

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: LCOB

Dept/Division: Accountancy & Legal Environment

Contact Person: Susan W. Lanham

Phone: 304-696-2666

Degree Program Master of Science in Accountancy

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 <u>Nancy London</u>	Date <u>1/22/18</u>
College Curriculum Chair <u>[Signature]</u>	Date <u>14 Feb 18</u>
College Dean <u>A. Munkhbayar</u>	Date <u>2/15/2018</u>
Graduate Council Chair <u>Christofero</u>	Date <u>4-10-18</u>
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)

A revision to the Admission Requirements is needed to reduce barriers for entry into the program. The proposed requirements are also more in line with the Admission Requirements into the LCOB's Master of Business Administration program.

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)

NONE

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)

Applicants should follow the admissions process described in the Graduate Catalog, or at the Graduate Admissions website at www.marshall.edu/graduate/admissions/how-to-apply-for-admission.

• Applicants must either have:

1. A business-related bachelor's degree or higher from an AACSB-accredited program with a Grade Point Average (GPA) of 3.0 or higher on a 4.0 scale;

OR

2. All other applicants may be admitted if they score 500 or better on the Graduate Management Admission Test (GMAT) or if they have an index of 1,100 computed by multiplying the undergraduate grade point average by 200 and adding the GMAT score. The minimum acceptable GMAT score is 400 and 15th percentile verbal.

• All students admitted to the program will complete the following undergraduate courses with a C or better. Students who have completed equivalent courses as a part of their undergraduate degree will receive credit for this requirement. Those who have not completed the courses will complete them as a part of the degree requirements.

ACC 311 Intermediate Accounting I

ACC 312 Intermediate Accounting II

ACC 318 Cost Accounting

ACC 341 Accounting Information Systems

ACC 348 Federal Taxation

ACC 429 Auditing

• Conditional Admission can be granted for one term if the applicant meets all program requirements for admission except they have not officially graduated with their bachelor's degree. Once the degree is granted, the applicant would need to resubmit his or her official transcript for full admission.

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.

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)

Applicants should follow the admissions process described in the Graduate Catalog, or at the Graduate Admissions website at www.marshall.edu/graduate/admissions/how-to-apply-for-admission.

• In addition to the requirements for admission to Marshall University's Graduate College, applicants must either have:

1. An undergraduate degree in business from a regionally accredited institution with an undergraduate Grade Point Average (GPA) of 3.0 or higher on a 4.0 scale for all previously completed coursework;

OR

2. Completed ACC 311, ACC 312, ACC 318, ACC 341, ACC 348, and ACC 429 or equivalent with a 3.0 GPA or higher.

OR

3. A score of 500 or better on the Graduate Management Admission Test (GMAT) or an index of 1,100 computed by multiplying the undergraduate grade point average by 200 and adding the GMAT score. The minimum acceptable GMAT score is 400 and 15th percentile verbal.

• All students admitted to the program will complete the following undergraduate courses with a C or better. Students who have completed equivalent courses as a part of their undergraduate degree will receive credit for this requirement. Those who have not completed the courses will complete them as a part of the degree requirements.

ACC 311 Intermediate Accounting I
ACC 312 Intermediate Accounting II
ACC 318 Cost Accounting
ACC 341 Accounting Information Systems
ACC 348 Federal Taxation
ACC 429 Auditing

• Conditional Admission can be granted for one term if the applicant meets all program requirements for admission except they have not officially graduated with their bachelor's degree. Once the degree is granted, the applicant would need to resubmit his or her official transcript for full admission.

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: LCOB Division of Accountancy & Legal Environment

Major or Degree: Master of Science in Accountancy

Type of Change: Change of Admission Requirements

Rationale: A revision to the Admission Requirements is needed to reduce barriers for entry into the program. The proposed requirements are also more in line with the Admission Requirements into the LCOB's Master of Business Administration program.

4. Edits to the Current Description

Applicants should follow the admissions process described in the Graduate Catalog, or at the Graduate Admissions website at www.marshall.edu/graduate/admissions/how-to-apply-for-admission.

- In addition to the to the requirements for admission to Marshall University's Graduate College,
aApplicants must either have:
 1. An undergraduate degree in business-related bachelor's degree or higher from an AACSB-regionally accredited institution with an undergraduate program with a Grade Point Average (GPA) of 3.0 or higher on a 4.0 scale for all previously completed coursework;
OR
 2. Completed ACC 311, ACC 312, ACC 318, ACC 341, ACC 348, and ACC 429 or equivalent with a 3.0 GPA or higher.
OR
 - 2.3. All other applicants may be admitted if theyA score of 500 or better on the Graduate Management Admission Test (GMAT) or if they have an index of 1,100 computed by multiplying the undergraduate grade point average by 200 and adding the GMAT score. The minimum acceptable GMAT score is 400 and 15th percentile verbal.
- All students admitted to the program will complete the following undergraduate courses with a C or better. Students who have completed equivalent courses as a part of their undergraduate degree will receive credit for this requirement. Those who have not completed the courses will complete them as a part of the degree requirements.

ACC 311 Intermediate Accounting I
ACC 312 Intermediate Accounting II
ACC 318 Cost Accounting
ACC 341 Accounting Information Systems
ACC 348 Federal Taxation
ACC 429 Auditing
- Conditional Admission can be granted for one term if the applicant meets all program requirements for admission except they have not officially graduated with their bachelor's degree. Once the degree is granted, the applicant would need to resubmit his or her official transcript for full admission.

Request for Graduate Non-Curricular Changes

PLEASE USE THIS FORM FOR ALL NON-CURRICULAR CHANGE REQUESTS (changes in admission requirements or requirements for graduation, changes in existing or new policies/procedures, changes in program descriptions in catalog, general language changes in catalog).

SIGNATURES may not be required, depending on the nature of the request and from where it originates. Consult Graduate Council Chair.

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy 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: Dr. Anne Axel Phone: 304-696-2426

Rationale for Request:

We are requesting catalog changes to reflect changes in guidelines (deadlines and procedures) for applying for Graduate Teaching Assistantships.

COS Dean Office
2018 FEB 15 P 1:48

Signatures: if disapproved at any level, do not sign. Return to previous signer with recommendation attached.
 NOTE: all requests may not require all signatures.

Department/Division Chair [Signature] Date Fall 2018
 Registrar [Signature] 2601-1 Date 2-15-18
 College Curriculum Committee Chair [Signature] Date 2/24/18
 (or Dean if no college curriculum committee)
 Graduate Council Chair [Signature] Date 4-10-18

NOTE: please complete information required on the following pages before obtaining signatures above.

Request for Graduate Non-Curricular Changes – Page 2

1. **Current Catalog Description (if applicable):** Please insert the catalog description from the current catalog for entries you would like to change.

Graduate Assistantships

Students interested in applying for teaching assistantships must submit a completed Application for Graduate Assistantship by April 15 or November 15 for the Fall or Spring semester, respectively. The Application for Graduate Assistantship Form is available from the Department of Biological Sciences, One John Marshall Drive, Huntington, WV 25755.

Request for Graduate Non-Curricular Changes – Page 3

2. **Edits to current description:** Attach or insert 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.

See document attached.

Request for Graduate Non-Curricular Changes – Page 4

3. **New Catalog Description:** Provide a "clean" copy of your proposed description without strikethroughs or highlighting. This should be what you are proposing for the new description.

Graduate Teaching Assistantships

Once application has been made to the Graduate College for admission to the Biological Sciences graduate program, students who are interested may also apply to become a teaching assistant. To do so, visit the Human Resources website's Employment section, select "Graduate Assistant Employment," and search for Biological Sciences listings. Open positions are generally posted in late Spring and late Fall; offers are made on a rolling basis.

Request for Graduate Non-Curricular Changes – Page 5

Please insert below your proposed change information for the Graduate Council agenda.

Type of change request: Catalog change

Department: Biological Sciences

Degree program: M.S. and M.A.

Effective date (fall/spring/summer, year): Fall 2018

Graduate Teaching Assistantships

~~Students interested in applying for teaching assistantships must submit a completed Application for Graduate Assistantship by April 15 or November 15 for the Fall or Spring semester, respectively. The Application for Graduate Assistantship Form is available from the Department of Biological Sciences, One John Marshall Drive, Huntington, WV 25755.~~

Once application has been made to the Graduate College for admission to the Biological Sciences graduate program, students who are interested may also apply to become a teaching assistant. To do so, visit the Human Resources website's Employment section, select "Graduate Assistant Employment," and search for Biological Sciences listings. Open positions are generally posted in late Spring and late Fall; offers are made on a rolling basis.

Request for Graduate Course Addition

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
3. **The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.**

College: MedicineDept/Division: Biomedical ResearchAlpha Designator/Number: BMR 664☐ Graded ☒ CR/NCContact Person: Jung Han KimPhone: 304-696-3873

NEW COURSE DATA:

New Course Title: OBESITY AND RELATED DISEASES JOURNAL CLUB

Alpha Designator/Number:

B	M	R	6	6	4				
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Title Abbreviation:

O	R	D	R	C		C	O	L	L	O	Q	U	I	M					
---	---	---	---	---	--	---	---	---	---	---	---	---	---	---	--	--	--	--	--

(Limit of 25 characters and spaces)

Course Catalog Description:
(Limit of 30 words)

A seminar course where published articles in the field of obesity and obesity-related diseases are presented and discussed.

Co-requisite(s): NONEFirst Term to be Offered: FALL/ 2018Prerequisite(s): NONECredit Hours: 1

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

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

Dept. Chair/Division Head



Date

2/21/18

Registrar


202219

Date

2-22-18

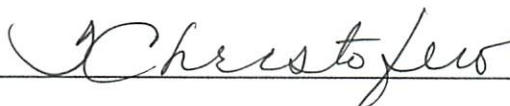
College Curriculum Chair



Date

2/19/18

Graduate Council Chair



Date

4/10-18

Request for Graduate Course Addition - Page 2

College: Medicine

Department/Division: Biomedical Research

Alpha Designator/Number: BMR 664

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

Jung Han Kim

2. DUPLICATION: If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the proposal. Enter "**Not Applicable**" if not applicable.

Not Applicable

3. REQUIRED COURSE: If this course will be required by another department(s), identify it/them by name. Enter "**Not Applicable**" if not applicable.

Not Applicable

4. AGREEMENTS: If there are any agreements required to provide clinical experiences, attach the details and the signed agreement. Enter "**Not Applicable**" if not applicable.

Not Applicable

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

Not Applicable

6. COURSE OBJECTIVES: (May be submitted as a separate document)

Syllabus attached.

Request for Graduate Course Addition - Page 3

7. COURSE OUTLINE (May be submitted as a separate document)

Syllabus attached.

8. SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATES (May be submitted as a separate document)

Not Applicable

9. EXAMPLE OF INSTRUCTIONAL METHODS (Lecture, lab, internship)

Seminar

Student presentation

Request for Graduate Course Addition - Page 4

10. EXAMPLE EVALUATION METHODS (CHAPTER, MIDTERM, FINAL, PROJECTS, ETC.)

The evaluation form is included in the attached syllabus.

11. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE/GRADUATE COURSE

Not Applicable

12. PROVIDE COMPLETE BIBLIOGRAPHY (May be submitted as a separate document)

Student is presenting research from recent literature. Following journals are examples.

Nature
Science
Obesity Journal
Cell
Cell Metabolism
International Journal of Obesity
Journal of Endocrinology
Journal of Nutrition
Diabetes
Hypertension
Journal of Physiology

Request for Graduate Course Addition - Page 5

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

Department:

Course Number and Title:

Catalog Description:

Prerequisites:

First Term Offered:

Credit Hours:

Department: Biomedical Research

Course Number and Title: BMR 664 Obesity and Related Diseases Journal Club

Catalog Description: A seminar course where published articles in the field of obesity and obesity related diseases are presented and discussed.

Prerequisites: None

First Term Offered: Fall/2018

Credit Hours: 1

OBESITY AND RELATED DISEASES JOURNAL CLUB
BMR 664
Fall 2018

COURSE POLICY

Course Director:

Jung Han Kim, Ph.D.

Office: BSC 435K

Phone: 696-3873

E-mail: kimj@marshall.edu

Office hours by request.

Required Textbooks

There are no required textbooks for this class.

Classes

BMR 664 is a 1 credit hour course. The course will be presentation and discussion of the recent literature in the area of obesity and obesity related diseases. Fundamental principles and new discoveries will be emphasized.

Classes will be held from 12:00 N - 12:50 PM on Tuesday in the Biotech Science Center 4th floor Conference Room.

Examinations

There are no examinations in this course.

Grades

This is a credit/no credit course.

Student performance is based on attendance and presentations. **Attendance is mandatory.** Active participation in presentation analysis is an integral part of developing presentation skills.

Only one unexcused absence will be allowed each semester. Should a situation arise where a student will miss a second class, the course director must be notified **in advance**. Acceptance of the excuse is at the course director's discretion and only legitimate (see official University policy), documented excuses will be accepted. **Documentation must be received within 2 weeks of the absence. More than one unexcused absence will result in a no credit grade.**

Students are required to give at least one presentation each semester. Presentations will be graded using the attached evaluation form. A score of 80 or greater is required for successful completion of the presentation. If the score for a presentation is below 80, the student will be required to present an additional paper.

Class Policies

University policies can be viewed at <http://muwww-new.marshall.edu/academic-affairs/policies/>.

Academic Dishonesty

Academic dishonesty will not be tolerated. Policy AA-12 defines academic dishonesty and describes the sanctions associated with it.

Inclement Weather

Policy GA-9 describes the policy on weather-related and/or emergency closings and delays. To find out if the University is closed, please call Audix at 696-6245.

Students with Disabilities Policy

Students with disabilities are required to prepare a notice either from the Help Center, Myers Hall, or Sandra Clements, PH 117, before a special accommodation can be honored. The link describing this policy is <http://www.marshall.edu/disabled>.

University Computing Services Acceptable Use Policy

MUBOG Policy IT-1 explains this policy (<http://www.marshall.edu/president/board/policies.html>).

Cell Phone Use

Cell phone use, including texting, will not be tolerated in the class, unless authorized by the instructor. If special circumstances exist such that a student needs to be in communication with family members or friends during a class, please inform the instructor before the class begins. Permission will be granted on a case-by-case basis and at the sole discretion of the instructor. If a student persists in using cell phones, including texting, after they have been asked to stop, the student will be removed from the class.

The last day to drop an individual course is Friday, October 26. The last day to completely withdraw is Friday, December 7.

Course Objectives

After completing this course, students should have a thorough understanding of the pathogenesis of obesity and obesity related diseases and learn how to give a presentation of a scientific journal article.

Student Learning Outcomes	How Outcome Will Be Practiced	How Outcome Will Be Assessed
Describe the pathogenesis of obesity and obesity related diseases	In-class discussion	Presentation
Give a presentation of a scientific journal article	In-class discussion	Presentation

Presenter: _____ **Date:** _____

OBESITY AND RELATED DISEASES JOURNAL CLUB

Faculty and students in attendance evaluate the presentation. They assign a point value for each portion of the presentation. The number of points possible is 100 for each presentation.

Segment of presentation	Your points		Evaluation criteria
Introduction (Maximum 20)		18-20	Clearly identified purpose and goals of the research. The rationale for selection of the paper was given in a clear and concise manner.
		16-17	Either (a) the purpose or goals of the research were presented but must be identified by the audience, or (b) the rationale for selection of the paper was not identified.
		14-15	Presenter failed to identify both (a) the purpose and goals of the paper, and (b) the rationale for selection of the paper.
Methods & Results (Maximum 20)		18-20	Clearly identified procedures to test hypothesis. Presented results to support or reject hypothesis.
		16-17	Overview of methods and/or results was given. However, the audience had to identify the rationale of studies or whether the results supported the overall hypothesis.
		14-15	Presenter failed to describe methods and had a lack of knowledge regarding methods. Failed to present results in a clear manner. Audience had difficulty understanding whether results proved experimental goals.
Summary (Maximum 20)		18-20	The presenter summarized the results and stated if the goals of the research were accomplished. The presenter clearly identified the importance of the research and the strengths and weaknesses of the paper(s).
		16-17	The presenter summarized the results and stated if the goals of the research were accomplished. The presenter should have given a clearer statement of the importance of the research or the strengths and weaknesses of the paper(s).
		14-15	The presenter needed to improve the summary of the results. The presenter failed to identify the strengths and weaknesses of the paper(s) and the importance of the research.
Presentation Skills (Maximum 20)		18-20	Good use of visual aids of tables, figures, or schemes to present all aspects of the paper. Good use of eye contact. Presentation stimulated interest and kept audience attentive. Presentation fitted allotted time.
		16-17	Good use of visual aids. Presentation fitted allotted time. Presenter read excessively from notes or needed to improve eye contact with audience. Audience as kept attentive and interested for most of the presentation.
		14-15	The presentation was either too short or too long. Visual aids were poorly used to emphasize points. The presentation did not keep the audience interested.
Paper Selection (Maximum 20)			
TOTAL POINTS			

EVALUATOR: FACULTY () or STUDENT ()

COMMENTS:

Request for Graduate Course Change

paper copy with all signatures and supporting material and forward to the Graduate Council Chair.

Identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.

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

Current Alpha Designator/Number: BSC 660

Contact Person: Dr. Anne Axel

Phone: 304-696-2426

CURRENT COURSE DATA:

Course Title: Introductory Graduate Seminar

Alpha Designator/Number: B S C 6 6 0

Title Abbreviation: INTRO GRAD SEMINAR

1. Complete this **five** page form in its entirety and route through the departments/committees below for changes to a course involving: course title, alpha designator, course number, course content, credit hours, or catalog description.
2. If this change will affect other departments that require this course, please send a memo to the affected department and include it with this packet, as well as the response received from the affected department.
3. If the changes made to this course will make the course 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.
4. List courses, if any, that will be deleted because of this change (*must submit course deletion form*).
5. If the faculty requirements and/or equipment need to be changed upon approval of this proposal, attach a written estimate of additional needs.

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

Dept. Chair/Division Head

Date

Registrar

Date

College Curriculum Chair

Date

Graduate Council Chair

Date

Request for Graduate Course Change - Page 2

College: Science

Department/Division: Biological Sciences

Alpha Designator/Number: BSC 660

Provide complete information regarding the course change for each topic listed below.

Change in CATALOG TITLE: ☒ YES ☐ NO

From

I	n	t	r	o	d	u	c	t	o	r	y		G	r	a	d	u	a	t	e		S	e	m	i	n	a	r	
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 (limited to 30 characters and spaces)

To

S	e	m	i	n	a	r		I																					
---	---	---	---	---	---	---	--	---	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

If Yes, Rationale

Our students are required to take 2 seminars and as it stands now, one is called Introductory Grad Seminar and the other is called Seminar II. The course having the title, Seminar I (BSC 661) is no longer a required seminar. To avoid confusion, we would like to name our 2 required seminars, Seminar I and Seminar II.

Change in COURSE ALPHA DESIGNATOR:

From:

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 To

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☐ YES ☒ NO

If Yes, Rationale

Change in COURSE NUMBER: ☐ YES ☒ NO

From:

--	--	--	--

 To:

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If Yes, Rationale

Change in COURSE GRADING

From ☐ Grade To ☐ Credit/No Credit

Rationale

Change in CATALOG DESCRIPTION: ☐ YES ☒ NO IF YES, fill in below:

From

To

If Yes
Rationale

Request for Graduate Course Change - Page 3

Change in COURSE CREDIT HOURS: ☐ YES ☒ NO If YES, fill in below:

NOTE: If credit hours increase/decrease, please provide documentation that specifies the adjusted work requirements.

From

To

Change in COURSE CONTENT: ☐ YES ☒ NO

From

To

Rationale

Request for Graduate Course Change-Page 4

College: Science _____

Department: Biological Sciences _____

Course Number/Title BSC 660 _____

1. REQUIRED COURSE: If this course is required by another department(s), identify it/them by name and attach the written notification you sent to them announcing to them the proposed change and any response received. Enter NOT APPLICABLE if not applicable.

NOT APPLICABLE

2. COURSE DELETION: List any courses that will be deleted because of this change. A *Course Deletion* form is also required. Enter NOT APPLICABLE if not applicable.

NOT APPLICABLE

3. ADDITIONAL RESOURCE REQUIREMENTS: If your department requires additional faculty, equipment, or specialized materials as a result of this change, attach an estimate of the time and cost etc. required to secure these items. (NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NOT APPLICABLE

Request for Graduate Course Change - Page 5

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

COURSE DESCRIPTION CHANGE

Department:

Course Number and Title:

Rationale:

Course Description (old)

Course Description: (new)

Catalog Description:

COURSE NUMBER CHANGE

Department:

Current Course Number/Title:

New Course Number:

Rationale:

Catalog Description:

Credit hours:

COURSE TITLE CHANGE

Department:

Current Course Number/Title:

New Course Title:

Rationale:

Catalog Description:

COURSE TITLE CHANGE

Department: Biological Sciences

Current Course Number/Title: BSC 660, Introductory Graduate Seminar

New Course Title: Seminar I

Rationale: Our students are required to take 2 seminars and as it stands now, one is called Introductory Grad Seminar and the other is called Seminar II. The course having the title, Seminar I (BSC 661) is no longer a required seminar (but will not be deleted). To avoid confusion, we would like to name our 2 required seminars, Seminar I and Seminar II.

Catalog Description:

Topics relevant to preparation for a career in the life sciences including: literature mining and interpretation, scientific ethics, preparation and delivery of scientific presentations, and career development tools

Request for Graduate Non-Curricular Changes

PLEASE USE THIS FORM FOR ALL NON-CURRICULAR CHANGE REQUESTS (changes in admission requirements or requirements for graduation, changes in existing or new policies/procedures, changes in program descriptions in catalog, general language changes in catalog).

SIGNATURES may not be required, depending on the nature of the request and from where it originates. Consult Graduate Council Chair.

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy 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: Health Professions Dept/Division: Dietetics
 Contact Person: Kelli J. Williams Phone: 304.696.4336

Rationale for Request:

^{classic 138}
 On occasion, students who complete a bachelor's degree and receive a Verification Statement from an accredited institution desire to begin graduate coursework prior to being accepted to the Dietetic Internship through DICAS, the centralized application system for dietetic internships. The updated admission requirements provide a mechanism for these students to be conditionally admitted and take classes in the graduate program for one semester. Full admission will be contingent on acceptance to the Dietetic Internship program through DICAS and all requirements for full admission being met.

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

NOTE: all requests may not require all signatures.

