waive application fees for new degree-seeking students for the Fall 2024 admissions cycle.
* We are hoping to have a Graduate Studies Reception around the middle of the semester, with a primary audience of current seniors who are considering staying at Marshall for graduate school. (Oct. 30th) 4-6pm in DM room, will have a speaker
* Richard mentioned targeting accelerated ma undergraduates

Remind colleges of people whose grad faculty status expires in Dec. to apply soon.

**Catalog Changes**

A number of possible catalog changes will come to the Graduate Council this fall to look at admissions practices and policies. Each of the changes is small on its own, but the overall goal is to streamline the admissions process and remove roadblocks that Marshall has created, without lowering our overall standards.

**Info Sessions and South Charleston Office Hours**

I am available to meet any time to discuss topics related to Graduate Studies.

***College Discussion Sessions:*** I will be reaching out to each college to schedule a meeting this fall to talk about your specific needs and concerns. Please watch for an invitation.

***Grad faculty chat:*** All graduate faculty are invited to these virtual drop-in sessions. I will present a brief update on Graduate Studies and then open the floor for questions and discussion

* October 30, 3:30-4:20pm [Teams link](https://teams.microsoft.com/l/meetup-join/19%3Ameeting_M2U1NTZiNWYtMDNiZS00ZmVjLTlkYTYtMmQxMWRhYjQzY2Zm%40thread.v2/0?context=%7b%22Tid%22%3a%22239ab278-3bba-4c78-b41d-8508a541e025%22%2c%22Oid%22%3a%220b43acb9-a07a-4669-92da-bab82fcf3252%22%7d)

***South Charleston Office Hours:*** *I* will be available in South Charleston room GC 102 these days and times. You can drop in or make an appointment to claim a particular time. I can also meet on Teams any day.

* Thursday, October 12, 1:30pm-4:30pm
* Wednesday, November 1, 8:00am-Noon

Monday, November 27, 1:30pm-4:30pm

 **Attachment #2**

**Credentialing Committee**

**October 27, 2023**

 (**GC-23-10-01-CRC**)

