

Request for Graduate Addition, Deletion, or Change of a Major or Degree

NOTE: Before you submit a request for a new Major or Degree, you must submit an INTENT TO PLAN form. Only after the INTENT TO PLAN goes through the approval process are you ready to submit this request for a new Major or Degree. For detailed information on new programs please see: <http://wvhepcdoc.wvnet.edu/resources/133-11.pdf>.

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one PDF copy without signatures to the Graduate Council Chair.
3. **The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.**

College: Science

Dept/Division: Biological Sciences

Contact Person: Anne Axel

Phone: 696-2426

Degree Program Biological Sciences, M.S. and M. A.

Check action requested: Addition Deletion Change

Effective Term/Year

Fall 20




 18

Spring 20

Summer 20

Information on the following pages must be completed before signatures are obtained.

Signatures: if disapproved at any level, do not sign. Return to previous signer with recommendation attached.

Dept. Chair/Division Head 	Date <u>27 March 2018</u>
College Curriculum Chair 	Date <u>3-28-18</u>
College Dean 	Date <u>30 MARCH 2018</u>
Graduate Council Chair _____	Date _____
Provost/VP Academic Affairs _____	Date _____
Presidential Approval _____	Date _____
Board of Governors Approval _____	Date _____

Request for Graduate Addition, Deletion, or Change of a Major or Degree-Page 2

Please provide a rationale for addition, deletion, change: (May attach separate page if needed)

1. We are reducing our graduate seminar requirements (but maintaining same number of total hours required for graduation) from 6 to 3 credits so that students may fulfill their 600-level graduate course requirement with a greater diversity of coursework. Specifically we are making the following seminar requirement changes:

1a. Removing requirement to take BSC 661.

1b. Removing requirement to take BSC 662 twice (but maintaining the requirement to take BSC 662 one time).

2. To avoid confusion, we would like to rename the current Seminar I (661) to Topics in Biological Sciences so that our required seminars (660 and 662 may be named Seminar I and Seminar II). The course catalog description will remain as is.

Please describe any changes in curriculum:

List course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change. (May attach separate page if needed)

BSC 661, Seminar I, 2 credits: No longer required for graduation.

BSC 662, Seminar 2, 1 credit: Remains a required course but students are only required to take it one time. Optionally, they may still take the course 2 times.

New Course Title for BSC 661: Topics in Biological Sciences

1. ADDITIONAL RESOURCE REQUIREMENTS: If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this major or degree, attach an estimate of the time and money required to secure these items.

NOTE: Approval of this form does not imply approval for additional resources. Enter NONE if not applicable.

NONE

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

NONE

For catalog changes as a result of the above actions, please fill in the following pages.

Request for Graduate Addition, Deletion, or Change of a Major or Degree-Page 3

3. Current Catalog Description

Insert the *Current* Catalog Description and page number from the latest catalog for entries you would like to change.
(May attach separate page if needed)

p. 204

M.S. Degree Requirements

- Students must complete at least 32 hours of graduate coursework, including the thesis. The maximum amount of credit that may be earned for the thesis (BSC 681) is 12 hours.
- Candidates for the M.S. degree must register for and participate in six hours of Graduate Seminar (BSC 660 and 661 during their first year and BSC 662 in at least two subsequent semesters) during each of the semesters in which they are actively enrolled in the graduate program and complete at least 18 hours in graded BSC electives at the graduate level (which may include BSC 660, 661, 662, and 681).
- Not more than 6 hours of seminar (BSC 660, 661, 662) may be used to complete the 32-hour requirement.
- Not more than 4 semester hours credit in Independent Study (BSC 585-588) or Special Problems (BSC 650-652) may be used to complete the 32 hour requirement, and these may only be applied beyond the 18 hours in BSC graduate credits.
- Students may elect to take 6 hours of graduate work in a minor field.
- Successful completion of the program in Biological Sciences requires a GPA of 3.0 or higher, and no more than 6 credit hours of "C" grades may be applied to the total hours for graduation. Upon completion of course requirements and the thesis, M.S. candidates must pass a comprehensive oral examination.

M.A. Degree Requirements

- Students who select the M.A. option must complete a minimum of 36 hours of graduate coursework.
- M.A. candidates do not conduct thesis research. The Graduate Seminar, BSC electives, Independent Study/Special Problems, GPA, "C" grades, and comprehensive oral exam requirements are as stated for the M.S. degree.