Department/Division Chair *Kelli J. Williams* 1-12-18 Date Fall 2018
 Registrar *Alma J. Hall* Date 1/16/18
 College Curriculum Committee Chair *Tracy Christofero* Date 1/26/18
 (or Dean if no college curriculum committee)
 Graduate Council Chair *Tracy Christofero* Date 4-10-18

NOTE: please complete information required on the following pages before obtaining signatures above.

Request for Graduate Non-Curricular Changes – Page 2

1. **Current Catalog Description (if applicable):** Please insert the catalog description from the current catalog for entries you would like to change.

Admission Requirements:

Prospective students who wish to apply for admission to the master's degree program must meet the admission requirements for the internship, described in detail at www.marshall.edu/dietetics.

Application to Marshall University's Dietetic Internship is completed through a centralized application system known as DICAS. Applicants will apply online using the DICAS application. To learn more about the DICAS application process visit <https://portal.dicas.org/>. If a student is admitted to the Dietetic Internship, he or she will receive further instructions for the Dietetic Internship Director regarding formal application to the graduate program.

Upon successful completion of the internship certificate program, students will submit an additional application requesting full admission to the master's program.

Any other prospective students must currently hold the status of Registered Dietitian through the Commission on Dietetic Registration. Admission of these students will be handled on a case-by-case basis by the department. They should follow the admissions process described in this catalog or at the Graduate Admissions website at www.marshall.edu/graduate/admissions/how-to-apply-for-admission.

remove
space Boff

Request for Graduate Non-Curricular Changes – Page 3

2. **Edits to current description:** Attach or insert 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.

See Attached.

Admission Requirements

Prospective students who wish to apply for admission to the master's degree program must meet the admission requirements for the internship, described in detail at www.marshall.edu/dietetics.

Application to Marshall University's Dietetic Internship is completed through a centralized application system known as DICAS. Applicants will apply online using the DICAS application. To learn more about the DICAS application process visit <https://portal.dicas.org/>. If a student is admitted to the Dietetic Internship, he or she will receive further instructions for the Dietetic Internship Director regarding formal application to the graduate program.

Upon successful completion of the internship certificate program, students will submit an additional application requesting full admission to the master's program.

Any other prospective students must currently hold the status of Registered Dietitian through the Commission on Dietetic Registration or a Verification Statement from an accredited DPD program. Admission of ~~these students~~ Registered Dietitians will be handled on a case-by-case basis by the department.

Those holding Verification Statements can be conditionally admitted for one semester. Full admission will be contingent on acceptance to the Dietetic Internship program and all requirements for full admission being met. They Both types of potential students should follow the admissions process described in this catalog or at the Graduate Admissions website at www.marshall.edu/graduate/admissions/how-to-apply-for-admission.

Request for Graduate Non-Curricular Changes – Page 4

3. **New Catalog Description:** Provide a “clean” copy of your proposed description without strikethroughs or highlighting. This should be what you are proposing for the new description.

Admission Requirements

Prospective students who wish to apply for admission to the master’ s degree program must meet the admission requirements for the internship, described in detail at www.marshall.edu/dietetics.

Application to Marshall University's Dietetic Internship is completed through a centralized application system known as DICAS. Applicants will apply online using the DICAS application. To learn more about the DICAS application process visit <https://portal.dicas.org/>. If a student is admitted to the Dietetic Internship, he or she will receive further instructions for the Dietetic Internship Director regarding formal application to the graduate program.

Upon successful completion of the internship certificate program, students will submit an additional application requesting full admission to the master's program.

Any other prospective students must currently hold the status of Registered Dietitian through the Commission on Dietetic Registration or a Verification Statement from an accredited DPD program. Admission of Registered Dietitians will be handled on a case-by-case basis by the department.

Those holding Verification Statements can be conditionally admitted for one semester. Full admission will be contingent on acceptance to the Dietetic Internship program and all requirements for full admission being met. Both types of potential students should follow the admissions process described in this catalog or at the Graduate Admissions website at www.marshall.edu/graduate/admissions/how-to-apply-for-admission.

Request for Graduate Non-Curricular Changes – Page 5

Please insert below your proposed change information for the Graduate Council agenda.

Type of change request: **Admission Requirements**

Department: **Dietetics**

Degree program: **MS in Dietetics**

Effective date (fall/spring/summer, year): **Fall 2018**

Request for Graduate Course Change

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
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

Current Alpha Designator/Number: BSC 661

Contact Person: Dr. Anne Axel

Phone: 304-696-2426

CURRENT COURSE DATA:

Course Title: Seminar I

Alpha Designator/Number:

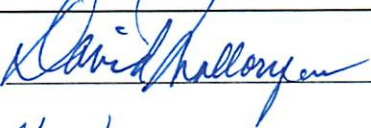

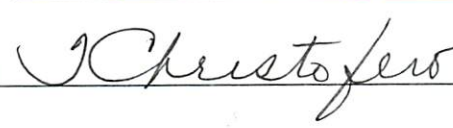
B S C 6 6 1

Title Abbreviation:

S e m i n a r I

1. Complete this **five** page form in its entirety and route through the departments/committees below for changes to a course involving: course title, alpha designator, course number, course content, credit hours, or catalog description.
2. If this change will affect other departments that require this course, please send a memo to the affected department and include it with this packet, as well as the response received from the affected department.
3. If the changes made to this course will make the course 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.
4. List courses, if any, that will be deleted because of this change (*must submit course deletion form*).
5. If the faculty requirements and/or equipment need to be changed upon approval of this proposal, attach a written estimate of additional needs.

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

Dept. Chair/Division Head 	Date <u>2-22-2018</u>
Registrar  260101	Date <u>2-22-18</u>
College Curriculum Chair <u>L R m c h</u>	Date <u>2/26/18</u>
Graduate Council Chair 	Date <u>4-10-18</u>

Request for Graduate Course Change - Page 2

College: Science

Department/Division: Biological Sciences

Alpha Designator/Number: BSC 661

Provide complete information regarding the course change for each topic listed below.

Change in CATALOG TITLE: ☒ YES ☐ NO

[illegible]

To	T	o	p	i	c	s	i	n	B	i	o	l	o	g	i	c	a	l	S	c	i	e	n	c	e	s
----	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

If Yes, Rationale	<p>Our students are required to take 2 seminars and as it stands now, one is called Introductory Grad Seminar and the other is called Seminar II. The course having the title, Seminar I (BSC 661) is no longer a required seminar. We have submitted a separate request to rename the required 660 to Seminar I. To avoid confusion, we would like to rename the current Seminar 1(661) to Topics in Biological Sciences.</p>
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Change in COURSE ALPHA DESIGNATOR:

From:

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 To

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☐ YES ☒ NO

If Yes, Rationale

Change in COURSE NUMBER: ☐ YES ☒ NO

From:

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 To:

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If Yes, Rationale

Change in COURSE GRADING

From ☐ Grade To ☐ Credit/No Credit

Rationale

Change in CATALOG DESCRIPTION: ☐ YES ☒ NO IF YES, fill in below:

From

To

If Yes
Rationale

Request for Graduate Course Change - Page 3

Change in COURSE CREDIT HOURS: ☐ YES ☒ NO If YES, fill in below:

NOTE: If credit hours increase/decrease, please provide documentation that specifies the adjusted work requirements.

From

To

Change in COURSE CONTENT: ☐ YES ☒ NO

From

To

Rationale

Request for Graduate Course Change-Page 4

College: Science _____

Department: Biological Sciences _____

Course Number/Title BSC 661 _____

1. REQUIRED COURSE: If this course is required by another department(s), identify it/them by name and attach the written notification you sent to them announcing to them the proposed change and any response received. Enter NOT APPLICABLE if not applicable.

NOT APPLICABLE

2. COURSE DELETION: List any courses that will be deleted because of this change. A *Course Deletion* form is also required. Enter NOT APPLICABLE if not applicable.

NOT APPLICABLE

3. ADDITIONAL RESOURCE REQUIREMENTS: If your department requires additional faculty, equipment, or specialized materials as a result of this change, attach an estimate of the time and cost etc. required to secure these items. (NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NOT APPLICABLE

Request for Graduate Course Change - Page 5

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

COURSE DESCRIPTION CHANGE

Department:

Course Number and Title:

Rationale:

Course Description (old)

Course Description: (new)

Catalog Description:

COURSE NUMBER CHANGE

Department:

Current Course Number/Title:

New Course Number:

Rationale:

Catalog Description:

Credit hours:

COURSE TITLE CHANGE

Department:

Current Course Number/Title:

New Course Title:

Rationale:

Catalog Description:

COURSE TITLE CHANGE

Department: Biological Sciences

Current Course Number/Title: BSC 661, Seminar I

New Course Title: Topics in Biological Sciences

Rationale: Our students are required to take 2 seminars and as it stands now, one is called Introductory Grad Seminar and the other is called Seminar II. The course having the title, Seminar I (BSC 661) is no longer a required seminar. We have submitted a separate request to rename the required 660 to Seminar I. To avoid confusion, we would like to rename the current Seminar 1 (661) to Topics in Biological Sciences.

Catalog Description: In depth group discussion of current biological issues.

Request for Graduate Course Addition

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
3. **The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.**

College: Health ProfessionsDept/Division: DieteticsAlpha Designator/Number: DTS 671☒ Graded ☐ CR/NCContact Person: Kelli WilliamsPhone: 304-696-4336

NEW COURSE DATA:

New Course Title: Sports Nutrition

Alpha Designator/Number:

D	T	S			6	7	1		
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Title Abbreviation:

S	p	o	r	t	s		N	u	t	r	i	t	i	o	n								
---	---	---	---	---	---	--	---	---	---	---	---	---	---	---	---	--	--	--	--	--	--	--	--

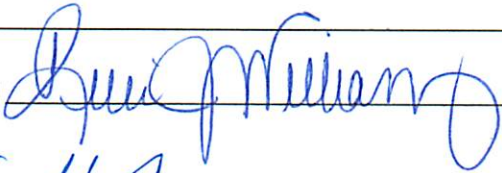
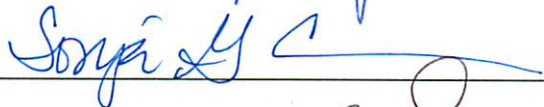

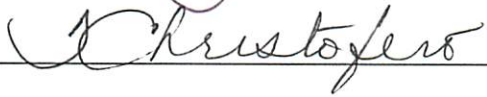
(Limit of 25 characters and spaces)

Course Catalog Description:
(Limit of 30 words)

An in-depth investigation of sports nutrition, with emphasis on nutrient functions and their roles in physical activity as well as nutrition counseling strategies for athletes.

Co-requisite(s): NoneFirst Term to be Offered: Spring 2019Prerequisite(s): NoneCredit Hours: 3Course(s) being deleted in place of this addition (must submit course deletion form): None

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

Dept. Chair/Division Head <u></u>	Date <u>1-12-18</u>
Registrar <u></u> <u>513 101</u>	Date <u>1-25-18</u>
College Curriculum Chair <u></u>	Date <u>2/22/18</u>
Graduate Council Chair <u></u>	Date <u>4-10-18</u>

Request for Graduate Course Addition - Page 2

College: Health Professions

Department/Division: Dietetics

Alpha Designator/Number: DTS 671

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

Tim Bender
Mallory Mount
Kelli Williams

2. DUPLICATION: If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the proposal. Enter "**Not Applicable**" if not applicable.

Not Applicable

3. REQUIRED COURSE: If this course will be required by another department(s), identify it/them by name. Enter "**Not Applicable**" if not applicable.

Not Applicable

4. AGREEMENTS: If there are any agreements required to provide clinical experiences, attach the details and the signed agreement. Enter "**Not Applicable**" if not applicable.

Not Applicable

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

Not Applicable; no additional resources required.

6. COURSE OBJECTIVES: (May be submitted as a separate document)

See Attached

1. The first part of the report

2. The second part of the report

3. The third part of the report

The first part of the report is a general introduction to the project. It describes the purpose of the project, the scope of the work, and the objectives of the study. It also provides a brief overview of the methodology used in the study.

The second part of the report is a detailed description of the methodology used in the study. It includes a description of the data collection methods, the data analysis methods, and the statistical tests used.

The third part of the report is a discussion of the results of the study. It includes a description of the findings, a comparison of the findings with the literature, and a conclusion about the significance of the findings.

The fourth part of the report is a conclusion and a list of references. The conclusion summarizes the main findings of the study and provides a final statement about the significance of the findings. The references list the sources of information used in the study.

The fifth part of the report is a list of appendices. The appendices contain supplementary material that is not included in the main body of the report.

The sixth part of the report is a list of figures and tables. The figures and tables are used to present the results of the study in a visual format.

The seventh part of the report is a list of abbreviations. The abbreviations are used to simplify the text and to make it easier to read.

The eighth part of the report is a list of acknowledgments. The acknowledgments are used to thank the people who have helped with the study.

The ninth part of the report is a list of references. The references list the sources of information used in the study.

The tenth part of the report is a list of appendices. The appendices contain supplementary material that is not included in the main body of the report.

The eleventh part of the report is a list of figures and tables. The figures and tables are used to present the results of the study in a visual format.

The twelfth part of the report is a list of abbreviations. The abbreviations are used to simplify the text and to make it easier to read.

The thirteenth part of the report is a list of acknowledgments. The acknowledgments are used to thank the people who have helped with the study.

Request for Graduate Course Addition - Page 3

7. COURSE OUTLINE (May be submitted as a separate document)

See Attached

8. SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATES (May be submitted as a separate document)

See Attached

9. EXAMPLE OF INSTRUCTIONAL METHODS (Lecture, lab, internship)

Lecture, In-Class Case Studies, Group Projects, Presentations, Outside Assignments; for more information, see attached.

Request for Graduate Course Addition - Page 4

10. EXAMPLE EVALUATION METHODS (CHAPTER, MIDTERM, FINAL, PROJECTS, ETC.)

Exams (Midterm and Final), Case Studies, Presentation and Handout Project, Reflective Paper, Athlete Project

11. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE/GRADUATE COURSE

Not Applicable

12. PROVIDE COMPLETE BIBLIOGRAPHY (May be submitted as a separate document)

See Attached.

Request for Graduate Course Addition - Page 5

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

Department:

Course Number and Title:

Catalog Description:

Prerequisites:

First Term Offered:

Credit Hours:

Department: Dietetics

Course Number and Title: DTS 671 Sports Nutrition

Catalog Discription: An in-depth investigation of sports nutrition, with emphasis on nutrient functions and their roles in physical activity as well as nutrition counseling strategies for athletes.

Prerequisites: None

First Term Offered: Spring 2019

Credit Hours: 3

Marshall University
DTS 671 Sports Nutrition
Course Syllabus
Spring 2019

Instructor: Tim Bender MS, RDN, LD
Office Hours: TBA
Office: 245 Pullman Center/ 907 3rd Avenue
Phone: 304.696.6431
Email: tim.bender@marshall.edu

All written correspondence (including e-mail) must include proper grammar, spelling, and punctuation.

Course Description: An in-depth investigation of sports nutrition, with emphasis on nutrient functions and their roles in physical activity as well as nutrition counseling strategies for athletes.

Suggested Text:

Fink, H., Mikesky, A.E. (2018) *Practical Applications in Sports Nutrition* (5th Edition).
Burlington, MA.

Student Learning Outcomes:

Course Outcomes:	How students will practice each outcome:	How student achievement of each outcome will be assessed:
Identify role of dietitians and other health care providers in sports nutrition, and use this knowledge appropriately to establish goals for athletes.	Students of different disciplines will work together to provide examples of complete sports nutrition care they will provide to athletes.	<ul style="list-style-type: none">• Case Study Assignments• Presentations
Demonstrate ability to evaluate, interpret, and utilize current research in developing knowledge of sports nutrition.	Students will participate in evaluating research articles related to sports nutrition.	<ul style="list-style-type: none">• Case Study Assignments• Exam Questions
Demonstrate ability to use oral and written communication effectively as individuals and in group settings requiring collaboration and teamwork.	Students will identify ways to use sports nutrition principles/strategies to counsel athletes.	<ul style="list-style-type: none">• Case Study Assignments• Exam Questions
Demonstrate ability to make nutrient recommendations for athletes.	Students will evaluate nutrition and supplement information in a variety of formats and present to the class.	<ul style="list-style-type: none">• Dietary Supplement Research/ Presentation

Exhibit ability to apply critical thinking skills in sports nutrition practice.	Students will identify strategies to improve an athlete's athletic potential using sports nutrition strategies.	<ul style="list-style-type: none"> • Case Study Assignments • Exam Questions
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ACEND Outcomes:

Demonstrate professional writing skills in preparing professional communications (CRDN 2.2).	Student will be assigned a sports nutrition experience project to fully understand concepts of sports nutrition and assist with education of clients in the future.	<ul style="list-style-type: none"> • Sports Nutrition Experience Project
Demonstrate effective communication skills for Sports Nutrition and customer service in a variety of formats and settings (CRDN 3.3)	Students will present findings of Sports Nutrition assignment to peers.	<ul style="list-style-type: none"> • PowerPoint Presentation • Handout
Incorporate critical-thinking skills in overall practice (CRDN 1.6)	Students will use critical thinking in all aspects of course.	<ul style="list-style-type: none"> • Case Study Assignments • Sports Nutrition Experience Project • Exam Questions • Presentation
Design, implement, and evaluate presentations to a target audience (CRDN 3.4)	Students will present their findings from sports nutrition assignment to peers.	<ul style="list-style-type: none"> • PowerPoint Presentation • Handout
Demonstrate active participation, teamwork, and contributions in a group settings (CRDN 2.3)	Students will work together on case studies to provide total care of case study patients.	<ul style="list-style-type: none"> • Case Study Assignments
Evaluate emerging research for application in nutrition and dietetics practice (CRDN 1.4)	Students will participate in required class readings to better understand current research in sports nutrition.	<ul style="list-style-type: none"> • Exam Questions • Case Study Assignments • Sports Nutrition Experience Project

University Policies: By enrolling in this course, you agree to the University Policies listed below. Please read the full text of each policy by going to <http://www.marshall.edu/academic-affairs> and clicking on "Marshall University Policies." Or, you can access the policies directly by going to http://www.marshall.edu/academic-affairs/?page_id=802. The policies include the following: Academic Dishonesty, Excused Absence Policy for Undergraduates, Computing Services Acceptable Use, Inclement Weather, Dead Week, Students with Disabilities, Academic Forgiveness, Academic Probation and Suspension, Academic Rights and Responsibilities of Students, Affirmative Action, and Sexual Harassment.

Students who need to apply for a university excused absence and cannot come to Student Affairs in the Student Center may complete an online form at <http://www.marshall.edu/student-affairs/excused-absence-form/>.

Taking pictures of any examination is academic dishonesty and anyone who does this will be reported to the University. These will be dealt with on an individual basis.

***Any act of academic dishonesty, can result in a failing grade and will be turned in to the Office of Academic Affairs.**

Cell Phone Policy: Make certain all cell phones and other electronic devices are muted or turned off during class and examinations.

Attendance Policy: Attendance will be taken on a regular basis. Any absence deemed excused by Marshall University policy will be excused. **Students missing more than one classes without an excused absence should expect to have their final grade lowered by one letter per additional absence.** It is a student's responsibility to make up any work missed during absences. Students should obtain class notes from other students when absences occur. If unexcused absence occurs on date of scheduled presentation or in class assignment, work cannot be made up.

Being on time is a professional courtesy both in the classroom and in rotations. If you are tardy for class, participation points will be decreased by 10 points per day.

Course Evaluation:

Mid-term Exam	100 pts.
Final Exam	100 pts.
In-class Case Studies (4 @ 25 points)	100 pts.
Sports Nutrition Presentation/ Handout	100 pts.
Adopt-an-Athlete Experience/ Reflective Paper	<u>50 pts.</u>
Total	450 pts.

Grading Scale:

90 - 100	A
80 - 89	B
70 - 79	C
60 - 69	D
Below 60	F

- Access to Marshall University email and Blackboard systems is required. **Be sure to check your Marshall University email & Blackboard regularly for updates and reminders.**
- A simple (non-cell phone) calculator. **Please bring calculator to class each week.**

Grading Policy: Exams can only be made up in the case of an excused absence or at the discretion of the instructor. Students must contact the instructor **within 24 hours** of the exam date to schedule a make-up exam (please contact prior to the class).

All assignments are expected to be turned in on time. Late assignments (without an excused absence per university policy) will have points deducted from the overall score (10% for each day the assignment is late).

Grammar, spelling, and punctuation are critical components to any assignment and therefore must be correct to avoid deductions for errors. Additionally, all projects and assignments are to be computer processed using 12 point, Times New Roman font, double spaced with one inch margins unless indicated by the instructor. Please use APA format for all writing and citations.

Assignments should be written in APA format.

This is a good website to use as a resource:

<https://owl.english.purdue.edu/owl/section/2/10/>

Also, here are some other resources that you may find helpful:

<https://www.youtube.com/watch?v=Nvle2McNbYI>

<https://www.youtube.com/watch?v=agXQATse7NQ>

<https://www.youtube.com/watch?v=hGgQuPCGRLE>

Points will be deducted for improper format and citations.