| **TYPE** | **FACULTY MEMBER** | **E-MAIL** | **COLLEGE/SCHOOL** | **DEPARTMENT/DIVISION** | **GRADUATE FACULTY LEVEL** | **TERM START** | **TERM EXPIRES** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Add | Cyphert, Holly | DAMRON40@marshall.edu | COS | Biology | Graduate Chair | 01/08/2024 | 05/15/29 |
| Add | Daniels, Jacqueline | danielsja@marshall.edu | COEPD | LAS Leadership | Temporary | 08/21/2023 | 12/08/2023 |
| Add | Gardner, Terina | miller1107@marshall.edu | COEPD | Counseling | Temporary | 08/21/2023 | 12/08/2023 |
| Add | Givens, Stephen | givens10@marshall.edu | COEPD | Counseling | Temporary | 08/21/2023 | 12/08/2023 |
| Add | House, Gregory | HOUSE@marshall.edu | COEPD | C&I Literacy | Temporary | 08/21/2023 | 12/08/2023 |
| Add | Lawrence, Christina | mayse3@marshall.edu | COLA | Psy |  | 08/18/2026 |  |
| Add | Martin, Amanda | harvey7@marshall.edu | COEPD | C&I Early Childhood Ed  | Temporary | 08/21/2023 | 12/08/2023 |
| Add | Nato, Andrew | nato@marshall.edu | SOM | Biomedical Sciences | SOM | 08/18/2026 | 12/15/29 |
| Add | Nato, Andrew | nato@marshall.edu | SOM | Biomedical Sciences | SOM | 08/21/2023 | 12/15/26 |
| Add | Reed, Elizabeth | sutfin@marshall.edu | COEPD | LAS School Psychology | Temporary | 01/09/2023 | 04/28/2023 |
| Add | Stapleton, Laura | stapleto@marshall.edu | COEPD | C&I | Temporary | 08/21/2023 | 12/08/2023 |
| Delete | Deterding, Stephen | deterding@marshall.edu | COS | Mathematics & Physics | Graduate^ | 08/22/2022 | 12/09/2027 |
| Delete | Hutchinson, Todd | todd.hutchinson@usda.gov | COS | Biology | Associate^ | 01/13/2020 | 05/05/2023 |
| Delete | Martin, Amanda | amanda.martin@bridgevalley.edu | COEPD | C&I | Instructor | 08/26/2019 | 12/10/2021 |
| Delete | Stephen, Deterding | deterding@marshall.edu | COS | Mathematics & Physics | Graduate^ | 08/22/2022 | 12/09/2027 |
| Edit | Al-Aqtash, Ansam | alaqtasha@marshall.edu | COS | Math | Graduate | 01/08/2024 | 05/15/29 |
| Edit | Banks, Tamara | banks5@marshall.edu | COEPD | Counseling | Associate | 08/21/2023 | 12/15/26 |
| Edit | Bora, Dhrubajyoti | bora@marshall.edu | COS | Criminal Justice | Graduate | 01/08/2024 | 05/15/29 |
| Edit | Cooper, Thomas | thomas.cooper@marshall.edu | COEPD | C&I | Associate | 08/21/2023 | 12/15/26 |
| Edit | DeTardo-Bora, Kimberly | detardobora@marshall.edu | COS | Criminal Justice | Graduate | 01/08/2024 | 05/15/29 |
| Edit | DellaMea, Monica | dellame2@marshall.edu | COEPD | Curriculum and Instruction | Graduate | 08/21/2023 | 12/15/28 |
| Edit | Dooley, Jerry | dooley24@marshall.edu | COEPD | Counseling | Graduate | 08/21/2023 | 12/15/28 |
| Edit | Elkadry, Alaa | elkadry@marshall.edu | COS | Mathematics | Graduate | 01/08/2024 | 05/15/29 |
| Edit | Ellison, Marc | ellison13@marshall.edu | COEPD | Counseling | Associate | 08/21/2023 | 12/15/26 |
| Edit | Farrow, Beverly | bfarrow@marshall.edu | COEPD | Counseling | Associate | 08/21/2023 | 12/15/26 |
| Edit | Fet, Victor | fet@marshall.edu | COS | Biological Sciences | Graduate | 01/08/2024 | 05/15/29 |
| Edit | Hacker, Stacy | hacker10@marshall.edu | COEPD | C&I | Associate | 08/21/2023 | 12/15/26 |
| Edit | Hare, Christina | HARE2@marshall.edu | COEPD | School Psychology | Associate | 08/21/2023 | 12/15/26 |
| Edit | Hensley, Nathaniel | HENSLEY70@marshall.edu | COEPD | Counseling | Associate | 08/21/2023 | 12/15/26 |
| Edit | Hisiro, Thomas | hisiro@marshall.edu | COEPD | Leadership Studies | Graduate Chair | 08/21/2023 | 12/15/28 |
| Edit | Huesmann, Michael | huesmann@marshall.edu | COEPD | C&I Special Education | Graduate | 08/21/2023 | 12/15/28 |
| Edit | Larison, Isaac | larison@marshall.edu | COEPD | Literacy Education | Graduate | 08/21/2023 | 12/15/28 |
| Edit | Mateer, Bethanie | mateer@marshall.edu | COEPD | C&I Special Education | Associate | 08/21/2023 | 12/15/26 |
| Edit | McFarland-Whisman, Jennifer | mcfarlan@marshall.edu | COEPD | Special Ed | Graduate | 08/21/2023 | 12/15/28 |
| Edit | Messer, Matthew | mjmesser@k12.wv.us | COEPD | Leadership Studies | Associate | 08/21/2023 | 12/15/26 |
| Edit | Palmquist, Kyle | palmquist@marshall.edu | COS | Biology | Graduate Chair | 01/08/2024 | 05/15/29 |
| Edit | Salem, Asad | salema@marshall.edu | CECS | Engineering | Graduate | 01/08/2024 | 05/15/29 |
| Edit | Shreve, Anna | Rubenstein9@marshall.edu | Please Select | Counseling | Associate | 08/21/2023 | 12/15/26 |
| Edit | Singleton, Raymond | singleton@marshall.edu | COEPD | C&I | Associate | 01/09/2023 | 05/15/26 |
| Edit | Skoretz, Yvonne | skoretz1@marshall.edu | COEPD | C&I | Graduate Chair | 08/21/2023 | 12/15/28 |
| Edit | Tench, Richard | richard.tench@gmail.com | COEPD | Counseling | Associate | 08/21/2023 | 12/15/26 |
| Edit | Thompson, Tara | farley6@marshall.edu | COEPD | C&I Special Education | Associate | 08/21/2023 | 12/15/26 |
| Edit | Vance, Kimberly | kimberly.vance@marshall.edu | COEPD | Counseling | Associate | 08/21/2023 | 12/15/26 |
| Edit | Vickers, Melanie | mvickers3@frontier.com | COEPD | Leadership Studies | Associate | 08/21/2023 | 12/15/26 |
| Edit | Wait, Isaac | wait@marshall.edu | CECS | Civil Engineering | Graduate | 08/21/2023 | 12/15/28 |
| Edit | Yocke, Richard | yocke1@marshall.edu | COEPD | ACE | Associate | 08/21/2023 | 12/15/26 |

**Attachment #3**

**October 27, 2023**

Graduate Council: Program Review Links for Reviewers

A password is needed to access all program reviews. The password for all = pr2023

# Please note that we have not been provided with complete information regarding the cost of each program. This information should be available by the end of the month.

