

**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: Pharmacy Dept/Division: Pharmaceutical Sciences

Contact Person: Boyd Rorabaugh Phone: 696-7289

**Rationale for Request:**

The application dates are being changed to April 1 (for fall matriculation) and October 1 (for spring matriculation). The previous date (July 1) was too late to accommodate international applicants who need to acquire visas and meet other immigration requirements. The additional deadline of October 1 will enable students to matriculate in either the Fall or Spring semesters.

Changes in the admissions process (two recommendation letters rather than three; GRE scores are now optional rather than an admission requirement) are intended to minimize barriers to the application process.

The change in the number of credit hours during the Spring, Year 1 semester corrects a typographical error.

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  Date 4/14/20

Registrar  Date 4-15-20

College Curriculum Committee Chair  Date 4-15-20  
(or Dean if no college curriculum committee)

Graduate Council Chair \_\_\_\_\_ Date \_\_\_\_\_

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

### **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 Attachment "catalog description revised 041420"*

## **Request for Graduate Non-Curricular Changes – Page 5**

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

Type of change request: Non curricular

Department: Pharmaceutical Sciences and Research

Degree program: Master of Science / Master of Arts in Pharmaceutical Sciencess

Effective date (fall/spring/summer, year): Fall 2020

## PHARMACEUTICAL SCIENCES, M.S.

### Program Description

The Department of Pharmaceutical Sciences and Research at the Marshall University School of Pharmacy offers the Master of Science (M.S.) (thesis and non-thesis options) degree with a major in Pharmaceutical Sciences. Students may complete the requirements for a M.S. under a faculty mentor in areas ranging from cellular and molecular pharmacology to antibiotic formulation and methods of drug delivery.

The M.S. (Thesis) degree in Pharmaceutical Sciences is preparation for further study or employment requiring pharmaceutical research experience and requires a thesis. An M.S. student must be mentored by a faculty member, so applicants are encouraged (but not required) to contact potential faculty advisors about research projects and graduate assistantships prior to applying for admission. Information about faculty may be accessed through the School of Pharmacy website ([www.marshall.edu/pharmacy/about-us/staff-directory](http://www.marshall.edu/pharmacy/about-us/staff-directory)). The M.S. (non-thesis) degree does not require a thesis and allows students to strengthen their education in Pharmaceutical Sciences through the completion of advanced coursework and a research program.

**The School of Pharmacy expects to be accepting matriculating students for the Fall of 2019.**

### Admission Requirements

Applicants 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](http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission). Applicants are strongly encouraged to apply by the priority deadline (July 31) where applicable.

Applicants should send the following materials directly to the Graduate Admissions Office:

- Three letters of recommendation from academic or professional references;
- Graduate Record Exam (GRE) scores. Applicants must specify that official test scores are to be sent directly to Marshall University.

Applicant must also have:

- An earned baccalaureate degree, a combination undergraduate GPA of 3.0 on a 4.0 scale for all previously completed undergraduate university work and a GRE score of at least 150 on both verbal and quantitative sections and a writing score of at least 4.0 or matriculating students with a recommended PCAT score of 50. Prior to admission, prospective students must also complete an on-site or video interview.

### Graduate Assistantships

Students interested in applying for financial support 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 Pharmaceutical Sciences website ([www.marshall.edu/pharmacy/student-info/prospective-students/MSPS](http://www.marshall.edu/pharmacy/student-info/prospective-students/MSPS)).

### Requirement for All Degrees

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. Students must also have a thesis committee (M.S.) or advising committee (M.A.) consisting of no fewer than three faculty (including the student's advisor) assembled by the end of their first year. Students must meet with their committees at least once within their first year and at least once per semester (excluding the defense) in subsequent years.

### M.S. Degree Requirements for Thesis Option

- Students must complete the graduate coursework as noted in the following section, including the thesis. The maximum number of credits that may be earned for the thesis is 12 hours.
- Candidates must register for and participate in MSPS 542, Graduate Seminar, during each of the semesters in which they are actively enrolled in the graduate program.
- Not more than 4 hours of Graduate Seminar (MSPS 542) may be used to complete the M.S. program credit requirement.
- Successful completion of the master's program in Pharmaceutical Sciences requires a GPA of 3.0 or higher, and no more than 6 credit hours of C grades may be applied to the total hours for graduation.
- Upon completion of course requirements and the thesis, M.S. candidates must pass a comprehensive oral examination.



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**The School of Pharmacy expects to be accepting matriculating students for the Fall of 2019.**

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Applicants should request that the following materials be sent directly to the Graduate Admissions Office:

- ~~Three~~ **Two** letters of recommendation from academic or professional references.
- **Official transcripts from degree granting institution (additional transcripts may be required, at the discretion of the program).**

~~Graduate Record Exam (GRE) scores. Applicants must specify that official test scores are to be sent directly to Marshall University.~~

Applicant must also have:

An earned baccalaureate degree from an accepted, accredited institution with a degree GPA of 3.0 on a 4.0 scale. **No entrance exam is required.** However, Graduate Record Exam (GRE) scores may be submitted to strengthen your application. Prior to admission, prospective students must also complete an on-site or video interview.

## Graduate Assistantships

A limited number of graduate assistantships are available on a competitive basis. Additional information is provided on the Graduate College Graduate Assistantship overview web page: <https://www.marshall.edu/graduate/graduate-assistantship-overview/>

For additional financial aid information visit Marshall University's Financial Aid website (<https://www.marshall.edu/sfa/>) or contact the financial aid office to speak with a representative (304-696-3162).

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## M.S. Degree Requirements for Thesis Option

Students must complete the graduate coursework as noted in the following section, including the thesis. The maximum number of credits that may be earned for the thesis is 12 hours.

Candidates must register for and participate in MSPS 542, Graduate Seminar, during each of the semesters in which they are actively enrolled in the graduate program.

Not more than 4 hours of Graduate Seminar (MSPS 542) may be used to complete the M.S. program credit requirement.

Successful completion of the master's program in Pharmaceutical Sciences requires a GPA of 3.0 or higher, and no more than 6 credit hours of -C grades may be applied to the total hours for graduation.

Upon completion of course requirements and the thesis, M.S. candidates must pass a comprehensive oral examination.

<i>Fall, Year 1</i>			<i>Spring, Year 1</i>		
PHAR 531	Biopharmaceutics I	3	PHAR 532	Biopharmaceutics II	3
PHAR 521	Fund. Med. Chem.	2	MSPS 513	Biopharmaceutics II Recit.	1
MSPS 531	Regulatory Affairs	3	MSPS 542	Seminar	1
MSPS 512	Medicinal Chemistry and Drug Discovery Prin.		BMR 664	Res. Conduct of Res.	1
	Recitation	1	MSPS 699	Thesis	+ 3
MSPS 542	Seminar	1	<b>Total</b>		<b>10</b>
<b>Total</b>		<b>10</b>			
<i>Fall, Year 2</i>			<i>Spring, Year 2</i>		
PHAR 631	Pharmacometrics	3	MSPS 542	Seminar	1
MSPS 613	Pharmacometrics Recit.	1	MSPS 699	Thesis	65
MSPS 699	Thesis	4	PHAR 632	Prod.Dev.by QbD	3
MSPS 542	Seminar	1	<b>Total</b>		<b>109</b>
<b>Total</b>		<b>9</b>			

### M.A. Degree Requirements for Non-Thesis Option

Students must complete the required graduate coursework as noted in the following section.

Candidates must register for and participate in MSPS 542, Graduate Seminar, during each of the semesters in which they are actively enrolled in the graduate program.

Not more than 4 hours of Graduate Seminar (**MSPS 542**) may be used to complete the **M.A.** program credit requirement.

Not more than 4 semester hours credit in Independent Study or Special Topics can be used to complete the elective requirements.

Successful completion of the master's in Pharmaceutical Sciences requires a GPA of 3.0 or higher, and no more than 6 credit hours of C grades may be applied to the total hours for graduation.

<i>Fall, Year 1</i>			<i>Spring, Year 1</i>		
PHAR 531	Biopharmaceutics I	3	PHAR 532	Biopharmaceutics II	3
PHAR 521	Fund. Med. Chem.	2	MSPS 513	Biopharmaceutics II Recit.	1
MSPS 531	Regulatory Affairs	3	MSPS 542	Seminar	1
MSPS 512	Medicinal Chemistry and Drug Discovery Prin.		BMR 664	Res. Conduct of Res.	1
	Recitation	1	MSPS 585	Independent Study	3
MSPS 542	Seminar	1	<b>Total</b>		<b>9</b>
<b>Total</b>		<b>10</b>			
<i>Fall, Year 2</i>			<i>Spring, Year 2</i>		
PHAR 631	Pharmacometrics	3	MSPS 542	Seminar	1
MSPS 613	Pharmacometrics Recit.	1	MSPS 581	Special Topics	3
MSPS 612	Pharmaceutical Analysis 1		MSPS 632	Prod.Dev.by QbD	3
MSPS 580	Special Topics	3	MSPS 621	Mol. Bio. and Genetics	2
MSPS 542	Seminar	1	<b>Total</b>		<b>9</b>
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## M.S. Degree Requirements for Thesis Option

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PHAR 531	Biopharmaceutics I	3	PHAR 532	Biopharmaceutics II	3
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	Recitation	1	MSPS 699	Thesis	3
MSPS 542	Seminar	1	<b>Total</b>		<b>9</b>
<b>Total</b>		<b>10</b>			

*Fall, Year 2*

PHAR 631	Pharmacometrics	3
MSPS 613	Pharmacometrics Recit.	1
MSPS 699	Thesis	4
MSPS 542	Seminar	1
<b>Total</b>		<b>9</b>

*Spring, Year 2*

MSPS 542	Seminar	1
MSPS 699	Thesis	5
PHAR 632	Prod.Dev.by QbD	3
<b>Total</b>		<b>9</b>

## M.A. Degree Requirements for Non-Thesis Option

Students must complete the required graduate coursework as noted in the following section.

Candidates must register for and participate in MSPS 542, Graduate Seminar, during each of the semesters in which they are actively enrolled in the graduate program.

Not more than 4 hours of Graduate Seminar (**MSPS 542**) may be used to complete the **M.A.** program credit requirement.

Not more than 4 semester hours credit in Independent Study or Special Topics can be used to complete the elective requirements.

Successful completion of the master's in Pharmaceutical Sciences requires a GPA of 3.0 or higher, and no more than 6 credit hours of C grades may be applied to the total hours for graduation.

*Fall, Year 1*

PHAR 531	Biopharmaceutics I	3
PHAR 521	Fund. Med. Chem.	2
MSPS 531	Regulatory Affairs	3
MSPS 512	Medicinal Chemistry and Drug Discovery Prin.	
	Recitation	1
MSPS 542	Seminar	1
<b>Total</b>		<b>10</b>

*Spring, Year 1*

PHAR 532	Biopharmaceutics II	3
MSPS 513	Biopharmaceutics II Recit.	1
MSPS 542	Seminar	1
BMR 664	Res. Conduct of Res.	1
MSPS 585	Independent Study	3
<b>Total</b>		<b>9</b>

*Fall, Year 2*

PHAR 631	Pharmacometrics	3
MSPS 613	Pharmacometrics Recit.	1
MSPS 612	Pharmaceutical Analysis 1	
MSPS 580	Special Topics	3
MSPS 542	Seminar	1
<b>Total</b>		<b>9</b>

*Spring, Year 2*

MSPS 542	Seminar	1
MSPS 581	Special Topics	3
MSPS 632	Prod.Dev.by QbD	3
MSPS 621	Mol. Bio. and Genetics	2
<b>Total</b>		<b>9</b>

## Request for Graduate Non-Curricular Changes

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College: \_\_\_\_\_

Dept/Division: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_

Rationale for Request:

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 \_\_\_\_\_ Date \_\_\_\_\_

Registrar \_\_\_\_\_ Date \_\_\_\_\_

College Curriculum Committee Chair \_\_\_\_\_ Date \_\_\_\_\_  
(or Dean if no college curriculum committee)

Graduate Council Chair \_\_\_\_\_ Date \_\_\_\_\_

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.

### **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.



## 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.

## **Request for Graduate Non-Curricular Changes – Page 5**

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

Type of change request:

Department:

Degree program:

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

**PH 653 Rural Health Addiction****2 Credit hours**

Introduction to the public health issues of, and interventions for, alcohol, tobacco, and drug addiction in the Appalachian region, with a special emphasis on opioid addiction and drug overdose.

**Grade Mode:** Normal Grading Mode

**PH 655 Intro Health Policy****2 Credit hours**

An introduction to legal and policy foundations of U.S. health care, including its delivery, regulation and financing. Students develop skills in policy analysis and formulation, and learn principles of advocacy.

**Grade Mode:** Normal Grading Mode

**PH 656 Topics in Health Policy****3 Credit hours**

A study of current issues of health policy, including major issues of health reform. Students apply their skills to formulate, package, and present their own health policy proposal.

**Grade Mode:** Normal Grading Mode

**PH 657 Public Health Prog Eval****3 Credit hours**

This course deals with the application of research methods to evaluate public health programs and health services.

**Pre-req:** PH 621

**Grade Mode:** Normal Grading Mode

**PH 660 Environmental PH****3 Credit hours**

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

**Grade Mode:** Normal Grading Mode

**PH 661 Chronic Disease****3 Credit hours**

Examination of major chronic diseases including mechanisms of development, risk, diagnosis and interventional strategies. Scope of the course includes cardiovascular, respiratory and neurodegenerative disorders, as well as diabetes and cancer.

**Grade Mode:** Normal Grading Mode

**PH 662 Control of Inf Disease****3 Credit hours**

Examination of infectious diseases from a public health perspective, including strategies for prevention, treatment, control and eradication.

**Pre-req:** PH 611

**Grade Mode:** Normal Grading Mode

**PH 663 Health Behavior****3 Credit hours**

This course introduces students to the models of health behavior as it applies to public health.

**Grade Mode:** Normal Grading Mode

**PH 671 Community Health****3 Credit hours**

Students learn how to facilitate programs and capacity building to enable communities to identify and address health issues. Students gain training in surveying and interviewing, and in health impact assessment.

**Grade Mode:** Normal Grading Mode

**PH 672 Global Health****3 Credit hours**

An introduction to global health, including examination of disparities, development. The roles of governments, NGOs and citizens are examined; and students gain experience in issue analysis and developing health strategies.

**Pre-req:** PH 611

**Grade Mode:** Normal Grading Mode

**PH 678 Principles Epi in PH****3 Credit hours**

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

**Grade Mode:** Normal Grading Mode

**PH 686 Health Information Technology****3 Credit hours**

An introduction to health information technology applications and issues, as well as the growing impact of advances in biotechnology on public health.

**Grade Mode:** Normal Grading Mode

**PH 689 Community Outreach Health****3 Credit hours**

Applied and experiential course in designing and implementing a community health outreach project for the improvement of health in rural Appalachia.

**Grade Mode:** Normal Grading Mode

**PH 691 Health Promo & Disease Prevent****3 Credit hours**

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

**Grade Mode:** Normal Grading Mode

**PH 692 Seminar****1 Credit hour**

Introduction to health science literature review and critique, as well as presentation of research and practicum reports.

**Grade Mode:** Normal Grading Mode

**PH 693 Law and Ethics****3 Credit hours**

Introduction to the legal and ethical foundations of public health practice, including study of how individuals, practitioners, organizations and government address key issues.

**Grade Mode:** Normal Grading Mode

**PH 694 Practicum****3 Credit hours**

Applied public health experience conducted under guidance of a faculty advisor and site preceptor, including a specific set of proposed project and learning objectives, and utilizing a community partner.

**Pre-req:** PH 611 and PH 621 and PH 641 and PH 686 and PH 693

**Attributes:** No Textbook Required

**Grade Mode:** Credit/No Credit Grade Only

**PH 695 Research****3 Credit hours**

Student research project, under guidance of the faculty advisor. Student project may include work towards thesis.

**Pre-req:** PH 611 and PH 621

**Grade Mode:** Credit/No Credit Grade Only

**PH 696 Capstone****3 Credit hours**

Course provides a structured and mentored process for students to produce written and oral components of a capstone project on a selected topic or question. (PR: Prior or current PH 694 or PH 695)

**Concurrent PR:** PH 694 or PH 695

**Grade Mode:** Normal Grading Mode

## Pharmaceutical Sciences, M.A. (Non-Thesis Option)

### Program Description

The Department of Pharmaceutical Sciences and Research at the Marshall University School of Pharmacy offers the Master of Science (M.S.) (thesis and non-thesis options) degree with a major in Pharmaceutical Sciences. Students may complete the requirements for a M.S. under a faculty mentor in areas ranging from cellular and

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**The School of Pharmacy expects to be accepting matriculating students for the Fall of 2019.**

## Admission Requirements

Applicants 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](http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission) (<http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission/>). Applicants are strongly encouraged to apply by the priority deadline (July 31) where applicable.

Applicants should send the following materials directly to the Graduate Admissions Office:

- Three letters of recommendation from academic or professional references;
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Applicant must also have:

- An earned baccalaureate degree, a combination undergraduate GPA of 3.0 on a 4.0 scale for all previously completed undergraduate university work and a GRE score of at least 150 on both verbal and quantitative sections and a writing score of at least 4.0 or matriculating students with a recommended PCAT score of 50. Prior to admission, prospective students must also complete an on-site or video interview.

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## Program Requirements

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also have a thesis committee (M.S.) or advising committee (M.A.) consisting of no fewer than three faculty (including the student's advisor) assembled by the end of their first year. Students must meet with their committees at least once within their first year and at least once per semester (excluding the defense) in subsequent years.

## M.A. Degree Requirements for Non-Thesis Option

- Students must complete the required graduate coursework as noted in the following section.
- Candidates must register for and participate in MSPS 542 Science Seminars, Graduate Seminar, during each of the semesters in which they are actively enrolled in the graduate program.
- Not more than 4 hours of Graduate Seminar (MSPS 542 Science Seminars) may be used to complete the M.A. program credit requirement.
- Not more than 4 semester hours credit in Independent Study or Special Topics can be used to complete the elective requirements.
- Successful completion of the master's in Pharmaceutical Sciences requires a GPA of 3.0 or higher, and no more than 6 credit hours of C grades may be applied to the total hours for graduation.

## Plan of Study

Course	Title	Credit Hours
<b>First Year</b>		
<b>First Semester</b>		
PHAR 531	Biopharmaceutics I	3
PHAR 521	Integrated Laboratory I	2
MSPS 531	Regulatory Affairs	3
MSPS 512	Med Chem & Drug Disc	1
MSPS 542	Science Seminars	1
Credit Hours		10
<b>Second Semester</b>		
PHAR 532	Biopharmaceutics II	3
MSPS 513	Biopharm 2	1
MSPS 542	Science Seminars	1
BMR 664	ORDRC Colloquim	1
MSPS 585	Independent Study	3
Credit Hours		9
<b>Second Year</b>		
<b>Third Semester</b>		
PHAR 631	Pharmacometrics	3
MSPS 613	Pharmacometrics Recitation	1
MSPS 612	Pharm Analysis	1
MSPS 581	Special Topics	3
MSPS 542	Science Seminars	1
Credit Hours		9
<b>Fourth Semester</b>		
MSPS 542	Science Seminars	1
MSPS 581	Special Topics	3
MSPS 632	Prod Dev by Quality Design	3

Required Course - See Advisor	2
Credit Hours	9
Total Credit Hours	37

## Pharmaceutical Sciences, M.S. (Thesis Option)

### Program Description

The Department of Pharmaceutical Sciences and Research at the Marshall University School of Pharmacy offers the Master of Science (M.S.) (thesis and non-thesis options) degree with a major in Pharmaceutical Sciences. Students may complete the requirements for a M.S. under a faculty mentor in areas ranging from cellular and molecular pharmacology to antibiotic formulation and methods of drug delivery.

The M.S. (Thesis) degree in Pharmaceutical Sciences is preparation for further study or employment requiring pharmaceutical research experience and requires a thesis. An M.S. student must be mentored by a faculty member, so applicants are encouraged (but not required) to contact potential faculty advisors about research projects and graduate assistantships prior to applying for admission. Information about faculty may be accessed through the School of Pharmacy website ([www.marshall.edu/pharmacy/about-us/staff-directory](http://www.marshall.edu/pharmacy/about-us/staff-directory) (<http://www.marshall.edu/pharmacy/about-us/staff-directory/>)). The M.S. (non-thesis) degree does not require a thesis and allows students to strengthen their education in Pharmaceutical Sciences through the completion of advanced coursework and a research program.

**The School of Pharmacy expects to be accepting matriculating students for the Fall of 2019.**

## Admission Requirements

Applicants 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](http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission) (<http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission/>). Applicants are strongly encouraged to apply by the priority deadline (July 31) where applicable.

Applicants should send the following materials directly to the Graduate Admissions Office:

- Three letters of recommendation from academic or professional references;
- Graduate Record Exam (GRE) scores. Applicants must specify that official test scores are to be sent directly to Marshall University.

Applicant must also have:

- An earned baccalaureate degree, a combination undergraduate GPA of 3.0 on a 4.0 scale for all previously completed undergraduate university work and a GRE score of at least 150 on both verbal and quantitative sections and a writing score of at least 4.0 or matriculating students with a recommended PCAT score of 50. Prior to admission, prospective students must also complete an on-site or video interview.

## Graduate Assistantships

Students interested in applying for financial support 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 Pharmaceutical Sciences website ([www.marshall.edu/pharmacy/student-info/prospective-students/MSPS](http://www.marshall.edu/pharmacy/student-info/prospective-students/MSPS) (<http://www.marshall.edu/pharmacy/student-info/prospective-students/MSPS/>)).

## Program Requirements

### Requirement for All Degrees

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. Students must also have a thesis committee (M.S.) or advising committee (M.A.) consisting of no fewer than three faculty (including the student's advisor) assembled by the end of their first year. Students must meet with their committees at least once within their first year and at least once per semester (excluding the defense) in subsequent years.

### M.S. Degree Requirements for Thesis Option

- Students must complete the graduate coursework as noted in the following section, including the thesis. The maximum number of credits that may be earned for the thesis is 12 hours.
- Candidates must register for and participate in MSPS 542 Science Seminars, Graduate Seminar, during each of the semesters in which they are actively enrolled in the graduate program.
- Not more than 4 hours of Graduate Seminar (MSPS 542 Science Seminars) may be used to complete the M.S. program credit requirement.
- Successful completion of the master's program in Pharmaceutical Sciences requires a GPA of 3.0 or higher, and no more than 6 credit hours of C grades may be applied to the total hours for graduation.
- Upon completion of course requirements and the thesis, M.S. candidates must pass a comprehensive oral examination.