Tentative Course Schedule

Date	Discussion	Readings
Week 1:	Introduction/Discussion	-----
Week 2:	Defining the athlete	PP
Week 3:	Energy Metabolism	PP
Week 4:	Carbohydrates: The Main Energy Food	PP/Article
Week 5:	Fat: An Important Energy Source during Exercise	PP
Week 6:	Protein: The Tissue Builder	PP/Article
Week 7:	Water, Electrolytes and Temperature Regulation	PP
Week 8:	Vitamins and Minerals: Organic/Inorganic Regulators	PP
Week 9:	Guest Speaker/ Mid-term Exam Review	
Week 10:	Mid-term Exam	
Week 11:	Spring Break	
Week 12:	Weight Management: Lose, Maintenance, or Gain	PP/Article
Week 13:	Ergogenic Aids and Sports Performance	PP/Handout
Week 14:	Endurance Athletes vs. Strength Power Athletes Adopt-an-Athlete Paper Due	PP
Week 15:	Nutrition Assessment and Consultations w/ Athlete	PP/Handout
Week 16:	Group Presentations/Final Exam Review	
Week 17:	Final Exam	

Bibliography

1. Adams, Valerie J, et al. "Perceptions of body weight and nutritional practices among male and female National Collegiate Athletic Association Division II athletes." *Journal of American College Health*, 2016, pp. 19–24.
2. Burke, Louise M. and Kiens, Bente, "Fat adaptation for the athletic performance: the nail in the coffin?" *Journal of Applied Physiology*, 2006, pp. 7-8.
3. Burke, Louise M, et al. "Carbohydrates for training and competition." *Journal of Sports Sciences*, May 2011, pp. S17–S27.
4. Cadwallader, Amy B. and Murray, Bob, "Performance-Enhancing Drugs I: Understanding the Basics of Testing for Banned Substances." *International Journal of Sport Nutrition and Exercise Metabolism*, vol. 25, 2015, pp. 396-404.
5. Coyle, Edward F., "Fluid and fuel intake during exercise." *Journal of Sports Sciences*, vol. 22, 2004, pp. 39-55.
6. Cramer, Michael J., et al. "Postexercise Glycogen Recovery and Exercise Performance is Not Significantly Different Between Fast Food and Sport Supplements." *International Journal of Sport Nutrition and Exercise Metabolism*, vol. 25, 2015, pp. 448-455.
7. Earhart, Elizabeth L, et al. "Effects of Oral Sodium Supplementation on Indices of Thermoregulation in Trained, Endurance Athletes." *Journal of Sports Science and Medicine*, 1 Mar. 2015, pp. 172–178.
8. Giannopoulou, Ifigenia, et al. "Performance Level Affects the Dietary Supplement Intake of Both Individual and Team Sports Athletes." *Journal of Sports Science and Medicine*, 1 Mar. 2013, pp. 190–196.
9. Graham-Paulson, Terri Susan, et al. "Nutritional Supplement Habits of Athletes With an Impairment and Their Sources of Information." *International Journal of Sport Nutrition and Exercise Metabolism*, 2015, pp. 387-395.
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11. Ivy, John L., "Regulation Of Muscle Glycogen Repletion, Muscle Protein Synthesis And Repair Following Exercise." *Journal of Sports Science and Medicine*, 1 Sept. 2004, pp. 131-138.
12. Mayo, Jerry J. "Carbohydrate Intake for Peak Performance: Practical Guidelines for the Endurance Athlete." *American Medical Athletic Association*, 2015, pp. 8–15.
13. McManus, Chris J, et al. "Applied Sports Nutrition Support, Dietary Intake and Body Composition Changes of a Female Athlete Completing 26 Marathons in 26 Days: A Case Study." *Journal of Sports Science and Medicine*, 1 Mar. 2017, pp. 112–116.
14. Noll, Matias, et al. "Determinants of eating patterns and nutrient intake among adolescent athletes: a systematic review." *Nutrition Journal*, 2017, pp. 1–11.

15. Quesnele, Jairus J., et al. "The Effects of Beta-Alanine Supplementation on Performance: A Systematic Review of the Literature." *International Journal of Sport Nutrition and Exercise Metabolism*, vol. 24, no. 1, 2014, pp. 14–27., doi:10.1123/ijsnem.2013-0007.
16. Rossi, Fabricio E, et al. "The Effects of a Sports Nutrition Education Intervention on Nutritional Status, Sport Nutrition Knowledge, Body Composition, and Performance during Off Season Training in NCAA
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Request for Graduate Course Addition

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
3. **The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.**

College: Health ProfessionsDept/Division: DieteticsAlpha Designator/Number: DTS 672☒ Graded ☐ CR/NCContact Person: Kelli WilliamsPhone: 304-696-4336

NEW COURSE DATA:

New Course Title: Diabetes and Nutrition Management

Alpha Designator/Number:

D	T	S			6	7	2		
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Title Abbreviation:

D	i	a	b	e	t	e	s		&		N	u	t	r	i	t	i	o	n		M	n	g	t
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(Limit of 25 characters and spaces)

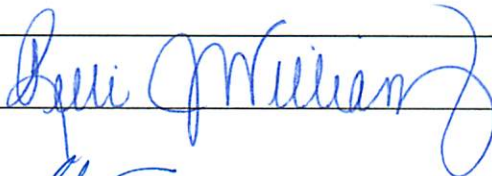
Course Catalog Description:
(Limit of 30 words)

In-depth investigation of diabetes mellitus, including disease state, types, diagnosis and treatment options, medications to treat, exercise, complications, and medical nutrition therapy, and counseling strategies.

Co-requisite(s): NoneFirst Term to be Offered: Spring 2019Prerequisite(s): NoneCredit Hours: 3Course(s) being deleted in place of this addition (must submit course deletion form): None

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

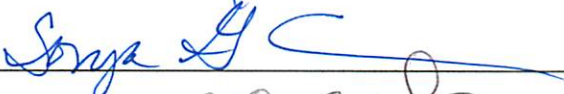
Dept. Chair/Division Head



Date

1-12-18

Registrar



513161

Date

1-25-18

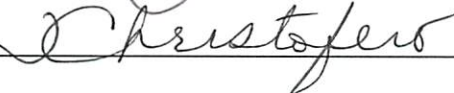
College Curriculum Chair



Date

2/22/18

Graduate Council Chair



Date

4-10-18

Request for Graduate Course Addition - Page 2

College: Health Professions

Department/Division: Dietetics

Alpha Designator/Number: DTS 672

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

Amy Gannon
Mary Kathryn Gould
Mallory Mount

2. DUPLICATION: If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the proposal. Enter "**Not Applicable**" if not applicable.

Not Applicable

3. REQUIRED COURSE: If this course will be required by another department(s), identify it/them by name. Enter "**Not Applicable**" if not applicable.

Not Applicable

4. AGREEMENTS: If there are any agreements required to provide clinical experiences, attach the details and the signed agreement. Enter "**Not Applicable**" if not applicable.

Not Applicable

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

Not Applicable; no additional resources required.

6. COURSE OBJECTIVES: (May be submitted as a separate document)

See Attached

Request for Graduate Course Addition - Page 3

7. COURSE OUTLINE (May be submitted as a separate document)

See Attached

8. SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATES (May be submitted as a separate document)

See Attached

9. EXAMPLE OF INSTRUCTIONAL METHODS (Lecture, lab, internship)

Lecture, In-Class Case Studies, Group Projects, Presentations, Outside Assignments; for more information, see attached.

Request for Graduate Course Addition - Page 4

10. EXAMPLE EVALUATION METHODS (CHAPTER, MIDTERM, FINAL, PROJECTS, ETC.)

Exams, Case Studies, Education Presentation Project, Reflective Paper, Menu Project

11. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE/GRADUATE COURSE

Not Applicable

12. PROVIDE COMPLETE BIBLIOGRAPHY (May be submitted as a separate document)

See Attached

Request for Graduate Course Addition - Page 5

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

Department:

Course Number and Title:

Catalog Description:

Prerequisites:

First Term Offered:

Credit Hours:

Department: Dietetics

Course Number and Title: DTS 672 - Diabetes and Nutrition Management

Catalog Discription: In-depth investigation of diabetes mellitus, including disease state, types, diagnosis and treatment options, medications to treat, exercise, complications, and medical nutrition therapy, and counseling strategies.

Prerequisites: None

First Term Offered: Spring 2019

Credit Hours: 3

Marshall University
DTS 672 : Diabetes & Nutrition Management
Course Syllabus
Spring 2019

Instructor: Mallory Mount, MS, RD, LD, CDE
Office Hours: TBA
Office: 247 Pullman Center/ 907 3rd Avenue
Phone: 304.696.2507
Email: evans99@marshall.edu

All written correspondence (including e-mail) must include proper grammar, spelling, and punctuation.

Course Description: In-depth investigation of diabetes mellitus, including disease state, types, diagnosis and treatment options, medications to treat, exercise, complications, and medical nutrition therapy, and counseling strategies.

Student Learning and ACEND Outcomes:

Course Outcomes: Students will...	How students will practice each outcome:	How student achievement of each outcome will be assessed:
Identify the role of the dietitian (and other health care professionals) in diabetes management, and use this knowledge appropriately to establish patient goals and community goals related to diabetes.	Students of different focus areas will work together to provide examples of complete care that they will provide to patients/ clients with diabetes	In class case study assignments
Understand & apply the American Association of Diabetes Educators 7 self-care behaviors for diabetes.	Students will use the AADE-7 self-care behaviors when working together to complete in class case studies and individually on exam questions	In class case study assignments/ exam questions
Understand the effect that diabetes and it's complications have on the body & also understand the different complications (acute & chronic) of diabetes	Students will identify ways to reduce diabetes complications, barriers to diabetes complications, and strategies to counsel patients	In class case study assignments/ exam questions
Evaluate validity of nutrition information in the media and internet through nutrition and diabetes research	Students will evaluate nutrition information in a variety of formats when researching and developing a diabetes education class to present to their peers	Dietary supplement research and presentation/ Diabetes Education Class Development and Presentation
Discuss the role that diabetes has on pregnancy and the fetus	Students will identify the difference between pre-existing diabetes and GDM	Exam questions

	and strategies to counsel on these disease states	
Demonstrate professional writing skills in preparing professional communications (CRDN 2.2).	Student will be assigned a diabetes experience project to fully understand the life of diabetes and help with their education to patients in the future. In a group setting, a developed diabetes education class will be prepared to present to classmates.	Diabetes Experience Project/ Diabetes Education Class Development and Presentation
Demonstrate active participation, teamwork and contributions in a group setting (CRDN 2.3)	Students will complete assignments with active participation and teamwork in group assignments.	In-class case studies/ In-class discussions/ Diabetes Education Class Development and Presentation
Demonstrate effective communication skills for clinical and customer service in a variety of formats and settings (CRDN 3.3)	In a group setting, students will develop and present a diabetes education class to their peers	Diabetes Education Class Development and Presentation
Incorporate critical-thinking skills in overall practice (CRDN 1.6)	Students will use critical thinking in all aspects of this course	In class case study assignments/ Diabetes Experience project/ Exam questions/ Diabetes Education Class Development and Presentation / Camp Menu Assignment
Design, implement, and evaluate presentations to a target audience (CRDN 3.4)	In a group setting, students will develop and present a diabetes education class to their peers	Diabetes Education Class Development and Presentation
Demonstrate active participation, teamwork, and contributions in a group settings (CRDN 2.3)	Students will work together in in-class case studies to provide total care of case study patients	In class case study assignments
Evaluate emerging research for application in nutrition and dietetics practice (CRDN 1.4)	Students will participate in required class readings to better understand current research in diabetes	Exam questions/ Diabetes Education Class Development and Presentation
Apply evidenced-based guidelines, systematic reviews and scientific literature (CRDN 1.2)	Students will develop diabetes education class presentations using evidenced-based guidelines and scientific literature	Diabetes Education Class Development and Presentation

Required Texts:

"Standards of Medical Care in Diabetes- 2017". *Diabetes Care*. Volume 40. Issue Supplement 1 (January 2017). Print.

http://professional.diabetes.org/content/clinical-Practice-recommendations%20?utm_source=email&utm_medium=standardsofcare&utm_content=download-now-btn&utm_campaign=PRO&s_src=email_standardsofcare&s_subsrc=download-now-btn

Position papers:

1. Diabetes Care in School and Day Care Settings
 - a. http://care.diabetesjournals.org/content/37/Supplement_1/S91.full
2. Care of Young Children with Diabetes in the Child Care Setting
 - a. <http://care.diabetesjournals.org/content/37/10/2834.full?sid=9fa31bfe-16a8-44cd-a4c4-611e9b819d70>
3. Diabetes Care for Emerging Adults: Recommendations for Transition from Pediatric to Adult Diabetes Care Systems
 - a. <http://care.diabetesjournals.org/content/34/11/2477.full>
4. Type 1 Diabetes Through the Life Span: A Position Statement of the American Diabetes Association
 - a. <http://care.diabetesjournals.org/content/early/2014/06/09/dc14-1140.full.pdf+html>
5. Exercise and Type 2 Diabetes
 - a. <http://care.diabetesjournals.org/content/33/12/e147.full>
6. Position of the Academy of Nutrition and Dietetics: Use of Nutritive and Nonnutritive Sweeteners
 - a. http://www.eatrightpro.org/~media/eatrightpro%20files/practice/position%20and%20practice%20papers/position%20papers/final_sweeter_position_paper_5-12.ashx
7. Diabetes Self-Management Education and Support in Type 2 Diabetes: A Joint Position Statement of the ADA, the AADE, and AND.
 - a. <http://www.eatrightpro.org/~media/eatrightpro%20files/practice/position%20and%20practice%20papers/position%20papers/diabetesselfmanagementeducationsupporttype2diabetes.ashx>

University Policies: By enrolling in this course, you agree to the University Policies listed below. Please read the full text of each policy by going to <http://www.marshall.edu/academic-affairs> and clicking on "Marshall University Policies." Or, you can access the policies directly by going to http://www.marshall.edu/academic-affairs/?page_id=802. The policies include the following: Academic Dishonesty, Excused Absence Policy for Undergraduates, Computing Services Acceptable Use, Inclement Weather, Dead Week, Students with Disabilities, Academic Forgiveness, Academic Probation and Suspension, Academic Rights and Responsibilities of Students, Affirmative Action, and Sexual Harassment.

Students who need to apply for a university excused absence and cannot come to Student Affairs in the Student Center may complete an online form at <http://www.marshall.edu/student-affairs/excused-absence-form/>.

Taking pictures of any examination is academic dishonesty and anyone who does this will be reported to the University. These will be dealt with on an individual basis.

***Any act of academic dishonesty, can result in a failing grade and will be turned in to the Office of Academic Affairs.**

Fair Use of Copyrighted Work: Please note that the instructor may use some works that are copyrighted by the publisher or original author. These works are provided to students under the Educational Fair Use provision of Title 17 of the US Code and are not to be shared with individuals who are not enrolled in this course.

Cell Phone Policy: Make certain all cell phones and other electronic devices are muted or turned off during class and examinations.

Attendance Policy: Attendance will be taken on a regular basis. Any absence deemed excused by Marshall University policy will be excused. **Students missing more than one class without an excused absence should expect to have their final grade lowered by one letter per additional absence.** It is a student's responsibility to make up any work missed during absences. Students should obtain class notes from other students when absences occur. If unexcused absence occurs on date of scheduled presentation or in class assignment, work cannot be made up.

Being on time is a professional courtesy, please be on time for class meetings.

Course Evaluation:

2 Exams (not including final)

Exam 1

108 pts.

Exam 2

100pts

In-class case studies (2 at 25 points) 50 points

Diabetes Experience & Reflective Paper 100 points

Camp Menu Idea Assignment 40 points

Final Comprehensive Exam 100 points

Diabetes Education Class 100 points

Course Evaluation **Extra Credit** 5 points

Grading Scale:

90 - 100 A

80 - 89 B

70 - 79 C

60 - 69 D

Below 60 F

Total 603 pts.

- Access to Marshall University email and Blackboard systems is required. **Be sure to check your Marshall University email & Blackboard regularly for updates and reminders.**
- A simple (non-cell phone) calculator. **Please bring calculator to class each week.**

Grading Policy: All exam will be completed on Blackboard and must be completed in the allotted time frame. You will have 2 hours to complete the exam. The exam will open at our normal class time on the day it is scheduled. In the case that you are kicked off Blackboard during your exam, you must contact me ASAP via e-mail.

Exams can only be made up in the case of an excused absence or at the discretion of the instructor. Students must contact the instructor **within 24 hours** of the exam date to schedule a make-up exam (please contact prior to the class).

All assignments are expected to be turned in on time. Late assignments (without an excused absence per university policy) will have points deducted from the overall score (10% for each day the assignment is late).

Grammar, spelling, and punctuation are critical components to any assignment and therefore must be correct to avoid deductions for errors. Additionally, all projects and assignments are to be computer processed using 12 point, Times New Roman font, double-spaced with one-inch margins unless indicated by the instructor. Please use APA format for all writing and citations. APA resources are available in Blackboard.

Assignments will be graded as soon as possible by the instructor. You should expect to see a grade posted in Blackboard no later than 1 week after the due date.

Diabetes Experience Week:

For 7 days, each student will experience the life of a patient with diabetes. At each meal, you will “check” your blood sugar by drawing an assigned glucose number out of a bag, which you will use to calculate your insulin dose (using your insulin to carb ratio and correction factor). Each student will be asked to log their food intake with the total amount of carbohydrates, your assigned glucose reading, and your insulin dose. Your log will be turned in with your reflective paper.

In addition to checking your blood glucose and calculating your insulin dose, you will need to set a health related goal for the week. This could be related to food choices, physical activity, or another aspect of your life. Examples include: exercise 30 minutes per day, eat 3 meals per day, etc.

Reflective Writing Assignment:

This writing experience will reflect on your experience as a patient with diabetes for a week. Please include the following:

- What do you hope to accomplish from this course and experience?
- Provide a detailed experience of what it was like for you to live with diabetes.
- What was the most challenge part of your experience? What impact did this have on your lifestyle?
- What was the goal you set for yourself during the experience? Did you achieve your goal? What barriers were there to achieving your goal?
- What else did you take away from this experience?
- How will you incorporate what you learned when caring for patient with diabetes?
- This should be 3-4 pages in length using 12 point, Times New Roman font, double spaced.
- An in-class discussion will be completed after the experience.
- Submit your glucose, food, and insulin log with your reflective paper.
- Papers should be submitted on Blackboard.

Diabetes Education Class

All Students: In a group setting, students will develop a 30-minute diabetes education class (you pick the topic and area of focus). You will present this to the class as if we are your diabetes class participants—it should be interactive and fun! You are responsible for developing a lesson plan (outline provided on Blackboard), an interactive game or learning tool, and you must provide two handouts (these can be developed by your group or they can be from a credible diabetes organization). You are responsible for

turning in your lesson plan and handouts on Blackboard before the presentation. If you think a PowerPoint presentation is appropriate for your class audience, you may create one. You will also need to turn that in on Blackboard.

There is a group set up on Blackboard for each group where you can work with your group members on the project.

Camp Menu Assignment:

See assignment posted on Blackboard. This assignment is due on Blackboard.

In-Class Case Studies:

Case studies encourage students to think about the “big picture” as all aspects of a patient’s history and medical condition(s) are considered in the assessment. Students are expected to participate in discussions and completion of the cases.

All students: Case studies will be done in class. You will need to turn in your final version on Blackboard. The assignment tab for this will be available the day we discuss the case study in class.

Date:	<u>Tentative Course Schedule</u> Discussion	Readings
January 8: Week 1	Introduction/ What is Diabetes?/ Pathophysiology of the Disease/ AADE-7 Discuss Camp Menu Idea Assignment	PP 7/ Ch. 1, 2, 5 SOM
January 15: Week 2	No class	
January 22: Week 3	Be Active/ Exercise Prescription	PP 5/ Ch. 4 SOM
January 29: Week 4	Monitoring/ Pattern Management	Ch. 6 SOM
February 5: Week 5	Medications Medical Rep Panel	Ch. 8 SOM
February 12: Week 6	Problem Solving/ Health Coaching Reducing Risks Prep for Diabetes Experience Week	Ch. 3, 4, 5, 7 SOM
February 19: Week 7	Exam 1 (On Blackboard 4:00-6:00pm)	
February 26: Week 8	Healthy Eating/ DM MNT In Class Case Study Diabetes Experience Week Camp Menu Idea Assignment	PP 6/ Ch. 4 SOM
March 5: Week 9	Medical Nutrition Therapy for Lipids & Kidney Disease In Class Case Study Diabetes Experience Discussion	Ch. 4 SOM
March 12: Week 10	Diabetes Education Class Group Presentations (4) Reflective Writing Assignment	
March 19: Week 11	Spring Break	
March 26: Week 12	Diabetes Education Class Group Presentations (4)	
April 2: Week 13	Exam 2 (On BlackBoard 4:00-6:00pm)	

April 9: Week 14	Diabetes 1 & 2 Throughout the Life Cycle Education Process/ Theoretical & Behavioral Approaches/ Counseling & Interviewing Skills	PP 1, 2, 3, 4 Ch. 11, 12, 14 SOM
April 16: Week 15	Acute and Chronic Complications	Ch. 6, 9, 10 SOM
April 23: Week 16	Pregnancy with Diabetes	Ch. 13 SOM
April 30: Week 17	Diabetes Medical Professional Panel	
	Final Exam (On BlackBoard 4:00-6:00pm) Course Evaluation on Blackboard	

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WV Department of Health and Human Resources. (2014). West Virginia Behavioral Risk Factor Surveillance System report 2014. Retrieved from <http://www.wvdhhr.org/bph/hsc/pubs/brfss/2014/BRFSS2014.pdf>

Request for Graduate Non-Curricular Changes

PLEASE USE THIS FORM FOR ALL NON-CURRICULAR CHANGE REQUESTS (changes in admission requirements or requirements for graduation, changes in existing or new policies/procedures, changes in program descriptions in catalog, general language changes in catalog).

SIGNATURES may not be required, depending on the nature of the request and from where it originates. Consult Graduate Council Chair.

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy 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: CITE Dept/Division: Engineering
 Contact Person: Dr. Eldon R. Larsen Phone: 304-746-2047

Rationale for Request:

We have decided that international students who have received a degree from a university within the United States do not need to satisfy the English language examination requirements required of other international students, as their U.S.A. degree satisfies the need. The Marshall University Admissions Office (Tammy Johnson) and the Graduate Dean (David Pittenger) have agreed to this principle, and both have agreed to the language change presented in this document.

Signatures: if disapproved at any level, do not sign. Return to previous signer with recommendation attached.
 NOTE: all requests may not require all signatures.

Department/Division Chair [Signature] Date 2-22-2018
 Registrar [Signature] Date 2-22-18
 College Curriculum Committee Chair [Signature] Date 2/23/18
 (or Dean if no college curriculum committee)
 Graduate Council Chair [Signature] Date 4-10-18

NOTE: please complete information required on the following pages before obtaining signatures above.

Request for Graduate Non-Curricular Changes – Page 2

1. **Current Catalog Description (if applicable):** Please insert the catalog description from the current catalog for entries you would like to change.

Additionally, to be considered for admission, international students must have an iBT TOEFL score of at least 85 or a Paper-Based TOEFL score of at least 527.

Request for Graduate Non-Curricular Changes – Page 3

2. **Edits to current description:** Attach or insert 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.

Additionally, to be considered for admission, international students must have an iBT TOEFL score of at least 85 or a Paper-Based TOEFL score of at least 527, **or hold a degree from an accepted, accredited university within the United States.**

NOTE (not part of the catalog change): Tammy Johnson, M.U. Director of Admissions, says that "accepted accredited" = regionally accredited school--the same standard used to accept transfer credit.

Request for Graduate Non-Curricular Changes – Page 4

3. **New Catalog Description:** Provide a “clean” copy of your proposed description without strikethroughs or highlighting. This should be what you are proposing for the new description.

Additionally, to be considered for admission, international students must have an iBT TOEFL score of at least 85 or a Paper-Based TOEFL score of at least 527, or hold a degree from an accepted, accredited university within the United States.

Request for Graduate Non-Curricular Changes – Page 5

Please insert below your proposed change information for the Graduate Council agenda.