Here are the assignments by Graduate Council member:

**Degree Programs**

MA in Humanities <https://www.taskstream.com/ts/mainhumanities/ProgramReview2023DegreePrograms> Reviewers are Scot Davis and Richard Egleton

MA in History <https://www.taskstream.com/ts/mainhistory3/ProgramReview2023DegreePrograms> Reviewers are Lisa Heaton and Isaac Willis Larison

MA in Sociology <https://www.taskstream.com/ts/mainsociology2/ProgramReview2023DegreePrograms> Reviewers are Henning Vauth and Scot Simonton

MA in Music <https://www.taskstream.com/ts/mainmusic/ProgramReview2023DegreePrograms> Reviewers are Bill Gardner and Keith Beard

MS/MA in Biological Sciences <https://www.taskstream.com/ts/mamsinbiologicalsciences/ProgramReview2023DegreePrograms> Reviewers are Tracy Christofero and Yousef Sardahi

MS/MA in Pharmaceutical Sciences

<https://www.taskstream.com/ts/pharmaceuticalsciences-msma/ProgramReview2023DegreePrograms>

Reviewers are Shawn Schulenberg and Lori Thompson

Doctor of Pharmacy-PharmD <https://www.taskstream.com/ts/doctorofpharmacypharmd2/ProgramReview2023DegreePrograms> Reviewers are Amanda Meadows and Isaac Willis Larison

Doctor of Physical Therapy-DPT <https://www.taskstream.com/ts/doctorofphysicaltherapydpt/ProgramReview2023DegreePrograms> Reviewers are Conrae Lucas-Adkins and Craig Kimble

Certiﬁcate Programs

Appalachian Studies Certiﬁcate [https://www.taskstream.com/ts/graduatecertiﬁcateinappalachianstudies/ProgramReview2023CertiﬁcatePrograms](https://www.taskstream.com/ts/graduatecertificateinappalachianstudies/ProgramReview2023CertificatePrograms) Reviewers are Scot Davis and Richard Egleton

2

Graduate Council Program Review Assignments

Bioinformatics Certiﬁcate [https://www.taskstream.com/ts/graduatecertiﬁcateinbioinformatics/ProgramReview2023CertiﬁcatePrograms](https://www.taskstream.com/ts/graduatecertificateinbioinformatics/ProgramReview2023CertificatePrograms) Reviewers are Tracy Christofero and Yousef Sardahi

Latin Certiﬁcate [https://www.taskstream.com/ts/graduatecertiﬁcateinlatin/ProgramReview2023CertiﬁcatePrograms](https://www.taskstream.com/ts/graduatecertificateinlatin/ProgramReview2023CertificatePrograms) Reviewers are Bill Gardner and Keith Beard

Public History Certiﬁcate [https://www.taskstream.com/ts/graduatecertiﬁcateinpublichistory1/ProgramReview2023CertiﬁcatePrograms](https://www.taskstream.com/ts/graduatecertificateinpublichistory1/ProgramReview2023CertificatePrograms) Reviewers are Lisa Heaton and Isaac Willis Larison

Women’s Studies Certiﬁcate [https://www.taskstream.com/ts/graduatecertiﬁcateinwomensstudies/ProgramReview2023CertiﬁcatePrograms](https://www.taskstream.com/ts/graduatecertificateinwomensstudies/ProgramReview2023CertificatePrograms) Reviewers are Lisa Heaton and Isaac Willis Larison

**Attachment #4**

**Planning Committee Report**

**October 27, 2023**

**College of Education and Professional Development**

1. *Request for Non-Curricular Change* **GC-23-10-02-PC**

Department: Leadership Studies

Degree Program: **MA Principalship**

Type of Change: Catalogue change: Conditional approval of applications with pending GRE or MAT scores for first semester.

Effective Date: Spring 2024

Rationale: “Students often take the GRE or MAT just before the semester starts and they do not have their scores back in time to apply. We want to increase our chances that they will enroll at Marshall by allowing conditional acceptance based on the pending scores.”

Recommended approval.

1. *Request for Non-Curricular Change* **GC-23-10-03-PC**

Department: Curriculum and Instruction

Degree Program: **MA in Teaching (MAT)**

Type of Change: Catalogue Change: Removing from PRAXIS from admission requirements and update on test requirements for licensure.