## Plan of Study

Course	Title	Credit Hours
<b>First Year</b>		
<b>First Semester</b>		
PHAR 531	Biopharmaceutics I	3
PHAR 521	Integrated Laboratory I	2
MSPS 531	Regulatory Affairs	3
MSPS 512	Med Chem & Drug Disc	1
MSPS 542	Science Seminars	1
Credit Hours		10
<b>Second Semester</b>		
PHAR 532	Biopharmaceutics II	3
MSPS 513	Biopharm 2	1
MSPS 542	Science Seminars	1
BMR 664	ORDRC Colloquim	1

MSPS 699	Thesis	3
	Credit Hours	9
<b>Second Year</b>		
<b>First Semester</b>		
PHAR 631	Pharmacometrics	3
MSPS 613	Pharmacometrics Recitation	1
MSPS 699	Thesis	4
MSPS 542	Science Seminars	1
	Credit Hours	9
<b>Second Semester</b>		
MSPS 542	Science Seminars	1
MSPS 699	Thesis	5
PHAR 632	PPM Leadership	3
	Credit Hours	9
	Total Credit Hours	37

## Pharmacy, Dual Degree: Pharm.D. and M.B.A.

Students admitted to the School of Pharmacy may also seek admission to the Graduate College to pursue a Master of Business Administration (M.B.A.) degree. The application procedure and the student's enrollment status will vary depending on the student's undergraduate degree.

All students wishing to pursue the dual degree option must first consult with the Pharm. D. advisor regarding when they should apply for admission. Students who are admitted to the M.B.A. program will be advised by a Pharm.D. advisor and an M.B.A. advisor. The advisors are responsible for ensuring students are making appropriate progress toward both degrees, enroll in the proper sequence of courses, and enroll in the proper section of the courses.

## Admission Requirements

*Pharm. D. Students Holding a Baccalaureate Degree:* All students who have earned a baccalaureate degree from a regionally accredited college or university may apply for admission to the M.B.A. program. Students must meet the published admission criteria and complete the published degree requirements for the M.B.A. program. When admitted, the student will be classified depending upon his or her completion of core business courses.

*Pharm. D. Students Who Do Not Have a Baccalaureate Degree:* Students who have not earned a baccalaureate degree from a regionally accredited college or university may apply for admission to the M.B.A. program and pursue the degree under the following conditions. During their enrollment in the two degree programs, students who do not hold the baccalaureate will be continuously classified as Provisionally Admitted for the M.B.A. program. Students beginning the final semester of the Pharm. D. program of study will apply for graduation. Students in good academic standing in both programs and eligible to receive both degrees at the end of the term will be reclassified as Fully Admitted to the M.B.A. program. Students who withdraw or are dismissed from the Pharm. D. program will also be withdrawn from the M.B.A. program regardless of level of degree completion or academic standing.

## Pharmacy, Dual Degree: Pharm.D. and M.P.H.

Students admitted to the School of Pharmacy may also seek admission to the Graduate College to pursue a Master of Public Health (M.P.H.) degree. Students selecting this option will be awarded the Pharm.D. and M.P.H. degrees at the same time. The application procedure and the student's enrollment status will vary depending on the student's undergraduate degree. All students wishing to pursue the dual degree option must first consult with the Pharm.D. advisor regarding when they should apply for admission. Students who are admitted to the MPH program will be advised by a Pharm. D. advisor and an M.P.H. advisor. The advisors are responsible for ensuring students are making appropriate progress toward both degrees, enroll in the proper sequence of courses, and enroll in the proper section of the courses.

## Admission Requirements

*Pharm.D. Students Holding a Baccalaureate Degree:* All students who have earned a baccalaureate degree from a regionally accredited college or university may apply for admission to the M.P.H. program. Students must meet the published admission criteria and complete the published degree requirements for the M.P.H. program.

*Pharm. D. Students Who Do Not Have a Baccalaureate Degree:* Students who have not earned a baccalaureate degree from a regionally accredited college or university may apply for admission to the M.P.H. program and pursue the degree under the following conditions. During their enrollment in the two degree programs, students who do not hold the baccalaureate will be continuously classified as Provisionally Admitted for the M.P.H. program. Students beginning the final semester of the Pharm.D. program of study will apply for graduation. Students in good academic standing in both programs and eligible to receive both degrees at the end of the term will be reclassified as Fully Admitted to the M.P.H. program. Students who withdraw or are dismissed from the Pharm.D. program will also be withdrawn from the M.P.H. program regardless of level of degree completion or academic standing.

## Program Requirements

Successful completion of the following courses will result in receipt of both a Master of Public Health (44 SCH degree<sup>1</sup>) and Doctor of pharmacy degrees (151 SCH degree).

Please note that 6 credits hours from Pharm.D. program are dual counted toward the M.P.H. degree. Thus, students receive a 44 SCH M.P.H. degree, although they only take 38 credit hours in the M.P.H. program.

- Students must choose one of the two tracks in the M.P.H. program: Global and Community Health or Research, Evaluation and Policy.

## Proposed Schedule for Pharm.D./M.P.H. Students

Curriculum for students with a minimum of 62 hours. *Note:* Through this pathway, students are admitted to the MPH program in their third year of the dual degree program.

Students are advised to take most of the core/foundational courses and all concentration-specific courses during the third year of the program. Any remaining foundational M.P.H. courses are taken during



**PH 653 Rural Health Addiction****2 Credit hours**

Introduction to the public health issues of, and interventions for, alcohol, tobacco, and drug addiction in the Appalachian region, with a special emphasis on opioid addiction and drug overdose.

**Grade Mode:** Normal Grading Mode**PH 655 Intro Health Policy****2 Credit hours**

An introduction to legal and policy foundations of U.S. health care, including its delivery, regulation and financing. Students develop skills in policy analysis and formulation, and learn principles of advocacy.

**Grade Mode:** Normal Grading Mode**PH 656 Topics in Health Policy****3 Credit hours**

A study of current issues of health policy, including major issues of health reform. Students apply their skills to formulate, package, and present their own health policy proposal.

**Grade Mode:** Normal Grading Mode**PH 657 Public Health Prog Eval****3 Credit hours**

This course deals with the application of research methods to evaluate public health programs and health services.

**Pre-req:** PH 621**Grade Mode:** Normal Grading Mode**PH 660 Environmental PH****3 Credit hours**

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

**Grade Mode:** Normal Grading Mode**PH 661 Chronic Disease****3 Credit hours**

Examination of major chronic diseases including mechanisms of development, risk, diagnosis and interventional strategies. Scope of the course includes cardiovascular, respiratory and neurodegenerative disorders, as well as diabetes and cancer.

**Grade Mode:** Normal Grading Mode**PH 662 Control of Inf Disease****3 Credit hours**

Examination of infectious diseases from a public health perspective, including strategies for prevention, treatment, control and eradication.

**Pre-req:** PH 611**Grade Mode:** Normal Grading Mode**PH 663 Health Behavior****3 Credit hours**

This course introduces students to the models of health behavior as it applies to public health.

**Grade Mode:** Normal Grading Mode**PH 671 Community Health****3 Credit hours**

Students learn how to facilitate programs and capacity building to enable communities to identify and address health issues. Students gain training in surveying and interviewing, and in health impact assessment.

**Grade Mode:** Normal Grading Mode**PH 672 Global Health****3 Credit hours**

An introduction to global health, including examination of disparities, development. The roles of governments, NGOs and citizens are examined; and students gain experience in issue analysis and developing health strategies.

**Pre-req:** PH 611**Grade Mode:** Normal Grading Mode**PH 678 Principles Epi in PH****3 Credit hours**

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

**Grade Mode:** Normal Grading Mode**PH 686 Health Information Technology****3 Credit hours**

An introduction to health information technology applications and issues, as well as the growing impact of advances in biotechnology on public health.

**Grade Mode:** Normal Grading Mode**PH 689 Community Outreach Health****3 Credit hours**

Applied and experiential course in designing and implementing a community health outreach project for the improvement of health in rural Appalachia.

**Grade Mode:** Normal Grading Mode**PH 691 Health Promo & Disease Prevent****3 Credit hours**

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

**Grade Mode:** Normal Grading Mode**PH 692 Seminar****1 Credit hour**

Introduction to health science literature review and critique, as well as presentation of research and practicum reports.

**Grade Mode:** Normal Grading Mode**PH 693 Law and Ethics****3 Credit hours**

Introduction to the legal and ethical foundations of public health practice, including study of how individuals, practitioners, organizations and government address key issues.

**Grade Mode:** Normal Grading Mode**PH 694 Practicum****3 Credit hours**

Applied public health experience conducted under guidance of a faculty advisor and site preceptor, including a specific set of proposed project and learning objectives, and utilizing a community partner.

**Pre-req:** PH 611 and PH 621 and PH 641 and PH 686 and PH 693**Attributes:** No Textbook Required**Grade Mode:** Credit/No Credit Grade Only**PH 695 Research****3 Credit hours**

Student research project, under guidance of the faculty advisor. Student project may include work towards thesis.

**Pre-req:** PH 611 and PH 621**Grade Mode:** Credit/No Credit Grade Only**PH 696 Capstone****3 Credit hours**

Course provides a structured and mentored process for students to produce written and oral components of a capstone project on a selected topic or question. (PR: Prior or current PH 694 or PH 695)

**Concurrent PR:** PH 694 or PH 695**Grade Mode:** Normal Grading Mode

## Pharmaceutical Sciences, M.A. (Non-Thesis Option)

### Program Description

The Department of Pharmaceutical Sciences and Research at the Marshall University School of Pharmacy offers the **Master of Science (M.S.) (thesis and non-thesis options) degree** with a major in Pharmaceutical Sciences. **Students may complete the requirements for a M.S. under a faculty mentor in areas ranging from cellular and**





molecular pharmacology to antibiotic formulation and methods of drug delivery.

The M.S. (Thesis) degree in Pharmaceutical Sciences is preparation for further study or employment requiring pharmaceutical research experience and requires a thesis. An M.S. student must be mentored by a faculty member, so applicants are encouraged (but not required) to contact potential faculty advisors about research projects and graduate assistantships prior to applying for admission. Information about faculty may be accessed through the School of Pharmacy website ([www.marshall.edu/pharmacy/about-us/staff-directory](http://www.marshall.edu/pharmacy/about-us/staff-directory) (<http://www.marshall.edu/pharmacy/about-us/staff-directory/>)). The M.S. (non-thesis) degree does not require a thesis and allows students to strengthen their education in Pharmaceutical Sciences through the completion of advanced coursework and a research program.

**The School of Pharmacy expects to be accepting matriculating students for the Fall of 2019.**

## Admission Requirements

Applicants 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](http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission) (<http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission/>). Applicants are strongly encouraged to apply by the priority deadline (July 31) where applicable.

Applicants should send the following materials directly to the Graduate Admissions Office:

- ~~Three~~ Two letters of recommendation from academic or professional references;
- ~~Graduate Record Exam (GRE) scores. Applicants must specify that official test scores are to be sent directly to Marshall University.~~

Applicant must also have:

- An earned baccalaureate degree, a combination undergraduate GPA of 3.0 on a 4.0 scale for all previously completed undergraduate university work. ~~and a GRE score of at least 150 on both verbal and quantitative sections and a writing score of at least 4.0 or matriculating students with a recommended PCAT score of 50.~~ Prior to admission, prospective students must also complete an on-site or video interview.

## Graduate Assistantships

Students interested in applying for financial support 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 Pharmaceutical Sciences website ([www.marshall.edu/pharmacy/student-info/prospective-students/MSPS](http://www.marshall.edu/pharmacy/student-info/prospective-students/MSPS)) (<http://www.marshall.edu/pharmacy/student-info/prospective-students/MSPS/>).

## Program Requirements

### Requirement for All Degrees

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. Students must

also have an ~~thesis committee (M.S.)~~ or advising committee (~~M.A.~~) consisting of no fewer than three faculty (including the student's advisor) assembled by the end of their first year. Students must meet with their committees at least once within their first year and at least once per semester (excluding the defense) in subsequent years.

## M.A. Degree Requirements for Non-Thesis Option

- Students must complete the required graduate coursework as noted in the following section.
- Candidates must register for and participate in MSPS 542 Science Seminars, Graduate Seminar, during each of the semesters in which they are actively enrolled in the graduate program.
- Not more than 4 hours of Graduate Seminar (MSPS 542 Science Seminars) may be used to complete the M.A. program credit requirement.
- Not more than 4 semester hours credit in Independent Study or Special Topics can be used to complete the elective requirements.
- Successful completion of the master's in Pharmaceutical Sciences requires a GPA of 3.0 or higher, and no more than 6 credit hours of C grades may be applied to the total hours for graduation.

## Plan of Study

Course	Title	Credit Hours
<b>First Year</b>		
<b>First Semester</b>		
PHAR 531	Biopharmaceutics I	3
PHAR 521	Integrated Laboratory I	2
MSPS 531	Regulatory Affairs	3
MSPS 512	Med Chem & Drug Disc	1
MSPS 542	Science Seminars	1
Credit Hours		10
<b>Second Semester</b>		
PHAR 532	Biopharmaceutics II	3
MSPS 513	Biopharm 2	1
MSPS 542	Science Seminars	1
BMR 664	ORDRC Colloquim	1
MSPS 585	Independent Study	3
Credit Hours		9
<b>Second Year</b>		
<b>Third Semester</b>		
PHAR 631	Pharmacometrics	3
MSPS 613	Pharmacometrics Recitation	1
MSPS 612	Pharm Analysis	1
MSPS 581	Special Topics	3
MSPS 542	Science Seminars	1
Credit Hours		9
<b>Fourth Semester</b>		
MSPS 542	Science Seminars	1
MSPS 581	Special Topics	3
MSPS 632	Prod Dev by Quality Design	3

Required Course - See Advisor	2
Credit Hours	9
Total Credit Hours	37

## Pharmaceutical Sciences, M.S. (Thesis Option)

### Program Description

The Department of Pharmaceutical Sciences and Research at the Marshall University School of Pharmacy offers the Master of Science (M.S.) (thesis and non-thesis options) degree with a major in Pharmaceutical Sciences. Students may complete the requirements for a M.S. under a faculty mentor in areas ranging from cellular and molecular pharmacology to antibiotic formulation and methods of drug delivery.

The M.S. (Thesis) degree in Pharmaceutical Sciences is preparation for further study or employment requiring pharmaceutical research experience and requires a thesis. An M.S. student must be mentored by a faculty member, so applicants are encouraged (but not required) to contact potential faculty advisors about research projects and graduate assistantships prior to applying for admission. Information about faculty may be accessed through the School of Pharmacy website ([www.marshall.edu/pharmacy/about-us/staff-directory](http://www.marshall.edu/pharmacy/about-us/staff-directory)) (<http://www.marshall.edu/pharmacy/about-us/staff-directory/>). The M.S. (non-thesis) degree does not require a thesis and allows students to strengthen their education in Pharmaceutical Sciences through the completion of advanced coursework and a research program.

**The School of Pharmacy expects to be accepting matriculating students for the Fall of 2019.**

## Admission Requirements

Applicants 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](http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission) (<http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission/>). Applicants are strongly encouraged to apply by the priority deadline (July 31) where applicable.

Applicants should send the following materials directly to the Graduate Admissions Office:

- Three letters of recommendation from academic or professional references;
- Graduate Record Exam (GRE) scores. Applicants must specify that official test scores are to be sent directly to Marshall University.

Applicant must also have:

- An earned baccalaureate degree, a combination undergraduate GPA of 3.0 on a 4.0 scale for all previously completed undergraduate university work and a GRE score of at least 150 on both verbal and quantitative sections and a writing score of at least 4.0 or matriculating students with a recommended PCAT score of 50. Prior to admission, prospective students must also complete an on-site or video interview.

## Graduate Assistantships

Students interested in applying for financial support 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 Pharmaceutical Sciences website ([www.marshall.edu/pharmacy/student-info/prospective-students/MSPS](http://www.marshall.edu/pharmacy/student-info/prospective-students/MSPS)) (<http://www.marshall.edu/pharmacy/student-info/prospective-students/MSPS/>).

## Program Requirements

### Requirement for All Degrees

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. Students must also have a thesis committee (M.S.) or advising committee (M.A.) consisting of no fewer than three faculty (including the student's advisor) assembled by the end of their first year. Students must meet with their committees at least once within their first year and at least once per semester (excluding the defense) in subsequent years.

### M.S. Degree Requirements for Thesis Option

- Students must complete the graduate coursework as noted in the following section, including the thesis. The maximum number of credits that may be earned for the thesis is 12 hours.
- Candidates must register for and participate in MSPS 542 Science Seminars, Graduate Seminar, during each of the semesters in which they are actively enrolled in the graduate program.
- Not more than 4 hours of Graduate Seminar (MSPS 542 Science Seminars) may be used to complete the M.S. program credit requirement.
- Successful completion of the master's program in Pharmaceutical Sciences requires a GPA of 3.0 or higher, and no more than 6 credit hours of C grades may be applied to the total hours for graduation.
- Upon completion of course requirements and the thesis, M.S. candidates must pass a comprehensive oral examination.

## Plan of Study

Course	Title	Credit Hours
<b>First Year</b>		
<b>First Semester</b>		
PHAR 531	Biopharmaceutics I	3
PHAR 521	Integrated Laboratory I	2
MSPS 531	Regulatory Affairs	3
MSPS 512	Med Chem & Drug Disc	1
MSPS 542	Science Seminars	1
Credit Hours		10
<b>Second Semester</b>		
PHAR 532	Biopharmaceutics II	3
MSPS 513	Biopharm 2	1
MSPS 542	Science Seminars	1
BMR 664	ORDRC Colloquim	1

MSPS 699	Thesis	3
	Credit Hours	9
<b>Second Year</b>		
<b>First Semester</b>		
PHAR 631	Pharmacometrics	3
MSPS 613	Pharmacometrics Recitation	1
MSPS 699	Thesis	4
MSPS 542	Science Seminars	1
	Credit Hours	9
<b>Second Semester</b>		
MSPS 542	Science Seminars	1
MSPS 699	Thesis	5
PHAR 632	PPM Leadership Elective	3
	Credit Hours	9
	Total Credit Hours	37

## Pharmacy, Dual Degree: Pharm.D. and M.B.A.

Students admitted to the School of Pharmacy may also seek admission to the Graduate College to pursue a Master of Business Administration (M.B.A.) degree. The application procedure and the student's enrollment status will vary depending on the student's undergraduate degree.

All students wishing to pursue the dual degree option must first consult with the Pharm. D. advisor regarding when they should apply for admission. Students who are admitted to the M.B.A. program will be advised by a Pharm.D. advisor and an M.B.A. advisor. The advisors are responsible for ensuring students are making appropriate progress toward both degrees, enroll in the proper sequence of courses, and enroll in the proper section of the courses.

## Admission Requirements

*Pharm. D. Students Holding a Baccalaureate Degree:* All students who have earned a baccalaureate degree from a regionally accredited college or university may apply for admission to the M.B.A. program. Students must meet the published admission criteria and complete the published degree requirements for the M.B.A. program. When admitted, the student will be classified depending upon his or her completion of core business courses.

*Pharm. D. Students Who Do Not Have a Baccalaureate Degree:* Students who have not earned a baccalaureate degree from a regionally accredited college or university may apply for admission to the M.B.A. program and pursue the degree under the following conditions. During their enrollment in the two degree programs, students who do not hold the baccalaureate will be continuously classified as Provisionally Admitted for the M.B.A. program. Students beginning the final semester of the Pharm. D. program of study will apply for graduation. Students in good academic standing in both programs and eligible to receive both degrees at the end of the term will be reclassified as Fully Admitted to the M.B.A. program. Students who withdraw or are dismissed from the Pharm. D. program will also be withdrawn from the M.B.A. program regardless of level of degree completion or academic standing.

## Pharmacy, Dual Degree: Pharm.D. and M.P.H.

Students admitted to the School of Pharmacy may also seek admission to the Graduate College to pursue a Master of Public Health (M.P.H.) degree. Students selecting this option will be awarded the Pharm.D. and M.P.H. degrees at the same time. The application procedure and the student's enrollment status will vary depending on the student's undergraduate degree. All students wishing to pursue the dual degree option must first consult with the Pharm.D. advisor regarding when they should apply for admission. Students who are admitted to the MPH program will be advised by a Pharm. D. advisor and an M.P.H. advisor. The advisors are responsible for ensuring students are making appropriate progress toward both degrees, enroll in the proper sequence of courses, and enroll in the proper section of the courses.

## Admission Requirements

*Pharm.D. Students Holding a Baccalaureate Degree:* All students who have earned a baccalaureate degree from a regionally accredited college or university may apply for admission to the M.P.H. program. Students must meet the published admission criteria and complete the published degree requirements for the M.P.H. program.

*Pharm. D. Students Who Do Not Have a Baccalaureate Degree:* Students who have not earned a baccalaureate degree from a regionally accredited college or university may apply for admission to the M.P.H. program and pursue the degree under the following conditions. During their enrollment in the two degree programs, students who do not hold the baccalaureate will be continuously classified as Provisionally Admitted for the M.P.H. program. Students beginning the final semester of the Pharm.D. program of study will apply for graduation. Students in good academic standing in both programs and eligible to receive both degrees at the end of the term will be reclassified as Fully Admitted to the M.P.H. program. Students who withdraw or are dismissed from the Pharm.D. program will also be withdrawn from the M.P.H. program regardless of level of degree completion or academic standing.

## Program Requirements

Successful completion of the following courses will result in receipt of both a Master of Public Health (44 SCH degree<sup>1</sup>) and Doctor of pharmacy degrees (151 SCH degree).

Please note that 6 credits hours from Pharm.D. program are dual counted toward the M.P.H. degree. Thus, students receive a 44 SCH M.P.H. degree, although they only take 38 credit hours in the M.P.H. program.

- Students must choose one of the two tracks in the M.P.H. program: Global and Community Health or Research, Evaluation and Policy.

## Proposed Schedule for Pharm.D./M.P.H. Students

Curriculum for students with a minimum of 62 hours. *Note:* Through this pathway, students are admitted to the MPH program in their third year of the dual degree program.

Students are advised to take most of the core/foundational courses and all concentration-specific courses during the third year of the program. Any remaining foundational M.P.H. courses are taken during

**PH 653 Rural Health Addiction****2 Credit hours**

Introduction to the public health issues of, and interventions for, alcohol, tobacco, and drug addiction in the Appalachian region, with a special emphasis on opioid addiction and drug overdose.