Type of change request: Admission requirment

Department: Engineering

Degree program: M.S.E. (M.S. in Engineering)

Effective date (fall/spring/summer, year): Summer 2018

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: CITE

Dept/Division: Engineering

Contact Person: Dr. Eldon R. Larsen

Phone: 304-746-2047

Degree Program M.S.E. (M. S. in Engineering)

Check action requested: ☐ Addition ☐ Deletion ☒ Change

Effective Term/Year

Fall 20

☐

Spring 20

☐

Summer 20

☐

18

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 2/22/18

College Curriculum Chair

Date 2/23/18

College Dean

Date 02/27/2018

Graduate Council Chair

Date 4-10-18

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)

We want to give our Engineering Management graduate students the option to take either EM 694 Engineering Law or ES 550 Environmental Law, rather than only EM 694 Engineering Law.

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)

Students will now be required to take either EM 694 or ES 550. Before they were required to take EM 694.

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)

Please see attached separate pages for both the current catalog description and edits to the current description.

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.

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)

See attached page.

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: Engineering

Major or Degree: Engineering Management major, in the M.S.E. degree

Type of Change: Change

Rationale: We want to give our Engineering Management graduate students the option to take either EM 694 Engineering Law or ES 550 Environmental Law, rather than only EM 694 Engineering Law.

CURRENT CATALOG DESCRIPTION

MAJOR: Engineering Management

Coursework Only Option (33 hours)

Required courses

EM	620	Management of Technical Human Resources and Organizations	3 hrs.
EM	660	Project Management	3 hrs.
EM	668	Operations Management	3 hrs.
EM	670	Seminar in Engineering Management	3 hrs.
EM	675	Engineering Economics (or TM equivalent)	3 hrs.
EM	694	Engineering Law	3 hrs.
ENGR	610	Applied Statistics	3 hrs.

Elective courses (see approved Engineering Management electives below) 9 hrs.

Project Option (30 hours)

Required courses

EM	620	Management of Technical Human Resources and Organizations	3 hrs.
EM	660	Project Management	3 hrs.
EM	668	Operations Management	3 hrs.
EM	670	Seminar in Engineering Management	3 hrs.
EM	675	Engineering Economics (or TM equivalent)	3 hrs.
EM	694	Engineering Law	3 hrs.
ENGR	610	Applied Statistics	3 hrs.
TE	699	Comprehensive Project	3 hrs.

Elective courses (see approved Engineering Management electives below) 6 hrs.

Thesis Option (30 hours)

Required courses

EM	620	Management of Technical Human Resources and Organizations	3 hrs.
EM	660	Project Management	3 hrs.
EM	668	Operations Management	3 hrs.
EM	670	Seminar in Engineering Management	3 hrs.
EM	675	Engineering Economics (or TM equivalent)	3 hrs.
EM	694	Engineering Law	3 hrs.
ENGR	610	Applied Statistics	3 hrs.
ENGR	682	Research	6 hrs.

Elective courses (see approved Engineering Management electives below) 3 hrs.

Approved Elective Courses for the Engineering Management Major

Any EM (Engineering Management) course.

Any TM (Technology Management) course.

Any College of Business course approved in advance by the advisor.

Any engineering course approved in advance by the advisor.

EDITED CURRENT CATALOG DESCRIPTION

MAJOR: Engineering Management

Coursework Only Option (33 hours)

Required courses

EM	620	Management of Technical Human Resources and Organizations	3 hrs.
EM	660	Project Management	3 hrs.
EM	668	Operations Management	3 hrs.
EM	670	Seminar in Engineering Management	3 hrs.
EM	675	Engineering Economics (or TM equivalent)	3 hrs.
EM	694	Engineering Law, or ES 550 Environmental Law	3 hrs.
ENGR	610	Applied Statistics	3 hrs.

Elective courses (see approved Engineering Management electives below) 9 hrs.

Project Option (30 hours)

Required courses

EM	620	Management of Technical Human Resources and Organizations	3 hrs.
EM	660	Project Management	3 hrs.
EM	668	Operations Management	3 hrs.
EM	670	Seminar in Engineering Management	3 hrs.
EM	675	Engineering Economics (or TM equivalent)	3 hrs.
EM	694	Engineering Law, or ES 550 Environmental Law	3 hrs.
ENGR	610	Applied Statistics	3 hrs.
TE	699	Comprehensive Project	3 hrs.

Elective courses (see approved Engineering Management electives below) 6 hrs.

Thesis Option (30 hours)

Required courses

EM	620	Management of Technical Human Resources and Organizations	3 hrs.
EM	660	Project Management	3 hrs.
EM	668	Operations Management	3 hrs.
EM	670	Seminar in Engineering Management	3 hrs.
EM	675	Engineering Economics (or TM equivalent)	3 hrs.
EM	694	Engineering Law, or ES 550 Environmental Law	3 hrs.
ENGR	610	Applied Statistics	3 hrs.
ENGR	682	Research	6 hrs.

Elective courses (see approved Engineering Management electives below) 3 hrs.

Approved Elective Courses for the Engineering Management Major

Any EM (Engineering Management) course.

Any TM (Technology Management) course.

Any College of Business course approved in advance by the advisor.

Any engineering course approved in advance by the advisor.

New CATALOG DESCRIPTION

MAJOR: Engineering Management

Coursework Only Option (33 hours)

Required courses

EM	620	Management of Technical Human Resources and Organizations	3 hrs.
EM	660	Project Management	3 hrs.
EM	668	Operations Management	3 hrs.
EM	670	Seminar in Engineering Management	3 hrs.
EM	675	Engineering Economics (or TM equivalent)	3 hrs.
EM	694	Engineering Law, or ES 550 Environmental Law	3 hrs.
ENGR	610	Applied Statistics	3 hrs.

Elective courses (see approved Engineering Management electives below) 9 hrs.

Project Option (30 hours)

Required courses

EM	620	Management of Technical Human Resources and Organizations	3 hrs.
EM	660	Project Management	3 hrs.
EM	668	Operations Management	3 hrs.
EM	670	Seminar in Engineering Management	3 hrs.
EM	675	Engineering Economics (or TM equivalent)	3 hrs.
EM	694	Engineering Law, or ES 550 Environmental Law	3 hrs.
ENGR	610	Applied Statistics	3 hrs.
TE	699	Comprehensive Project	3 hrs.

Elective courses (see approved Engineering Management electives below) 6 hrs.

Thesis Option (30 hours)

Required courses

EM	620	Management of Technical Human Resources and Organizations	3 hrs.
EM	660	Project Management	3 hrs.
EM	668	Operations Management	3 hrs.
EM	670	Seminar in Engineering Management	3 hrs.
EM	675	Engineering Economics (or TM equivalent)	3 hrs.
EM	694	Engineering Law, or ES 550 Environmental Law	3 hrs.
ENGR	610	Applied Statistics	3 hrs.
ENGR	682	Research	6 hrs.

Elective courses (see approved Engineering Management electives below) 3 hrs.

Approved Elective Courses for the Engineering Management Major

Any EM (Engineering Management) course.

Any TM (Technology Management) course.

Any College of Business course approved in advance by the advisor.

Any engineering course approved in advance by the advisor.

Request for Graduate Course Addition

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
3. **The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.**

College: CITE

Dept/Division: ENGINEERING

Alpha Designator/Number: ENGR 695

☐ Graded☒ CR/NC

Contact Person: DR. ELDON R. LARSEN

Phone: 304-746-2047

NEW COURSE DATA:

New Course Title: INTERNSHIP IN ENGINEERING

Alpha Designator/Number: E N G R 6 9 5

Title Abbreviation: I N T E R N S H I P I N E N G I N E E R I N G

(Limit of 25 characters and spaces)

Course Catalog Description:
(Limit of 30 words)

Supervised on-the-job experience. The student will work in a technology or engineering company or department within an organization (PR: Permission)

Co-requisite(s):

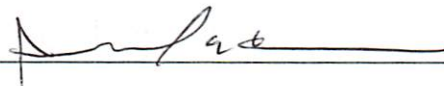
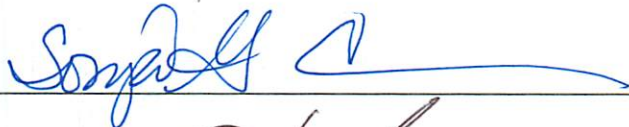
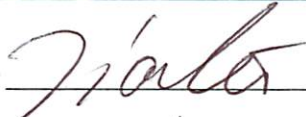
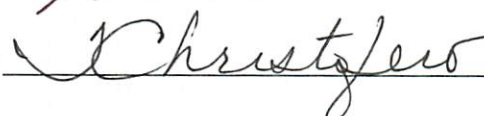
First Term to be Offered: Summer 2018

Prerequisite(s): Permission

Credit Hours: 3

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

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

Dept. Chair/Division Head 	Date <u>2-22-18</u>
Registrar  140101	Date <u>2-22-18</u>
College Curriculum Chair 	Date <u>2/23/18</u>
Graduate Council Chair 	Date <u>4-10-18</u>

Request for Graduate Course Addition - Page 2

College: CITE

Department/Division: Engineering

Alpha Designator/Number: ENGR 695

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

Any member of the Weisberg Division of Engineering who has Graduate level graduate faculty status.

2. DUPLICATION: If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the proposal. Enter "**Not Applicable**" if not applicable.

N/A

3. REQUIRED COURSE: If this course will be required by another department(s), identify it/them by name. Enter "**Not Applicable**" if not applicable.

N/A

4. AGREEMENTS: If there are any agreements required to provide clinical experiences, attach the details and the signed agreement. Enter "**Not Applicable**" if not applicable.

N/A

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

N/A

6. COURSE OBJECTIVES: (May be submitted as a separate document)

During this course and before receiving credit, the student will:

- Analyze the experience in writing
- Provide weekly written status reports
- Complete a project and an associated project report

Request for Graduate Course Addition - Page 3

7. COURSE OUTLINE (May be submitted as a separate document)

The student will work for the organization for a pre-determined number of hours per week during the semester. The total hours worked must be at least 200 hours.

Weekly status reports are due to the academic advisor to include the week's assignments and activities; analysis of the work/ assignments; personal reflections of the experience; and any problems, concerns or questions that need to be addressed.

A course project will be determined by the organization and the student, and approved in advance by the professor.

The final project report will be submitted before the end of the semester.

The advisor will follow-up with the company contact for their evaluation of the student's performance.

8. SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATES (May be submitted as a separate document)

N/A

9. EXAMPLE OF INSTRUCTIONAL METHODS (Lecture, lab, internship)

Internship

Request for Graduate Course Addition - Page 4

10. EXAMPLE EVALUATION METHODS (CHAPTER, MIDTERM, FINAL, PROJECTS, ETC.)

Weekly status reports

Final project report

Evaluation by the company contact

11. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE/GRADUATE COURSE

N/A

12. PROVIDE COMPLETE BIBLIOGRAPHY (May be submitted as a separate document)

N/A

Request for Graduate Course Addition - Page 5

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

Department:

Course Number and Title:

Catalog Description:

Prerequisites:

First Term Offered:

Credit Hours:

Department: Engineering

Course Number and Title: ENGR 695 Internship in Engineering

Catalog Description: Supervised on-the-job experience. The student will work in a technology or engineering company or department within an organization (PR: Permission)

Prerequisites: Permission

First Term Offered: Summer 2018

Credit Hours: 3

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: Liberal Arts

Dept/Division: Geography

Contact Person: James Leonard

Phone: 6-4626

Degree Program Geography MA and MS

Check action requested: ☐ Addition ☐ Deletion ☒ Change

Effective Term/Year

Fall 20

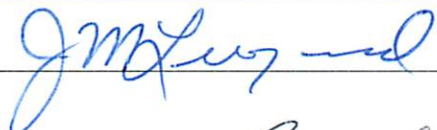



18

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	2/7/18
College Curriculum Chair		Date	2/23/18
College Dean		Date	2/12/18
Graduate Council Chair		Date	4-10-18
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)

See attachments.

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)

See attachments.

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)

See attachments.

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.

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)

See attachments.

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: Geography

Major or Degree: MA/MS

Type of Change: change

Rationale: Improve student education; see attachments.

Geography MA – MS

Program changes 2018

Current Catalog Description (February 2018)

Program Description

Geography is the systematic study of the spatial aspects of human activity, the natural world, and human-environment interaction. The discipline of geography occupies a unique position as a bridge between the social sciences (Human Geography), natural sciences (Physical Geography), and STEM fields (GIScience). From this interdisciplinary perspective, geography helps us understand and address numerous contemporary challenges ranging from economic development, urban planning, and ethnic conflict to climate change, environmental sustainability, and natural resource management. As a result, geography is a rapidly expanding discipline with diverse career opportunities across the environmental sciences, social sciences, and technological fields in both the public and private sectors. Both the U.S. Department of Labor and the Bureau of Labor Statistics predict that demand for trained geographers will grow much faster than average over the next decade.

The Geography Department prepares students to succeed as professionals in today's job market through an innovative curriculum focusing on building critical thinking, technical, and practical skills across a range of human geography, physical geography, and geospatial information science (GIScience) courses. The curriculum includes a mixture of classroom and lab instruction, hands-on projects, and professional internships experiences that actively engage students in the learning process and provide the skills necessary for lifelong learning. The department maintains state-of-the-art facilities, including technology-enhanced classrooms, a physical geography lab, and a GIScience computer lab, supporting students as they utilize the latest software and hardware. The department provides a supportive learning environment where students work closely with faculty and peers while enjoying numerous opportunities to participate in campus, state, and national professional activities.

Geography alumni have successfully applied their knowledge and practical skills in a variety of career paths in both the public and private sectors, including urban and regional planning, economic development, environment planning, natural resource and energy management, weather forecasting, emergency response and homeland security, GIS analysis, and education. Other alumni have continued with geography studies at the doctoral level.

Students wishing to earn a master's degree in geography have the option of selecting either a Master of Arts (M.A.) or Master of Science (M.S.) degree. Both the M.S. and M.A. degree options prepare the graduate for professional employment or advanced work at the doctoral level. Because M.S. students are required to complete a thesis, the M.S. option is the best

choice for students wishing to engage in geographical research projects or in preparation for entrance into a doctoral program.

For more information, please see the departmental website at www.marshall.edu/geography, email geography@marshall.edu, or call (304) 696-4364.

Admission Requirements

M.A. applicants should follow the admissions process described in this catalog or at the Graduate Admissions website at www.marshall.edu/graduate/.

M.S. applicants should follow the admissions process described in this catalog or at the Graduate Admissions website at www.marshall.edu/graduate/. In addition, M.S. applicants must:

- Submit GRE (Graduate Record Examination) scores with the graduate application;
- Have a minimum undergraduate GPA of 3.5 or minimum GRE scores (Verbal greater than or equal to 150 and Quantitative greater than or equal to 150 and Writing greater than or equal to 4.5).

M.S. applicants demonstrating potential but not meeting these criteria may be admitted to the M.S. program with permission from the faculty.

Graduate Assistantships

Applications for department research or teaching assistantships are available from the department website at www.marshall.edu/geography. For more information about graduate assistantships at Marshall University, please see www.marshall.edu/graduate/.

For more information about other financial support, please see www.marshall.edu/graduate/.

Degree Requirements

Candidates for the master's degree must meet the general requirements for the Graduate College and complete a minimum of 32 total credits.

Required Courses

- GEO 526 Principles of GIS (requirement waived if taken at the undergraduate level)
- GEO540 Spatial Statistics and GIS (with permission from a Graduate advisor, a student may substitute one of the following: EDF 617, SOC 606, CJ 656, MGT 500, PSC 604) requirement waived if statistics passed with a grade of C or better at the undergraduate level;
- GEO 615 Geographic Thought and Methods
- GEO 616 Geographical Research
- For the M.A.: GEO 679 Applied Projects (1-3 credits)
- For the M.S.: GEO 679 Applied Projects (3 credits) and GEO 681 Thesis (3 credits)

Electives:

GEO 501 Historical Geography (3 credits)
GEO 502 Geography of Appalachia (3 credits)
GEO 503 Geography of Asia (3 credits)
GEO 504 Geography of Europe (3 credits)
GEO 505 Political Geography (3 credits)
GEO 506 Population Geography (3 credits)
GEO 507 Geography of Sub-Saharan Africa (3 credits)
GEO 508 Geography of South and Middle America (3 credits)
GEO 509 Geography of North Africa and the Middle East (3 credits)
GEO 510 Urban Geography (3 credits)
GEO 511 Medical Geography (3 credits)
GEO 512 Geography of Russia (3 credits)
GEO 514 Principles and Methods of Planning (3 credits)
GEO 515 Urban Land Use Planning (3 credits)
GEO 516 Environmental Issues in Planning (3 credits)
GEO 519 Geography of Gender (3 credits)
GEO 522 Environmental Geography (3 credits)
GEO 525 Climatology (4 credits)
GEO 529 Principles of GIS 2 - Vector Analysis (4 credits)
GEO 530 GIS - Raster Analysis (4 credits)
GEO 531 Principles of Remote Sensing and Photogrammetry (3 credits)
GEO 532 Enterprise GIS (3 credits)
GEO 533 GPS and Mobile Geospatial Technologies (3 credits)
GEO 607 Economic Geography (3 credits)
GEO 617-619 Seminars in Geography (3 credits)
GEO 620 Topics in Environmental Geography (3 credits)
GEO 623 Regions of North America (3 credits)
GEO 631 Advanced GIS Projects (3 credits)
GEO 690 Internship (1-6 credits)

Some GEO courses may not be listed here, but still count for credit in the program; see an advisor. Of the credit hours required for the degree, at least half must be at the 600 level. Courses from other departments may be taken to complement GEO courses and may count toward the M.A. or M.S. in Geography with permission of the graduate advisor.

Plan of Study

A Plan of Study approved by the student's advisor must be submitted for approval to the Graduate College Dean before the student registers for his or her 12th semester hour. The Plan of Study is a student's "blueprint" for completing graduation requirements.

Minor in Geography

Students who minor in Geography should choose a minimum of six hours of appropriate courses from one of the specialties below in consultation with their major faculty advisor and a Geography faculty advisor.

Regional Geography: GEO 623, Regions of North America, is required. Choose additional coursework from GEO 502, 503, 504, 507, 508, 509, 512, 610-614, 617-619.

Physical Geography: Choose from 522, 525, 530, 531, 617-619, 620

Human Geography: Choose from GEO 501, 505, 506, 510, 511, 518, 519, 522, 607, 617-619, 620

Planning: Choose from GEO 514, 515, 516, 617-619

Geographic Information Systems/Remote Sensing: Choose from GEO 526, 529, 530, 531, 532, 533, 540, 617-619, 631

Geography MA – MS

Program changes 2018

Proposed New (February 2018) Edits Marked

Program Description

Geography is the systematic study of the spatial aspects of human activity, the natural world, and human-environment interaction. The discipline of geography occupies a unique position as a bridge between the social sciences (Human Geography), natural sciences (Physical Geography), and STEM fields (GIScience). From this interdisciplinary perspective, geography helps us understand and address numerous contemporary challenges ranging from economic development, urban planning, and ethnic conflict to climate change, environmental sustainability, and natural resource management. As a result, geography is a rapidly expanding discipline with diverse career opportunities across the environmental sciences, social sciences, and technological fields in both the public and private sectors. Both the U.S. Department of Labor and the Bureau of Labor Statistics predict that demand for trained geographers will grow over the next decade.

The Geography Department prepares students to succeed as professionals in today's job market through an innovative curriculum focusing on building critical thinking, technical, and practical skills across a range of human geography, physical geography, and geospatial information science (GIScience) courses. The curriculum includes a mixture of classroom and lab instruction, hands-on projects, and professional internships experiences that actively engage students in the learning process and provide the skills necessary for lifelong learning. The department maintains state-of-the-art facilities, including technology-enhanced classrooms, a physical geography lab, and a GIScience computer lab, supporting students as they utilize the latest software and hardware. The department provides a supportive learning environment where students work closely with faculty and peers while enjoying numerous opportunities to participate in campus, state, and national professional activities.

Geography alumni have successfully applied their knowledge and practical skills in a variety of career paths in both the public and private sectors, including urban and regional planning, economic development, environment planning, natural resource and energy management, weather forecasting, emergency response and homeland security, GIS analysis, and education. Other alumni have continued with geography studies at the doctoral level.

Students wishing to earn a master's degree in geography have the option of selecting either a Master of Arts (M.A.) or Master of Science (M.S.) degree. Both the M.S. and M.A. degree options prepare the graduate for professional employment or advanced work at the doctoral level. Because M.S. students are required to complete a thesis, the M.S. option is the best

choice for students wishing to engage in geographical research projects or in preparation for entrance into a doctoral program.

For more information, please see the departmental website at www.marshall.edu/geography, email geography@marshall.edu, or call (304) 696-4364.

Admission Requirements

M.A. applicants should follow the admissions process described in this catalog or at the Graduate Admissions website at www.marshall.edu/graduate/. In addition, M.A. applicants must:

- Submit a curriculum vitae (CV) and/or résumé with the graduate application;
- Submit a letter of recommendation (either from an employer or faculty member) with the graduate application.

M.S. applicants should follow the admissions process described in this catalog or at the Graduate Admissions website at www.marshall.edu/graduate/. Potential M.S. applicants must contact the department to ensure that their thesis research interests are compatible with at least one faculty member. In addition, M.S. applicants must:

- Submit a statement of purpose/research interest with the graduate application;
- Submit a curriculum vitae (CV) and/or résumé with the graduate application;
- Submit two letters of recommendation (from employers or faculty members) with the graduate application;
- Submit GRE (Graduate Record Examination) scores with the graduate application;
- Have a minimum undergraduate GPA of 3.5 or minimum GRE scores (Verbal greater than or equal to 150 and Quantitative greater than or equal to 150 and Writing greater than or equal to 4.5).

M.S. applicants demonstrating potential but not meeting these criteria may be admitted to the M.S. program with permission from the faculty.

Graduate Assistantships

Applications for department research or teaching assistantships are available from the department website at www.marshall.edu/geography. For more information about graduate assistantships at Marshall University, please see www.marshall.edu/graduate.

For more information about other financial support, please see www.marshall.edu/graduate/.

Degree Requirements

Candidates for the master's degree must meet the general requirements for the Graduate College and complete a minimum of 34 total credits.