Effective Date: Spring 2024

Rationale: “The West Virginia Department of Education has removed the PRAXIS: CASE from their requirements for students applying to teacher preparation programs within the state. We would like our program to mirror the state’s new policies and remove the exam as a requirement for admission into the Post Baccalaureate Teaching Certificate and Master of Arts in Teaching. Also included is a more accurate representation of test requirements needed for licensure.”

Recommended approval.

1. *Request for Non-Curricular Change* **GC-23-10-04-PC**

Department: Curriculum and Instruction

Degree Program: **Postbaccalaureate Teaching Certificate**

Type of Change: Catalogue Change: Removing from PRAXIS from admission requirements and update on test requirements for licensure.

Effective Date: Spring 2024

Rationale: “The West Virginia Department of Education has removed the PRAXIS: CASE from their requirements for students applying to teacher preparation programs within the state. We would like our program to mirror the state’s new policies and remove the exam as a requirement for admission into the Post Baccalaureate Teaching Certificate and Master of Arts in Teaching. Also included is a more accurate representation of test requirements needed for licensure.”

Recommended approval.

**College of Health Professions**

1. *Request for Non-Curricular Change* **GC-23-10-05-PC**

Department: Public Health

Degree Program: **Master of Public Health**

Type of Change: Deletion of certain concentrations and updating Plans of Study

Effective Date: Spring 2024

Rationale: 

Postpone Indefinitely

**College of Science**

1. *Request for Non-Curricular Change* **GC-23-10-06-PC**

Department: Public Health

Degree Program: **M.S. Criminal Justice, Criminology, and Forensic Sciences**

Type of Change: Addition of Early Assurance Pathway

Effective Date: Fall 2024

Rationale: “The creation of an option for early acceptance (Early Assurance Pathway) into the Marshall University Forensic Science Graduate Program would allow incoming high school seniors and College of Science undergraduate students to apply for acceptance into the Master of Science in Forensic Science Program. Successful applicants will be guaranteed a seat pending completion of all undergraduate requirements, earning a natural science degree, and satisfying program pre-requisites. The goal of the Early Assurance Pathway for the MUFSP is to help increase enrollment in the MSFS program and help recruit students into undergraduate majors in the College of Science.”

Recommended approval.

**College of Science**

1. *Accelerated Master’s Degree Proposal* **GC-23-10-07-PC**

Department: Physics

Degree Program: **M.S. in Physics**

Rationale: “The creation of an option for early acceptance (Early Assurance Pathway) into the Marshall University Forensic Science Graduate Program would allow incoming high school seniors and College of Science undergraduate students to apply for acceptance into the Master of Science in Forensic Science Program. Successful applicants will be guaranteed a seat pending completion of all undergraduate requirements, earning a natural science degree, and satisfying program pre-requisites. The goal of the Early Assurance Pathway for the MUFSP is to help increase enrollment in the MSFS program and help recruit students into undergraduate majors in the College of Science.”

Recommended approval.

**Lewis College of Business**

1. *Accelerated Master’s Degree Proposal* **GC-23-10-08-PC**

Department:

Degree Program: **M.S. in Sport Administration**

Rationale:



Recommended approval.

**Attachment #5**

**Graduate Studies Report**

**October 27, 2023**

**To:**  Graduate Council

**From:**  Carl Mummert, Assistant Provost for Graduate Studies

**Date:**  October 20, 2023

**Graduate Studies Expo: October 30**

We will have a Graduate Studies recruiting event on October 30 from 4:00pm to 6:00pm in the Don Morris room. We are experimenting with a slightly different format including an invited speaker. All colleges and schools with graduate programs have been invited to participate.

**Courseleaf CIM software**

We are ready to start live testing the Courseleaf CIM software. This software will convert our paper curriculum forms into an electronic process. The Graduate Council chair and the Planning and Curriculum committees are identifying items to use for a trial run of the software.

**Catalog Process**

The final draft of the 2023 catalog has been sent out for proofreading. We expect the catalog to be published in November.

Su Tams has announced that she will be retiring from Marshall this fall. Discussions are underway about the catalog process for next year. This process will integrate with Courseleaf CIM, but an individual will still be needed to ensure the information flows properly and to finalize all aspects of the catalogs.

**South Charleston site visit from the HLC**

The Higher Learning Commission will be making a routine site visit to the South Charleston campus on November 2. All faculty who work in South Charleston are encouraged to attend the faculty session from 11:15am to noon in GC 319.

**South Charleston Office Hours**

I will be available in South Charleston room GC 102 these days and times. You can drop in or make an appointment to claim a particular time. I can also meet on Teams any day.

* Wednesday, November 1, 8:00am-11:00am

Monday, November 27, 1:30pm-4:30pm