**Grade Mode:** Normal Grading Mode**PH 655 Intro Health Policy****2 Credit hours**

An introduction to legal and policy foundations of U.S. health care, including its delivery, regulation and financing. Students develop skills in policy analysis and formulation, and learn principles of advocacy.

**Grade Mode:** Normal Grading Mode**PH 656 Topics in Health Policy****3 Credit hours**

A study of current issues of health policy, including major issues of health reform. Students apply their skills to formulate, package, and present their own health policy proposal.

**Grade Mode:** Normal Grading Mode**PH 657 Public Health Prog Eval****3 Credit hours**

This course deals with the application of research methods to evaluate public health programs and health services.

**Pre-req:** PH 621**Grade Mode:** Normal Grading Mode**PH 660 Environmental PH****3 Credit hours**

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

**Grade Mode:** Normal Grading Mode**PH 661 Chronic Disease****3 Credit hours**

Examination of major chronic diseases including mechanisms of development, risk, diagnosis and interventional strategies. Scope of the course includes cardiovascular, respiratory and neurodegenerative disorders, as well as diabetes and cancer.

**Grade Mode:** Normal Grading Mode**PH 662 Control of Inf Disease****3 Credit hours**

Examination of infectious diseases from a public health perspective, including strategies for prevention, treatment, control and eradication.

**Pre-req:** PH 611**Grade Mode:** Normal Grading Mode**PH 663 Health Behavior****3 Credit hours**

This course introduces students to the models of health behavior as it applies to public health.

**Grade Mode:** Normal Grading Mode**PH 671 Community Health****3 Credit hours**

Students learn how to facilitate programs and capacity building to enable communities to identify and address health issues. Students gain training in surveying and interviewing, and in health impact assessment.

**Grade Mode:** Normal Grading Mode**PH 672 Global Health****3 Credit hours**

An introduction to global health, including examination of disparities, development. The roles of governments, NGOs and citizens are examined; and students gain experience in issue analysis and developing health strategies.

**Pre-req:** PH 611**Grade Mode:** Normal Grading Mode**PH 678 Principles Epi in PH****3 Credit hours**

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

**Grade Mode:** Normal Grading Mode**PH 686 Health Information Technology****3 Credit hours**

An introduction to health information technology applications and issues, as well as the growing impact of advances in biotechnology on public health.

**Grade Mode:** Normal Grading Mode**PH 689 Community Outreach Health****3 Credit hours**

Applied and experiential course in designing and implementing a community health outreach project for the improvement of health in rural Appalachia.

**Grade Mode:** Normal Grading Mode**PH 691 Health Promo & Disease Prevent****3 Credit hours**

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

**Grade Mode:** Normal Grading Mode**PH 692 Seminar****1 Credit hour**

Introduction to health science literature review and critique, as well as presentation of research and practicum reports.

**Grade Mode:** Normal Grading Mode**PH 693 Law and Ethics****3 Credit hours**

Introduction to the legal and ethical foundations of public health practice, including study of how individuals, practitioners, organizations and government address key issues.

**Grade Mode:** Normal Grading Mode**PH 694 Practicum****3 Credit hours**

Applied public health experience conducted under guidance of a faculty advisor and site preceptor, including a specific set of proposed project and learning objectives, and utilizing a community partner.

**Pre-req:** PH 611 and PH 621 and PH 641 and PH 686 and PH 693**Attributes:** No Textbook Required**Grade Mode:** Credit/No Credit Grade Only**PH 695 Research****3 Credit hours**

Student research project, under guidance of the faculty advisor. Student project may include work towards thesis.

**Pre-req:** PH 611 and PH 621**Grade Mode:** Credit/No Credit Grade Only**PH 696 Capstone****3 Credit hours**

Course provides a structured and mentored process for students to produce written and oral components of a capstone project on a selected topic or question. (PR: Prior or current PH 694 or PH 695)

**Concurrent PR:** PH 694 or PH 695**Grade Mode:** Normal Grading Mode

## Pharmaceutical Sciences, M.A. (Non-Thesis Option) Program Description

The Department of Pharmaceutical Sciences and Research at the Marshall University School of Pharmacy offers the Master of Arts (M.A., non-thesis) degree in Pharmaceutical Sciences. The MA degree track prepares student for further graduate study or employment in the pharmaceutical sciences.

## Admission Requirements

Applicants 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](http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission) (<http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission/>). Applicants are strongly encouraged to apply by the priority deadline (July 31) where applicable.

Applicants should send the following materials directly to the Graduate Admissions Office:

Applicant must also have:

- An earned baccalaureate degree, a combination undergraduate GPA of 3.0 on a 4.0 scale for all previously completed undergraduate university work. Prior to admission, prospective students must also complete an on-site or video interview.

## Program Requirements

### Requirement for All Degrees

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. Students must

also have an advising committee (M.A.) consisting of no fewer than three faculty (including the student's advisor) assembled by the end of their first year. Students must meet with their committees at least once within their first year and at least once per semester (excluding the defense) in subsequent years.

## M.A. Degree Requirements for Non-Thesis Option

- Students must complete the required graduate coursework as noted in the following section.
- Candidates must register for and participate in MSPS 542 Science Seminars, Graduate Seminar, during each of the semesters in which they are actively enrolled in the graduate program.
- Not more than 4 hours of Graduate Seminar (MSPS 542 Science Seminars) may be used to complete the M.A. program credit requirement.
- Not more than 4 semester hours credit in Independent Study or Special Topics can be used to complete the elective requirements.
- Successful completion of the master's in Pharmaceutical Sciences requires a GPA of 3.0 or higher, and no more than 6 credit hours of C grades may be applied to the total hours for graduation.

## Plan of Study

Course	Title	Credit Hours
<b>First Year</b>		
<b>First Semester</b>		
PHAR 531	Biopharmaceutics I	3
PHAR 521	Integrated Laboratory I	2
MSPS 531	Regulatory Affairs	3
MSPS 512	Med Chem & Drug Disc	1
MSPS 542	Science Seminars	1
Credit Hours		10
<b>Second Semester</b>		
PHAR 532	Biopharmaceutics II	3
MSPS 513	Biopharm 2	1
MSPS 542	Science Seminars	1
BMR 664	ORDRC Colloquim	1
MSPS 585	Independent Study	3
Credit Hours		9
<b>Second Year</b>		
<b>Third Semester</b>		
PHAR 631	Pharmacometrics	3
MSPS 613	Pharmacometrics Recitation	1
MSPS 612	Pharm Analysis	1
MSPS 581	Special Topics	3
MSPS 542	Science Seminars	1
Credit Hours		9
<b>Fourth Semester</b>		
MSPS 542	Science Seminars	1
MSPS 581	Special Topics	3
MSPS 632	Prod Dev by Quality Design	3



Required Course - See Advisor	2
Credit Hours	9
Total Credit Hours	37

## Pharmaceutical Sciences, M.S. (Thesis Option)

### Program Description

The Department of Pharmaceutical Sciences and Research at the Marshall University School of Pharmacy offers the Master of Science (M.S.) degree with a major in Pharmaceutical Sciences. Students may complete the requirements for a M.S. under a faculty mentor in areas ranging from cellular and molecular pharmacology to antibiotic formulation and methods of drug delivery.

The M.S. (Thesis) degree in Pharmaceutical Sciences is preparation for further study or employment requiring pharmaceutical research experience and requires a thesis. An M.S. student must be mentored by a faculty member, so applicants are encouraged (but not required) to contact potential faculty advisors about research projects and graduate assistantships prior to applying for admission. Information about faculty may be accessed through the School of Pharmacy website ([www.marshall.edu/pharmacy/about-us/staff-directory](http://www.marshall.edu/pharmacy/about-us/staff-directory) (<http://www.marshall.edu/pharmacy/about-us/staff-directory/>)).

### Admission Requirements

Applicants 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](http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission) (<http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission/>). Applicants are strongly encouraged to apply by the priority deadline (July 31) where applicable.

Applicants should send the following materials directly to the Graduate Admissions Office:

- Three letters of recommendation from academic or professional references;
- Graduate Record Exam (GRE) scores. Applicants must specify that official test scores are to be sent directly to Marshall University.

Applicant must also have:

- An earned baccalaureate degree, a combination undergraduate GPA of 3.0 on a 4.0 scale for all previously completed undergraduate university work and a GRE score of at least 150 on both verbal and quantitative sections and a writing score of at least 4.0 or matriculating students with a recommended PCAT score of 50. Prior to admission, prospective students must also complete an on-site or video interview.

## Graduate Assistantships

Students interested in applying for financial support must submit a completed Application for Graduate Assistantship by April 15 or November 15 for the Fall or Spring semester, respectively.

### Program Requirements

#### Requirement for All Degrees

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. Students must also have a thesis committee (M.S.) consisting of no fewer than three faculty (including the student's advisor) assembled by the end of their first year. Students must meet with their committees at least once within their first year and at least once per semester (excluding the defense) in subsequent years.

#### M.S. Degree Requirements for Thesis Option

- Students must complete the graduate coursework as noted in the following section, including the thesis. The maximum number of credits that may be earned for the thesis is 12 hours.
- Candidates must register for and participate in MSPS 542 Science Seminars, Graduate Seminar, during each of the semesters in which they are actively enrolled in the graduate program.
- Not more than 4 hours of Graduate Seminar (MSPS 542 Science Seminars) may be used to complete the M.S. program credit requirement.
- Successful completion of the master's program in Pharmaceutical Sciences requires a GPA of 3.0 or higher, and no more than 6 credit hours of C grades may be applied to the total hours for graduation.
- Upon completion of course requirements and the thesis, M.S. candidates must pass a comprehensive oral examination.

### Plan of Study

Course	Title	Credit Hours
<b>First Year</b>		
<b>First Semester</b>		
PHAR 531	Biopharmaceutics I	3
PHAR 521	Integrated Laboratory I	2
MSPS 531	Regulatory Affairs	3
MSPS 512	Med Chem & Drug Disc	1
MSPS 542	Science Seminars	1
Credit Hours		10
<b>Second Semester</b>		
PHAR 532	Biopharmaceutics II	3
MSPS 513	Biopharm 2	1
MSPS 542	Science Seminars	1
BMR 664	ORDRC Colloquim	1

MSPS 699	Thesis	3
	Credit Hours	9
<b>Second Year</b>		
<b>First Semester</b>		
PHAR 631	Pharmacometrics	3
MSPS 613	Pharmacometrics Recitation	1
MSPS 699	Thesis	4
MSPS 542	Science Seminars	1
	Credit Hours	9
<b>Second Semester</b>		
MSPS 542	Science Seminars	1
MSPS 699	Thesis	5
PHAR801 or other Elective		3
	Credit Hours	9
	Total Credit Hours	37

## Pharmacy, Dual Degree: Pharm.D. and M.B.A.

Students admitted to the School of Pharmacy may also seek admission to the Graduate College to pursue a Master of Business Administration (M.B.A.) degree. The application procedure and the student's enrollment status will vary depending on the student's undergraduate degree.

All students wishing to pursue the dual degree option must first consult with the Pharm. D. advisor regarding when they should apply for admission. Students who are admitted to the M.B.A. program will be advised by a Pharm.D. advisor and an M.B.A. advisor. The advisors are responsible for ensuring students are making appropriate progress toward both degrees, enroll in the proper sequence of courses, and enroll in the proper section of the courses.

## Admission Requirements

*Pharm. D. Students Holding a Baccalaureate Degree:* All students who have earned a baccalaureate degree from a regionally accredited college or university may apply for admission to the M.B.A. program. Students must meet the published admission criteria and complete the published degree requirements for the M.B.A. program. When admitted, the student will be classified depending upon his or her completion of core business courses.

*Pharm. D. Students Who Do Not Have a Baccalaureate Degree:* Students who have not earned a baccalaureate degree from a regionally accredited college or university may apply for admission to the M.B.A. program and pursue the degree under the following conditions. During their enrollment in the two degree programs, students who do not hold the baccalaureate will be continuously classified as Provisionally Admitted for the M.B.A. program. Students beginning the final semester of the Pharm. D. program of study will apply for graduation. Students in good academic standing in both programs and eligible to receive both degrees at the end of the term will be reclassified as Fully Admitted to the M.B.A. program. Students who withdraw or are dismissed from the Pharm. D. program will also be withdrawn from the M.B.A. program regardless of level of degree completion or academic standing.

## Pharmacy, Dual Degree: Pharm.D. and M.P.H.

Students admitted to the School of Pharmacy may also seek admission to the Graduate College to pursue a Master of Public Health (M.P.H.) degree. Students selecting this option will be awarded the Pharm.D. and M.P.H. degrees at the same time. The application procedure and the student's enrollment status will vary depending on the student's undergraduate degree. All students wishing to pursue the dual degree option must first consult with the Pharm.D. advisor regarding when they should apply for admission. Students who are admitted to the MPH program will be advised by a Pharm. D. advisor and an M.P.H. advisor. The advisors are responsible for ensuring students are making appropriate progress toward both degrees, enroll in the proper sequence of courses, and enroll in the proper section of the courses.

## Admission Requirements

*Pharm.D. Students Holding a Baccalaureate Degree:* All students who have earned a baccalaureate degree from a regionally accredited college or university may apply for admission to the M.P.H. program. Students must meet the published admission criteria and complete the published degree requirements for the M.P.H. program.

*Pharm. D. Students Who Do Not Have a Baccalaureate Degree:* Students who have not earned a baccalaureate degree from a regionally accredited college or university may apply for admission to the M.P.H. program and pursue the degree under the following conditions. During their enrollment in the two degree programs, students who do not hold the baccalaureate will be continuously classified as Provisionally Admitted for the M.P.H. program. Students beginning the final semester of the Pharm.D. program of study will apply for graduation. Students in good academic standing in both programs and eligible to receive both degrees at the end of the term will be reclassified as Fully Admitted to the M.P.H. program. Students who withdraw or are dismissed from the Pharm.D. program will also be withdrawn from the M.P.H. program regardless of level of degree completion or academic standing.

## Program Requirements

Successful completion of the following courses will result in receipt of both a Master of Public Health (44 SCH degree<sup>1</sup>) and Doctor of pharmacy degrees (151 SCH degree).

Please note that 6 credits hours from Pharm.D. program are dual counted toward the M.P.H. degree. Thus, students receive a 44 SCH M.P.H. degree, although they only take 38 credit hours in the M.P.H. program.

- Students must choose one of the two tracks in the M.P.H. program: Global and Community Health or Research, Evaluation and Policy.

## Proposed Schedule for Pharm.D./M.P.H. Students

Curriculum for students with a minimum of 62 hours. *Note:* Through this pathway, students are admitted to the MPH program in their third year of the dual degree program.

Students are advised to take most of the core/foundational courses and all concentration-specific courses during the third year of the program. Any remaining foundational M.P.H. courses are taken during



**Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 1**

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. 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: COHP

Dept/Division: School of Nursing

Contact Person: Dr. Denise Landry

Phone: 696-2630

## Action Requested

Check action requested: ☐ Addition ☒ Deletion ☐ Change

Degree Program MSN program (GH 10)

Area of Emphasis GN12: Family Nurse Pract/School Nurse


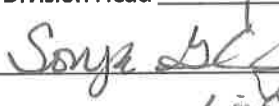
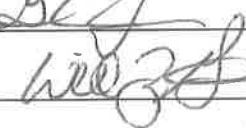
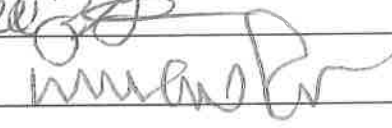
Effective Term/Year Fall 20 ☐ Spring 20 ☒ Summer 20 ☐

## Notifications

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

1. Statement of Non-Duplication: If this area of emphasis will be similar in title or content to an existing area of emphasis, please send a memo to the affected department/division and include a copy with this packet as well as the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimate of cost and time required to secure these items.

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

Dept. Chair/Division Head 	Date <u>10/12/20</u>
Registrar 	Date <u>10/13/2020</u>
College Curriculum Chair 	Date <u>10/14/20</u>
College Dean 	Date <u>10-14-20</u>
Graduate Council Chair _____	Date _____
Provost/VP Academic Affairs _____	Date _____
President _____	Date _____

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 2

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1. Please provide a rationale for addition, deletion, change:

Area of Emphasis Code no longer in use: School Nurse Certification Program no longer offered.

2. Please describe any changes in curriculum:

Course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change.

NA

3. **Additional Resource Requirements:** If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this Area of Emphasis attach an estimate of the time and money required to secure these items. May attach separate page if needed

NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NA

4. **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.

NA

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

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 3

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### 5. **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)

NA

### 6. **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.

### 7. **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)

NA

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 4

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

Department:

Area of Emphasis Title:

Credit Hours:

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

Term to Take Effect: *(Fall, Spring, Summer/Year)*

Rationale:

Department: School of Nursing

Area of Emphasis Title: GN12-Family Nurse Pract/School Nurse

Type of Change Requested: Deletion

Term to Take Effect: Spring 2021

Rationale: Area of emphasis no longer offered as School Nurse Certification is no longer offered

**Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 1**

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. 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: COHP

Dept/Division: School of Nursing

Contact Person: Dr. Denise Landry

Phone: 696-2630

## Action Requested

Check action requested: ☐ Addition ☒ Deletion ☐ Change

Degree Program MSN program (GH 10)

Area of Emphasis GH 12: Family Nurse Pract/School Nurse




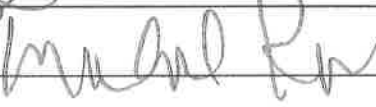
Effective Term/Year Fall 20 ☐ Spring 20 ☒ Summer 20 ☐

## Notifications

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

1. Statement of Non-Duplication: If this area of emphasis will be similar in title or content to an existing area of emphasis, please send a memo to the affected department/division and include a copy with this packet as well as the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimate of cost and time required to secure these items.

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

Dept. Chair/Division Head 	Date <u>10/12/20</u>
Registrar 	Date <u>10/13/2020</u>
College Curriculum Chair 	Date <u>10/14/20</u>
College Dean 	Date <u>10-14-20</u>
Graduate Council Chair _____	Date _____
Provost/VP Academic Affairs _____	Date _____
President _____	Date _____

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 2

---

1. Please provide a rationale for addition, deletion, change:

Area of Emphasis Code no longer in use: School Nurse Certification Program no longer offered.

2. Please describe any changes in curriculum:

Course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change.

NA

3. **Additional Resource Requirements:** If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this Area of Emphasis attach an estimate of the time and money required to secure these items. May attach separate page if needed

NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NA

4. **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.

NA

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

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 3

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### 5. **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)

NA

### 6. **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.

### 7. **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)

NA



# Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 1

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. 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: COHP

Dept/Division: School of Nursing

Contact Person: Dr. Denise Landry

Phone: 696-2630

## Action Requested

Check action requested: ☐ Addition ☒ Deletion ☐ Change

Degree Program MSN program (GH 10)

Area of Emphasis GYH2: Nursing Administration





Effective Term/Year Fall 20 ☐ Spring 20 ☒ Summer 20 ☐

## Notifications

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

1. Statement of Non-Duplication: If this area of emphasis will be similar in title or content to an existing area of emphasis, please send a memo to the affected department/division and include a copy with this packet as well as the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimate of cost and time required to secure these items.

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

Dept. Chair/Division Head 	Date <u>10/12/20</u>
Registrar 	Date <u>10/13/2020</u>
College Curriculum Chair 	Date <u>10/14/20</u>
College Dean 	Date <u>10-14-20</u>
Graduate Council Chair _____	Date _____
Provost/VP Academic Affairs _____	Date _____
President _____	Date _____

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 2

---

1. Please provide a rationale for addition, deletion, change:

Area of Emphasis Code no longer in use: This code was replaced by GN 11, which was then replaced by GH 11

2. Please describe any changes in curriculum:

Course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change.

NA

3. **Additional Resource Requirements:** If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this Area of Emphasis attach an estimate of the time and money required to secure these items. May attach separate page if needed

NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NA

4. **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.

NA

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

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 3

---

### 5. **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)

NA

### 6. **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.

### 7. **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)

NA

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 4

---

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

Department:

Area of Emphasis Title:

Credit Hours:

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

Term to Take Effect: *(Fall, Spring, Summer/Year)*

Rationale:

Department: School of Nursing

Area of Emphasis Title: GYH2- Nursing Administration

Type of Change Requested: Deletion

Term to Take Effect: Spring 2021

Rationale: Area of Emphasis Code no longer in use: This code was replaced by GN 11, which was then replaced by GH 11

# Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 1

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. 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: COHP

Dept/Division: School of Nursing

Contact Person: Dr. Denise Landry

Phone: 696-2630

## Action Requested

Check action requested: ☐ Addition ☒ Deletion ☐ Change

Degree Program MSN program (GH 10)

Area of Emphasis GYH1: Family Nurse Practitioner

Effective Term/Year Fall 20 ☐ Spring 20 ☒ Summer 20 ☐

## Notifications

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

1. Statement of Non-Duplication: If this area of emphasis will be similar in title or content to an existing area of emphasis, please send a memo to the affected department/division and include a copy with this packet as well as the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimate of cost and time required to secure these items.

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

Dept. Chair/Division Head <u>Denise Landry</u>	Date <u>10/12/20</u>
Registrar <u>Song L. G.</u>	Date <u>10/13/2020</u>
College Curriculum Chair <u>W. B. 38</u>	Date <u>10/14/20</u>
College Dean <u>W. B. 38</u>	Date <u>10-14-20</u>
Graduate Council Chair _____	Date _____
Provost/VP Academic Affairs _____	Date _____
President _____	Date _____

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 2

---

1. Please provide a rationale for addition, deletion, change:

Area of Emphasis Code no longer in use: This code was replaced by GN 13, which was then replaced by GH 13

2. Please describe any changes in curriculum:

Course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change.

NA

3. **Additional Resource Requirements:** If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this Area of Emphasis attach an estimate of the time and money required to secure these items. May attach separate page if needed

NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NA

4. **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.

NA

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

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 3

---

### 5. **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)

NA

### 6. **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.

### 7. **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)

NA



## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 4

---

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

Department:

Area of Emphasis Title:

Credit Hours:

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

Term to Take Effect: *(Fall, Spring, Summer/Year)*

Rationale:

Department: School of Nursing

Area of Emphasis Title: GYH1 Family Nurse Practitioner

Type of Change Requested: Deletion

Term to Take Effect: Spring 2021

Rationale: Area of Emphasis Code no longer in use: This code was replaced by GN 13, which was then replaced by GH 13

# Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 1

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. 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: COHP

Dept/Division: School of Nursing

Contact Person: Dr. Denise Landry

Phone: 696-2630

## Action Requested

Check action requested: ☐ Addition ☒ Deletion ☐ Change

Degree Program MSN program (GH 10)

Area of Emphasis GN14: Nursing Education


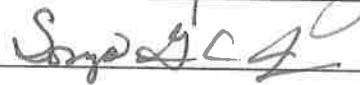

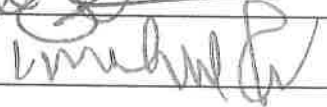
Effective Term/Year Fall 20 ☐ Spring 20 ☒ Summer 20 ☐

## Notifications

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

1. Statement of Non-Duplication: If this area of emphasis will be similar in title or content to an existing area of emphasis, please send a memo to the affected department/division and include a copy with this packet as well as the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimate of cost and time required to secure these items.