Required Courses

- GEO 601 Colloquium in Geography

- ~~GEO 526 Principles of GIS (requirement waived if taken at the undergraduate level)~~ Any GEO GIScience course (choose from GEO523, 526, 529, 530, 531, 532, 533, 554, 631, 634, GEO690 Internship using GIScience, GEO580-584 Special Topics GIScience courses, GEO 585-588 Independent Study GIScience topics)
- ~~GEO540 Spatial Statistics and GIS (with permission from a Graduate advisor, a student may substitute one of the following: EDF 617, SOC 606, CJ 656, MGT 500, PSC 604)~~ requirement waived if GEO440 Spatial Statistics and GIS passed with a grade of C or better at the undergraduate level;
- GEO 615 Geographic Thought and Methods
- GEO 616 Geographical Research Methods
- For the M.A.: GEO 679 Applied Projects (1-3 credits)
- For the M.S.: GEO 679 Applied Projects (3 credits) and GEO 681 Thesis (3 credits)

Electives:

GEO 501 Historical Geography (3 credits)
 GEO 502 Geography of Appalachia (3 credits)
~~GEO 503 Geography of Asia (3 credits)~~
 GEO 504 Geography of Europe (3 credits)
 GEO 505 Political Geography (3 credits)
 GEO 506 Population Geography (3 credits)
~~GEO 507 Geography of Sub-Saharan Africa (3 credits)~~
 GEO 508 Geography of South and Middle America (3 credits)
~~GEO 509 Geography of North Africa and the Middle East (3 credits)~~
 GEO 510 Urban Geography (3 credits)
~~GEO 511 Medical Geography (3 credits)~~
~~GEO 512 Geography of Russia (3 credits)~~
~~GEO 514 Principles and Methods of Planning (3 credits)~~
~~GEO 515 Urban Land Use Planning (3 credits)~~
~~GEO 516 Environmental Issues in Planning (3 credits)~~
~~GEO 519 Geography of Gender (3 credits)~~
 GEO 522 Environmental Geography (3 credits)
 GEO 523 Cartography and GIS (3 credits)
 GEO 525 Climatology (4 credits)
 GEO 529 Principles of GIS 2 - Vector Analysis (4 credits)
 GEO 530 GIS - Raster Analysis (4 credits)
 GEO 531 Principles of Remote Sensing and Photogrammetry (3 credits)
 GEO 532 Enterprise GIS (3 credits)
 GEO 533 GPS and Mobile Geospatial Technologies (3 credits)
 GEO 554 Drones Remote Sensing and GIS (3 credits)
 GEO 607 Economic Geography (3 credits)
 GEO 617-619 Seminars in Geography (3 credits)
 GEO 620 Topics in Environmental Geography (3 credits)
 GEO 623 Regions of North America (3 credits)
 GEO 631 Advanced GIS Projects (3 credits)
 GEO 634 GIS Databases & Programming (3 credits)

GEO 690 Internship (1-6 credits)

Some GEO courses may not be listed here, but still count for credit in the program; see an advisor. Of the credit hours required for the degree, at least half must be at the 600 level. ~~Courses from other departments may be taken to complement GEO courses and may count toward the M.A. or M.S. in Geography with permission of the graduate advisor.~~

Plan of Study

A Plan of Study approved by the student's advisor must be submitted for approval to the Graduate College Dean before the student registers for his or her 12th semester hour. The Plan of Study is a student's "blueprint" for completing graduation requirements.

Minor in Geography

Students who minor in Geography should choose a minimum of six hours of appropriate courses from one of the specialties below in consultation with their major faculty advisor and a Geography faculty advisor.

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Physical Geography: Choose from 522, 525, 530, 531, 617-619, 620

Human Geography: Choose from GEO 501, 505, 506, 510, 511, 518, 519, 522, 607, 617-619, 620

Planning: Choose from GEO 514, 515, 516, 617-619

Geographic Information Systems/Remote Sensing: Choose from GEO 523, 526, 529, 530, 531, 532, 533, 540, 554, 617-619, 631, 634, 690 (must be GIScience approved in advance)

Geography MA – MS

Program changes 2018

Rationale

1. Require additional application materials. We would like more information as we screen applicants.
2. Minimum hours in Geography increased slightly from 32 to 34. We feel that students need additional subject matter exposure, knowledge of the discipline, and critical thinking, writing, and research skills. Requiring two more credits will mean one additional Geography course per student.
3. Require GEO601 Colloquium in Geography. We've added this course which will consist of presentations of Marshall faculty and student research, research of invited scholars, visits by alumni to explain applications of the discipline in their career fields, and other academic and career related activities. This course is beneficial for thesis-writing students to be exposed to published research in the field and for all students (thesis or non-thesis) for career preparation and networking.
4. Change the current requirement that all students complete GEO526 Principles of GIS to a new requirement that all students complete any GEO GIScience course, not limited to only GEO526 Principles of GIS. Many students complete GEO 426 Principles of GIS at the undergraduate level, a similar class at another institution, or a similar class from another department. With the current requirement in place, those students would not need a GIScience course at the graduate level. With the proposed new requirement, students who have completed a foundations course like GEO426 will further their education in this important area by selecting any GEO GIScience course, while beginning students will need to complete GEO526 Principles of GIS since it is a pre-requisite to most other GIScience courses in the department.
5. Delete from the catalog description possible substitutions for GEO540 Spatial Statistics and GIS. While we will still permit substitutions in exceptional circumstances, we'd prefer the students take GEO540. Students who completed GEO440 Spatial Statistics and GIS with at least a C at the undergraduate level need no additional graduate statistics.
6. Change the list of courses based on what has been added or no longer offered.

Geography MA – MS

Program changes 2018

Proposed New (February 2018) Clean Copy

Program Description

Geography is the systematic study of the spatial aspects of human activity, the natural world, and human-environment interaction. The discipline of geography occupies a unique position as a bridge between the social sciences (Human Geography), natural sciences (Physical Geography), and STEM fields (GIScience). From this interdisciplinary perspective, geography helps us understand and address numerous contemporary challenges ranging from economic development, urban planning, and ethnic conflict to climate change, environmental sustainability, and natural resource management. As a result, geography is a rapidly expanding discipline with diverse career opportunities across the environmental sciences, social sciences, and technological fields in both the public and private sectors. Both the U.S. Department of Labor and the Bureau of Labor Statistics predict that demand for trained geographers will grow over the next decade.

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- GEO 616 Geographical Research Methods
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 GEO 508 Geography of South and Middle America (3 credits)
 GEO 510 Urban Geography (3 credits)
 GEO 522 Environmental Geography (3 credits)
 GEO 523 Cartography and GIS (3 credits)
 GEO 525 Climatology (4 credits)
 GEO 529 Principles of GIS 2 - Vector Analysis (4 credits)
 GEO 530 GIS - Raster Analysis (4 credits)
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Geographic Information Systems/Remote Sensing: Choose from GEO 523, 526, 529, 530, 531, 532, 533, 540, 554, 617-619, 631, 634, 690 (must be GIScience approved in advance)

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

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
3. **The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.**

College: Liberal Arts

Dept/Division: Geography

Contact Person: James Leonard

Phone: 6-4626

Title of Minor: Geography

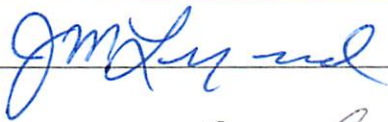

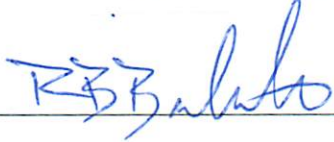
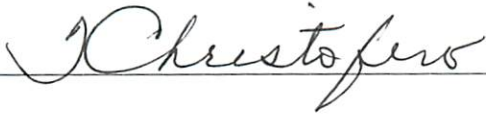
Check action requested: ☐ Addition ☐ Deletion ☒ Change

Effective Term/Year

Fall 20 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 <u></u>	Date <u>2/7/18</u>
College Curriculum Chair <u></u>	Date <u>2/26/18</u>
College Dean <u></u>	Date <u>2/12/18</u>
Graduate Council Chair <u></u>	Date <u>4-10-18</u>
Provost/VP Academic Affairs _____	Date _____
Presidential Approval _____	Date _____

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

1. Curriculum: (Course numbers, titles and credit hours. Indicate if each course is required or optional.
(May attach separate page if needed)

Students who minor in Geography should choose a minimum of six hours of appropriate courses from one of the specialties below in consultation with their major faculty advisor and a Geography faculty advisor.

Regional Geography: GEO 623, Regions of North America, is required. Choose additional coursework from GEO 502, 504, 508, 610-614, 617-619.

Physical Geography: Choose from 522, 525, 530, 531, 617-619, 620

Human Geography: Choose from GEO 501, 506, 510, 522, 607, 617-619, 620

Geographic Information Systems/Remote Sensing: Choose from GEO 523, 526, 529, 530, 531, 532, 533, 540, 554, 617-619, 631, 634, 690
(must be GIScience approved in advance)

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.

Removed courses GEO503, 507, 509, 512 from Regional Geography since they are no longer offered.

Removed courses GEO505, 511, 518, 519 from Human Geography since they are no longer offered.

Removed Planning option, since the courses are no longer offered.

Added new courses GEO523, 554, 634, 690 as new courses for Geographic Information Systems/Remote Sensing minor.

2. ADDITIONAL RESOURCE REQUIREMENTS: If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this minor, 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.

3. 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 Minor-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)

[page 175]

Students who minor in Geography should choose a minimum of six hours of appropriate courses from one of the specialties below in consultation with their major faculty advisor and a Geography faculty advisor.

Regional Geography: GEO 623, Regions of North America, is required. Choose additional coursework from GEO 502, 503, 504, 507, 508, 509, 512, 610-614, 617-619.

Physical Geography: Choose from 522, 525, 530, 531, 617-619, 620

Human Geography: Choose from GEO 501, 505, 506, 510, 511, 518, 519, 522, 607, 617-619, 620

Planning: Choose from GEO 514, 515, 516, 617-619

Geographic Information Systems/Remote Sensing: Choose from GEO 526, 529, 530, 531, 532, 533, 540, 617-619, 631

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.

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)

Students who minor in Geography should choose a minimum of six hours of appropriate courses from one of the specialties below in consultation with their major faculty advisor and a Geography faculty advisor.

Regional Geography: GEO 623, Regions of North America, is required. Choose additional coursework from GEO 502, 504, 508, 610-614, 617-619.

Physical Geography: Choose from 522, 525, 530, 531, 617-619, 620

Human Geography: Choose from GEO 501, 506, 510, 522, 607, 617-619, 620

Geographic Information Systems/Remote Sensing: Choose from GEO 523, 526, 529, 530, 531, 532, 533, 540, 554, 617-619, 631, 634, 690
(must be GIScience approved in advance)

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

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

Department:

Minor:

Credit Hours:

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

Rationale:

Department: Geography

Minor: Geography (several options)

Credit Hours: 6

Type of Change: change

Rationale: New courses added; courses no longer taught removed; planning option removed since courses no longer taught.

Geography Graduate Minor Changes 2018

Current catalog description:

[page 175]

Students who minor in Geography should choose a minimum of six hours of appropriate courses from one of the specialties below in consultation with their major faculty advisor and a Geography faculty advisor.

Regional Geography: GEO 623, Regions of North America, is required. Choose additional coursework from GEO 502, 503, 504, 507, 508, 509, 512, 610-614, 617-619.

Physical Geography: Choose from 522, 525, 530, 531, 617-619, 620

Human Geography: Choose from GEO 501, 505, 506, 510, 511, 518, 519, 522, 607, 617-619, 620

Planning: Choose from GEO 514, 515, 516, 617-619

Geographic Information Systems/Remote Sensing: Choose from GEO 526, 529, 530, 531, 532, 533, 540, 617-619, 631

Edits:

Students who minor in Geography should choose a minimum of six hours of appropriate courses from one of the specialties below in consultation with their major faculty advisor and a Geography faculty advisor.

Regional Geography: GEO 623, Regions of North America, is required. Choose additional coursework from GEO 502, ~~503~~, 504, ~~507~~, 508, ~~509~~, ~~512~~, 610-614, 617-619.

Physical Geography: Choose from 522, 525, 530, 531, 617-619, 620

Human Geography: Choose from GEO 501, 505, 506, 510, ~~511~~, ~~518~~, ~~519~~, 522, 607, 617-619, 620

Planning: Choose from ~~GEO 514~~, 515, 516, 617-619

Geographic Information Systems/Remote Sensing: Choose from GEO ~~526~~, 526, 529, 530, 531, 532, 533, 540, ~~554~~, 617-619, 631, ~~634~~, 690 (must be GIScience approved in advance).

Clean copy:

Students who minor in Geography should choose a minimum of six hours of appropriate courses from one of the specialties below in consultation with their major faculty advisor and a Geography faculty advisor.

Regional Geography: GEO 623, Regions of North America, is required. Choose additional coursework from GEO 502, 504, 508, 610-614, 617-619.

Physical Geography: Choose from 522, 525, 530, 531, 617-619, 620

Human Geography: Choose from GEO 501, 505, 506, 510, 522, 607, 617-619, 620

Geographic Information Systems/Remote Sensing: Choose from GEO 523, 526, 529, 530, 531, 532, 533, 540, 554, 617-619, 631, 634, 690 (must be GIScience approved in advance)

Request for Graduate Course Addition

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
3. **The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.**

College: COLA

Dept/Division: Geography

Alpha Designator/Number: GEO 601

☐ Graded ☒ CR/NC

Contact Person: Jonathan Kozar

Phone: 304-696-2505

NEW COURSE DATA:

New Course Title: Colloquium in Geography

Alpha Designator/Number:

G E O 6 0 1

Title Abbreviation:

C o l l o q u i u m i n G e o g r a p h y

(Limit of 25 characters and spaces)

Course Catalog Description:
(Limit of 30 words)

Speaker series introducing and sharing knowledge and experiences with a geographic focus. Students are to learn from the knowledge and experience of faculty members, graduate students, alumni, and scholars.

Co-requisite(s): None

First Term to be Offered: Fall 2018

Prerequisite(s): None

Credit Hours: 1-3

Course(s) being deleted in place of this addition (must submit course deletion form): None

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

Dept. Chair/Division Head

J M Lynam

Date

1/24/18

Registrar

Sonya G C

450701

Date

1-25-18

College Curriculum Chair

Crabtree

Date

2/28/18

Graduate Council Chair

Christofero

Date

4-10-18

Request for Graduate Course Addition - Page 2

College: COLA

Department/Division: Geography

Alpha Designator/Number: GEO 601

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

Jonathan Kozar, James Leonard, Kevin Law, Anita Walz, and Hilton Cordoba

2. DUPLICATION: If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the proposal. Enter "**Not Applicable**" if not applicable.

Not Applicable

3. REQUIRED COURSE: If this course will be required by another department(s), identify it/them by name. Enter "**Not Applicable**" if not applicable.

Not Applicable

4. AGREEMENTS: If there are any agreements required to provide clinical experiences, attach the details and the signed agreement. Enter "**Not Applicable**" if not applicable.

Not Applicable

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

Not Applicable

6. COURSE OBJECTIVES: (May be submitted as a separate document)

Please see attached syllabus.

Request for Graduate Course Addition - Page 3

7. COURSE OUTLINE (May be submitted as a separate document)

Please see attached syllabus.

8. SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATES (May be submitted as a separate document)

Please see attached syllabus.

9. EXAMPLE OF INSTRUCTIONAL METHODS (Lecture, lab, internship)

Visiting speakers/lectures and lecture.

Request for Graduate Course Addition - Page 4

10. EXAMPLE EVALUATION METHODS (CHAPTER, MIDTERM, FINAL, PROJECTS, ETC.)

Attendance at semester seminars/speaker series, written response/review of speaker series

11. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE/GRADUATE COURSE

None

12. PROVIDE COMPLETE BIBLIOGRAPHY (May be submitted as a separate document)

Request for Graduate Course Addition - Page 5

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

Department:
Course Number and Title:
Catalog Description:
Prerequisites:
First Term Offered:
Credit Hours:

Department: Geography
Course Number and Title: GEO 601 - Colloquium in Geography
Catalog Description: Speaker series introducing and sharing knowledge and experiences with a geographic focus. Students are to learn from the knowledge and experience of faculty members, graduate students, alumni, and scholars.
Prerequisites: None
First Term Offered: Fall 2018
Credit Hours: 1-3

Syllabus GEO 601

Course Title/Number	Colloquium in Geography GEO 601 (1 Credit)
Semester/Year	Fall 2018
Days/Time	W 4:00-4:50 p.m.
Location	Harris Hall 235
Instructor	Dr. Jonathan Kozar
Office	Harris Hall 207
Phone	304-696-2505
E-Mail	kozar@marshall.edu
Office Hours	TR 9-2
University Policies	By enrolling in this course, you agree to the University Policies listed below. Please read the full text of each policy by going to www.marshall.edu/academic-affairs and clicking on "Marshall University Policies." Or, you can access the policies directly by going to www.marshall.edu/academic-affairs/policies/ . Academic Dishonesty/Excused Absence Policy for Undergraduates/Computing Services Acceptable Use/Inclement Weather/Dead Week/Students with Disabilities/Academic Forgiveness/Academic Probation and Suspension/Academic Rights and Responsibilities of Students/Affirmative Action/Sexual Harassment

Course Description:

The Colloquium in Geography is a speaker series and forum for introducing and sharing knowledge and experiences with a geographic focus. Students are to learn from the knowledge and experience of faculty members, graduate students, alumni, business and civic leaders, and scholars in the field. The course will provide students with information to assist you in future careers and/or educational opportunities. It will also orient students to the field of geography and to the department and university. This is a one credit course that may be repeated for up to three credits.

Course Objectives:

Course Objectives	How students will practice each outcome in this Course	How student achievement of each outcome will be assessed in this Course
Students will be exposed to professionals and academics in fields with a geographic focus	Class attendance and discussion participation	Attendance, participation and reflection essays
Students will be exposed to professional level oral presentations and materials	Class attendance and discussion participation	Attendance, participation and reflection essays
Students will gain an understanding of current trends in research and professional opportunities	Class attendance and discussion participation	Attendance, participation and reflection essays

Required Texts, Additional Reading, and Other Materials

No texts required for course. Readings may be supplied by invited speakers.

Course Requirements/Policies

Attendance is mandatory. As this is a one credit course we do not meet as regularly as other courses but you are still responsible for being aware of and prepared for the schedule. Please make accommodations at the beginning of semester to eliminate work or academic commitments that may interfere with your attendance. Late assignments will not be accepted. I will not distribute grades through email, if you have a question about your grade see me after class or during office hours. **No phones or other electronic devices.** You must use your Marshall email account for all course communications. All academic accommodations for documented disabilities must be arranged through the Office of Disability Services (<http://www.marshall.edu/disability/>).

All students are required to be familiar with and adhere to the Marshall University Creed and the Marshall University policies on academic dishonesty which can be found in your university catalog or as described online at (<http://www.marshall.edu/ucomm/marshall-university-creed/>) and (<http://www.marshall.edu/academic-affairs/policies/#AcademicDishonesty>). Failure to abide by these policies could result in failure of this course and dismissal from the University.

Grading Policy

Final Grade is for Credit or No Credit (CR/NC). Grade is determined by attendance (see attendance section below) and the submission of one page essays communicating your reaction/reflection of each presentation. Your essays should be a critical reaction to the speaker outlining your major takeaways from the presentation and how the speaker and/or presentation could improve. Essays are due one week after each presentation and submitted through Blackboard. An essay is due for each speaker and no late assignments will be accepted.

Attendance Policy

Attendance in this course is mandatory and you must be present for each seminar. Students are expected to be engaged with the speaker and be part of the discussion (typically at end of speaker presentation), and under no circumstance should you check email, text, tweet, or any other means of electronic communication or gratification. If you must miss a seminar it must be for a legitimate reason and you must notify the course instructor in advance. If a class is missed, please discuss with the instructor for an option to do a makeup seminar.

Course Outline (subject to change)

Speakers will be announced as soon as confirmation is received.

- August 22: Course Introduction
- September 5: Graduate Student Panel
- September 19: Faculty Speaker (TBA)
- October 3: Visiting Scholar Speaker (TBA)
- October 17: Faculty Speaker (TBA)
- October 31: Alumni Speaker (TBA)
- November 14: GIS Day Keynote Speaker (TBA)

Bibliography

Selected Faculty Research Examples:

Walter, R., Foote, Nathan, F., **Cordoba, H.**, Sparks, C. (2017). Historic Roots of Modern Residential Segregation in a Southwestern Metropolis: San Antonio, Texas in 1910 and 2010. *Urban Science*, Vol. 1, (2). doi:10.3390/urbansci1020019

Cordoba, H. & Walter, R. (2016). Measuring the Spatial Pattern of Ethnic Groups in San Antonio's Eastside: A Spatial Analysis Approach with the Colocation Quotient. *Papers in Applied Geography*, Vol. 2, (2), P. 160-177.

William Graves and **Jonathan Kozar**, (2015) "Weak Foundations: The Failure of Equilibrium-Based Population Growth Forecasts," *Papers in Applied Geography* Vol. 1 (2): 152-158

William Graves and **Jonathan Kozar**, (2010) "Blending Southern Culture and International Finance: The Construction of a Global Money Center," In Charlotte, NC: The Global Evolution of a New South City, Athens, GA.: University of Georgia Press, 87-101

James Leonard and **Kevin Law**. (2012). Spatial and Temporal Variations in West Virginia's Precipitation, 1931-2000. *Southeastern Geographer*.

Kevin Law. (2011). "The Impact of Oceanic Heat Content on the Rapid Intensification of Atlantic Hurricanes." In Anthony Lupo, ed., *Recent Hurricane Research—Climate, Dynamics, and Societal Impact*, In-Tech 17:331-354.

James Leonard. (2009). "They are just like the rest of us, only with a bigger home:" Spatial Integration of Socio-Economic Classes in Rural Mingo County, West Virginia. *Southeastern Geographer* 49(3): 267-290.

Sarah Brinegar and **James Leonard**. (2008). Poverty and Affluence: A Comparative Analysis of Economic Segregation in the Metropolitan Regions of Cincinnati, Cleveland, and Columbus, Ohio. *Urban Geography* 29(6): 581-606.

Czajkowski, K. P., S. N. Goward, T. Mulhern, S. J. Goetz, **A. Walz**, D. Shirey, S. Stadler, S. Prince, and R. O. Dubayah, (2004), Recovery of environmental variables from thermal remote sensing. In: *Thermal Remote Sensing in Land Surface Processes*, Ed. J. Luvall and D. Quattrochi, eds., CRC Press, 11-32.

Hall, L. W. Jr., R. P. Morgan II, E. S. Perry, and **A. Waltz** (a.k.a. Walz), (2002). Development of a provisional physical habitat index for Maryland freshwater streams. *Environmental Monitoring and Assessment* 77, 265-291.