4. Edits to the Current Description

Attach a PDF copy of the current catalog description prepared in MS WORD with strikethroughs to mark proposed deletions and use the highlight function to indicate proposed new text.

M.S. Degree Requirements

- Students must complete at least 32 hours of graduate coursework, including the thesis. The maximum amount of credit that may be earned for the thesis (BSC 681) is 12 hours.
- Candidates for the M.S. degree must register for and participate in ~~six~~ 3 hours of Graduate Seminars (BSC 660 and ~~661~~ during their first year semester and BSC 662 in ~~at least two subsequent semesters~~ what is expected to be their final semester) ~~during each of the semesters in which they are actively enrolled in the graduate program~~ and complete at least 18 hours in graded BSC electives at the graduate level (which may include BSC 660, ~~661~~, 662, and 681).
- Not more than ~~6~~ 4 hours of seminar (~~BSC 660, 661, 662~~ BSC 660, maximum 2 credits; BSC 662, maximum 2 credits) may be used to complete the 32-hour requirement.
- Not more than 4 semester hours credit in Independent Study (BSC 585-588) or Special Problems (BSC 650-652) may be used to complete the 32 hour requirement, and these may only be applied beyond the 18 hours in BSC graduate credits.
- Students may elect to take 6 hours of graduate work in a minor field.
- Successful completion of the program in Biological Sciences requires a GPA of 3.0 or higher, and no more than 6 credit hours of "C" grades may be applied to the total hours for graduation. Upon completion of course requirements and the thesis, M.S. candidates must pass a comprehensive oral examination.

M.A. Degree Requirements

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Request for Graduate Addition, Deletion, or Change of a Major or Degree-Page 4

5. New Catalog Description

Insert a 'clean' copy of your proposed description, i.e., no strikethroughs or highlighting included. This should be what you are proposing for the new description. (May attach separate page if needed)

M.S. Degree Requirements

- Students must complete at least 32 hours of graduate coursework, including the thesis. The maximum amount of credit that may be earned for the thesis (BSC 681) is 12 hours. At least 16 credits must be at the 600-level.
- Candidates for the M.S. degree must register for and participate in 3 hours of graduate seminars (BSC 660 during their first semester and BSC 662 in what is expected to be their final semester) and complete at least 18 hours in graded BSC electives at the graduate level (which may include BSC 660, 662, and 681).
- Not more than 4 hours of seminar (BSC 660, maximum 2 credits; BSC 662, maximum 2 credits) may be used to complete the 32-hour requirement.
- Not more than 4 semester hours credit in Independent Study (BSC 585-588) or Special Problems (BSC 650-652) may be used to complete the 32 hour requirement, and these may only be applied beyond the 18 hours in BSC graduate credits.
- Students may elect to take 6 hours of graduate work in a minor field.
- Successful completion of the program in Biological Sciences requires a GPA of 3.0 or higher, and no more than 6 credit hours of "C" grades may be applied to the total hours for graduation. Upon completion of course requirements and the thesis, M.S. candidates must pass a comprehensive oral examination.

M.A. Degree Requirements

- Students who select the M.A. option must complete a minimum of 36 hours of graduate coursework. At least 18 credits must be at the 600-level.
- M.A. candidates do not conduct thesis research. The graduate seminars, BSC electives, Independent Study/Special Problems, GPA, "C" grades, and comprehensive oral exam requirements are as stated for the M.S. degree.

Request for Graduate Addition, Deletion, or Change of a Major or Degree-Page 5

Please insert in the text box below your change summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings):

Department:

Major or Degree:

Type of Change: *(addition, deletion, change)*

Rationale:

Department: Biological Sciences

Major or Degree: Biological Sciences, M.S. and M.A.

Type of Change: change

Rationale:

1. We are reducing our graduate seminar requirements (but maintaining same number of total hours required for graduation) from 6 to 3 credits so that students may fulfill their 600-level graduate course requirement with a greater diversity of coursework. Specifically we are making the following seminar requirement changes:

1a. Removing requirement to take BSC 661.

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2. To avoid confusion, we would like to rename the current Seminar I (661) to Topics in Biological Sciences so that our required seminars (660 and 662 may be named Seminar I and Seminar II). The course catalog description will remain as is.