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

Dept. Chair/Division Head 	Date <u>10/12/20</u>
Registrar 	Date <u>10/13/2020</u>
College Curriculum Chair 	Date <u>10/14/20</u>
College Dean 	Date <u>10-14-20</u>
Graduate Council Chair _____	Date _____
Provost/VP Academic Affairs _____	Date _____
President _____	Date _____

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 2

---

1. Please provide a rationale for addition, deletion, change:

Area of Emphasis Code no longer in use: This code has been replaced by GH 14

2. Please describe any changes in curriculum:

Course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change.

NA

3. **Additional Resource Requirements:** If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this Area of Emphasis attach an estimate of the time and money required to secure these items. May attach separate page if needed

NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NA

4. **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.

NA

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

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 3

---

### 5. **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)

NA

### 6. **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.

### 7. **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)

NA

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 4

---

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

Department:

Area of Emphasis Title:

Credit Hours:

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

Term to Take Effect: *(Fall, Spring, Summer/Year)*

Rationale:

Department: School of Nursing

Area of Emphasis Title: GN 14 -Nursing Education

Type of Change Requested: Deletion

Term to Take Effect: Spring 2021

Rationale: Old code replaced by GH 14

# Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 1

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. 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: COHP

Dept/Division: School of Nursing

Contact Person: Dr. Denise Landry

Phone: 696-2630

## Action Requested

Check action requested: ☐ Addition ☒ Deletion ☐ Change

Degree Program MSN program (GH 10)

Area of Emphasis GN11: Nursing Administration

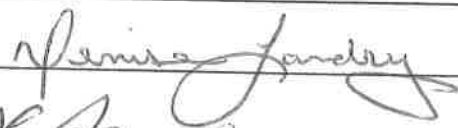



Effective Term/Year Fall 20 ☐ Spring 20 ☒ Summer 20 ☐

## Notifications

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

1. Statement of Non-Duplication: If this area of emphasis will be similar in title or content to an existing area of emphasis, please send a memo to the affected department/division and include a copy with this packet as well as the response received from the affected department.
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Signatures: if disapproved at any level, do not sign. Return to previous signer with recommendation attached.

Dept. Chair/Division Head 	Date <u>10/12/20</u>
Registrar 	Date <u>10/13/2020</u>
College Curriculum Chair 	Date <u>10/14/20</u>
College Dean 	Date <u>10.14.20</u>
Graduate Council Chair _____	Date _____
Provost/VP Academic Affairs _____	Date _____
President _____	Date _____

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 2

---

1. Please provide a rationale for addition, deletion, change:

Area of Emphasis Code no longer in use: This code has been replaced by GH 11

2. Please describe any changes in curriculum:

Course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change.

NA

3. **Additional Resource Requirements:** If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this Area of Emphasis attach an estimate of the time and money required to secure these items. May attach separate page if needed

NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NA

4. **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.

NA

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



## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 3

---

### 5. **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)

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### 6. **Edits to the Current Description**

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### 7. **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)

NA

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 4

---

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

Department:

Area of Emphasis Title:

Credit Hours:

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

Term to Take Effect: *(Fall, Spring, Summer/Year)*

Rationale:

Department: School of Nursing

Area of Emphasis Title: GN 11 -Nursing Administration

Type of Change Requested: Deletion

Term to Take Effect: Spring 2021

Rationale: Old code replaced by GH 11

# Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 1

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. 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: COHP

Dept/Division: School of Nursing

Contact Person: Dr. Denise Landry

Phone: 696-2630

## Action Requested

Check action requested: ☐ Addition ☒ Deletion ☐ Change

Degree Program MSN program (GH 10)

Area of Emphasis GN13: Family Nurse Practitioner



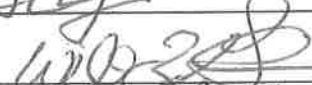
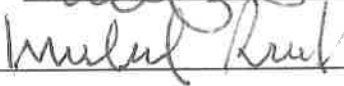
Effective Term/Year Fall 20 ☐ Spring 20 ☒ Summer 20 ☐

## Notifications

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

1. Statement of Non-Duplication: If this area of emphasis will be similar in title or content to an existing area of emphasis, please send a memo to the affected department/division and include a copy with this packet as well as the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimate of cost and time required to secure these items.

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

Dept. Chair/Division Head 	Date 10/12/20
Registrar 	Date 10/13/2020
College Curriculum Chair 	Date 10/14/20
College Dean 	Date 10-14-20
Graduate Council Chair _____	Date _____
Provost/VP Academic Affairs _____	Date _____
President _____	Date _____

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 2

---

1. Please provide a rationale for addition, deletion, change:

Area of Emphasis Code no longer in use: This code has been replaced by GH 13

2. Please describe any changes in curriculum:

Course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change.

NA

3. **Additional Resource Requirements:** If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this Area of Emphasis attach an estimate of the time and money required to secure these items. May attach separate page if needed

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NA

4. **NON-DUPLICATION:**

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NA

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

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 3

---

### 5. **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)

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### 6. **Edits to the Current Description**

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### 7. **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)

NA

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 4

---

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

Department:

Area of Emphasis Title:

Credit Hours:

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

Term to Take Effect: *(Fall, Spring, Summer/Year)*

Rationale:

Department: School of Nursing

Area of Emphasis Title: GN 13- Family Nurse Practitioner

Type of Change Requested: Deletion

Term to Take Effect: Spring 2021

Rationale: Old code replaced by GH 13

**Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 1**

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. 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: COHP

Dept/Division: School of Nursing

Contact Person: Dr. Denise Landry

Phone: 696-2630

## Action Requested

Check action requested: ☐ Addition ☒ Deletion ☐ Change

Degree Program MSN program (GH 10)

Area of Emphasis GN12: Family Nurse Pract/School Nurse


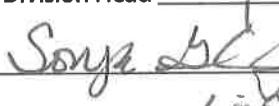
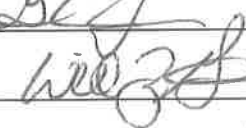
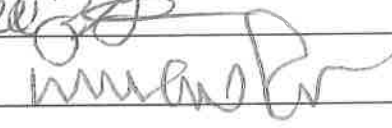
Effective Term/Year Fall 20 ☐ Spring 20 ☒ Summer 20 ☐

## Notifications

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

1. Statement of Non-Duplication: If this area of emphasis will be similar in title or content to an existing area of emphasis, please send a memo to the affected department/division and include a copy with this packet as well as the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimate of cost and time required to secure these items.

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

Dept. Chair/Division Head 	Date <u>10/12/20</u>
Registrar 	Date <u>10/13/2020</u>
College Curriculum Chair 	Date <u>10/14/20</u>
College Dean 	Date <u>10-14-20</u>
Graduate Council Chair _____	Date _____
Provost/VP Academic Affairs _____	Date _____
President _____	Date _____



## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 2

---

1. Please provide a rationale for addition, deletion, change:

Area of Emphasis Code no longer in use: School Nurse Certification Program no longer offered.

2. Please describe any changes in curriculum:

Course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change.

NA

3. **Additional Resource Requirements:** If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this Area of Emphasis attach an estimate of the time and money required to secure these items. May attach separate page if needed

NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NA

4. **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.

NA

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

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 3

---

### 5. **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)

NA

### 6. **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.

### 7. **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)

NA

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 4

---

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

Department:

Area of Emphasis Title:

Credit Hours:

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

Term to Take Effect: *(Fall, Spring, Summer/Year)*

Rationale:

Department: School of Nursing

Area of Emphasis Title: GN12-Family Nurse Pract/School Nurse

Type of Change Requested: Deletion

Term to Take Effect: Spring 2021

Rationale: Area of emphasis no longer offered as School Nurse Certification is no longer offered

**Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 1**

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. 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: COHP

Dept/Division: School of Nursing

Contact Person: Dr. Denise Landry

Phone: 696-2630

## Action Requested

Check action requested: ☐ Addition ☒ Deletion ☐ Change

Degree Program MSN program (GH 10)

Area of Emphasis GH 12: Family Nurse Pract/School Nurse




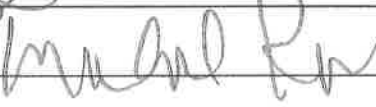
Effective Term/Year Fall 20 ☐ Spring 20 ☒ Summer 20 ☐

## Notifications

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

1. Statement of Non-Duplication: If this area of emphasis will be similar in title or content to an existing area of emphasis, please send a memo to the affected department/division and include a copy with this packet as well as the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimate of cost and time required to secure these items.

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

Dept. Chair/Division Head 	Date <u>10/12/20</u>
Registrar 	Date <u>10/13/2020</u>
College Curriculum Chair 	Date <u>10/14/20</u>
College Dean 	Date <u>10-14-20</u>
Graduate Council Chair _____	Date _____
Provost/VP Academic Affairs _____	Date _____
President _____	Date _____

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 2

---

1. Please provide a rationale for addition, deletion, change:

Area of Emphasis Code no longer in use: School Nurse Certification Program no longer offered.

2. Please describe any changes in curriculum:

Course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change.

NA

3. **Additional Resource Requirements:** If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this Area of Emphasis attach an estimate of the time and money required to secure these items. May attach separate page if needed

NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NA

4. **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.

NA

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

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 3

---

### 5. **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)

NA

### 6. **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.

### 7. **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)

NA

**Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 1**

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. 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: COHP

Dept/Division: School of Nursing

Contact Person: Dr. Denise Landry

Phone: 696-2630

## Action Requested

Check action requested: ☐ Addition ☒ Deletion ☐ Change

Degree Program MSN program (GH 10)

Area of Emphasis GYH2: Nursing Administration





Effective Term/Year Fall 20 ☐ Spring 20 ☒ Summer 20 ☐

## Notifications

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

1. Statement of Non-Duplication: If this area of emphasis will be similar in title or content to an existing area of emphasis, please send a memo to the affected department/division and include a copy with this packet as well as the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimate of cost and time required to secure these items.

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Dept. Chair/Division Head 	Date <u>10/12/20</u>
Registrar 	Date <u>10/13/2020</u>
College Curriculum Chair 	Date <u>10/14/20</u>
College Dean 	Date <u>10-14-20</u>
Graduate Council Chair _____	Date _____
Provost/VP Academic Affairs _____	Date _____
President _____	Date _____

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 2

---

1. Please provide a rationale for addition, deletion, change:

Area of Emphasis Code no longer in use: This code was replaced by GN 11, which was then replaced by GH 11

2. Please describe any changes in curriculum:

Course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change.

NA

3. **Additional Resource Requirements:** If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this Area of Emphasis attach an estimate of the time and money required to secure these items. May attach separate page if needed

NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NA

4. **NON-DUPLICATION:**

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Enter NONE if not applicable.

NA

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



## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 3

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### 5. **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)

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### 6. **Edits to the Current Description**

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### 7. **New Catalog Description**

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NA

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 4

---

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

Department:

Area of Emphasis Title:

Credit Hours:

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

Term to Take Effect: *(Fall, Spring, Summer/Year)*

Rationale:

Department: School of Nursing

Area of Emphasis Title: GYH2- Nursing Administration

Type of Change Requested: Deletion

Term to Take Effect: Spring 2021

Rationale: Area of Emphasis Code no longer in use: This code was replaced by GN 11, which was then replaced by GH 11

# Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 1

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. 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: COHP

Dept/Division: School of Nursing

Contact Person: Dr. Denise Landry

Phone: 696-2630

## Action Requested

Check action requested: ☐ Addition ☒ Deletion ☐ Change

Degree Program MSN program (GH 10)

Area of Emphasis GYH1: Family Nurse Practitioner

Effective Term/Year Fall 20 ☐ Spring 20 ☒ Summer 20 ☐

## Notifications

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

1. Statement of Non-Duplication: If this area of emphasis will be similar in title or content to an existing area of emphasis, please send a memo to the affected department/division and include a copy with this packet as well as the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimate of cost and time required to secure these items.

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

Dept. Chair/Division Head <u>Denise Landry</u>	Date <u>10/12/20</u>
Registrar <u>Song L</u>	Date <u>10/13/2020</u>
College Curriculum Chair <u>W. J. S.</u>	Date <u>10/14/20</u>
College Dean <u>W. J. S.</u>	Date <u>10-14-20</u>
Graduate Council Chair _____	Date _____
Provost/VP Academic Affairs _____	Date _____
President _____	Date _____

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 2

---

1. Please provide a rationale for addition, deletion, change:

Area of Emphasis Code no longer in use: This code was replaced by GN 13, which was then replaced by GH 13

2. Please describe any changes in curriculum:

Course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change.

NA

3. **Additional Resource Requirements:** If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this Area of Emphasis attach an estimate of the time and money required to secure these items. May attach separate page if needed

NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NA

4. **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.

NA

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

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 3

---

### 5. **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)

NA

### 6. **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.

### 7. **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)

NA

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 4

---

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

Department:

Area of Emphasis Title:

Credit Hours:

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

Term to Take Effect: *(Fall, Spring, Summer/Year)*

Rationale:

Department: School of Nursing

Area of Emphasis Title: GYH1 Family Nurse Practitioner

Type of Change Requested: Deletion

Term to Take Effect: Spring 2021

Rationale: Area of Emphasis Code no longer in use: This code was replaced by GN 13, which was then replaced by GH 13

# Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 1

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. 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: COHP

Dept/Division: School of Nursing

Contact Person: Dr. Denise Landry

Phone: 696-2630

## Action Requested

Check action requested: ☐ Addition ☒ Deletion ☐ Change

Degree Program MSN program (GH 10)

Area of Emphasis GN14: Nursing Education


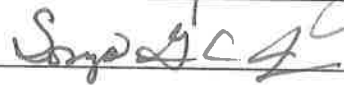

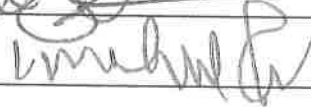
Effective Term/Year Fall 20 ☐ Spring 20 ☒ Summer 20 ☐

## Notifications

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

1. Statement of Non-Duplication: If this area of emphasis will be similar in title or content to an existing area of emphasis, please send a memo to the affected department/division and include a copy with this packet as well as the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimate of cost and time required to secure these items.

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

Dept. Chair/Division Head 	Date <u>10/12/20</u>
Registrar 	Date <u>10/13/2020</u>
College Curriculum Chair 	Date <u>10/14/20</u>
College Dean 	Date <u>10-14-20</u>
Graduate Council Chair _____	Date _____
Provost/VP Academic Affairs _____	Date _____
President _____	Date _____

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 2

---

1. Please provide a rationale for addition, deletion, change:

Area of Emphasis Code no longer in use: This code has been replaced by GH 14

2. Please describe any changes in curriculum:

Course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change.

NA

3. **Additional Resource Requirements:** If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this Area of Emphasis attach an estimate of the time and money required to secure these items. May attach separate page if needed

NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NA

4. **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.

NA

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



## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 3

---

### 5. **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)

NA

### 6. **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.

### 7. **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)

NA

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 4

---

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

Department:

Area of Emphasis Title:

Credit Hours:

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

Term to Take Effect: *(Fall, Spring, Summer/Year)*

Rationale:

Department: School of Nursing

Area of Emphasis Title: GN 14 -Nursing Education

Type of Change Requested: Deletion

Term to Take Effect: Spring 2021

Rationale: Old code replaced by GH 14

# Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 1

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. 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: COHP

Dept/Division: School of Nursing

Contact Person: Dr. Denise Landry

Phone: 696-2630

## Action Requested

Check action requested: ☐ Addition ☒ Deletion ☐ Change

Degree Program MSN program (GH 10)

Area of Emphasis GN11: Nursing Administration

Effective Term/Year Fall 20 ☐ Spring 20 ☒ Summer 20 ☐

## Notifications

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

1. Statement of Non-Duplication: If this area of emphasis will be similar in title or content to an existing area of emphasis, please send a memo to the affected department/division and include a copy with this packet as well as the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimate of cost and time required to secure these items.

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

Dept. Chair/Division Head <u>Denise Landry</u>	Date <u>10/12/20</u>
Registrar <u>Sonya</u>	Date <u>10/13/2020</u>
College Curriculum Chair <u>Will</u>	Date <u>10/14/20</u>
College Dean <u>Michael</u>	Date <u>10.14.20</u>
Graduate Council Chair _____	Date _____
Provost/VP Academic Affairs _____	Date _____
President _____	Date _____

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 2

---

1. Please provide a rationale for addition, deletion, change:

Area of Emphasis Code no longer in use: This code has been replaced by GH 11

2. Please describe any changes in curriculum:

Course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change.

NA

3. **Additional Resource Requirements:** If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this Area of Emphasis attach an estimate of the time and money required to secure these items. May attach separate page if needed

NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NA

4. **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.

NA

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

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 3

---

### 5. **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)

NA

### 6. **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.

### 7. **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)

NA

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 4

---

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

Department:

Area of Emphasis Title:

Credit Hours:

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

Term to Take Effect: *(Fall, Spring, Summer/Year)*

Rationale:

Department: School of Nursing

Area of Emphasis Title: GN 11 -Nursing Administration

Type of Change Requested: Deletion

Term to Take Effect: Spring 2021

Rationale: Old code replaced by GH 11

# Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 1

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. 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: COHP

Dept/Division: School of Nursing

Contact Person: Dr. Denise Landry

Phone: 696-2630

## Action Requested

Check action requested: ☐ Addition ☒ Deletion ☐ Change

Degree Program MSN program (GH 10)

Area of Emphasis GN13: Family Nurse Practitioner


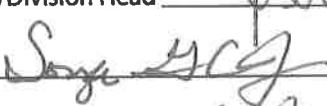

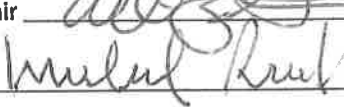
Effective Term/Year Fall 20 ☐ Spring 20 ☒ Summer 20 ☐

## Notifications

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

1. Statement of Non-Duplication: If this area of emphasis will be similar in title or content to an existing area of emphasis, please send a memo to the affected department/division and include a copy with this packet as well as the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimate of cost and time required to secure these items.

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

Dept. Chair/Division Head 	Date 10/12/20
Registrar 	Date 10/13/2020
College Curriculum Chair 	Date 10/14/20
College Dean 	Date 10-14-20
Graduate Council Chair _____	Date _____
Provost/VP Academic Affairs _____	Date _____
President _____	Date _____

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 2

---

1. Please provide a rationale for addition, deletion, change:

Area of Emphasis Code no longer in use: This code has been replaced by GH 13

2. Please describe any changes in curriculum:

Course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change.

NA

3. **Additional Resource Requirements:** If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this Area of Emphasis attach an estimate of the time and money required to secure these items. May attach separate page if needed

NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NA

4. **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.

NA

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



## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 3

---

### 5. **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)

NA

### 6. **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.

### 7. **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)

NA

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 4

---

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

Department:

Area of Emphasis Title:

Credit Hours:

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

Term to Take Effect: *(Fall, Spring, Summer/Year)*

Rationale:

Department: School of Nursing

Area of Emphasis Title: GN 13- Family Nurse Practitioner

Type of Change Requested: Deletion

Term to Take Effect: Spring 2021

Rationale: Old code replaced by GH 13

## 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: COHPDept/Division: CDCurrent Alpha Designator/Number: CD 660Contact Person: Loukia Dixon, Kelly Harlow, Kelly YoungPhone: 304-634-0434/ 304-634-1030

### CURRENT COURSE DATA:

Course Title: Special Populations: Clinical Considerations

Alpha Designator/Number:

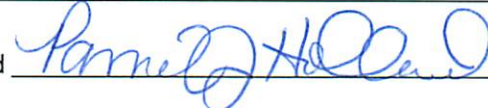
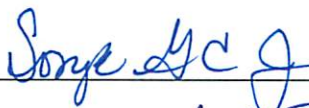

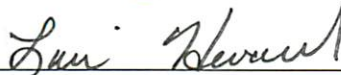
C	D		6	6	0				
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Title Abbreviation:

S	p	e	c		P	o	p			C	l	i	n			C	o	n	s						
---	---	---	---	--	---	---	---	--	--	---	---	---	---	--	--	---	---	---	---	--	--	--	--	--	--

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 <u></u>	Date <u>9/8/2020</u>
Registrar <u></u>	Date <u>9-11-2020</u>
College Curriculum Chair <u></u>	Date <u>9/15/20</u>
Graduate Council Chair <u></u>	Date <u>11/23/20</u>

## Request for Graduate Course Change - Page 2

College: COHP

Department/Division: CD

Alpha Designator/Number: CD 660

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

Change in CATALOG TITLE: ☒ YES ☐ NO

From 

S	p	e	c	i	a	l			P	o	p	u	l	a	t	i	o	n	s			C	l	i	n			C	o
---	---	---	---	---	---	---	--	--	---	---	---	---	---	---	---	---	---	---	---	--	--	---	---	---	---	--	--	---	---

 (limited to 30 characters and spaces)

To 

A	u	g	m	e	n	t		A	l	t	e	r	n	a	t	i	v	e		C	o	m	m						
---	---	---	---	---	---	---	--	---	---	---	---	---	---	---	---	---	---	---	--	---	---	---	---	--	--	--	--	--	--

If Yes, Rationale

This course will now be a stand alone course on one subject which is augmentative alternative communication. Other content areas of Autism and Sensory Integration will no longer be addressed in this course, but will be absorbed into other CD classes. American Speech and Hearing Association (ASHA), Communication Disorder's governing body encourages a stand alone AAC graduate course.

Change in COURSE ALPHA DESIGNATOR:

From: 

--	--	--	--

 To: 

--	--	--	--

☐ YES ☒ NO

If Yes, Rationale

Change in COURSE NUMBER: ☐ YES ☒ NO

From: 

--	--	--	--

 To: 

--	--	--	--

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 Examination of the principles of assessment for special populations with a focus on the interacting processes of the sensory, behavioral, physical and communicative systems. (permission by instructor)

To Comprehensive overview of theoretical and practical issues related to use of augmentative and alternative communication (AAC) systems; assessment and intervention strategies for children and adults who use AAC. ( permission by instructor)

If Yes Rationale The change was made to reflect a stand alone course in augmentative and alternative communication. Other topics of autism and sensory integration related the Special Populations(old) course will be absorbed into other CD classes.