Request for Graduate Course Change

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
3. **The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.**

College: Liberal Arts

Dept/Division: Geography

Current Alpha Designator/Number: GEO615

Contact Person: James Leonard

Phone: 6 4626

CURRENT COURSE DATA:

Course Title: Geographic Thought and Methods

Alpha Designator/Number:

G	E	O	6	1	5				
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Title Abbreviation:

G	e	o	g	r	a	p	h	i	c		T	h	o	u	g	h	t		M	e	t	h	o	d
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1. Complete this **five** page form in its entirety and route through the departments/committees below for changes to a course involving: course title, alpha designator, course number, course content, credit hours, or catalog description.
2. If this change will affect other departments that require this course, please send a memo to the affected department and include it with this packet, as well as the response received from the affected department.
3. If the changes made to this course will make the course 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.
4. List courses, if any, that will be deleted because of this change (*must submit course deletion form*).
5. If the faculty requirements and/or equipment need to be changed upon approval of this proposal, attach a written estimate of additional needs.

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

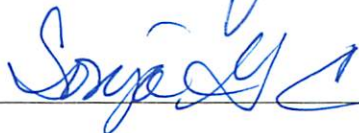
Dept. Chair/Division Head



Date

2/7/18

Registrar

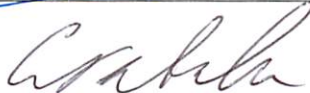


450701

Date

2-7-18

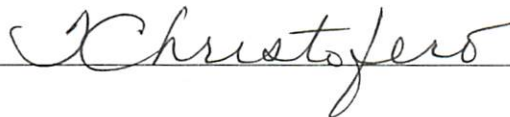
College Curriculum Chair



Date

2/23/18

Graduate Council Chair



Date

4-10-18

Request for Graduate Course Change - Page 2

College: Liberal Arts

Department/Division: Geography

Alpha Designator/Number: GEO615

Provide complete information regarding the course change for each topic listed below.

Change in CATALOG TITLE: ☒ YES ☐ NO

From

G	e	o	g	r	a	p	h	i	c		T	h	o	u	g	h	t		a	n	d		M	e	t	h	o	d	s
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 (limited to 30 characters and spaces)

To

G	e	o	g	r	a	p	h	i	c		T	h	o	u	g	h	t												
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If Yes, Rationale

Slight change in course emphasis. Methods are covered in GEO616. Course description remains valid. BANNER/Registration abbreviation should be shortened to Geographic Thought instead of Geographic Thoughts/Methods.

Change in COURSE ALPHA DESIGNATOR:

From:

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 To:

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☐ YES ☒ NO

If Yes, Rationale

Change in COURSE NUMBER: ☐ YES ☒ NO

From:

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 To:

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If Yes, Rationale

Change in COURSE GRADING

From ☐ Grade To ☐ Credit/No Credit

Rationale

Change in CATALOG DESCRIPTION: ☐ YES ☒ NO IF YES, fill in below:

From

To

If Yes
Rationale

Request for Graduate Course Change - Page 3

Change in COURSE CREDIT HOURS: ☐ YES ☒ NO If YES, fill in below:

NOTE: If credit hours increase/decrease, please provide documentation that specifies the adjusted work requirements.

From

To

Change in COURSE CONTENT: ☐ YES ☒ NO

From

To

Rationale

Request for Graduate Course Change-Page 4

College: Liberal Arts _____

Department: Geography _____

Course Number/Title GEO615 Geographic Thought and Methods _____

1. REQUIRED COURSE: If this course is required by another department(s), identify it/them by name and attach the written notification you sent to them announcing to them the proposed change and any response received. Enter NOT APPLICABLE if not applicable.

n/a

2. COURSE DELETION: List any courses that will be deleted because of this change. A *Course Deletion* form is also required. Enter NOT APPLICABLE if not applicable.

n/a

3. ADDITIONAL RESOURCE REQUIREMENTS: If your department requires additional faculty, equipment, or specialized materials as a result of this change, attach an estimate of the time and cost etc. required to secure these items. (NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

n/a

Request for Graduate Course Change - Page 5

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

COURSE DESCRIPTION CHANGE

Department:

Course Number and Title:

Rationale:

Course Description (old)

Course Description: (new)

Catalog Description:

COURSE NUMBER CHANGE

Department:

Current Course Number/Title:

New Course Number:

Rationale:

Catalog Description:

Credit hours:

COURSE TITLE CHANGE

Department:

Current Course Number/Title:

New Course Title:

Rationale:

Catalog Description:

COURSE TITLE CHANGE

Department: Geography

Current Course Number/Title: GEO615 Geographic Thought and Methods

New Course Title: Geographic Thought

Rationale: Slight change in emphasis. Methods are covered in GEO616. Course description remains valid. BANNER/Registration abbreviation should be shortened to Geographic Thought instead of Geographic Thoughts/Methods.

Catalog Description: n/a

Request for Graduate Course Change

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
3. **The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.**

College: Liberal Arts

Dept/Division: Geography

Current Alpha Designator/Number: GEO616

Contact Person: James Leonard

Phone: 6 4626

CURRENT COURSE DATA:





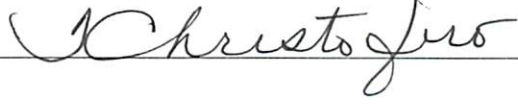
Course Title: Geographic Thought and Methods

Alpha Designator/Number: G E O 6 1 6

Title Abbreviation: G e o g r a p h i c a l R e s e a r c h

1. Complete this **five** page form in its entirety and route through the departments/committees below for changes to a course involving: course title, alpha designator, course number, course content, credit hours, or catalog description.
2. If this change will affect other departments that require this course, please send a memo to the affected department and include it with this packet, as well as the response received from the affected department.
3. If the changes made to this course will make the course 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.
4. List courses, if any, that will be deleted because of this change (*must submit course deletion form*).
5. If the faculty requirements and/or equipment need to be changed upon approval of this proposal, attach a written estimate of additional needs.

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

Dept. Chair/Division Head 	Date <u>2/7/18</u>
Registrar   450701	Date <u>2-7-18</u>
College Curriculum Chair 	Date <u>2/23/18</u>
Graduate Council Chair 	Date <u>4-10-18</u>

Request for Graduate Course Change - Page 2

Alpha Designator/Number:GEO616

Provide complete information regarding the course change for each topic listed below.

Change in CATALOG TITLE: ☒ YES ☐ NO

From Geographical Research (limited to 30 characters and spaces)

To	G e o g r a p h i c a l	R e s e a r c h	M e t h o d s
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If Yes, Rationale	Change in course emphasis. Course will provide students tools they can use for research/analysis at the graduate level in Geography.
-------------------	--

Change in COURSE ALPHA DESIGNATOR:

From:

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 To

--	--	--	--

☐ YES ☒ NO

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Change in COURSE NUMBER: ☐ YES ☒ NO

From:

--	--	--	--

 To:

--	--	--	--

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Change in COURSE GRADING

From Grade To Credit/No Credit

--

Change in CATALOG DESCRIPTION: ☒ YES ☐ NO IF YES, fill in below:

From	This course provides an introduction to geographical research by focusing on the development of a viable research proposal which may serve as the basis for an independent research project.
------	--

To Students examine/practice four research methods in geography—qualitative, quantitative, GIScience, and field/lab methods—and learn to choose among them and use them for their own research and analysis.

If Yes	Change in content requires new catalog description.
--------	---

Request for Graduate Course Change - Page 3

Change in COURSE CREDIT HOURS: ☐ YES ☒ NO If YES, fill in below:

NOTE: If credit hours increase/decrease, please provide documentation that specifies the adjusted work requirements.

From

To

Change in COURSE CONTENT: ☒ YES ☐ NO

From

Development of a research proposal. Research proposal development will now be completed by Thesis students during course GEO681 Thesis. Non-thesis students will complete research projects provided by faculty advisors in GEO679 Applied Projects.

To

Examination and practice of four fundamental research methods in geography—qualitative, quantitative, GIScience, and field/lab methods. This course content will prepare them to choose among the research methods and use them for their own research and analysis at the graduate level in Geography.

Rationale

We want all students to have a basic knowledge of graduate research methods in Geography. This is currently a gap in our master's curriculum.

Request for Graduate Course Change-Page 4

College: Liberal Arts

Department: Geography

Course Number/Title GEO616 Geographical Research

1. REQUIRED COURSE: If this course is required by another department(s), identify it/them by name and attach the written notification you sent to them announcing to them the proposed change and any response received. Enter NOT APPLICABLE if not applicable.

n/a

2. COURSE DELETION: List any courses that will be deleted because of this change. A *Course Deletion* form is also required. Enter NOT APPLICABLE if not applicable.

n/a

3. ADDITIONAL RESOURCE REQUIREMENTS: If your department requires additional faculty, equipment, or specialized materials as a result of this change, attach an estimate of the time and cost etc. required to secure these items. (NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

n/a

Request for Graduate Course Change - Page 5

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

COURSE DESCRIPTION CHANGE

Department:

Course Number and Title:

Rationale:

Course Description (old)

Course Description: (new)

Catalog Description:

COURSE NUMBER CHANGE

Department:

Current Course Number/Title:

New Course Number:

Rationale:

Catalog Description:

Credit hours:

COURSE TITLE CHANGE

Department:

Current Course Number/Title:

New Course Title:

Rationale:

Catalog Description:

COURSE DESCRIPTION CHANGE

Department: Geography

Course Number and Title: GEO616 Geographical Research

Rationale: We want all students to have a basic knowledge of graduate research methods in Geography. This is currently a gap in our master's curriculum.

Course Description (old) This course provides an introduction to geographical research by focusing on the development of a viable research proposal which may serve as the basis for an independent research project.

Course Description: (new) Students examine/practice four research methods in geography—qualitative, quantitative, GIScience, and field/lab methods—and learn to choose among them and use them for their own research and analysis.

Catalog Description: Students examine/practice four research methods in geography—qualitative, quantitative, GIScience, and field/lab methods—and learn to choose among them and use them for their own research and analysis.

COURSE TITLE CHANGE

Department: Geography

Current Course Number/Title: GEO616 Geographical Research

New Course Title: Geographical Research Methods

Rationale: Change in course emphasis. Course will provide students tools they can use for research/analysis at the graduate level in Geography.

Catalog Description: Students examine/practice four research methods in geography—qualitative, quantitative, GIScience, and field/lab methods—and learn to choose among them and use them for their own research and analysis.

Request for Graduate Course Addition

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
3. **The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.**

College: Liberal Arts

Dept/Division: Geography

Alpha Designator/Number: GEO554

☒ Graded ☐ CR/NC

Contact Person: James Leonard

Phone: 6-4626

NEW COURSE DATA:

New Course Title: Drones: Remote Sensing and GIS

Alpha Designator/Number: G E O 5 5 4

Title Abbreviation: D r o n e s : R e m o t e S e n s i n g & G I S

(Limit of 25 characters and spaces)

Course Catalog Description:
(Limit of 30 words)

Learn FAA rules and safety procedures; prepare for Remote Pilot licensing exam; operate drones to collect remote sensing data; process imagery for analysis; integrate sUAS imagery with existing GIS data.

Co-requisite(s): none

First Term to be Offered: Fall 2018

Prerequisite(s): none

Credit Hours: 3

Course(s) being deleted in place of this addition (must submit course deletion form): none

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

Dept. Chair/Division Head

Date

11/14/17

Registrar

450701

Date

11-14-17

College Curriculum Chair

Date

2/23/18

Graduate Council Chair

Date

4-10-18

REGISTRAR'S OFFICE
14 NOV '17 AM 10:43

Request for Graduate Course Addition - Page 2

College: Liberal Arts

Department/Division: Geography

Alpha Designator/Number: GEO554

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

Córdoba, Leonard, Walz

2. DUPLICATION: If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the proposal. Enter "**Not Applicable**" if not applicable.

N/A

3. REQUIRED COURSE: If this course will be required by another department(s), identify it/them by name. Enter "**Not Applicable**" if not applicable.

N/A

4. AGREEMENTS: If there are any agreements required to provide clinical experiences, attach the details and the signed agreement. Enter "**Not Applicable**" if not applicable.

N/A

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

N/A

6. COURSE OBJECTIVES:

See attached syllabus.

Request for Graduate Course Addition - Page 3

7. COURSE OUTLINE

See attached syllabus.

8. SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATES

See attached syllabus.

9. EXAMPLE OF INSTRUCTIONAL METHODS (Lecture, lab, internship)

See attached syllabus.

Request for Graduate Course Addition - Page 4

10. EXAMPLE EVALUATION METHODS (CHAPTER, MIDTERM, FINAL, PROJECTS, ETC.)

See attached syllabus.

11. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE/GRADUATE COURSE

Graduates will have more extensive and difficult exercises, exams, and projects. See attached syllabus.

12. PROVIDE COMPLETE BIBLIOGRAPHY

See attached syllabus.

Request for Graduate Course Addition - Page 5

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

Department:

Course Number and Title:

Catalog Description:

Prerequisites:

First Term Offered:

Credit Hours:

Department: Geography

Course Number and Title: GEO554 Drones for Remote Sensing and GIS

Catalog Description: Learn FAA rules and safety procedures; prepare for Remote Pilot licensing exam; operate drones to collect remote sensing data; process imagery for analysis; integrate sUAS imagery with existing GIS data.

Prerequisites: none.

First Term Offered: Fall 2018

Credit Hours: 3

Syllabus for GEO454/554: Drones for Remote Sensing and GIS

Instructor: James M. Leonard, Ph.D.	CRN xxxx (GEO454) or CRN xxxx (GEO554)
email: leonard@marshall.edu	Semester: Fall 2018
Phone: (304) 696-4626	Classroom: Harris Hall 202
Office hours: Harris Hall 208, MWF 9-noon	Class time: Mondays 4:00-6:20p

Catalog description: Learn FAA rules and safety procedures; prepare for Remote Pilot licensing exam; operate drones to collect remote sensing data; process imagery for analysis; integrate sUAS imagery with existing GIS data.

The course begins 21 Aug. and ends 11 Dec. For course withdrawal deadlines see the MU academic calendar <http://www.marshall.edu/calendar/academic/>.

Course Learning Outcomes	How students will practice each outcome	How student achievement will be assessed
Students will safely fly a quadcopter drone following FAA regulations to collect Remote Sensing imagery.	Discussion, readings, simulations	Field work
Students will use software for drone flight planning and to post-process imagery.	Discussion, readings, software	Software exercises
Students will integrate drone imagery with GIS and RS data.	Discussion, readings, software	Software exercises
Students will practice FAA part 107 licensure exam featuring concepts about airspace, weather, regulations, aircraft design and performance and emergency procedures.	Discussion, readings, practice quizzes	Online exam

Required materials: No textbook; readings provided by the instructor; drones provided by the Department of Geography.

Attendance and Time Commitment: Most universities (including Marshall University) recommend spending about 6-9 hours a week during fall/spring semester for a three credit hour course in order to get a grade of C. You may require more or less time.

Grading: Grades will be based on participation and exercises (20 points per class) for 300 points; five quizzes (20 points each) for 100 points; a final exam for 100 points. Graduate students will have more extensive exercises, quizzes, and exam. Final grades will be determined by the total number of points you have earned:

- A = 500 - 455 points (100-91%)
- B = 454 - 405 (90-81%)
- C = 404 - 355 (80-71%)
- D = 355 - 325 (70-65%)
- F = 324 and below (less than 65%)

No extra credit is available and no grades will be scaled or curved. Please be aware that this is a senior-/graduate-level course. You will be expected to perform at a high level. Homework must be submitted at the beginning of the class period after the instructor gives the assignment. No late work is accepted.

Participation/exercises, quizzes, exam: Attendance is required. Much of this course revolves around classroom activities—drone simulations, drone flights, computer processing of drone imagery, discussion of drone safety, preparation for FAA Part 107 licensure, etc. You may be required to travel to selected sites for drone flights.

Quizzes test your knowledge of drone concepts and FAA Part 107 Remote Pilot licensure concepts. The final exam is similar to the FAA Part 107 licensure exam.

Academic Honesty and Plagiarism: You must do your own work for this class. For any cheating or plagiarism, however minor, you will earn a final grade of F for the semester. Additional University sanctions apply.

Weekly Schedule:

- August 21: Class begins; equipment orientation; Flight simulator
- Aug. 28: First flight = demo
- Sept. 4: Holiday
- Sept. 11: Pix4d processing exercises; Flight planning
- Sept. 18: Second flight
- Sept. 25: Pix4d processing collected imagery
- Oct. 2: Third flight
- Oct. 7: Integration with GIS
- Oct 14: Fourth flight
- Oct. 21: Airspace concepts
- Oct 28: Regulations; Aviation weather services– Quiz 1
- Nov. 6: Weather; performance– Quiz 2
- Nov. 13: Fifth flight– Quiz 3
- N. 22: Thanksgiving!
- Nov. 27: Airport operations; radio communications– Quiz 4
- Dec. 4: Decision-making; emergencies– Quiz 15
- Dec. 11: Final exam – Gleim.com

University policies: By enrolling in this course, you agree to the University Policies found at www.marshall.edu/academic-affairs. They are many; best read them.

Bibliography for further reading:

ASA Test Prep Board. 2016. Remote Pilot Test Prep - UAS: Study & Prepare. Aviation Supplies and Academics, Inc.

Calvo, Kike. 2016. So You Want to Create Maps Using Drones? Blurb Press.

CHAO, HAIYANG, and YANGQUAN CHEN. 2012. Remote Sensing and Actuation Using Unmanned Vehicles. Wiley-IEEE Press.

Federal Aviation Administration, Flight Standards Service. 2016. Remote Pilot – Small Unmanned Aircraft Systems Study Guide. Washington, DC. Available online:

https://www.faa.gov/regulations_policies/handbooks_manuals/aviation/media/remote_pilot_study_guide.pdf

Krishna, K. R. 2016. Push Button Agriculture: Robotics, Drones, Satellite-Guided Soil and Crop Management. Apple Academic Press.

Tomaszewski, Brian. 2014. Geographic Information Systems (GIS) for Disaster Management. Routledge.

Request for Graduate Course Addition

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2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
3. **The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.**

College: Liberal Arts

Dept/Division: Geography

Alpha Designator/Number: GEO634

☒ Graded ☐ CR/NC

Contact Person: James Leonard

Phone: 6-4626

NEW COURSE DATA:

New Course Title: GIS Databases & Programming

Alpha Designator/Number: G E O 6 3 4

Title Abbreviation: G I S D a t a b a s e s & P r o g r a m m i n g

(Limit of 25 characters and spaces)

Course Catalog Description:
(Limit of 30 words)

Configuration and management of geospatial databases. Python scripting for analysis, geoprocessing, and workflow automation within a GIS environment.

Co-requisite(s): none

First Term to be Offered: Spring 2019

Prerequisite(s): GEO526 or permission

Credit Hours: 3

Course(s) being deleted in place of this addition (must submit course deletion form): none

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

Dept. Chair/Division Head

Date

11/14/17

Registrar

450301

Date

11-14-17

College Curriculum Chair

Date

2/23/18

Graduate Council Chair

Date

4-10-18

REGISTRAR'S OFFICE
14 NOV '17 AM 10:42

Request for Graduate Course Addition - Page 2

College: Liberal Arts

Department/Division: Geography

Alpha Designator/Number: GEO533

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

Córdoba, Leonard, Walz

2. DUPLICATION: If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the proposal. Enter "**Not Applicable**" if not applicable.

N/A

3. REQUIRED COURSE: If this course will be required by another department(s), identify it/them by name. Enter "**Not Applicable**" if not applicable.

N/A

4. AGREEMENTS: If there are any agreements required to provide clinical experiences, attach the details and the signed agreement. Enter "**Not Applicable**" if not applicable.

N/A

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

N/A

6. COURSE OBJECTIVES:

See attached syllabus.

Request for Graduate Course Addition - Page 3

7. COURSE OUTLINE

See attached syllabus.

8. SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATES

See attached syllabus.

9. EXAMPLE OF INSTRUCTIONAL METHODS (Lecture, lab, internship)

See attached syllabus.

Request for Graduate Course Addition - Page 4

10. EXAMPLE EVALUATION METHODS (CHAPTER, MIDTERM, FINAL, PROJECTS, ETC.)

See attached syllabus.

11. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE/GRADUATE COURSE

N/A

12. PROVIDE COMPLETE BIBLIOGRAPHY

See attached syllabus.

Request for Graduate Course Addition - Page 5

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

Department:
Course Number and Title:
Catalog Description:
Prerequisites:
First Term Offered:
Credit Hours:

Department: Geography
Course Number and Title: GEO634 GIS Databases & Programming
Catalog Description: Configuration and management of geospatial databases. Python scripting for analysis, geoprocessing, and workflow automation within a GIS environment.
Prerequisites: GEO526 or permission.
First Term Offered: Spring 2019
Credit Hours: 3

Syllabus for GEO634: GIS Databases & Programming

Instructor: James M. Leonard, Ph.D.	CRN xxxx
email: leonard@marshall.edu	Semester: Spring 2019
Phone: (304) 696-4626	Classroom: Harris Hall 202
Office hours: Harris Hall 208, MWF 9-noon	Class time: Mondays 6:30-9:00p

Catalog description: Configuration and management of geospatial databases. Python scripting for analysis, geoprocessing, and workflow automation within a GIS environment.

The course begins 8 Jan. and ends 4 May. For course withdrawal deadlines see the MU academic calendar <http://www.marshall.edu/calendar/academic/>.

Course Learning Outcomes	How students will practice each outcome	How student achievement will be assessed
Students will practice and employ GIS database analysis concepts and techniques.	Discussion, readings, exercises	Exercises
Students will GIS customization concepts and techniques using Python scripting.	Discussion, readings, exercises	Exercises
Students will synthesize concepts and techniques to execute a practical geodatabase application and a practical Python scripting application.	Discussion, readings, exercises	Projects

Required materials:

- Zandbergen, P.A. 2014. *Python Scripting for ArcGIS*. Redlands, CA: ESRI Press. Cost = \$80. ISBN 9781589483712.
- Allen, D.W. and Coffey, J.M. 2011. *GIS Tutorial 3: Advanced Workbook*. Redlands, CA: ESRI Press. Cost = \$50 or so.
- Readings posted to MUOnline. Free to download and use only in GEO634.

Attendance and Time Commitment:

You must attend every class. I do not accept unexcused absences. I follow University policy for excused absences. This class, though, consists of more than simple class attendance. Expect to spend about six to nine hours each week (including class time) on course material.