## Request for Graduate Course Change - Page 3

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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 3 hour credit

To 2 hour credit

---

Change in **COURSE CONTENT**: ☒ YES ☐ NO

From A course covering 3 main areas including Augmentative and Alternative Communication (AAC), Autism Spectrum Disorder and Sensory Integration.

To A course covering one main area- Augmentative and Alternative Communication (AAC)

Rationale Course requirements and learning outcomes for autism and sensory integraion will no longer be included. However, course outcomes for AAC will not change.

## Request for Graduate Course Change-Page 4

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College: COHP \_\_\_\_\_

Department: CD \_\_\_\_\_

Course Number/Title CD 660 Augmentative Alternative Comm \_\_\_\_\_

---

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 Description Change and Course Title

Department of Communication Disorders Course Title change

CD 660 Special Populations: Clinical Considerations (old)

CD 660 Augmentative Alternative Communication (new)

The course will now be a stand alone course on the topic of Augmentative and Alternative Communication. Topics that included autism and sensory integration will not be included and those topics will be absorbed into other classes. American Speech and Hearing Association (ASHA) the governing body of Communication Disorders encourages a stand alone AAC course.

#### Course description and Catalogue Description

Examination of the principles of assessment and treatment of special populations with a focus on the interacting process of the sensory, behavioral, physical and communicative systems. ( permission of instructor ) (old)

Comprehensive overview of theoretical and practical issues related to the use of augmentative and alternative communication (AAC) systems; assessment and intervention strategies for children and adults in need of AAC. (permission of instructor) (new)

#### Course Credit Hour Change

CD 660 Special Populations: Clinical Considerations 3 hour credit (old)

CD 660 Augmentative Alternative Communication 2 hour credit (new)

CD 660 Augmentative Alternative Communication (new) This course will cover one main area-Augmentative Alternative Communication (AAC). Course requirements and learning outcomes for autism and sensory integration will no longer be included in this course but will be absorbed into other CD classes. However, course outcomes for AAC will not change.



**Marshall University Syllabus**  
**College of Health Professions**  
**Department of Communication Disorders**

**Course: CD 660 Augmentative and Alternative Communication**

**Course Description:** Comprehensive overview of theoretical and practical issues related to the use of augmentative and alternative communication (AAC) systems; assessment and intervention strategies for children and adults who use AAC. (permission by instructor)

**Credits:** 2

**Prerequisites:** Permission of Instructor.

**Class Meeting Days/Times:**

**Mondays from 9:00-11:20**

**Location:**

At the writing of this syllabus, class will follow the A/B schedule set up by/ Ms. Clemins. However, live attendance may be subject to change.

**Academic Calendar**

[Marshall University Academic Calendar](http://www.marshall.edu/academic-calendar/) (URL: <http://www.marshall.edu/academic-calendar/>)

**Important Dates:**

First day of class: August 24, 2020

Labor Day: September 7, 2020

Last possible in person class: November 20

Classes Resume on-line: November 30, 2020

Last Class Day: December 4

Final Exam: Exam will be held online. TBD



## Instructors

### Kelly Harlow MA CCC/S

#### *Contact Information*

- Office: Office hours will be conducted virtually via Microsoft Teams. Work office: Room 109
- Office Hours: Will be conducted by appointment through e-mail. The best days to reach will be:
  - Monday afternoon 1:00-4:00
  - Tuesday afternoon 2:00-3:00
  - Friday Mornings 9:00-12:00
- However, midway through semester I will conduct mandatory office hours via Microsoft Teams. I will post invitations later in the semester.
- Office Phone: Cell: 304-634-1030 Work:304-696-4319
- Marshall Email: [harlow@marshall.edu](mailto:harlow@marshall.edu)

### Kelly Young, MA, CCC/SLP

#### *Contact Information*

- Office: Smith Hall 148
- Office hours will be conducted by appointment and will occur virtually via Microsoft TEAMS. When you email your appointment request, please include times you are available during the designated office hours.
- Office Hours:
- Office Phone: 304-696
- Marshall Email: [Kelly.Young@marshall.edu](mailto:Kelly.Young@marshall.edu)

Professor Young and Professor Harlow will be team teaching. There will be a section devoted to Professor Young (group B) and one that is listed under Harlow section (Group A). While you are listed separately, grades, assignments, syllabi will be the same. Professors Young and Harlow are working together as a team and will be grading as a team.

\*Special Note- All students are **required** to schedule an appointment with one of the instructors prior to midterm. Group A will schedule with Kelly Harlow and Group B will schedule with Kelly Young. Come ready to discuss your progress, thoughts, questions and/or concerns. Slots for sign up will be supplied later in the semester.

#### **Covid-19 Information.**

This semester we are under the threat of Covid-19, so it is important for students as well as faculty to be flexible. Protocols and plans may change at any given time throughout the semester. At the writing of this syllabus, the campus will be open starting in August of 2020. The key for everyone is for students and employees of

Marshall University to be safe and to feel safe. We will strive to do all things possible to keep a healthy environment. This syllabus more than any other time is living document in that plans, assignments, technology issues may be subject to change. The following are Covid-19 rules that we hope you will adhere to.

- All students must wear face coverings during class and in all academic buildings, hallways, stairwells, lobbies. All Marshall students will receive two branded reusable cloth masks upon return to campus. Students who arrive in entrances/exits, one-way stairwells, etc.).
- All students will pick up a sanitizing wipe (which will be provided) and sanitize their workstations upon entering the classroom.
- All faculty office hours will be held virtually by appointment unless face-to-face hours are approved by the department chair.
- For the safety of all class members, please DO NOT share course materials.
- Please wash your hands with soap and water and/or use hand sanitizer regularly.
- Social Distancing will be observed.

At the writing of this syllabus, you will be expected to attend live on your designated dates. On the dates that you are not in the classroom you will connect to the class virtually.

\*Note: No live classroom instruction after Thanksgiving Break

\*Note: live classroom obligations could be subject to change.

#### **Marshall University E-Mail Accounts**

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

#### **Technology and Technical Skill Requirements]**

- Students must be proficient in the use of computers, the Internet, browsers, Microsoft Office Word, and other common applications.
- For computer and browser requirements, see “Get Connected” and “Internet Browser” at [Student Resources: First Steps](#). See also [IT: Recommended Hardware](#) (URLs: <http://www.marshall.edu/muonline/student-resources/> and <http://www.marshall.edu/it/recommendations/> ).
- To check your browsers, use the [Blackboard Browser Checker](#) and ensure that you set permissions properly and have all the necessary plug-ins. (URL: [https://help.blackboard.com/Learn/Student/Getting\\_Started/Browser\\_Support/Browser\\_Checker](https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support/Browser_Checker) )
- Students must be able to use Marshall email, as well as the following tools in Blackboard: course messages, assignments, discussion board forums, tests, blogs, journals, wikis, and groups. Links to Blackboard Help and tutorials are available on the Start Here page and on the Tech Support tab in Blackboard.
- Virtual (VC) courses may require a webcam and microphone to use Blackboard Collaborate Ultra for synchronous meetings. For the best experience, Blackboard recommends Google Chrome browser or Mozilla Firefox browser.



Links to Blackboard Collaborate Help and Tutorials are on the Start Here page and on the Tech Support tab in Blackboard.

- [Adobe Acrobat Reader](https://get.adobe.com/reader/) may be needed to read some files. This plug-in is available free. (URL: <https://get.adobe.com/reader/> ) See the Tech Support tab in Blackboard for additional information and links.
- Students may be required to submit assignments as Microsoft Word documents (.docx), using the most recent Microsoft Office suite. Office 365 is available at no extra charge to students enrolled at MU. For information visit [Marshall IT: Office 365](http://www.marshall.edu/it/office365/) (URL: <http://www.marshall.edu/it/office365/> ).
- See the Tech Support tab in Blackboard for additional information on browsers, technology, and apps.
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### Technology Assistance

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

- [Blackboard Support Center](http://marshall.edusupportcenter.com) (URL: <http://marshall.edusupportcenter.com>)
- Marshall [Information Technology \(IT\) Service Desk](http://www.marshall.edu/it/departments/it-service-desk/) (Help Desk) (URL: <http://www.marshall.edu/it/departments/it-service-desk/> )
  - Huntington: (304) 696-3200
  - South Charleston: (304) 746-1969
  - [Email the IT Service Desk](mailto:itservicedesk@marshall.edu) ([itservicedesk@marshall.edu](mailto:itservicedesk@marshall.edu))

### Helpful Links For students:

This course will meet using Microsoft Teams. To help you get started and orient you to Microsoft Teams, please complete the following prior to class:

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- Lastly, while lounging in your PJs to attend class may sound nice, it really does not promote engagement or attention. Create a designated workspace in your home where you can virtually "show up" for class and for yourself! Microsoft has some useful tips for how to make learning and working from home more productive: <https://www.microsoft.com/en-us/tips/home>

## Required and/or Recommended Texts and Materials.

### Required Texts and Materials

Access to [Simucase™](http://www.simucase.com/) (<http://www.simucase.com/>)

Beukelman, D & Mirenda, P. (2016) *Augmentative and Alternative Communication: Supporting Children and Adults with Complex Communication Needs* (4<sup>th</sup> edition) Excerpts

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- <http://www.tobiidynavoxtech.com> (device)
- <http://www.prentrom.com/downloads/pass?id=205>
- <http://praacticalaac.org/>
- <http://www.asha.org/practice-portal/>

This course will give the student the opportunity to achieve the following standards as related to Augmentative and Alternative communication. For measurement of KASA standards, achievement will be proven by a grade of **B** or better on **related test questions** as well as **projects** related to class outcomes. If a student does not meet these KASA standards, they will need to meet with the instructor to plan an alternative method of showing knowledge and skills. Complete ASHA/KASA standards are available at [www.asha.org](http://www.asha.org).

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Students will demonstrate understanding of, apply, and analyze information about communication and swallowing disorders and differences, including the etiologies, characteristics, and anatomical/physiological, acoustic, psychological, developmental, and linguistic and cultural correlates.

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Students will demonstrate understanding of, apply, analyze, and evaluate screening, assessment, and intervention plans for persons with communication and swallowing disorders, including consideration of anatomical/physiological, psychological, developmental, and linguistic and cultural correlates.

### Outcome 4: Research Processes and Principles (ASHA Standards IV-F and V-A)



Students will demonstrate understanding of, apply, analyze, and evaluate research processes and integrate research principles into evidence-based clinical practice using effective oral and written skills to disseminate information

#### Outcome 5: Professional Issues and Ethics (ASHA Standards E,G,H)

Students will demonstrate understanding of, apply, and analyze information about contemporary professional issues, regulations related to certification, credentialing, licensure and local, state, and national regulations and policies, and standards of professional, interpersonal, and ethical conduct.

### **Student Responsibility:**

It is the student's responsibility to establish a good faith effort to keep up with the technological demands of the class this semester. Students will be required to familiarize themselves with Blackboard and Microsoft Teams. Blackboard will be the main platform of the class. However, videos and class notebooks will be available using Microsoft Teams. Please make sure you understand the basics of both platforms. Pay attention to e-mails, tools, and links. If a student has trouble with technology of any kind, I would encourage you to contact IT or the Design Center to trouble shoot problems that may be unique to your own set-up. If there is a problem with the entire class, please notify the instructor as soon as possible, so I may rectify the problem. If you are unable to connect for any reason, understand that the class will continue, and you will be able to view the video at a later time. We are in this together and hopefully we can have a satisfying and productive course.

### **Course Student Learning Outcomes**

The table below shows the following relationships: How each student learning outcome will be practiced and assessed in the course.

<b>Course student learning outcomes</b>	<b>How students will practice each outcome in this course</b>	<b>How student achievement of each outcome will be assessed in this course</b>
1.Students will explain the purpose of AAC and distinguish from the varieties of populations that may benefit from its use	Class Discussion Class Assignments Reading Assignments Lecture Research assignments Student led instruction	Module 1 Case Study Assignments Quiz Simucase Prompts

<b>Course student learning outcomes</b>	<b>How students will practice each outcome in this course</b>	<b>How student achievement of each outcome will be assessed in this course</b>
2.Students will identify and describe basic features of AAC related to message input, vocabulary organization and message output	AAC Proficiency Module 2 Case Study Assignments Quiz	AAC Proficiency Module 2 Case Study Assignments Quiz Simucase Prompts
3.Students will identify and develop a cognitive hierarchy for symbols and symbol selection procedures for AAC	Class Discussion Class Assignments Reading Assignments Lecture Research assignments	Module 1 & 2 Case Study Assignments Quiz
4.Students will identify members of AAC assessment team and the skills that need to be assessed in the evaluation process	Class Discussion Class Assignments Reading Assignments Lecture Research assignments Student led instruction	AAC Proficiency Module 2 Case Study Assignments Quiz Simucase Prompts
5. Students will identify and describe intervention principles of AAC using evidence-based practice strategies for developmental and acquired disorders of speech and language	AAC Proficiency Class Discussion Class Assignments Reading Assignments Lecture Research assignments Student led instruction	AAC Proficiency Module 2 Case Study Assignments Quiz Simucase Prompts
6. Students will examine access methods and funding issues associated with AAC	Class Discussion Class Assignments Reading Assignments Lecture Research assignments Student led instruction	AAC Proficiency Assignments Quiz Simucase Prompts

<b>Course student learning outcomes</b>	<b>How students will practice each outcome in this course</b>	<b>How student achievement of each outcome will be assessed in this course</b>
7. Students will identify considerations for appropriate selection of devices for AAC populations (feature matching)	Class Discussion Class Assignments Reading Assignments Lecture Research assignments Student led instruction	AAC Proficiency Module 2 Case Study Assignments Quiz Simucase Prompts

## Course Requirements

### Course Requirements: Quizzes

1. *AAC Foundations Quiz 1: Module 1=20 points*
2. *AAC Features Quiz 2: Module 2 = 20 points*
3. *AAC Assessment & Treatment/Comprehensive Quiz 3:  
Module 3 AAC Assessment and Module 4 AAC Treatment  
=60 points*

### Course Requirements/Grading Scale: Projects/Participation

Rubrics with detailed information on grading will be provided on a separate document

Course Requirements & Grades:
<p>Final grade will be calculated based on total points</p> <p><b>Module 1: Introduction</b></p> <ul style="list-style-type: none"> <li>• AAC Case Study Assignment/Group Grade=30 points</li> <li>• FIT =10 Points</li> </ul> <p><b>Module 2: Features</b></p> <ul style="list-style-type: none"> <li>• AAC Case Study Assignment/Group Grade=30 points</li> </ul> <p><b>Module 3: Assessment</b></p> <ul style="list-style-type: none"> <li>• Simucase/Jordan Proficiency 90% or above to get clock hours, 80% or above to pass for course =5 points</li> <li>• Simucase Debriefing =30 points</li> </ul> <p><b>Module 4: Treatment</b></p> <ul style="list-style-type: none"> <li>• Case Study Treatment plan with citations/Individual Grade =30 points</li> <li>• Individual Notebook =10 points</li> </ul> <p><b>Comprehensive AAC</b></p> <ul style="list-style-type: none"> <li>• AAC Proficiency- AAC Protocols→ Pass/Fail = 0 points</li> <li>• Individual Notebook on AAC research=10 points (Microsoft Teams)</li> </ul>

**PROMPTS Modules 1-6**

=33 points

The final grade will be based on a percentage of total points available. The following scale:

90-100%=A    80-89%=B    70-79%=C    60-69%=D    <60=F

**Course Design:**

The class will be organized in modules 1-4. Class content will be presented synchronously(live) and asynchronously (recorded content). Some lecture content will be uploaded for you to view when it is most convenient for you. There may be days where activities may be different for the live classroom vs. the virtual classroom. However, we will make sure both groups get an equal opportunity to partake of tasks/ exercises. However, all lectures conducted live will be recorded. The instructor hopes that the schedule is predictable in that you will attend class on the days and times required. You will be responsible for viewing uploaded information prior to class time. The prompt questions are designed to have you look at the material and add information by asking interesting and insightful questions, sharing research related information, or sharing individual experiences or opinions. The discussion during class time will primarily focus on these prompt questions. Therefore, questions that are more thought provoking will earn more points. There may also be class exercises where we employ breakout groups to perform an exercise/task or to pursue deeper class discussion and or participation.

Collaboration between students is difficult in this virtual environment so efforts to collaborate will be emphasized. A case study group grade will be required on Module 1 and Module 2 to encourage discussion and problem solving between students.

Online quizzes will be conducted during class time ONLY. You will be given a limited time to complete the exam. Each exam will be finished in its entirety. Class will continue live after Quiz 1 and 2. Quiz 3 On AAC Treatment and Assessment will only require taking the quiz for that day.

Due Dates/Assignments due will always be on a **Friday**. Please refer to you class schedule regarding these due dates. The only exception will be the Partner Augmented Role Play which will be during class time on Monday.

**Grading Policy**

Assignments will be given with due dates. Failure to meet deadlines will result in 10% reduction of your grade per day. For example, if an assignment is worth 20 points and it's not turned in on the day it's due the highest score you *could* receive is an 18. If it is not received until the following day the highest score you could



receive is a 16. Therefore, I strongly encourage you to turn in assignments on due dates following time deadlines. All assignments except for Class Notebooks (Microsoft Teams) will be turned into BB. Do not wait until the last minute to turn in assignments. If you are concerned that BB did not accept your assignment, you may turn it in as an e-mail as a last resort.

Prompts are low stake assignments and are worth 3 points. Failure to *respond* to prompt questions will result in a 0. Late admissions will not be accepted. Please set alarms to remind you of these due dates.

All projects will have a rubric and will be found on MU online. Assignment Directives will be uploaded onto Mu Online.

## **Attendance/Participation Policy**

Attendance will be required. If you are unable to attend either in person (if scheduled) or virtually online. Remember that this a synchronous course and obligations of class time and dates must be observed. It is imperative that you get a hold of me before the class date to let me know if you are unable to attend. Please contact me by phone or text. My phone number is 304-634-1030. If you do not contact me prior to class, could result in reduction of your grade if a pattern of non-attendance is observed (3 or more class periods). If the student misses several classes due to unexcused absences will result in 5% reduction in your grade. Excused absences are for illness, death in the family, university obligations. If you have a legitimate reason to miss a class, you are to discuss the issue with the instructor in advance and the instructor will decide if your absence is excused or unexcused. Since, many classes will be online, your boundaries may become blurred. Do not make appointments on the days and times that you are expected to be in class. At the writing of this syllabus, I plan to have all quizzes done during class time. It is imperative on the days of a quiz that you notify me in advance of your absence. If it is an excused absence the instructor will make other arrangements to assess class outcomes.

## **University Policies**

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

- Academic Dishonesty Policy
- Academic Dismissal Policy
- Academic Forgiveness Policy
- Academic Probation and Suspension Policy
- Affirmative Action Policy
- Dead Week Policy
- D/F Repeat Rule
- Excused Absence Policy for Undergraduates
- Inclement Weather Policy
- Sexual Harassment Policy

- Students with Disabilities (Policies and Procedures)
- University Computing Services Acceptable Use Policy

## Course Schedule

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Week [or Lesson, Unit, etc.]	Activity/Assignment/Content	Points (Percentage)	Due Date/Group
8-24 Monday	Syllabus Case Study Groups/ Assignments Directives Assign groups Discuss BB and Microsoft Teams FIT Assignment Lecture Module 1 AAC		Group A
8-28 Friday	Prompt Question due	3 points	8-28
8-31 Monday	Class Discussion Will discuss prompt questions Lecture Module 1		Group B
9-4 Friday	Research FIT due PECS, Unity, Core, Lamp words for Life Prompt Question due	10 Points FIT 3 points	9-4
9-7	No class Lectures will be available Teams meeting with faculty per request		
9-11 Friday	Module 1 Case Study Due- Group Grade Prompt question due	30 points 3 points	9-11
9-14 Monday	Quiz on Module 1- class time Will discuss Module 2 Case Study Assignment Will discuss prompt questions Lecture Module 2		Group A Will take quiz online
9-18	Prompt Question Due	3 Points	9-18
9-21	Will discuss Module 2 Case Study Assignment Will discuss prompt questions Lecture Module 2		Group B
9-25	Prompt Question Due	3 points	
9-28	Will discuss prompt questions Lecture Module 2 Will discuss questions re: Case Study 2		Group A



Week [or Lesson, Unit, etc.]	Activity/Assignment/Content	Points (Percentage)	Due Date/Group
10-2	Case Study Group Project Module 2 Due	30 points	10-2
10-5	Quiz on Module 2 (class time) Lecture Module 3		Group B will take quiz online
10-9	Prompt Question Due	3 Points	10-9
10-12	Lecture Module 3 Discuss Simucase Pass with 80% & debriefing paper Will discuss prompt questions		Group A
10-16	Prompt Question due	3 points	10-16
10-19	Lecture Module 4 Will discuss prompt questions		Group B
10-23	Prompt Question Due	3 points	10-23
10-26	Module 4 Lecture Discussion Partner Augmented Input Role Plays	3 points (prompt rubric)	Group A
10-30	Jordan Simucase Due	25 points	10-30
11-2	Quiz Modules 3 & 4 AAC	60 points	Live class will not be required. All students will take quiz online.

Note: The instructor reserves the right to change any part of the syllabus during the semester. Students will be notified of any changes.



**Marshall University Syllabus**  
**College of Health Professions**  
**Department of Communication Disorders**

**Course: CD 660 Special Populations: Clinical Considerations CRN:1328 Section 101 & 1329 Sec 102**

**Course Description**

Examination of the principles of assessment and treatment for special populations with a focus on the interacting processes of the sensory, behavioral, physical, and communicative systems

**Credits: 3**

**Prerequisites: Permission of Instructor.**

**Class Meeting Days/Times:**

**Mondays from 9:00-11:20**

**Location:**

At the writing of this syllabus, class will follow the A/B schedule set up by/ Ms. Clemens. However, live attendance may be subject to change.

**Academic Calendar**

[Marshall University Academic Calendar](http://www.marshall.edu/academic-calendar/) (URL: <http://www.marshall.edu/academic-calendar/>)

**Important Dates:**

First day of class: August 24, 2020

Labor Day: September 7, 2020

Last possible in person class: November 20

Classes Resume on-line: November 30, 2020

Last Class Day: December 4

Final Exam: Exam will be held online. TBD

## Instructors

### Kelly Harlow MA CCC/S

#### *Contact Information*

- Office: Office hours will be conducted virtually via Microsoft Teams. Work office: Room 109
- Office Hours: Will be conducted by appointment through e-mail. The best days to reach will be:
  - Monday afternoon 1:00-4:00
  - Tuesday afternoon 2:00-3:00
  - Friday Mornings 9:00-12:00
- However, midway through semester I will conduct mandatory office hours via Microsoft Teams. I will post invitations later in the semester.
- Office Phone: Cell: 304-634-1030 Work:304-696-4319
- Marshall Email: [harlow@marshall.edu](mailto:harlow@marshall.edu)

### Kelly Young, MA, CCC/SLP

#### *Contact Information*

- Office: Smith Hall 148
- Office hours will be conducted by appointment and will occur virtually via Microsoft TEAMS. When you email your appointment request, please include times you are available during the designated office hours.
- Office Hours:
- Office Phone: 304-696
- Marshall Email: [Kelly.Young@marshall.edu](mailto:Kelly.Young@marshall.edu)

Professor Young and Professor Harlow will be team teaching. There will be a section devoted to Professor Young (group B) and one that is listed under Harlow section (Group A). While you are listed separately, grades, assignments, syllabi will be the same. Professors Young and Harlow are working together as a team and will be grading as a team.

\*Special Note- All students are **required** to schedule an appointment with one of the instructors prior to midterm. Group A will schedule with Kelly Harlow and Group B will schedule with Kelly Young. Come ready to discuss your progress, thoughts, questions and/or concerns. Slots for sign up will be supplied later in the semester.

#### **Covid-19 Information.**

This semester we are under the threat of Covid-19, so it is important for students as well as faculty to be flexible. Protocols and plans may change at any given time throughout the semester. At the writing of this syllabus, the campus will be open starting in August of 2020. The key for everyone is for students and employees of



Marshall University to be safe and to feel safe. We will strive to do all things possible to keep a healthy environment. This syllabus more than any other time is living document in that plans, assignments, technology issues may be subject to change. The following are Covid-19 rules that we hope you will adhere to.

- All students must wear face coverings during class and in all academic buildings, hallways, stairwells, lobbies. All Marshall students will receive two branded reusable cloth masks upon return to campus. Students who arrive in entrances/exits, one-way stairwells, etc.).
- All students will pick up a sanitizing wipe (which will be provided) and sanitize their workstations upon entering the classroom.
- All faculty office hours will be held virtually by appointment unless face-to-face hours are approved by the department chair.
- For the safety of all class members, please DO NOT share course materials.
- Please wash your hands with soap and water and/or use hand sanitizer regularly.
- Social Distancing will be observed.

At the writing of this syllabus, you will be expected to attend live on your designated dates. On the dates that you are not in the classroom you will connect to the class virtually.

\*Note: No live classroom instruction after Thanksgiving Break

\*Note: live classroom obligations could be subject to change.

#### **Marshall University E-Mail Accounts**

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

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- To check your browsers, use the [Blackboard Browser Checker](#) and ensure that you set permissions properly and have all the necessary plug-ins. (URL: [https://help.blackboard.com/Learn/Student/Getting\\_Started/Browser\\_Support/Browser\\_Checker](https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support/Browser_Checker) )
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  - Huntington: (304) 696-3200
  - South Charleston: (304) 746-1969
  - [Email the IT Service Desk](mailto:itservicedesk@marshall.edu) ([itservicedesk@marshall.edu](mailto:itservicedesk@marshall.edu))

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- In addition, here is a useful link discussing etiquette for participating in a Microsoft Teams meeting: <https://avepointcdn.azureedge.net/pdfs/en/Etiquette-in-Teams-eBook.pdf>
- Lastly, while lounging in your PJs to attend class may sound nice, it really does not promote engagement or attention. Create a designated workspace in your home where you can virtually "show up" for class and for yourself! Microsoft has some useful tips for how to make learning and working from home more productive: <https://www.microsoft.com/en-us/tips/home>

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- <http://www.tobiidynavoxtech.com> (device)
- <http://www.prentrom.com/downloads/pass?id=205>
- <http://praacticalaac.org/>
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### Outcome 4: Research Processes and Principles (ASHA Standards IV-F and V-A)



Students will demonstrate understanding of, apply, analyze, and evaluate research processes and integrate research principles into evidence-based clinical practice using effective oral and written skills to disseminate information

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Students will demonstrate understanding of, apply, and analyze information about contemporary professional issues, regulations related to certification, credentialing, licensure and local, state, and national regulations and policies, and standards of professional, interpersonal, and ethical conduct.

### **Student Responsibility:**

It is the student's responsibility to establish a good faith effort to keep up with the technological demands of the class this semester. Students will be required to familiarize themselves with Blackboard and Microsoft Teams. Blackboard will be the main platform of the class. However, videos and class notebooks will be available using Microsoft Teams. Please make sure you understand the basics of both platforms. Pay attention to e-mails, tools, and links. If a student has trouble with technology of any kind, I would encourage you to contact IT or the Design Center to trouble shoot problems that may be unique to your own set-up. If there is a problem with the entire class, please notify the instructor as soon as possible, so I may rectify the problem. If you are unable to connect for any reason, understand that the class will continue, and you will be able to view the video at a later time. We are in this together and hopefully we can have a satisfying and productive course.

### **Course Student Learning Outcomes**

The table below shows the following relationships: How each student learning outcome will be practiced and assessed in the course.

<b>Course student learning outcomes</b>	<b>How students will practice each outcome in this course</b>	<b>How student achievement of each outcome will be assessed in this course</b>
1.Students will explain the purpose of AAC and distinguish from the varieties of populations that may benefit from its use	Class Discussion Class Assignments Reading Assignments Lecture Research assignments Student led instruction	Module 1 Case Study Assignments Quiz Simucase Prompts

<b>Course student learning outcomes</b>	<b>How students will practice each outcome in this course</b>	<b>How student achievement of each outcome will be assessed in this course</b>
2.Students will identify and describe basic features of AAC related to message input, vocabulary organization and message output	AAC Proficiency Module 2 Case Study Assignments Quiz	AAC Proficiency Module 2 Case Study Assignments Quiz Simucase Prompts
3.Students will identify and develop a cognitive hierarchy for symbols and symbol selection procedures for AAC	Class Discussion Class Assignments Reading Assignments Lecture Research assignments	Module 1 & 2 Case Study Assignments Quiz
4.Students will identify members of AAC assessment team and the skills that need to be assessed in the evaluation process	Class Discussion Class Assignments Reading Assignments Lecture Research assignments Student led instruction	AAC Proficiency Module 2 Case Study Assignments Quiz Simucase Prompts
5. Students will identify and describe intervention principles of AAC using evidence-based practice strategies for developmental and acquired disorders of speech and language	AAC Proficiency Class Discussion Class Assignments Reading Assignments Lecture Research assignments Student led instruction	AAC Proficiency Module 2 Case Study Assignments Quiz Simucase Prompts
6. Students will examine access methods and funding issues associated with AAC	Class Discussion Class Assignments Reading Assignments Lecture Research assignments Student led instruction	AAC Proficiency Assignments Quiz Simucase Prompts

<b>Course student learning outcomes</b>	<b>How students will practice each outcome in this course</b>	<b>How student achievement of each outcome will be assessed in this course</b>
7. Students will identify considerations for appropriate selection of devices for AAC populations (feature matching)	Class Discussion Class Assignments Reading Assignments Lecture Research assignments Student led instruction	AAC Proficiency Module 2 Case Study Assignments Quiz Simucase Prompts
1. Students will differentiate between sensory vs. behavioral deficits	Class Discussion Lecture Class assignments	Quiz Reflection Prompts
2. Students will identify characteristics of the sensory system and to determine appropriate strategies to employ in the clinical setting	Class Discussion Lecture Class assignments	Quiz Reflection
1. Students will identify characteristics of autism spectrum disorders in order to make an appropriate referral	Class Discussion Class Assignments Reading Assignments Lecture Research assignments Student led instruction	Quiz Prompts
2. Students will discuss the possible etiologies of autism	Class Discussion Class Assignments Reading Assignments Lecture Research assignments Student led instruction	Class Discussion Prompts
3. Students will discuss best assessment approaches in order to identify autistic characteristics	Class Discussion Class Assignments Reading Assignments Lecture Research assignments Student led instruction	Quiz Case Study Treatment Plan

<b>Course student learning outcomes</b>	<b>How students will practice each outcome in this course</b>	<b>How student achievement of each outcome will be assessed in this course</b>
<b>4. Students will discuss intervention strategies that demonstrate best evidence-based practice for children on the autism spectrum</b>	Class Discussion Class Assignments Reading Assignments Lecture Research assignments Student led instruction	Quiz Case Study Treatment Plan

## Course Requirements

### Course Requirements: Quizzes

1. *AAC Foundations Quiz 1: Module 1=20 points*
2. *AAC Features Quiz 2: Module 2 = 20 points*
3. *AAC Assessment & Treatment/Comprehensive Quiz 3: Module 3 AAC Assessment and Module 4 AAC Treatment =60 points*
4. *Sensory Integration Module 5 & Autism Spectrum Disorders Module 6 Quiz 4=60 points*

### Course Requirements/Grading Scale: Projects/Participation

Rubrics with detailed information on grading will be provided on a separate document

#### Course Requirements & Grades:

Final grade will be calculated based on total points

#### **Module 1: Introduction**

- AAC Case Study Assignment/Group Grade=30 points
- FIT =10 Points

#### **Module 2: Features**

- AAC Case Study Assignment/Group Grade=30 points

#### **Module 3: Assessment**

- Simucase/Jordan Proficiency 90% or above to get clock hours, 80% or above to pass for course =5 points
- Simucase Debriefing =30 points

#### **Module 4: Treatment**

- Case Study Treatment plan with citations/Individual Grade =30 points
- Individual Notebook =10 points

#### **Comprehensive AAC**

- AAC Proficiency- AAC Protocols→ Pass/Fail = 0 points

- Individual Notebook on AAC research=10 points  
(Microsoft Teams)

### **Module 5: Sensory Integration**

- Self-Reflection on your own sensory issues = 10 points

### **Module 6: Autism**

- Case Study Treatment plan with Citations/Individual Grade =20 points  
=33 points

### **PROMPTS Modules 1-6**

The final grade will be based on a percentage of total points available. The following scale:

90-100%=A    80-89%=B    70-79%=C    60-69%=D    <60=F

## **Course Design:**

The class will be organized in modules 1-6. Class content will be presented synchronously(live) and asynchronously (recorded content). Some lecture content will be uploaded for you to view when it is most convenient for you. There may be days where activities may be different for the live classroom vs. the virtual classroom. However, we will make sure both groups get an equal opportunity to partake of tasks/ exercises. However, all lectures conducted live will be recorded. The instructor hopes that the schedule is predictable in that you will attend class on the days and times required. You will be responsible for viewing uploaded information prior to class time. The prompt questions are designed to have you look at the material and add information by asking interesting and insightful questions, sharing research related information, or sharing individual experiences or opinions. The discussion during class time will primarily focus on these prompt questions. Therefore, questions that are more thought provoking will earn more points. There may also be class exercises where we employ breakout groups to perform an exercise/task or to pursue deeper class discussion and or participation.

Collaboration between students is difficult in this virtual environment so efforts to collaborate will be emphasized. A case study group grade will be required on Module 1 and Module 2 to encourage discussion and problem solving between students.

Online quizzes will be conducted during class time ONLY. You will be given a limited time to complete the exam. Each exam will be finished in its entirety. Class will continue live after Quiz 1 and 2. Quiz 3 On AAC Treatment and Assessment will only require taking the quiz for that day. Quiz 4 or the Final will be conducted during finals week.

Due Dates/Assignments due will always be on a **Friday**. Please refer to you class schedule regarding these due dates. The only exception will be the Partner



Augmented Role Play which will be during class time on Monday.

## **Grading Policy**

Assignments will be given with due dates. Failure to meet deadlines will result in 10% reduction of your grade per day. For example, if an assignment is worth 20 points and it's not turned in on the day it's due the highest score you *could* receive is an 18. If it is not received until the following day the highest score you could receive is a 16. Therefore, I strongly encourage you to turn in assignments on due dates following time deadlines. All assignments except for Class Notebooks (Microsoft Teams) will be turned into BB. Do not wait until the last minute to turn in assignments. If you are concerned that BB did not accept your assignment, you may turn it in as an e-mail as a last resort.

Prompts are low stake assignments and are worth 3 points. Failure to respond to prompt questions will result in a 0. Late admissions will not be accepted. Please set alarms to remind you of these due dates.

All projects will have a rubric and will be found on MU online. Assignment Directives will be uploaded onto Mu Online.

## **Attendance/Participation Policy**

Attendance will be required. If you are unable to attend either in person (if scheduled) or virtually online. Remember that this a synchronous course and obligations of class time and dates must be observed. It is imperative that you get a hold of me before the class date to let me know if you are unable to attend. Please contact me by phone or text. My phone number is 304-634-1030. If you do not contact me prior to class, could result in reduction of your grade if a pattern of non-attendance is observed (3 or more class periods). If the student misses several classes due to unexcused absences will result in 5% reduction in your grade. Excused absences are for illness, death in the family, university obligations. If you have a legitimate reason to miss a class, you are to discuss the issue with the instructor in advance and the instructor will decide if your absence is excused or unexcused. Since, many classes will be online, your boundaries may become blurred. Do not make appointments on the days and times that you are expected to be in class. At the writing of this syllabus, I plan to have all quizzes done during class time. It is imperative on the days of a quiz that you notify me in advance of your absence. If it is an excused absence the instructor will make other arrangements to assess class outcomes.

## **University Policies**

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

- Academic Dishonesty Policy
- Academic Dismissal Policy

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

## Course Schedule

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Week [or Lesson, Unit, etc.]	Activity/Assignment/Content	Points (Percentage)	Due Date/Group
8-24 Monday	Syllabus Case Study Groups/ Assignments Directives Assign groups Discuss BB and Microsoft Teams FIT Assignment Lecture Module 1 AAC		Group A
8-28 Friday	Prompt Question due	3 points	8-28
8-31 Monday	Class Discussion Will discuss prompt questions Lecture Module 1		Group B
9-4 Friday	Research FIT due PECS, Unity, Core, Lamp words for Life Prompt Question due	10 Points FIT  3 points	9-4
9-7	No class Lectures will be available Teams meeting with faculty per request		
9-11 Friday	Module 1 Case Study Due- Group Grade Prompt question due	30 points  3 points	9-11
9-14 Monday	Quiz on Module 1- class time Will discuss Module 2 Case Study Assignment Will discuss prompt questions Lecture Module 2		Group A Will take quiz online
9-18	Prompt Question Due	3 Points	9-18



Week [or Lesson, Unit, etc.]	Activity/Assignment/Content	Points (Percentage)	Due Date/Group
9-21	Will discuss Module 2 Case Study Assignment Will discuss prompt questions Lecture Module 2		Group B
9-25	Prompt Question Due	3 points	
9-28	Will discuss prompt questions Lecture Module 2 Will discuss questions re: Case Study 2		Group A
10-2	Case Study Group Project Module 2 Due	30 points	10-2
10-5	Quiz on Module 2 (class time) Lecture Module 3		Group B will take quiz online
10-9	Prompt Question Due	3 Points	10-9
10-12	Lecture Module 3 Discuss Simucase Pass with 80% & debriefing paper Will discuss prompt questions		Group A
10-16	Prompt Question due	3 points	10-16
10-19	Lecture Module 4 Will discuss prompt questions		Group B
10-23	Prompt Question Due	3 points	10-23
10-26	Module 4 Lecture Discussion Partner Augmented Input Role Plays	3 points (prompt rubric)	Group A
10-30	Jordan Simucase Due	25 points	10-30
11-2	Quiz Modules 3 & 4 AAC Sensory Integration Module 5 Lecture will be available on-line	60 points	Live class will not be required. All students will take quiz online.
11-6	Case Study Treatment Plan Individual Assignment Individual Notebooks reviewed-Microsoft Teams	30 points 10 points	11-6



Week [or Lesson, Unit, etc.]	Activity/Assignment/Content	Points (Percentage)	Due Date/Group
11-9	Module 5 Sensory Integration Lecture/Discussion Module 6 ASD Introduction Lecture Discussion of Treatment Plan ASD Assignment Discussion of Sensory Reflection assignment		Group A
11-13	Sensory reflection due Prompt Question due	10 points 3 points	11-13
11-16	Module 6 lectures available online ADOS Assessment exercise		Group B
11-20	Prompt Question due	3 points	11-20
11-23	Thanksgiving Break No class		
11-30	Module 4 Lecture Discussion Module 6 Treatment Plan Due	20 points	Virtual 20 points
012-4			12-4
12-7???	ASD Quiz Online during class time		Virtual

Note: The instructor reserves the right to change any part of the syllabus during the semester. Students will be notified of any changes.

## Request for Graduate Course Change - Page 2

College: COHP

Department/Division: CD

Alpha Designator/Number: CD 660

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

Change in CATALOG TITLE: ☒ YES ☐ NO

From 

S	p	e	c	i	a	l		P	o	p	u	l	a	t	i	o	n	s		C	l	i	n		C	o
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 (limited to 30 characters and spaces)

To 

A	u	g	m	e	n	t		A	l	t	e	r	n	a	t	i	v	e		C	o	m	m				
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If Yes, Rationale 

This course will now be a stand alone course on one subject which is augmentative alternative communication. Other content areas of Autism and Sensory Integration will no longer be addressed in this course, but will be absorbed into other CD classes. American Speech and Hearing Association (ASHA), Communication Disorder's governing body encourages a stand alone AAC graduate course.

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 

Examination of the principles of assessment for special populations with a focus on the interacting processes of the sensory, behavioral, physical and communicative systems. (permission by instructor)

To 

Comprehensive overview of theoretical and practical issues related to use of augmentative and alternative communication (AAC) systems; assessment and intervention strategies for children and adults who use AAC. ( permission by instructor)

If Yes Rationale 

The change was made to reflect a stand alone course in augmentative and alternative communication. Other topics of autism and sensory integration related the Special Populations(old) course will be absorbed into other CD classes.

## 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: COHP

Dept/Division: CD

Current Alpha Designator/Number: CD 660

Contact Person: Loukia Dixon, Kelly Harlow, Kelly Young

Phone: 304-634-0434/ 304-634-1030

### CURRENT COURSE DATA:

Course Title: Special Populations: Clinical Considerations

Alpha Designator/Number:


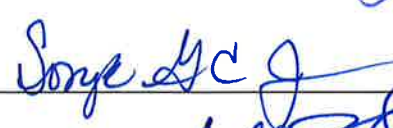
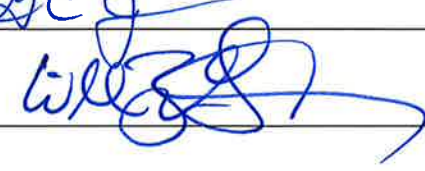
C	D		6	6	0				
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Title Abbreviation:

S	p	e	c		P	o	p			C	l	i	n			C	o	n	s				
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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 <u>9/8/2020</u>
Registrar 	Date <u>9-11-2020</u>
College Curriculum Chair 	Date <u>9/15/20</u>
Graduate Council Chair _____	Date _____

## 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 3 hour credit

To 2 hour credit

Change in **COURSE CONTENT**: ☒ YES ☐ NO

From A course covering 3 main areas including Augmentative and Alternative Communication (AAC), Autism Spectrum Disorder and Sensory Integration.

To A course covering one main area- Augmentative and Alternative Communication (AAC)

Rationale Course requirements and learning outcomes for autism and sensory integraion will no longer be included. However, course outcomes for AAC will not change.

## Request for Graduate Course Change-Page 4

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College: COHP \_\_\_\_\_

Department: CD \_\_\_\_\_

Course Number/Title CD 660 Augmentative Alternative Comm \_\_\_\_\_

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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 Description Change and Course Title

Department of Communication Disorders Course Title change

CD 660 Special Populations: Clinical Considerations (old)

CD 660 Augmentative Alternative Communication (new)

The course will now be a stand alone course on the topic of Augmentative and Alternative Communication. Topics that included autism and sensory integration will not be included and those topics will be absorbed into other classes. American Speech and Hearing Association (ASHA) the governing body of Communication Disorders encourages a stand alone AAC course.

#### Course description and Catalogue Description

Examination of the principles of assessment and treatment of special populations with a focus on the interacting process of the sensory, behavioral, physical and communicative systems. ( permission of instructor ) (old)

Comprehensive overview of theoretical and practical issues related to the use of augmentative and alternative communication (AAC) systems; assessment and intervention strategies for children and adults in need of AAC. (permission of instructor) (new)

#### Course Credit Hour Change

CD 660 Special Populations: Clinical Considerations 3 hour credit (old)

CD 660 Augmentative Alternative Communication 2 hour credit (new)

CD 660 Augmentative Alternative Communication (new) This course will cover one main area-Augmentative Alternative Communication (AAC). Course requirements and learning outcomes for autism and sensory integration will no longer be included in this course but will be absorbed into other CD classes. However, course outcomes for AAC will not change.





**Marshall University Syllabus**  
**College of Health Professions**  
**Department of Communication Disorders**

**Course: CD 660 Augmentative and Alternative Communication**

**Course Description:** Comprehensive overview of theoretical and practical issues related to the use of augmentative and alternative communication (AAC) systems; assessment and intervention strategies for children and adults who use AAC. (permission by instructor)

**Credits:** 2

**Prerequisites:** Permission of Instructor.

**Class Meeting Days/Times:**

**Mondays from 9:00-11:20**

**Location:**

At the writing of this syllabus, class will follow the A/B schedule set up by/ Ms. Clemins. However, live attendance may be subject to change.

**Academic Calendar**

[Marshall University Academic Calendar](http://www.marshall.edu/academic-calendar/) (URL: <http://www.marshall.edu/academic-calendar/>)

**Important Dates:**

First day of class: August 24, 2020

Labor Day: September 7, 2020

Last possible in person class: November 20

Classes Resume on-line: November 30, 2020

Last Class Day: December 4

Final Exam: Exam will be held online. TBD



## Instructors

### Kelly Harlow MA CCC/S

#### *Contact Information*

- Office: Office hours will be conducted virtually via Microsoft Teams. Work office: Room 109
- Office Hours: Will be conducted by appointment through e-mail. The best days to reach will be:
  - Monday afternoon 1:00-4:00
  - Tuesday afternoon 2:00-3:00
  - Friday Mornings 9:00-12:00
- However, midway through semester I will conduct mandatory office hours via Microsoft Teams. I will post invitations later in the semester.
- Office Phone: Cell: 304-634-1030 Work:304-696-4319
- Marshall Email: [harlow@marshall.edu](mailto:harlow@marshall.edu)

### Kelly Young, MA, CCC/SLP

#### *Contact Information*

- Office: Smith Hall 148
- Office hours will be conducted by appointment and will occur virtually via Microsoft TEAMS. When you email your appointment request, please include times you are available during the designated office hours.
- Office Hours:
- Office Phone: 304-696
- Marshall Email: [Kelly.Young@marshall.edu](mailto:Kelly.Young@marshall.edu)

Professor Young and Professor Harlow will be team teaching. There will be a section devoted to Professor Young (group B) and one that is listed under Harlow section (Group A). While you are listed separately, grades, assignments, syllabi will be the same. Professors Young and Harlow are working together as a team and will be grading as a team.