Grading:

Grades will be based on fourteen exercises assigned during class (20 points each) for 280 points. A database project (60 points) and a Python scripting project (60 points). Final grades will be determined by the total number of points you have earned:

- A = 400 - 364 points (100-91%)
- B = 363 - 324 (90-81%)
- C = 323 - 284 (80-71%)
- D = 283 - 260 (70-65%)
- F = 259 and below (less than 65%)

There will be no extra credit and no grades will be scaled or curved. Please be aware that:

- This is a senior-/graduate-level course. You will be expected to perform at a high level. The pace of the course is rapid.
- You must be thorough and complete on all exercises to receive full credit.
- You must master all exercises, online course material, and ArcGIS skills and concepts to do well.
- The ESRI Virtual Campus course modules can only be completed by taking mini-exams. You may take each mini-exam as often as you like. As long as you complete the module when assigned, you will get full credit for that module.
- Exercises and Virtual Campus modules assigned as homework must be turned at the beginning of the next class period. No late work is accepted.

Academic Honesty and University Policies:

Cheating/plagiarism in or out of this class is prohibited. You will earn a final grade of F cheating/plagiarism, howsoever minor. You will face additional University sanctions.

By enrolling in this course, you agree to the University Policies found at www.marshall.edu/academic-affairs. They are many; best read them.

Weekly Schedule (subject to change):

Assignments are due at the BEGINNING of the next class period after they are assigned, unless otherwise stated in class.

- Jan. 10: Introduction to geodatabases
 - Print five entry-level jobs in your field that have GIS skills as a primary qualification (links to job/career sites are available at <http://www.marshall.edu/geography/jobs.asp>).
 - Assignment #1 - ESRI Virtual Campus course *Getting Started with the Geodatabase*.
- Jan. 17: Basics of Geodatabase model
 - Assignment #2 - ESRI Virtual Campus course *Getting Started with Geodatabase Topology*; Geodatabases project instructions.
- Jan. 24: Designing the geodatabase schema
 - Assignment #3 - Allen and Coffey chapter 1; ESRI Virtual Campus *Working with Geodatabase Domains and Subtypes in ArcGIS*

- Jan. 31: Creating a geodatabase
 - Assignment #4 - Allen and Coffey chapter 2; ESRI Virtual Campus *Archiving Data in a Multiuser Geodatabase*
- Feb. 7: Populating a geodatabase
 - Assignment #5 - Allen and Coffey chapter 3; ESRI Virtual Campus *Versioned Editing Workflows for the Multiuser Geodatabase*
- Feb. 14: Getting Started with Geodatabase Topology; Working with Geodatabase Domains and Subtypes
 - Assignment #6 - ESRI Virtual Campus *Administering Your Enterprise Geodatabase Using Python*
 - Geodatabase project due next week.
- Feb. 21: Geodatabase project due.
- Feb. 28: Customizing the interface
 - Assignment #7 - Allen and Coffey chapter 6
- Mar. 6: Automating processes
 - Assignment #8 - Allen and Coffey chapter 7; Zandbergen chapter 2
- Mar. 13: Basics of Python
 - Assignment #9 - ESRI Virtual Campus *Python for Everyone*; GIS Programming Project instructions.
- Mar. 20: Spring Break
- Mar. 27: Python Scripting for Geoprocessing Workflows
 - Assignment #10 - ESRI Virtual Campus course *Python Scripting for Geoprocessing Workflows*; Zandbergen chapter 1
- Apr. 2: Python Scripting for Map Automation
 - Assignment #11 - ESRI Virtual Campus course *Python Scripting for Map Automation*; Zandbergen chapter 2
- Apr. 9: Customizing ArcPad
 - Assignment #12: Zandbergen chapter 3
- Apr. 16: Using Python in ArcGIS
 - Assignment #13: Zandbergen chapter 4
- Apr. 23: Getting Started with Scripting in ArcGIS 9
 - Assignment #14: Zandbergen chapter 5
- Apr. 30: GIS Programming Project due next week.
- May 4: GIS Programming Project due.

Bibliography

Allen, D.W. 2016. *GIS Tutorial 2: Spatial Analysis Workbook*. Redlands, CA: ESRI Press. ISBN 9781589484535.

Allen, D.W. 2014. *GIS Tutorial for Python Scripting*. Redlands, CA: ESRI Press. ISBN 9781589484535.

Arctur, M. and Zeiler, M. 2004. *Designing Geodatabases : Case Studies in GIS Data Modeling*. Redlands, CA: ESRI Press. ISBN 9781589480216.

McDonald, A. 2001. *Building a Geodatabase ArcGIS Edition*. Redlands, CA: ESRI Press. ISBN 978-1879102996.

Nasser, H. 2014. *Learning ArcGIS Geodatabase*. Packt Publishing. ISBN-13: 978-1783988648.

Rigaux, P., Scholl, M., and Voisard, A. 2001. *Spatial Databases: With Application to GIS*. Morgan Kaufmann Publisher. ISBN-13: 978-1558605886.

Tatteosian, L. 2016. *Python For ArcGIS*. Springer. ISBN 9783319183985.

Request for Graduate Non-Curricular Changes

PLEASE USE THIS FORM FOR ALL NON-CURRICULAR CHANGE REQUESTS (changes in admission requirements or requirements for graduation, changes in existing or new policies/procedures, changes in program descriptions in catalog, general language changes in catalog).

SIGNATURES may not be required, depending on the nature of the request and from where it originates. Consult Graduate Council Chair.

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy 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: Graduate College Dept/Division: Dean's Office
 Contact Person: David Pittenger Phone: 6-2818

Rationale for Request:

These revisions reach several goals. The first is to make the processes for appealing a final grade and appealing actions arising from academic performance or dishonesty easier to understand. Second, the description of the committee that reviews appeals of dismissal and academic dishonesty was revised to mirror the Graduate Council's practice. The final goal is to ensure students know how to make formal complaints about: 1) behavior of another student or student group, 2) sexual misconduct, and 3) operation of an academic program or university office. For the first two complaints, there is a formal complaint process.

Signatures: if disapproved at any level, do not sign. Return to previous signer with recommendation attached.
 NOTE: all requests may not require all signatures.

Department/Division Chair David J. Pittenger Digitally signed by David J. Pittenger
 Date: 2018.02.23 16:41:59 -05'00' Date Fall 2018
 Registrar Sonja G. Cantrell Digitally signed by Sonja G. Cantrell
 Date: 2018.02.26 08:00:25 -05'00' Date 2.26.18
 College Curriculum Committee Chair N/A Date _____
 (or Dean if no college curriculum committee)
 Graduate Council Chair Christofero Date 4-10-18

NOTE: please complete information required on the following pages before obtaining signatures above.

Request for Graduate Non-Curricular Changes – Page 2

1. **Current Catalog Description (if applicable):** Please insert the catalog description from the current catalog for entries you would like to change.

Administrative Steps for Appealing a Final Grade or an Action Based on Academic Performance or Dishonesty

The following is an administrative guide designed to help students and faculty follow the appeals process as specified in this section of the Graduate Catalog. Students and faculty should also review the policy to ensure understanding of the scope of the appeals, materials required, and rules governing the appeals process.

Final Grade Appeals:

Step 1) Attempt to resolve the matter informally: Within ten (10) days of receiving a final grade the student should contact the instructor to review the grade. The instructor will respond in writing within ten (10) days of meeting with the student. The student may contact the director/coordinator of the graduate program should the instructor not be available or there are extraordinary circumstances requiring urgent action.

Step 2) Submit FORM A (located online at www.marshall.edu/graduate/graduate-student-appeals) to the department/ unit head of the department: Within 14 days of receiving notification from Step 1, submit FORM A to the department/unit head in which the grade was issued and the instructor's response. Note that FORM A lists all materials to be submitted by the student. If the department /unit head was the instructor, submit the materials to the director of graduate studies. The department/unit head will respond in writing within ten (10) of receiving FORM A and required materials.

Step 3) Submit FORM A to the Graduate College Dean: Submit FORM A, required materials, and the responses of the instructor and department/unit head to the Dean of the Graduate College. The Dean of the Graduate College will issue a final non-appealable decision within ten (10) days of receiving FORM A and required materials.

Action based on Academic Performance or Dishonesty Appeals:

Step 1) Attempt to resolve the matter informally: Contact the director/coordinator of graduate studies or department/unit head to review the action taken.

Step 2) Submit FORM B (located online at www.marshall.edu/graduate/graduate-student-appeals) to the Graduate College Dean: Within thirty (30) days of receiving notification of the action, submit FORM B and relevant documents to the Dean of the Graduate College. The Dean of the Graduate College will respond within ten (10) days in writing to the student and official issuing the action.

Step 3) Request a hearing of the Graduate Council Subcommittee on Graduate Student Rights and Responsibilities (the Subcommittee): Submit the response from Step 2, which will include the Graduate College Dean's Response, to the Graduate College Dean and request a hearing before the Subcommittee. The Graduate Dean will forward all materials to the Subcommittee. The Subcommittee will schedule a hearing and give all parties ten (10) days written notice of the hearing time and location.

Step 4) Hearing of the facts: The members of the Subcommittee will review all materials and allow the graduate student and the identified official the opportunity to review and respond to all evidence as described in official policy. Within ten (10) days of the hearing, the Subcommittee will issue a written response within FORM B and send copies to the student, identified official, and the Provost.

Step 5) Request review of decision from Provost: Within ten (10) days of receiving the response from Step 4, send a written request to the Provost requesting review of the decision. The Provost's decision shall be final.

Request for Graduate Non-Curricular Changes – Page 3

2. **Edits to current description:** Attach or insert 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.

See attached

Request for Graduate Non-Curricular Changes – Page 4

3. **New Catalog Description:** Provide a “clean” copy of your proposed description without strikethroughs or highlighting. This should be what you are proposing for the new description.

See attached

Request for Graduate Non-Curricular Changes – Page 5

Please insert below your proposed change information for the Graduate Council agenda.

Type of change request: Revision of Graduate Catalog policies for appealing grades and dismissal

Department: The Graduate College

Degree program:

Effective date (fall/spring/summer, year): Fall 2018

Administrative Steps for Appealing a Final Course Grade or an Action Based on Academic Performance or Dishonesty

This section presents the process for students wishing to appeal a course grade, dismissal or sanction based on academic performance or conduct, or charge of academic dishonesty. For other complaints, please see the Administrative Steps for Filing a Complaint section.

The following is ~~a an~~ administrative guide designed to help students and faculty follow the appeals process as specified in this section of the Graduate Catalog. Students and faculty should also review the policy to ensure understanding of the scope of the appeals, materials required, and rules governing the appeals process.

Final Course Grade Appeals:

Students may only appeal the final course grade, not grades for individual assignments.

Moreover, course grades may be appealed only under the following conditions:

- 1) The grade assigned for a reflects an error in calculation or reporting (e.g., a computational error, oversight of submitted materials, or posting the wrong grade).
- 2) Standards different from those established in the written department or Graduate College policies, if specific policies exist, were used in assigning the grade.
- 3) The instructor departed from his or her previously articulated, written standards, without notifying graduate students, in determining the grade.

Step 1) Attempt to resolve the matter informally: Within ten (10) days of receiving a final grade the student should contact the instructor to review the grade. The instructor will respond in writing within ten (10) days of meeting with the student. The student may contact the director/coordinator of the graduate program should the instructor not be available, or extraordinary circumstances are there are extraordinary circumstances requirrequiring urgent action.

Step 2) Submit ~~FORM A~~ Course Grade Appeal (located online at www.marshall.edu/graduate/graduate-student-appeals) to the department/-unit head of the department: Within 14 days of receiving notification from Step 1, submit Course Grade Appeal FORM A to the department/unit head in which the grade was issued and the instructor's response. Note that Course Grade Appeal FORM A lists all materials to be submitted by the student. If the department /unit head was the instructor, submit the materials to the director of graduate studies. The department/unit head will respond in writing within ten (10) of receiving Course Grade Appeal FORM A and required materials.

Step 3) Submit Course Grade Appeal FORM A to the Graduate College Dean: Submit Course Grade Appeal FORM A, required materials, and the responses of the instructor and department/unit head to the Dean of the Graduate College. The Dean of the Graduate College will issue a final non-appealable decision within ten (10) days of receiving Course Grade Appeal FORM A and required materials.

Action based on Academic Performance or Dishonesty Appeals:

Students may appeal their dismissal from an academic program, sanction from an academic program based on the student's academic performance or conduct, or finding of academic dishonesty.

Step 1) Attempt to resolve the matter informally: Contact the director/coordinator of graduate studies or department/unit head to review the action taken.

Step 2) Submit ~~FORM B~~ the Performance Appeal form-___ (located online at www.marshall.edu/graduate/graduate-student-appeals) to the Graduate College Dean: Within thirty (30) days of receiving notification of the action, submit the Performance Appeal FORM B and relevant documents to the Dean of the Graduate College. The Dean of the Graduate College will respond within ten (10) days in writing to the student and official issuing the action.

Step 3) Request a hearing of the Graduate Council ~~Subcommittee on Graduate Student Rights and Responsibilities (the Subcommittee)~~: Submit the response from Step 2, which will include the Graduate College Dean's Response, to the Graduate College Dean and request a hearing ~~before the Subcommittee of the Graduate Council~~. The Graduate Dean will forward all materials to the to the chair of the Graduate Council who will then form a Subcommittee of no fewer than three member of the Graduate Council. The ~~Subcommittee~~ subcommittee will schedule a hearing and give all parties ten (10) days written notice of the hearing time and location.

Step 4) Hearing of the facts: The members of the ~~Subcommittee~~ subcommittee will review all materials and allow the graduate student and the identified official the opportunity to review and respond to all evidence as described in official policy. Within ten (10) days of the hearing, the ~~Subcommittee~~ subcommittee will issue a written response within the Performance Appeal FORM B-___ and send copies to the student, identified official, and the Provost.

Step 5) Request review of decision from Provost: Within ten (10) days of receiving the response from Step 4, send a written request to the Provost requesting review of the decision. The Provost's decision shall be final.

Administrative Steps for Filing Other Complaints

Complaints regarding a student or student organization: Marshall University expects all members of its community to act in respectful and responsible ways toward one another. Marshall University is committed to providing programs, activities and an educational environment free from discrimination and harassment of any kind. To file a general complaint against a student or student organization complete the *General Complaint Form* (<http://www.marshall.edu/student-conduct/general-complaint-form/>) or contact the Office of Student Conduct.

Complaints regarding Sexual Misconduct: According to Title IX the Education Amendments Act of 1972 "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance." To file a complaint regarding sexual misconduct complete the *Title IX Sexual Misconduct Form* (<http://www.marshall.edu/eoaa/title-ix/>) or contact the Office of Equity Programs.

Complaints regarding concerns about the operation of an Academic Program, Academic Department, College, or University Office: The faculty, staff, and administration want you to have a rewarding experience as you pursue your education. If you have concerns or complains regarding the operation of an academic program, academic department, college, of University office, we ask that you contact the appropriate director, head, or dean. The University's director lists the leadership of each office.

Administrative Steps for Appealing a Course Grade or an Action Based on Academic Performance or Dishonesty

This section presents the process for students wishing to appeal a course grade, dismissal or sanction based on academic performance or conduct, or charge of academic dishonesty. For other complaints, please see the Administrative Steps for Filing a Complaint section.

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Moreover, course grades may be appealed only under the following conditions:

- 1) The grade assigned for a reflects an error in calculation or reporting (e.g., a computational error, oversight of submitted materials, or posting the wrong grade).
- 2) Standards different from those established in the written department or Graduate College policies, if specific policies exist, were used in assigning the grade.
- 3) The instructor departed from his or her previously articulated, written standards, without notifying graduate students, in determining the grade.

Step 1) Attempt to resolve the matter informally: Within ten (10) days of receiving a final grade the student should contact the instructor to review the grade. The instructor will respond in writing within ten (10) days of meeting with the student. The student may contact the director/coordinator of the graduate program should the instructor not be available, or extraordinary circumstances are require urgent action.

Step 2) Submit *Course Grade Appeal* (located online at www.marshall.edu/graduate/graduate-student-appeals) to the department/unit head of the department: Within 14 days of receiving notification from Step 1, submit *Course Grade Appeal* to the department/unit head in which the grade was issued and the instructor's response. Note that *Course Grade Appeal* lists all materials to be submitted by the student. If the department /unit head was the instructor, submit the materials to the director of graduate studies. The department/unit head will respond in writing within ten (10) of receiving *Course Grade Appeal* and required materials.

Step 3) Submit *Course Grade Appeal* to the Graduate College Dean: *Submit Course Grade Appeal* , required materials, and the responses of the instructor and department/unit head to the Dean of

the Graduate College. The Dean of the Graduate College will issue a final non-appealable decision within ten (10) days of receiving *Course Grade Appeal* and required materials.

Action based on Academic Performance or Dishonesty Appeals:

Students may appeal their dismissal from an academic program, sanction from an academic program based on the student's academic performance or conduct, or finding of academic dishonesty.

Step 1) Attempt to resolve the matter informally: Contact the director/coordinator of graduate studies or department/unit head to review the action taken.

Step 2) Submit the *Performance Appeal* form (located online at www.marshall.edu/graduate/graduate-student-appeals) to the Graduate College Dean: Within thirty (30) days of receiving notification of the action, submit the *Performance Appeal* and relevant documents to the Dean of the Graduate College. The Dean of the Graduate College will respond within ten (10) days in writing to the student and official issuing the action.

Step 3) Request a hearing of the Graduate Council: Submit the response from Step 2, which will include the Graduate College Dean's Response, to the Graduate College Dean and request a hearing of the Graduate Council. The Graduate Dean will forward all materials to the chair of the Graduate Council who will then form a subcommittee of no fewer than three member of the Graduate Council. The subcommittee will schedule a hearing and give all parties ten (10) days written notice of the hearing time and location.

Step 4) Hearing of the facts: The members of the subcommittee will review all materials and allow the graduate student and the identified official the opportunity to review and respond to all evidence as described in official policy. Within ten (10) days of the hearing, the subcommittee will issue a written response within the *Performance Appeal* and send copies to the student, identified official, and the Provost.

Step 5) Request review of decision from Provost: Within ten (10) days of receiving the response from Step 4, send a written request to the Provost requesting review of the decision. The Provost's decision shall be final.

Administrative Steps for Filing Other Complaints

Complaints regarding a student or student organization: Marshall University expects all members of its community to act in respectful and responsible ways toward one another. Marshall University is committed to providing programs, activities and an educational environment free from discrimination and harassment of any kind. To file a general complaint

against a student or student organization complete the *General Complaint Form* (<http://www.marshall.edu/student-conduct/general-complaint-form/>) or contact the Office of Student Conduct.

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Complaints regarding concerns about the operation of an Academic Program, Academic Department, College, or University Office: The faculty, staff, and administration want you to have a rewarding experience as you pursue your education. If you have concerns or complains regarding the operation of an academic program, academic department, college, of University office, we ask that you contact the appropriate director, head, or dean. The University’s director lists the leadership of each office.

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: LCOBDept/Division: MGT/Health Care MGTContact Person: William "Kent" WillisPhone: 3049390014Degree Program HCACheck action requested: ☐ Addition ☐ Deletion ☒ Change

Effective Term/Year

Fall 20

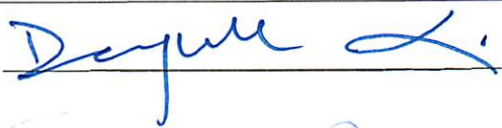



18

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 <u></u>	Date <u>2/20/18</u>
College Curriculum Chair <u></u>	Date <u>27 FEB 18</u>
College Dean <u></u>	Date <u>2/27/2018</u>
Graduate Council Chair <u></u>	Date <u>4-10-18</u>
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)

Change within the program is requested allowing the curriculum to provide more up-to-date and pertinent health care content. This will allow the student to receive a better education in today's health care field. As new trends and methodologies within the management/administration of health care occur, changes must be made to the curriculum. These trends and methodologies need reflected within the curriculum for the HCA students. Former and current students are requesting more health care oriented courses. Changes will align the program with accreditation criteria of a national health care accrediting organization. Receiving accreditation is a goal of the HCA program.

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)

MKT 511, Marketing and Management, 3 credit hours (Removed from HCA curriculum)
MGT 672, Organizational Behavior, 3 credit hours (Removed as a required course from HCA curriculum)
MGT 620, Human Resource Management, 3 credit hours (Removed as a required course from HCA curriculum)
HCA 640, The Health Care Professional, 3 credit hours (Becomes a required HCA course)
HCA 658, Long Term Care, 3 credit hours (Becomes a required HCA course)
Removing MKT 511 allows for an elective to added to the curriculum.
MGT 672 and 620 will be removed from HCA curriculum and replaced with HCA 658 and 640

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)

Page 98

Course requirements

MKT 511 Marketing and Management

HCA 600 The Health Care System

HCA 610 Health Care financial Management

HCA 615 Health Care Economics

HCA 653 Integrated Delivery Systems

HCA 630 Legal Issues in Health Care Management

HCA 656 Management of Health Care Technology and Information Systems

MGT 620 Human Resource Management

HCA 655 Health Care Marketing

MGT 672 Organizational Behavior

HCA 695 Field Research in Health Care Management

Elective (in HCA)

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.

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)

Page 98

Course requirements

HCA 600 The Health Care System
HCA 640 The Health Care Professional
HCA 610 Health Care financial Management
HCA 615 Health Care Economics
HCA 653 Integrated Delivery Systems
HCA 630 Legal Issues in Health Care Management
HCA 656 Management of Health Care Technology and Information Systems
HCA 658 Long Term Care
HCA 655 Health Care Marketing
HCA 695 Field Research in Health Care Management
Two electives approved by advisor

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: Management/Health Care Management

Major or Degree: Masters of Health Care Administration

Type of Change: Change of the required curriculum

Rationale: Changes requested to allow students to obtain more pertinent Health Care Course work. Changes will better align the program with a national accrediting organization.

Course Requirements

~~MKT-511 Marketing and Management~~

HCA 600 The Health Care System

HCA 640 The Health Care Professional

HCA 610 Health Care Financial Management

HCA 615 Health Care Economics

HCA 653 Integrated Delivery Systems

HCA 630 Legal Issues in Health Care Management

HCA 656 Management of Health Care Technology and Information Systems

HCA 658 Long Term Care

~~MGT-620 Human Resource Management~~

HCA 655 Health Care Marketing

~~MGT-672 Organizational Behavior~~

HCA 695 Field Research in Health Care Management

~~Elective (in HCA)~~

Two Electives approved by advisor

Request for Graduate Course Addition

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
3. **The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.**

College: COLA

Dept/Division: HST

Alpha Designator/Number: 549

☒ Graded ☐ CR/NC

Contact Person: Willaim Palmer

Phone: 62720

NEW COURSE DATA:

New Course Title: World War I in Film

Alpha Designator/Number: HST 549
5 4 9Title Abbreviation: W o r l d W a r I i n F i l m
(Limit of 25 characters and spaces)Course Catalog Description:
(Limit of 30 words)

This course explores the origins, course, and meaning of World War I (1914-1918) through the use of selected films and readings.