**\*Special Note-** All students are ***required*** to schedule an appointment with one of the instructors prior to midterm. Group A will schedule with Kelly Harlow and Group B will schedule with Kelly Young. Come ready to discuss your progress, thoughts, questions and/or concerns. Slots for sign up will be supplied later in the semester.

#### **Covid-19 Information.**

This semester we are under the threat of Covid-19, so it is important for students as well as faculty to be flexible. Protocols and plans may change at any given time throughout the semester. At the writing of this syllabus, the campus will be open starting in August of 2020. The key for everyone is for students and employees of

Marshall University to be safe and to feel safe. We will strive to do all things possible to keep a healthy environment. This syllabus more than any other time is living document in that plans, assignments, technology issues may be subject to change. The following are Covid-19 rules that we hope you will adhere to.

- All students must wear face coverings during class and in all academic buildings, hallways, stairwells, lobbies. All Marshall students will receive two branded reusable cloth masks upon return to campus. Students who arrive in entrances/exits, one-way stairwells, etc.).
- All students will pick up a sanitizing wipe (which will be provided) and sanitize their workstations upon entering the classroom.
- All faculty office hours will be held virtually by appointment unless face-to-face hours are approved by the department chair.
- For the safety of all class members, please DO NOT share course materials.
- Please wash your hands with soap and water and/or use hand sanitizer regularly.
- Social Distancing will be observed.

At the writing of this syllabus, you will be expected to attend live on your designated dates. On the dates that you are not in the classroom you will connect to the class virtually.

\*Note: No live classroom instruction after Thanksgiving Break

\*Note: live classroom obligations could be subject to change.

#### **Marshall University E-Mail Accounts**

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

#### **Technology and Technical Skill Requirements]**

- Students must be proficient in the use of computers, the Internet, browsers, Microsoft Office Word, and other common applications.
- For computer and browser requirements, see “Get Connected” and “Internet Browser” at [Student Resources: First Steps](#). See also [IT: Recommended Hardware](#) (URLs: <http://www.marshall.edu/muonline/student-resources/> and <http://www.marshall.edu/it/recommendations/> ).
- To check your browsers, use the [Blackboard Browser Checker](#) and ensure that you set permissions properly and have all the necessary plug-ins. (URL: [https://help.blackboard.com/Learn/Student/Getting\\_Started/Browser\\_Support/Browser\\_Checker](https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support/Browser_Checker) )
- Students must be able to use Marshall email, as well as the following tools in Blackboard: course messages, assignments, discussion board forums, tests, blogs, journals, wikis, and groups. Links to Blackboard Help and tutorials are available on the Start Here page and on the Tech Support tab in Blackboard.
- Virtual (VC) courses may require a webcam and microphone to use Blackboard Collaborate Ultra for synchronous meetings. For the best experience, Blackboard recommends Google Chrome browser or Mozilla Firefox browser.

Links to Blackboard Collaborate Help and Tutorials are on the Start Here page and on the Tech Support tab in Blackboard.

- [Adobe Acrobat Reader](https://get.adobe.com/reader/) may be needed to read some files. This plug-in is available free. (URL: <https://get.adobe.com/reader/> ) See the Tech Support tab in Blackboard for additional information and links.
- Students may be required to submit assignments as Microsoft Word documents (.docx), using the most recent Microsoft Office suite. Office 365 is available at no extra charge to students enrolled at MU. For information visit [Marshall IT: Office 365](http://www.marshall.edu/it/office365/) (URL: <http://www.marshall.edu/it/office365/> ).
- See the Tech Support tab in Blackboard for additional information on browsers, technology, and apps.
- Microsoft Teams <https://teams.microsoft.com/>. Can also be access via Office 365.

#### Technology Assistance

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

- [Blackboard Support Center](http://marshall.edusupportcenter.com) (URL: <http://marshall.edusupportcenter.com>)
- Marshall [Information Technology \(IT\) Service Desk](http://www.marshall.edu/it/departments/it-service-desk/) (Help Desk) (URL: <http://www.marshall.edu/it/departments/it-service-desk/> )
  - Huntington: (304) 696-3200
  - South Charleston: (304) 746-1969
  - [Email the IT Service Desk](mailto:itservicedesk@marshall.edu) ([itservicedesk@marshall.edu](mailto:itservicedesk@marshall.edu))

#### Helpful Links For students:

This course will meet using Microsoft Teams. To help you get started and orient you to Microsoft Teams, please complete the following prior to class:

- Watch a video to orient you to Microsoft Teams: <https://www.youtube.com/watch?v=OxfukizkyCA>.
- Download Microsoft Teams: <https://www.marshall.edu/it/office365/>
- Review the Quick Start Guide: <https://www.marshall.edu/collaborate/files/Teams-Quick-Guide.pdf>
- For overall Microsoft Teams Support: [Microsoft Teams Support](#)
- Watch signing into teams for the first time: <https://www.youtube.com/watch?v=qx8xHpRMFHU>
- Watch chat tutorial for students: [https://www.youtube.com/watch?v=PaST3Q1ZR\\_I](https://www.youtube.com/watch?v=PaST3Q1ZR_I)
- In addition, here is a useful link discussing etiquette for participating in a Microsoft Teams meeting: <https://avepointcdn.azureedge.net/pdfs/en/Etiquette-in-Teams-eBook.pdf>
- Lastly, while lounging in your PJs to attend class may sound nice, it really does not promote engagement or attention. Create a designated workspace in your home where you can virtually “show up” for class and for yourself! Microsoft has some useful tips for how to make learning and working from home more productive: <https://www.microsoft.com/en-us/tips/home>

## Required and/or Recommended Texts and Materials.

### Required Texts and Materials

Access to [Simucase™](http://www.simucase.com/) (<http://www.simucase.com/>)

Beukelman,D & Mirenda, P.(2016) *Augmentative and Alternative Communication: Supporting Children and Adults with Complex Communication Needs(4<sup>th</sup> edition)*  
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- <http://www.tobiidynavoxtech.com> (device)
- <http://www.prentrom.com/downloads/pass?id=205>
- <http://praacticalaac.org/>
- <http://www.asha.org/practice-portal/>

This course will give the student the opportunity to achieve the following standards as related to Augmentative and Alternative communication. For measurement of KASA standards, achievement will be proven by a grade of **B** or better on **related test questions** as well as **projects** related to class outcomes. If a student does not meet these KASA standards, they will need to meet with the instructor to plan an alternative method of showing knowledge and skills. Complete ASHA/KASA standards are available at [www.asha.org](http://www.asha.org).

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### Outcome 2: Foundations in etiology, characteristics, and correlates (ASHA Standard IV-C)

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### Outcome 3: Assessment and Intervention (ASHA Standard IV-D)

Students will demonstrate understanding of, apply, analyze, and evaluate screening, assessment, and intervention plans for persons with communication and swallowing disorders, including consideration of anatomical/physiological, psychological, developmental, and linguistic and cultural correlates.

### Outcome 4: Research Processes and Principles (ASHA Standards IV-F and V-A)

Students will demonstrate understanding of, apply, analyze, and evaluate research processes and integrate research principles into evidence-based clinical practice using effective oral and written skills to disseminate information

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6. Students will examine access methods and funding issues associated with AAC	Class Discussion Class Assignments Reading Assignments Lecture Research assignments Student led instruction	AAC Proficiency Assignments Quiz Simucase Prompts

<b>Course student learning outcomes</b>	<b>How students will practice each outcome in this course</b>	<b>How student achievement of each outcome will be assessed in this course</b>
7. Students will identify considerations for appropriate selection of devices for AAC populations (feature matching)	Class Discussion Class Assignments Reading Assignments Lecture Research assignments Student led instruction	AAC Proficiency Module 2 Case Study Assignments Quiz Simucase Prompts

## Course Requirements

### Course Requirements: Quizzes

1. *AAC Foundations Quiz 1: Module 1=20 points*
2. *AAC Features Quiz 2: Module 2 = 20 points*
3. *AAC Assessment & Treatment/Comprehensive Quiz 3: Module 3 AAC Assessment and Module 4 AAC Treatment =60 points*

### Course Requirements/Grading Scale: Projects/Participation

Rubrics with detailed information on grading will be provided on a separate document

#### Course Requirements & Grades:

Final grade will be calculated based on total points

#### **Module 1: Introduction**

- AAC Case Study Assignment/Group Grade=30 points
- FIT =10 Points

#### **Module 2: Features**

- AAC Case Study Assignment/Group Grade=30 points

#### **Module 3: Assessment**

- Simucase/Jordan Proficiency 90% or above to get clock hours, 80% or above to pass for course =5 points
- Simucase Debriefing =30 points

#### **Module 4: Treatment**

- Case Study Treatment plan with citations/Individual Grade =30 points
- Individual Notebook =10 points

#### **Comprehensive AAC**

- AAC Proficiency- AAC Protocols→ Pass/Fail = 0 points
- Individual Notebook on AAC research=10 points (Microsoft Teams)

**PROMPTS Modules 1-6**

=33 points

The final grade will be based on a percentage of total points available. The following scale:

90-100%=A    80-89%=B    70-79%=C    60-69%=D    <60=F

**Course Design:**

The class will be organized in modules 1-4. Class content will be presented synchronously(live) and asynchronously (recorded content). Some lecture content will be uploaded for you to view when it is most convenient for you. There may be days where activities may be different for the live classroom vs. the virtual classroom. However, we will make sure both groups get an equal opportunity to partake of tasks/ exercises. However, all lectures conducted live will be recorded. The instructor hopes that the schedule is predictable in that you will attend class on the days and times required. You will be responsible for viewing uploaded information prior to class time. The prompt questions are designed to have you look at the material and add information by asking interesting and insightful questions, sharing research related information, or sharing individual experiences or opinions. The discussion during class time will primarily focus on these prompt questions. Therefore, questions that are more thought provoking will earn more points. There may also be class exercises where we employ breakout groups to perform an exercise/task or to pursue deeper class discussion and or participation.

Collaboration between students is difficult in this virtual environment so efforts to collaborate will be emphasized. A case study group grade will be required on Module 1 and Module 2 to encourage discussion and problem solving between students.

Online quizzes will be conducted during class time ONLY. You will be given a limited time to complete the exam. Each exam will be finished in its entirety. Class will continue live after Quiz 1 and 2. Quiz 3 On AAC Treatment and Assessment will only require taking the quiz for that day.

Due Dates/Assignments due will always be on a Friday. Please refer to you class schedule regarding these due dates. The only exception will be the Partner Augmented Role Play which will be during class time on Monday.

**Grading Policy**

Assignments will be given with due dates. Failure to meet deadlines will result in 10% reduction of your grade per day. For example, if an assignment is worth 20 points and it's not turned in on the day it's due the highest score you *could* receive is an 18. If it is not received until the following day the highest score you could



receive is a 16. Therefore, I strongly encourage you to turn in assignments on due dates following time deadlines. All assignments except for Class Notebooks (Microsoft Teams) will be turned into BB. Do not wait until the last minute to turn in assignments. If you are concerned that BB did not accept your assignment, you may turn it in as an e-mail as a last resort.

Prompts are low stake assignments and are worth 3 points. Failure to respond to prompt questions will result in a 0. Late admissions will not be accepted. Please set alarms to remind you of these due dates.

All projects will have a rubric and will be found on MU online. Assignment Directives will be uploaded onto Mu Online.

## **Attendance/Participation Policy**

Attendance will be required. If you are unable to attend either in person (if scheduled) or virtually online. Remember that this a synchronous course and obligations of class time and dates must be observed. It is imperative that you get a hold of me before the class date to let me know if you are unable to attend. Please contact me by phone or text. My phone number is 304-634-1030. If you do not contact me prior to class, could result in reduction of your grade if a pattern of non-attendance is observed (3 or more class periods). If the student misses several classes due to unexcused absences will result in 5% reduction in your grade. Excused absences are for illness, death in the family, university obligations. If you have a legitimate reason to miss a class, you are to discuss the issue with the instructor in advance and the instructor will decide if your absence is excused or unexcused. Since, many classes will be online, your boundaries may become blurred. Do not make appointments on the days and times that you are expected to be in class. At the writing of this syllabus, I plan to have all quizzes done during class time. It is imperative on the days of a quiz that you notify me in advance of your absence. If it is an excused absence the instructor will make other arrangements to assess class outcomes.

## **University Policies**

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

- Academic Dishonesty Policy
- Academic Dismissal Policy
- Academic Forgiveness Policy
- Academic Probation and Suspension Policy
- Affirmative Action Policy
- Dead Week Policy
- D/F Repeat Rule
- Excused Absence Policy for Undergraduates
- Inclement Weather Policy
- Sexual Harassment Policy

- Students with Disabilities (Policies and Procedures)
- University Computing Services Acceptable Use Policy

## Course Schedule

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Week [or Lesson, Unit, etc.]	Activity/Assignment/Content	Points (Percentage)	Due Date/Group
8-24 Monday	Syllabus Case Study Groups/ Assignments Directives Assign groups Discuss BB and Microsoft Teams FIT Assignment Lecture Module 1 AAC		Group A
8-28 Friday	Prompt Question due	3 points	8-28
8-31 Monday	Class Discussion Will discuss prompt questions Lecture Module 1		Group B
9-4 Friday	Research FIT due PECS, Unity, Core, Lamp words for Life Prompt Question due	10 Points FIT  3 points	9-4
9-7	No class Lectures will be available Teams meeting with faculty per request		
9-11 Friday	Module 1 Case Study Due- Group Grade Prompt question due	30 points  3 points	9-11
9-14 Monday	Quiz on Module 1- class time Will discuss Module 2 Case Study Assignment Will discuss prompt questions Lecture Module 2		Group A Will take quiz online
9-18	Prompt Question Due	3 Points	9-18
9-21	Will discuss Module 2 Case Study Assignment Will discuss prompt questions Lecture Module 2		Group B
9-25	Prompt Question Due	3 points	
9-28	Will discuss prompt questions Lecture Module 2 Will discuss questions re: Case Study 2		Group A

Week [or Lesson, Unit, etc.]	Activity/Assignment/Content	Points (Percentage)	Due Date/Group
10-2	Case Study Group Project Module 2 Due	30 points	10-2
10-5	Quiz on Module 2 (class time) Lecture Module 3		Group B will take quiz online
10-9	Prompt Question Due	3 Points	10-9
10-12	Lecture Module 3 Discuss Simucase Pass with 80% & debriefing paper Will discuss prompt questions		Group A
10-16	Prompt Question due	3 points	10-16
10-19	Lecture Module 4 Will discuss prompt questions		Group B
10-23	Prompt Question Due	3 points	10-23
10-26	Module 4 Lecture Discussion Partner Augmented Input Role Plays	3 points (prompt rubric)	Group A
10-30	Jordan Simucase Due	25 points	10-30
11-2	Quiz Modules 3 & 4 AAC	60 points	Live class will not be required. All students will take quiz online.

Note: The instructor reserves the right to change any part of the syllabus during the semester. Students will be notified of any changes.



**Marshall University Syllabus**  
**College of Health Professions**  
**Department of Communication Disorders**

**Course: CD 660 Special Populations: Clinical**  
**Considerations CRN:1328 Section 101 & 1329 Sec 102**

**Course Description**

Examination of the principles of assessment and treatment for special populations with a focus on the interacting processes of the sensory, behavioral, physical, and communicative systems

**Credits: 3**

**Prerequisites: Permission of Instructor.**

**Class Meeting Days/Times:**

**Mondays from 9:00-11:20**

**Location:**

At the writing of this syllabus, class will follow the A/B schedule set up by/ Ms. Clemins. However, live attendance may be subject to change.

**Academic Calendar**

[Marshall University Academic Calendar](http://www.marshall.edu/academic-calendar/) (URL: <http://www.marshall.edu/academic-calendar/>)

**Important Dates:**

First day of class: August 24, 2020

Labor Day: September 7, 2020

Last possible in person class: November 20

Classes Resume on-line: November 30, 2020

Last Class Day: December 4

Final Exam: Exam will be held online. TBD

## Instructors

### Kelly Harlow MA CCC/S

#### *Contact Information*

- Office: Office hours will be conducted virtually via Microsoft Teams. Work office: Room 109
- Office Hours: Will be conducted by appointment through e-mail. The best days to reach will be:
  - Monday afternoon 1:00-4:00
  - Tuesday afternoon 2:00-3:00
  - Friday Mornings 9:00-12:00
- However, midway through semester I will conduct mandatory office hours via Microsoft Teams. I will post invitations later in the semester.
- Office Phone: Cell: 304-634-1030 Work:304-696-4319
- Marshall Email: [harlow@marshall.edu](mailto:harlow@marshall.edu)

### Kelly Young, MA, CCC/SLP

#### *Contact Information*

- Office: Smith Hall 148
- Office hours will be conducted by appointment and will occur virtually via Microsoft TEAMS. When you email your appointment request, please include times you are available during the designated office hours.
- Office Hours:
- Office Phone: 304-696
- Marshall Email: [Kelly.Young@marshall.edu](mailto:Kelly.Young@marshall.edu)

Professor Young and Professor Harlow will be team teaching. There will be a section devoted to Professor Young (group B) and one that is listed under Harlow section (Group A). While you are listed separately, grades, assignments, syllabi will be the same. Professors Young and Harlow are working together as a team and will be grading as a team.

\*Special Note- All students are **required** to schedule an appointment with one of the instructors prior to midterm. Group A will schedule with Kelly Harlow and Group B will schedule with Kelly Young. Come ready to discuss your progress, thoughts, questions and/or concerns. Slots for sign up will be supplied later in the semester.

#### **Covid-19 Information.**

This semester we are under the threat of Covid-19, so it is important for students as well as faculty to be flexible. Protocols and plans may change at any given time throughout the semester. At the writing of this syllabus, the campus will be open starting in August of 2020. The key for everyone is for students and employees of

Marshall University to be safe and to feel safe. We will strive to do all things possible to keep a healthy environment. This syllabus more than any other time is living document in that plans, assignments, technology issues may be subject to change. The following are Covid-19 rules that we hope you will adhere to.

- All students must wear face coverings during class and in all academic buildings, hallways, stairwells, lobbies. All Marshall students will receive two branded reusable cloth masks upon return to campus. Students who arrive in entrances/exits, one-way stairwells, etc.).
- All students will pick up a sanitizing wipe (which will be provided) and sanitize their workstations upon entering the classroom.
- All faculty office hours will be held virtually by appointment unless face-to-face hours are approved by the department chair.
- For the safety of all class members, please DO NOT share course materials.
- Please wash your hands with soap and water and/or use hand sanitizer regularly.
- Social Distancing will be observed.

At the writing of this syllabus, you will be expected to attend live on your designated dates. On the dates that you are not in the classroom you will connect to the class virtually.

\*Note: No live classroom instruction after Thanksgiving Break

\*Note: live classroom obligations could be subject to change.

#### **Marshall University E-Mail Accounts**

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

#### **Technology and Technical Skill Requirements]**

- Students must be proficient in the use of computers, the Internet, browsers, Microsoft Office Word, and other common applications.
- For computer and browser requirements, see “Get Connected” and “Internet Browser” at [Student Resources: First Steps](#). See also [IT: Recommended Hardware](#) (URLs: <http://www.marshall.edu/muonline/student-resources/> and <http://www.marshall.edu/it/recommendations/> ).
- To check your browsers, use the [Blackboard Browser Checker](#) and ensure that you set permissions properly and have all the necessary plug-ins. (URL: [https://help.blackboard.com/Learn/Student/Getting\\_Started/Browser\\_Support/Browser\\_Checker](https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support/Browser_Checker) )
- Students must be able to use Marshall email, as well as the following tools in Blackboard: course messages, assignments, discussion board forums, tests, blogs, journals, wikis, and groups. Links to Blackboard Help and tutorials are available on the Start Here page and on the Tech Support tab in Blackboard.
- Virtual (VC) courses may require a webcam and microphone to use Blackboard Collaborate Ultra for synchronous meetings. For the best experience, Blackboard recommends Google Chrome browser or Mozilla Firefox browser.

Links to Blackboard Collaborate Help and Tutorials are on the Start Here page and on the Tech Support tab in Blackboard.

- [Adobe Acrobat Reader](https://get.adobe.com/reader/) may be needed to read some files. This plug-in is available free. (URL: <https://get.adobe.com/reader/> ) See the Tech Support tab in Blackboard for additional information and links.
- Students may be required to submit assignments as Microsoft Word documents (.docx), using the most recent Microsoft Office suite. Office 365 is available at no extra charge to students enrolled at MU. For information visit [Marshall IT: Office 365](http://www.marshall.edu/it/office365/) (URL: <http://www.marshall.edu/it/office365/> ).
- See the Tech Support tab in Blackboard for additional information on browsers, technology, and apps.
- Microsoft Teams <https://teams.microsoft.com/>. Can also be access via Office 365.