Co-requisite(s): none

First Term to be Offered: fall, 2018

Prerequisite(s): none

Credit Hours: 3

Course(s) being deleted in place of this addition (must submit course deletion form): none

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

Dept. Chair/Division Head

Date

Registrar

Date

College Curriculum Chair

Date

Graduate Council Chair

Date

Request for Graduate Course Addition - Page 2

College: COLA

Department/Division: HST

Alpha Designator/Number: 549

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

William Palmer

2. DUPLICATION: If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the proposal. Enter "**Not Applicable**" if not applicable.

Not Applicable

3. REQUIRED COURSE: If this course will be required by another department(s), identify it/them by name. Enter "**Not Applicable**" if not applicable.

Not Applicable

4. AGREEMENTS: If there are any agreements required to provide clinical experiences, attach the details and the signed agreement. Enter "**Not Applicable**" if not applicable.

Not Applicable

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

Not Applicable

6. COURSE OBJECTIVES: (May be submitted as a separate document)

see attached syllabus

Request for Graduate Course Addition - Page 3

7. COURSE OUTLINE (May be submitted as a separate document)

see attached syllabus

8. SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATES (May be submitted as a separate document)

see attached syllabus

9. EXAMPLE OF INSTRUCTIONAL METHODS (Lecture, lab, internship)

instructional methods include lecture, readings, and discussion of texts and films.

Request for Graduate Course Addition - Page 4

10. EXAMPLE EVALUATION METHODS (CHAPTER, MIDTERM, FINAL, PROJECTS, ETC.)

two examinations, a book critique, and class discussions

11. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE/GRADUATE COURSE

graduate students must read Niall Ferguson, THE PITY OF WAR and write a typed, 4-6 page, double-spaced critique of the work and its main ideas.

12. PROVIDE COMPLETE BIBLIOGRAPHY (May be submitted as a separate document)

see attached bibliography

Request for Graduate Course Addition - Page 5

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

Department:
Course Number and Title:
Catalog Description:
Prerequisites:
First Term Offered:
Credit Hours:

Department: HST
Course Number and Title: HST 449/549 World War I in Film
Catalog Description: This course explores the origins, course, and meaning of World War I (1914-1918) through selected films and readings.
Prerequisites: none
First Term Offered: Fall, 2018
Credit Hours: 3

HISTORY 449/549: WORLD WAR I IN FILM

SEMESTER: Fall, 2017

DAY AND TIME: Wednesday, 6:30, HH 130

INSTRUCTOR: Bill Palmer

OFFICE: 125 Harris Hall

PHONE: 304-696-2720

EMAIL: palmer@marshall.edu

OFFICE HOURS: 8:30-9:45 MTW; other hours by appointment; I'm around the office a lot when I'm not teaching so please feel free to stop by at any time.

COURSE DESCRIPTION: 3 Hours. This course explores the origins, course, and meaning of World War I (1914-1918) through the use of selected films and readings.

COURSE OBJECTIVES: World War I was a transformative event, central to the formation of the modern world. This course is intended to describe the nature of how the world was changed by the war through films and selected readings, and to provide examples of the different ways that the war has been interpreted by historians and filmmakers.

UNIVERSITY POLICIES: By enrolling in this course, students agree to abide by the university's academic policies, including those on Academic Dishonesty/Excused Absences/Computing Services Acceptable Use/Inclement Weather/Dead Week/Students with Disabilities/Academic Forgiveness/Academic Probation and Suspension/Academic Rights and Responsibilities of Students/Affirmative Action/Sexual Harassment

These policies may be assessed online at:
www.marshall.edu/academic-affairs

LAST DROP DAY: Friday, October 30, 2017

FINAL EXAM: December 13th, at 6:30.

REQUIRED UNDERGRADUATE READINGS:

Hochschild, Adam, *To End All Wars* (2012)

Walter, George, *The Penguin Book of First World War Poetry* (2007)

Merridale, Catherine, *Lenin on the Train* (2017)

REQUIRED UNDERGRADUATE STUDENT READING:

In addition to the undergraduate readings, graduate students will also read and critique Niall Ferguson, *The Pity of War*. (see directions on p. 4 of the syllabus).

CLASS SCHEDULE:

Week:

1. Introduction to course, requirements; European history in the 19th Century
2. The origins of the war
3. The First Battles
Reading: Hochschild, *To End All Wars*, pp. 1-115
Film: *My Boy Jack*
4. How the War was Waged
Reading: Hochschild, *To End All Wars*, pp. 116-256
5. Film: *All Quiet on the Western Front*
6. Film: *The Blue Max*
7. **EXAM I**
8. Gridlock
Reading: Hochschild, *To End All Wars*, pp. 257-377
9. Film: *Paths of Glory*
10. Reading: *The Penguin Book of First World War Poetry*
11. World War I in the Middle East
Film: *Lawrence of Arabia*
12. Film: *Lawrence of Arabia* (con't)
13. Reading and paper due: Merridale, *Lenin on the Train*
Film: *Dr. Zhivago*
14. Film: *Dr. Zhivago* (con't)
15. Wrapping it all up; **GRADUATE PAPER DUE**
16. **FINAL EXAM AS SCHEDULED**

COURSE REQUIREMENTS:

ATTENDANCE: Attendance at all class meetings is expected, and you are also expected to be on time. You will be allowed one unexcused absence during the semester. A university-excused absence must be provided for an excused absence. Unexcused absences and excessive tardiness will be penalized. Do not leave class without my permission or

points will be deducted. Keep your electronic devices out of sight and hearing or points will be deducted. I will not stop class to tell you. If you have to miss an exam, you must contact me in advance and receive my permission to be excused, or you will receive a zero. If you violate these rules, don't expect favors from me later.

GRADING POLICIES: There will be two essay exams: a mid-term and final examination, each worth 25 points; a book critique worth 25 points; and a class participation grade worth 25 points. Graduate students will have a second book critique.

PARTICIPATION: Your class participation grade will be calculated in the following manner: I will keep track of the comments you make during class discussion. I will give you one point, possibly more if it's really brilliant, for each pertinent comment you make in class discussion over the books, and half a point for each comment you make during the discussion of the film. At the end of the term I will tally up all your participation points. If you have turned in all the required work and your class participation total is higher than one of your other grades, I will substitute that grade for you.

GRADING SCALE FOR ALL UNDERGRADUATE ASSIGNMENTS AND PARTICIPATION:

23-25	A
20-22	B
19-18	C
17-15	D
Below 15	F

COURSE GRADING SCALE UNDERGRADUATES:

75-67	A
66-59	B
58-51	C
50-43	D
Below 43	F

COURSE GRADING SCALE FOR GRADUATE STUDENTS

100-90	A
89-80	B

79-70 C
69-60 D
Below 60 F

INSTRUCTIONAL METHODS: Instructional methods include lecture, reading, watching films, research assignments, and discussion of texts and films.

GRADUATE STUDENT ASSIGNMENT: Graduate students must read Niall Ferguson, *The Pity of War* and write a typed, 4-6 page, double-spaced, critique of the work and its main ideas. It will be due the last class period of the semester.

INSTRUCTIONS FOR ALL BOOK CRITIQUES:

1. What is the main theme or idea that the author wishes to develop in their book?
2. Why is that idea important?
3. How does the author develop his/her argument?
4. What are the strengths and weaknesses of the book?
5. What is your overall assessment of the book and why?
6. Your critique must be typed, in 12 point type, double spaced, at least 4 full pages of text (title page, bibliography, endnotes do not count)

ASSESSMENT:

1) STUDENT LEARNING OUTCOMES

Students will gain increased knowledge and understanding of World War I and its importance historically.

Students will become familiar with the interpretive issues raised by the war and be able to think about them critically.

Students will be given the opportunity to develop their writing and critical thinking skills.

2) HOW STUDENTS WILL PRACTICE THESE OUTCOMES

Students will practice these outcomes by reading books, writing short papers about them, watching films, discussing the books and films, and by taking tests.

**3) HOW STUDENT ACHIEVEMENT OF THESE OUTCOMES WILL BE
ASSESSED**

Students will be assessed by class attendance and participation, the writing of papers on assigned books, and taking examination on the material in the books and films.

Bibliography:

Andrew, Christopher, *Secret Service: The Making of the British Intelligence Community* (Heinemann, 1985).

Ashworth, Tony, *Trench Warfare, 1914-1918: The Live and Let Live System* (MacMillan, 1980).

Barry, John M., *The Great Influenza: The Epic Story of the Deadliest Plague in History* (Viking, 2004).

Bartley, Paula, *Emmeline Pankhurst* (Routledge, 2002).

Bell, Julian, ed., *We Did Not Fight, 1914-1918: The Experience of War-Resistors* (Cobden-Sanderson, 1935).

Bond, Brian, and Nigel Cave, *Haig: A Reappraisal 70 Years On* (Leo Cooper, 1999).

Brown, Malcolm and Shirley Seaton, *The Christmas Truce* (Leo Cooper, Secker and Warburg, 1984).

Cassar, George, *The Tragedy of Sir John French* (University of Delaware Press, 1985).

Cherry, Niall, *Most Unfavorable Ground: The Battle of Loos, 1915* (Helion, 2005).

Clark, Alan, *Suicide of Empires: The Battles on the Eastern Front, 1914-1918* (American Heritage Press, 1971).

DeGroot, Gerard, *Douglas Haig: 1861-1928* (Unwin and Hyman, 1999).

Idem., *The First World War* (Palgrave, 2001).

Ellis, John, *A Social History of the Machine Gun* (Pantheon, 1975).

- Fischer, Fritz, *Germany's War Aims in the First World War* (Chatto and Windus, 1967).
- Fussell, Paul, *The Great War and Modern Memory* (Oxford UP, 1975).
- Gilbert, Martin, *The First World War: A Complete History* (Holt, 1994).
- Keegan, John, *The First World War* (Knopf, 1999).
- Idem., *The Face of Battle: Agincourt, Waterloo, and the Somme* (Vintage, 1997).
- Massie, Robert, *Castles of Steel: Britain, Germany and the Winning of the War at Sea* (Random House, 2003).
- Middlebrook, Martin, *The First Day on the Somme* (Pen and Sword, 2006)
- Pankhurst, E. Sylvia, *The Suffragette Movement: An Intimate Account of Persons and Ideals* (Longman's, 1931)
- Toland, John, *No Man's Land and the Last Year of the Great War* (Doubleday, 1980).
- Travers, Tim, *The Killing Ground: The British Army, the Western Front, and the Emergence of Modern Warfare* (Allen and Unwin, 1987)
- Tuchman, Barbara, *The Guns of August* (Macmillan, 1962).
- Winter, Jay, *The Great War and the British People* (Harvard UP 1986).

Request for Graduate Course Addition

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
3. **The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.**

College: COLA

Dept/Division: HST

Alpha Designator/Number: 554

☒ Graded ☐ CR/NC

Contact Person: William Palmer

Phone: 62720

NEW COURSE DATA:

New Course Title: History of Ireland

Alpha Designator/Number: HST 554

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Title Abbreviation:

H	i	s	t	o	r	y		o	f		I	r	e	l	a	n	d											
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(Limit of 25 characters and spaces)Course Catalog Description: This course covers the history of Ireland from the Middle Ages to the Present
(Limit of 30 words)

Co-requisite(s): none

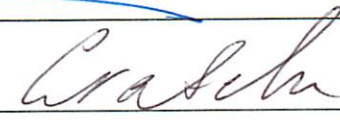
First Term to be Offered: Spring, 2018

Prerequisite(s): none

Credit Hours: 3

Course(s) being deleted in place of this addition (must submit course deletion form): none

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

Dept. Chair/Division Head Date 9/12/17Registrar  540101Date 9/12/17College Curriculum Chair Date 2/28/18Graduate Council Chair Date 4-10-18

Request for Graduate Course Addition - Page 2

College: COLA

Department/Division: HST

Alpha Designator/Number: 554

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

William Palmer

2. DUPLICATION: If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the proposal. Enter "**Not Applicable**" if not applicable.

Not Applicable

3. REQUIRED COURSE: If this course will be required by another department(s), identify it/them by name. Enter "**Not Applicable**" if not applicable.

Not Applicable

4. AGREEMENTS: If there are any agreements required to provide clinical experiences, attach the details and the signed agreement. Enter "**Not Applicable**" if not applicable.

Not Applicable

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

Not Applicable

6. COURSE OBJECTIVES: (May be submitted as a separate document)

see attached syllabus

Request for Graduate Course Addition - Page 3

7. COURSE OUTLINE (May be submitted as a separate document)

see attached syllabus

8. SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATES (May be submitted as a separate document)

see attached syllabus and bibliography

9. EXAMPLE OF INSTRUCTIONAL METHODS (Lecture, lab, internship)

Instructional methods include lecture, reading, watching films, and discussion of texts and films.

Request for Graduate Course Addition - Page 4

10. EXAMPLE EVALUATION METHODS (CHAPTER, MIDTERM, FINAL, PROJECTS, ETC.)

students will be evaluated through two examinations, two book critiques, and class discussions.

11. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE/GRADUATE COURSE

Graduate students will also read Brady, INTERPRETING IRISH HISTORY and write a typed, 4-6 page, double-spaced critique of the work and its main ideas.

12. PROVIDE COMPLETE BIBLIOGRAPHY (May be submitted as a separate document)

see attached bibliography

Request for Graduate Course Addition - Page 5

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

Department:
Course Number and Title:
Catalog Description:
Prerequisites:
First Term Offered:
Credit Hours:

Department: HST
Course Number and Title: HST 554; History of Ireland
Catalogue Description: This course explores the history of Ireland from the Middle Ages to the Present
Prerequisites: none
First Term Offered: Spring, 2018
Credit Hours: 3

HISTORY 454/554 History of Ireland

SEMESTER: Spring, 2018

DAY AND TIME: Wednesday, 6:30

PLACE: HH 130

INSTRUCTOR: Bill Palmer

OFFICE: 125 Harris Hall

PHONE: 304-696-2720

EMAIL: palmer@marshall.edu

OFFICE HOURS: 8:30-9:45 MTWTh; other hours by appointment; I'm around the office a lot when I'm not teaching so please feel free to stop by at any time.

COURSE DESCRIPTION: 3 Hours. This course explores the history of Ireland from the Middle Ages to the Present.

OBJECTIVES: the history of Ireland is contested. The English see the Irish as the beneficiaries of an "empire of good intentions," whereas the Irish view themselves as victims of consistent and repeated English oppression. The goal of this course is to explore the history of Ireland under English rule and Ireland as its own nation-state. Students will be given the facts and tools to reach their own conclusions.

UNIVERSITY POLICIES: By enrolling in this course, students agree to abide by the university's academic policies, including those on Academic Dishonesty/Excused Absences/Computing Services Acceptable Use/Inclement Weather/Dead Week/Students with Disabilities/Academic Forgiveness/Academic Probation and Suspension/Academic Rights and Responsibilities of Students/Affirmative Action/Sexual Harassment

These policies may be assessed online at:
www.marshall.edu/academic-affairs

LAST DROP DAY: Friday, March 17th, 2018

FINAL EXAM: Wednesday, May 3rd, at 6:30.

REQUIRED UNDERGRADUATE READINGS:

Spenser, *A View of the Present State of Ireland* (1596)

Swift, *A Modest Proposal* (1733)

Woodham-Smith, *The Great Hunger* (1992)

Moore, Brian, *Lies of Silence* (1990)

REQUIRED GRADUATE STUDENT READING:

In addition to the undergraduate readings, graduate students will also read Brady, *Interpreting Irish History*

CLASS SCHEDULE:

Week:

1. Introduction to course, requirements; Ireland prior to the Conquest
2. Ireland during the Middle Ages
3. The Tudor Conquest
Reading: Spenser, *A View of the Present State of Ireland*
4. Ireland and the English Civil Wars and Glorious Revolution
5. Ireland in the 18th Century
Reading: Swift, *A Modest Proposal*
6. Ireland in the Age of Revolution
7. **EXAM I**
8. The Famine
Reading: Woodham-Smith, *The Great Hunger*
9. The Irish in America
10. Home Rule and World War I
Film: *Michael Collins*
11. Independence and Northern Ireland
12. Film: *In the Name of the Father*
13. Film: *In the Name of the Father* (con't)
14. The Troubles
Reading: *Lies of Silence*
15. Ireland today

COURSE REQUIREMENTS:

ATTENDANCE: Attendance at all class meetings is expected, and you are also expected to be on time. You will be allowed one unexcused absence during the semester. A university-excused absence must be provided for an absence to be excused. Unexcused absences and excessive tardiness will be penalized. Do not leave class without my

permission or points will be deducted. Keep your electronic devices out of sight and hearing or points will be deducted. I will not stop class to tell you. If you have to miss an exam, you must contact me in advance and receive my permission to be excused, or you will receive a zero. If you violate these rules, don't expect favors from me later.

EVALUATION: There will be two essay exams: a mid-term and final examination, each worth 25 points; two book critiques, each worth 25 points; and a class participation grade worth 25 points. If all other work has been turned in satisfactorily, students will have the opportunity to rewrite one book critique.

PROMPTS: During the course of the semester, students will occasionally be asked to write short, 1-2 page prompts in response to issues that arise in class. Prompts may be done in class or, on occasion, to be written outside class and brought back for discussion. Each one is worth two points.

PARTICIPATION: Your class participation grade will be calculated in the following manner: I will keep track of the comments you make during class discussion. I will give you one point, possibly more if it's really brilliant, for each pertinent comment you make in class discussion over the books, and half a point for each comment you make during the discussion of the film. At the end of the term I will tally up all your participation points. If your participation total is higher than one of your other grades, I will drop the lower grade in favor of your participation grade.

GRADING SCALE FOR ALL UNDERGRADUATE ASSIGNMENTS AND PARTICIPATION:

23-25	A
20-22	B
19-18	C
17-15	D
Below 15	F

COURSE GRADING SCALE UNDERGRADUATES:

90-100	A
80-89	B

70-79	C
60-69	D
Below 60	F

COURSE GRADING SCALE FOR GRADUATE STUDENTS

125-112	A
111-98	B
97-84	C
83-70	D
Below 70	F

INSTRUCTIONAL METHODS: Instructional methods include lecture, reading, watching films, research assignments, and discussion of texts and films.

GRADUATE STUDENT ASSIGNMENT: Graduate students must read Brady, *Interpreting Irish History* and write a typed, 4-6 page, double-spaced, critique of the work and its main ideas.

INSTRUCTIONS FOR BOOK CRITIQUES:

1. What is the main theme or idea that the author wishes to develop in their book?
2. Why is that idea important?
3. How does the author develop his/her argument?
4. What are the strengths and weaknesses of the work?
5. What is your overall assessment of the book and why?
6. Your critique must be typed, in 12 point type, double space, at least 4 full pages of text (title page, bibliography, endnotes do not count)

ASSESSMENT:

1) STUDENT LEARNING OUTCOMES

Students will gain increased knowledge and understanding of the historical narrative of Ireland.

Students will become familiar with the issues raised by the English relationship with Ireland and be able to think about them critically.

Students will be given the opportunity to develop their writing and critical thinking skills.

2) HOW STUDENTS WILL PRACTICE THESE OUTCOMES

Students will practice these outcomes by reading books, writing short papers about them, watching films, discussing the books and films, and by taking tests.

3) HOW STUDENT ACHIEVEMENT OF THESE OUTCOMES WILL BE ASSESSED

Students will be assessed by class attendance and participation, the writing of papers on assigned books, and taking examinations on the material in the books and films.

Bibliography:

Beckett, J.C., *The Making of Modern Ireland 1603-1923* (Faber and Faber, 2011).

Brady, Ciaran, and Raymond Gillespie, eds., *Natives and Newcomers: The Making of Irish Colonial Society, 1534-1641* (Four Courts, 1985).

Brady, Ciaran, *Interpreting Irish History: The Debate on Historical Revisionism* (Irish Academic Press, 1994)

Cahill, Thomas, *How the Irish Saved Civilization* (Anchor Books, 2010).

Canny, Nicholas P., *Making Ireland British* (Oxford UP, 2001).

Canny, Nicholas P., *The Elizabethan Conquest of Ireland, 1565-1576: A Pattern Established* (Harvester, 1976).

Coogan, Tim Pat, *Michael Collins: The Man Who Made Ireland* (Rinehart, 1993).

Coogan, Tim Pat, *The Troubles: Ireland's Ordeal 1966-1996 and the Search for Peace* (St. Martin's, 2002).

Collins, Lorcan, *James Connolly* (O'Brien, 2012)

Edwards, David et al, eds., *The Age of Atrocity: Violence and Political Conflict in Early Modern Ireland* (Four Courts, 2007).

Ellis. Steven G., *Ireland in the Age of the Tudors, 1447-1603* (Longman, 1998).

English, Richard, *Armed Struggle: The History of the IRA* (Oxford UP, 2004).

Fitzpatrick, Brendan, *Seventeenth-Century Ireland* (Gill and MacMillan, 2007).

Foster, Roy F., *Modern Ireland 1600-1972* (Penguin, 1990).

Foster, Roy F., *Vivid Faces: The Revolutionary Generation in Ireland, 1890-1923* (Norton, 2015).

Jackson, Alvin, *Home Rule: An Irish History 1800-2000* (Blackwell, 2010).

Kelly, John, *The Graves are Walking: The Great Famine and the Saga of the Irish People* (Henry Holt, 2012).

Kibard, Declan, *Inventing Ireland* (Harvard UP, 1993).

McCourt, Frank, *Angela's Ashes* (Scribner's, 1998).

Lloyd, David, *Anomalous States: Irish Writing in the Post-Colonial Moment* (Duke UP, 1993).

Perceval-Maxwell, Michael, *The Outbreak of the Irish Rebellion of 1641* (McGill UP, 1994)

Woodham-Smith, Cecil, *The Great Hunger, Ireland 1845-1849* (Penguin, 1992, first ed. 1962).

Bibliography:

Beckett, J.C., *The Making of Modern Ireland 1603-1923* (Faber and Faber, 2011).

Brady, Ciaran, and Raymond Gillespie, eds., *Natives and Newcomers: The Making of Irish Colonial Society, 1534-1641* (Four Courts, 1985).

Brady, Ciaran, *Interpreting Irish History: The Debate on Historical Revisionism* (Irish Academic Press, 1994)

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