### Technology Assistance

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

- [Blackboard Support Center](http://marshall.edusupportcenter.com) (URL: <http://marshall.edusupportcenter.com>)
- Marshall [Information Technology \(IT\) Service Desk](http://www.marshall.edu/it/departments/it-service-desk/) (Help Desk) (URL: <http://www.marshall.edu/it/departments/it-service-desk/> )
  - Huntington: (304) 696-3200
  - South Charleston: (304) 746-1969
  - [Email the IT Service Desk](mailto:itservicedesk@marshall.edu) ([itservicedesk@marshall.edu](mailto:itservicedesk@marshall.edu))

### Helpful Links For students:

This course will meet using Microsoft Teams. To help you get started and orient you to Microsoft Teams, please complete the following prior to class:

- Watch a video to orient you to Microsoft Teams: <https://www.youtube.com/watch?v=OxfukizkyCA>.
- Download Microsoft Teams: <https://www.marshall.edu/it/office365/>
- Review the Quick Start Guide: <https://www.marshall.edu/collaborate/files/Teams-Quick-Guide.pdf>
- For overall Microsoft Teams Support: [Microsoft Teams Support](#)
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<b>Course student learning outcomes</b>	<b>How students will practice each outcome in this course</b>	<b>How student achievement of each outcome will be assessed in this course</b>
2.Students will identify and describe basic features of AAC related to message input, vocabulary organization and message output	AAC Proficiency Module 2 Case Study Assignments Quiz	AAC Proficiency Module 2 Case Study Assignments Quiz Simucase Prompts
3.Students will identify and develop a cognitive hierarchy for symbols and symbol selection procedures for AAC	Class Discussion Class Assignments Reading Assignments Lecture Research assignments	Module 1 & 2 Case Study Assignments Quiz
4.Students will identify members of AAC assessment team and the skills that need to be assessed in the evaluation process	Class Discussion Class Assignments Reading Assignments Lecture Research assignments Student led instruction	AAC Proficiency Module 2 Case Study Assignments Quiz Simucase Prompts
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7. Students will identify considerations for appropriate selection of devices for AAC populations (feature matching)	Class Discussion Class Assignments Reading Assignments Lecture Research assignments Student led instruction	AAC Proficiency Module 2 Case Study Assignments Quiz Simucase Prompts
1. Students will differentiate between sensory vs. behavioral deficits	Class Discussion Lecture Class assignments	Quiz Reflection Prompts
2. Students will identify characteristics of the sensory system and to determine appropriate strategies to employ in the clinical setting	Class Discussion Lecture Class assignments	Quiz Reflection
1. Students will identify characteristics of autism spectrum disorders in order to make an appropriate referral	Class Discussion Class Assignments Reading Assignments Lecture Research assignments Student led instruction	Quiz Prompts
2. Students will discuss the possible etiologies of autism	Class Discussion Class Assignments Reading Assignments Lecture Research assignments Student led instruction	Class Discussion Prompts
3. Students will discuss best assessment approaches in order to identify autistic characteristics	Class Discussion Class Assignments Reading Assignments Lecture Research assignments Student led instruction	Quiz Case Study Treatment Plan

Course student learning outcomes	How students will practice each outcome in this course	How student achievement of each outcome will be assessed in this course
4. Students will discuss intervention strategies that demonstrate best evidence-based practice for children on the autism spectrum	Class Discussion Class Assignments Reading Assignments Lecture Research assignments Student led instruction	Quiz Case Study Treatment Plan

## Course Requirements

### Course Requirements: Quizzes

1. AAC Foundations Quiz 1: Module 1=20 points
2. AAC Features Quiz 2: Module 2 = 20 points
3. AAC Assessment & Treatment/Comprehensive Quiz 3:  
Module 3 AAC Assessment and Module 4 AAC Treatment  
=60 points
4. Sensory Integration Module 5 & Autism Spectrum Disorders Module 6 Quiz 4=60 points

### Course Requirements/Grading Scale: Projects/Participation

Rubrics with detailed information on grading will be provided on a separate document

#### Course Requirements & Grades:

Final grade will be calculated based on total points

#### **Module 1: Introduction**

- AAC Case Study Assignment/Group Grade=30 points
- FIT =10 Points

#### **Module 2: Features**

- AAC Case Study Assignment/Group Grade=30 points

#### **Module 3: Assessment**

- Simucase/Jordan Proficiency 90% or above to get clock hours, 80% or above to pass for course =5 points
- Simucase Debriefing =30 points

#### **Module 4: Treatment**

- Case Study Treatment plan with citations/Individual Grade =30 points
- Individual Notebook =10 points

#### **Comprehensive AAC**

- AAC Proficiency- AAC Protocols→ Pass/Fail = 0 points

- Individual Notebook on AAC research=10 points  
(Microsoft Teams)

### **Module 5: Sensory Integration**

- Self-Reflection on your own sensory issues = 10 points

### **Module 6: Autism**

- Case Study Treatment plan with Citations/Individual Grade =20 points  
=33 points

### **PROMPTS Modules 1-6**

The final grade will be based on a percentage of total points available. The following scale:

90-100%=A    80-89%=B    70-79%=C    60-69%=D    <60=F

## **Course Design:**

The class will be organized in modules 1-6. Class content will be presented synchronously(live) and asynchronously (recorded content). Some lecture content will be uploaded for you to view when it is most convenient for you. There may be days where activities may be different for the live classroom vs. the virtual classroom. However, we will make sure both groups get an equal opportunity to partake of tasks/ exercises. However, all lectures conducted live will be recorded. The instructor hopes that the schedule is predictable in that you will attend class on the days and times required. You will be responsible for viewing uploaded information prior to class time. The prompt questions are designed to have you look at the material and add information by asking interesting and insightful questions, sharing research related information, or sharing individual experiences or opinions. The discussion during class time will primarily focus on these prompt questions. Therefore, questions that are more thought provoking will earn more points. There may also be class exercises where we employ breakout groups to perform an exercise/task or to pursue deeper class discussion and or participation.

Collaboration between students is difficult in this virtual environment so efforts to collaborate will be emphasized. A case study group grade will be required on Module 1 and Module 2 to encourage discussion and problem solving between students.

Online quizzes will be conducted during class time ONLY. You will be given a limited time to complete the exam. Each exam will be finished in its entirety. Class will continue live after Quiz 1 and 2. Quiz 3 On AAC Treatment and Assessment will only require taking the quiz for that day. Quiz 4 or the Final will be conducted during finals week.

Due Dates/Assignments due will always be on a Friday. Please refer to you class schedule regarding these due dates. The only exception will be the Partner

Augmented Role Play which will be during class time on Monday.

## **Grading Policy**

Assignments will be given with due dates. Failure to meet deadlines will result in 10% reduction of your grade per day. For example, if an assignment is worth 20 points and it's not turned in on the day it's due the highest score you *could* receive is an 18. If it is not received until the following day the highest score you could receive is a 16. Therefore, I strongly encourage you to turn in assignments on due dates following time deadlines. All assignments except for Class Notebooks (Microsoft Teams) will be turned into BB. Do not wait until the last minute to turn in assignments. If you are concerned that BB did not accept your assignment, you may turn it in as an e-mail as a last resort.

Prompts are low stake assignments and are worth 3 points. Failure to respond to prompt questions will result in a 0. Late admissions will not be accepted. Please set alarms to remind you of these due dates.

All projects will have a rubric and will be found on MU online. Assignment Directives will be uploaded onto Mu Online.

## **Attendance/Participation Policy**

Attendance will be required. If you are unable to attend either in person (if scheduled) or virtually online. Remember that this a synchronous course and obligations of class time and dates must be observed. It is imperative that you get a hold of me before the class date to let me know if you are unable to attend. Please contact me by phone or text. My phone number is 304-634-1030. If you do not contact me prior to class, could result in reduction of your grade if a pattern of non-attendance is observed (3 or more class periods). If the student misses several classes due to unexcused absences will result in 5% reduction in your grade. Excused absences are for illness, death in the family, university obligations. If you have a legitimate reason to miss a class, you are to discuss the issue with the instructor in advance and the instructor will decide if your absence is excused or unexcused. Since, many classes will be online, your boundaries may become blurred. Do not make appointments on the days and times that you are expected to be in class. At the writing of this syllabus, I plan to have all quizzes done during class time. It is imperative on the days of a quiz that you notify me in advance of your absence. If it is an excused absence the instructor will make other arrangements to assess class outcomes.

## **University Policies**

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

- Academic Dishonesty Policy
- Academic Dismissal Policy



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

## Course Schedule

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Week [or Lesson, Unit, etc.]	Activity/Assignment/Content	Points (Percentage)	Due Date/Group
8-24 Monday	Syllabus Case Study Groups/ Assignments Directives Assign groups Discuss BB and Microsoft Teams FIT Assignment Lecture Module 1 AAC		Group A
8-28 Friday	Prompt Question due	3 points	8-28
8-31 Monday	Class Discussion Will discuss prompt questions Lecture Module 1		Group B
9-4 Friday	Research FIT due PECS, Unity, Core, Lamp words for Life Prompt Question due	10 Points FIT  3 points	9-4
9-7	No class Lectures will be available Teams meeting with faculty per request		
9-11 Friday	Module 1 Case Study Due- Group Grade Prompt question due	30 points  3 points	9-11
9-14 Monday	Quiz on Module 1- class time Will discuss Module 2 Case Study Assignment Will discuss prompt questions Lecture Module 2		Group A Will take quiz online
9-18	Prompt Question Due	3 Points	9-18

Week [or Lesson, Unit, etc.]	Activity/Assignment/Content	Points (Percentage)	Due Date/Group
9-21	Will discuss Module 2 Case Study Assignment Will discuss prompt questions Lecture Module 2		Group B
9-25	Prompt Question Due	3 points	
9-28	Will discuss prompt questions Lecture Module 2 Will discuss questions re: Case Study 2		Group A
10-2	Case Study Group Project Module 2 Due	30 points	10-2
10-5	Quiz on Module 2 (class time) Lecture Module 3		Group B will take quiz online
10-9	Prompt Question Due	3 Points	10-9
10-12	Lecture Module 3 Discuss Simucase Pass with 80% & debriefing paper Will discuss prompt questions		Group A
10-16	Prompt Question due	3 points	10-16
10-19	Lecture Module 4 Will discuss prompt questions		Group B
10-23	Prompt Question Due	3 points	10-23
10-26	Module 4 Lecture Discussion Partner Augmented Input Role Plays	3 points (prompt rubric)	Group A
10-30	Jordan Simucase Due	25 points	10-30
11-2	Quiz Modules 3 & 4 AAC Sensory Integration Module 5 Lecture will be available on-line	60 points	Live class will not be required. All students will take quiz online.
11-6	Case Study Treatment Plan Individual Assignment Individual Notebooks reviewed-Microsoft Teams	30 points 10 points	11-6

Week [or Lesson, Unit, etc.]	Activity/Assignment/Content	Points (Percentage)	Due Date/Group
11-9	Module 5 Sensory Integration Lecture/Discussion Module 6 ASD Introduction Lecture Discussion of Treatment Plan ASD Assignment Discussion of Sensory Reflection assignment		Group A
11-13	Sensory reflection due Prompt Question due	10 points 3 points	11-13
11-16	Module 6 lectures available online ADOS Assessment exercise		Group B
11-20	Prompt Question due	3 points	11-20
11-23	Thanksgiving Break No class		
11-30	Module 4 Lecture Discussion Module 6 Treatment Plan Due	20 points	Virtual 20 points
012-4			12-4
12-7???	ASD Quiz Online during class time		Virtual

Note: The instructor reserves the right to change any part of the syllabus during the semester. Students will be notified of any changes.

## 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: \_\_\_\_\_ Dept/Division: \_\_\_\_\_ Alpha Designator/Number: \_\_\_\_\_ ☐ Graded ☐ CR/NC

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

### NEW COURSE DATA:

New Course Title: \_\_\_\_\_

Alpha Designator/Number: \_\_\_\_\_

Title Abbreviation: \_\_\_\_\_

(Limit of 25 characters and spaces)



Course Catalog Description:  
(Limit of 30 words)

Co-requisite(s): \_\_\_\_\_ First Term to be Offered: \_\_\_\_\_

Prerequisite(s): \_\_\_\_\_ Credit Hours: \_\_\_\_\_

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>4-2-20</u>
Registrar _____	Date _____
College Curriculum Chair _____ 	Date <u>4/2/2020</u>
Graduate Council Chair _____	Date _____

## Request for Graduate Course Addition - Page 2

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College: \_\_\_\_\_ Department/Division: \_\_\_\_\_ Alpha Designator/Number: \_\_\_\_\_

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.
  
  
  
  
  
  
  
  
  
  
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.
  
  
  
  
  
  
  
  
  
  
3. REQUIRED COURSE: If this course will be required by another department(s), identify it/them by name. Enter "**Not Applicable**" if 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.
  
  
  
  
  
  
  
  
  
  
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.
  
  
  
  
  
  
  
  
  
  
6. COURSE OBJECTIVES: (May be submitted as a separate document)

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

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

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

## **Request for Graduate Course Addition - Page 4**

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

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

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:

## 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: COSDept/Division: Forensic SciencesAlpha Designator/Number: CFS650☐ Graded ☐ CR/NCContact Person: John SammonsPhone: 304-696-7241

### NEW COURSE DATA:

New Course Title: Advanced Cyber Defense

Alpha Designator/Number:

C	F	S	6	5	0				
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Title Abbreviation:

A	d	v		C	y	b	e	r		D	e	f	e	n	s	e											
---	---	---	--	---	---	---	---	---	--	---	---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--

(Limit of 25 characters and spaces)

Course Catalog Description:  
(Limit of 30 words)

A advanced study cyber defense, including coverage of topics such as social engineering, authorization techniques, security models, trusted computing, network architecture security, operating system security, endpoint security, database security, and physical security,

Co-requisite(s): N/AFirst Term to be Offered: Spring 2022Prerequisite(s): N/ACredit Hours: 3Course(s) being deleted in place of this addition (*must submit course deletion form*): CFS 680 Course Deletion From Attached

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

Dept. Chair/Division Head


Date 4-2-20

Registrar

Date \_\_\_\_\_

College Curriculum Chair


Date 4/2/2020

Graduate Council Chair

Date \_\_\_\_\_

## Request for Graduate Course Addition - Page 2

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College: Science

Department/Division: Forensic Sciences

Alpha Designator/Number: DFIA 650

---

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.

Bill Gardner

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 Sample Syllabus

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

See Attached Sample Syallabus

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

See Attached Sample Syallabus

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

See Attached Sample Syallabus

## **Request for Graduate Course Addition - Page 4**

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

See Attached Sample Syllabus

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

Not a cross listed course.

### **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: Forensic Sciences

Course Number and Title: CFS 650 Advanced Cyber Defense

Catalog Description: A advanced study cyber security, including coverage of topics such as social engineering, authorization techniques, security models, trusted computing, network architecture security, operating system security, endpoint security, database security, and physical security,

Prerequisites: NA

First Term Offered: Spring 2021

Credit Hours: 3

**Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 1**

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. 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: COHP

Dept/Division: School of Nursing

Contact Person: Dr. Denise Landry

Phone: 696-2630

## Action Requested

Check action requested: ☐ Addition ☒ Deletion ☐ Change

Degree Program MSN program (GH 10)

Area of Emphasis GH 12: Family Nurse Pract/School Nurse


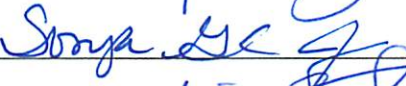

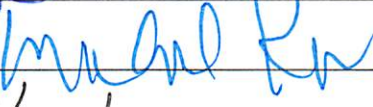

Effective Term/Year Fall 20 ☐ Spring 20 ☒ Summer 20 ☐

## Notifications

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

1. Statement of Non-Duplication: If this area of emphasis will be similar in title or content to an existing area of emphasis, please send a memo to the affected department/division and include a copy with this packet as well as the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimate of cost and time required to secure these items.

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

Dept. Chair/Division Head 	Date <u>10/12/20</u>
Registrar 	Date <u>10/13/2020</u>
College Curriculum Chair 	Date <u>10/14/20</u>
College Dean 	Date <u>10-14-20</u>
Graduate Council Chair 	Date <u>11/23/20</u>
Provost/VP Academic Affairs _____	Date _____
President _____	Date _____

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 2

---

1. Please provide a rationale for addition, deletion, change:

Area of Emphasis Code no longer in use: School Nurse Certification Program no longer offered.

2. Please describe any changes in curriculum:

Course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change.

NA

3. **Additional Resource Requirements:** If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this Area of Emphasis attach an estimate of the time and money required to secure these items. May attach separate page if needed

NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NA

4. **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.

NA

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



## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 3

---

### 5. **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)

NA

### 6. **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.

### 7. **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)

NA

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 4

---

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

Department:

Area of Emphasis Title:

Credit Hours:

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

Term to Take Effect: *(Fall, Spring, Summer/Year)*

Rationale:

Department: School of Nursing

Area of Emphasis Title: GH 12-Family Nurse Pract/School Nurse

Type of Change Requested: Deletion

Term to Take Effect: Spring 2021

Rationale: Area of emphasis no longer offered as School Nurse Certification is no longer offered

OCT 13 2020 PM 3:01

**Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 1**

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. 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: COHP

Dept/Division: School of Nursing

Contact Person: Dr. Denise Landry

Phone: 696-2630

## Action Requested

Check action requested: ☐ Addition ☒ Deletion ☐ Change

Degree Program MSN program (GH 10)

Area of Emphasis GN11: Nursing Administration

Effective Term/Year Fall 20 ☐ Spring 20 ☒ Summer 20 ☐

## Notifications

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

1. Statement of Non-Duplication: If this area of emphasis will be similar in title or content to an existing area of emphasis, please send a memo to the affected department/division and include a copy with this packet as well as the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimate of cost and time required to secure these items.

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

Dept. Chair/Division Head <u>Denise Landry</u>	Date <u>10/12/20</u>
Registrar <u>Sonya Lee</u>	Date <u>10/13/2020</u>
College Curriculum Chair <u>Will [Signature]</u>	Date <u>10/14/20</u>
College Dean <u>Michael [Signature]</u>	Date <u>10.14.20</u>
Graduate Council Chair <u>Lani [Signature]</u>	Date <u>11/23/20</u>
Provost/VP Academic Affairs _____	Date _____
President _____	Date _____

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 2

---

1. Please provide a rationale for addition, deletion, change:

Area of Emphasis Code no longer in use: This code has been replaced by GH 11

2. Please describe any changes in curriculum:

Course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change.

NA

3. **Additional Resource Requirements:** If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this Area of Emphasis attach an estimate of the time and money required to secure these items. May attach separate page if needed

NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NA

4. **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.

NA

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

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 3

---

### 5. **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)

NA

### 6. **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.

### 7. **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)

NA

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 4

---

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

Department:

Area of Emphasis Title:

Credit Hours:

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

Term to Take Effect: *(Fall, Spring, Summer/Year)*

Rationale:

Department: School of Nursing

Area of Emphasis Title: GN 11 -Nursing Administration

Type of Change Requested: Deletion

Term to Take Effect: Spring 2021

Rationale: Old code replaced by GH 11

OCT 13 2020 PM 3:01



# Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 1

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. 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: COHP

Dept/Division: School of Nursing

Contact Person: Dr. Denise Landry

Phone: 696-2630

Action Requested

Check action requested: ☐ Addition ☒ Deletion ☐ Change

Degree Program MSN program (GH 10)

Area of Emphasis GN12: Family Nurse Pract/School Nurse


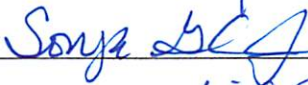
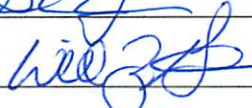
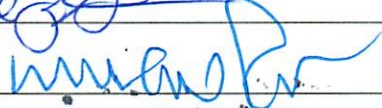
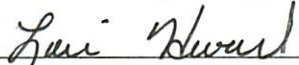
Effective Term/Year Fall 20 ☐ Spring 20 ☒ Summer 20 ☐

Notifications

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

1. Statement of Non-Duplication: If this area of emphasis will be similar in title or content to an existing area of emphasis, please send a memo to the affected department/division and include a copy with this packet as well as the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimate of cost and time required to secure these items.

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

Dept. Chair/Division Head 	Date <u>10/12/20</u>
Registrar 	Date <u>10/13/2020</u>
College Curriculum Chair 	Date <u>10/14/20</u>
College Dean 	Date <u>10-14-20</u>
Graduate Council Chair 	Date <u>11-23-20</u>
Provost/VP Academic Affairs _____	Date _____
President _____	Date _____

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 2

---

1. Please provide a rationale for addition, deletion, change:

Area of Emphasis Code no longer in use: School Nurse Certification Program no longer offered.

2. Please describe any changes in curriculum:

Course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change.

NA

3. **Additional Resource Requirements:** If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this Area of Emphasis attach an estimate of the time and money required to secure these items. May attach separate page if needed

NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NA

4. **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.

NA

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

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 3

---

### 5. **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)

NA

### 6. **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.

### 7. **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)

NA

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 4

---

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

Department:

Area of Emphasis Title:

Credit Hours:

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

Term to Take Effect: *(Fall, Spring, Summer/Year)*

Rationale:

Department: School of Nursing

Area of Emphasis Title: GN12-Family Nurse Pract/School Nurse

Type of Change Requested: Deletion

Term to Take Effect: Spring 2021

Rationale: Area of emphasis no longer offered as School Nurse Certification is no longer offered

OCT 13 2020 PM 3:01

# Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 1

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. 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: COHP

Dept/Division: School of Nursing

Contact Person: Dr. Denise Landry

Phone: 696-2630

## Action Requested

Check action requested: ☐ Addition ☒ Deletion ☐ Change

Degree Program MSN program (GH 10)

Area of Emphasis GN13: Family Nurse Practitioner




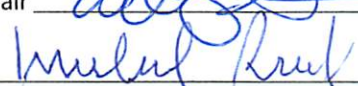

Effective Term/Year Fall 20 ☐ Spring 20 ☒ Summer 20 ☐

## Notifications

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

1. Statement of Non-Duplication: If this area of emphasis will be similar in title or content to an existing area of emphasis, please send a memo to the affected department/division and include a copy with this packet as well as the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimate of cost and time required to secure these items.

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

Dept. Chair/Division Head 	Date <u>10/12/20</u>
Registrar 	Date <u>10/13/2020</u>
College Curriculum Chair 	Date <u>10/14/20</u>
College Dean 	Date <u>10-14-20</u>
Graduate Council Chair 	Date <u>11/23/20</u>
Provost/VP Academic Affairs _____	Date _____
President _____	Date _____

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 2

---

1. Please provide a rationale for addition, deletion, change:

Area of Emphasis Code no longer in use: This code has been replaced by GH 13

2. Please describe any changes in curriculum:

Course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change.

NA

3. **Additional Resource Requirements:** If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this Area of Emphasis attach an estimate of the time and money required to secure these items. May attach separate page if needed

NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NA

4. **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.

NA

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

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 3

---

### 5. **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)

NA

### 6. **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.

### 7. **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)

NA



## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 4

---

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

Department:

Area of Emphasis Title:

Credit Hours:

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

Term to Take Effect: *(Fall, Spring, Summer/Year)*

Rationale:

Department: School of Nursing

Area of Emphasis Title: GN 13- Family Nurse Practitioner

Type of Change Requested: Deletion

Term to Take Effect: Spring 2021

Rationale: Old code replaced by GH 13

Page 2 of 2

1. The first step is to identify the problem or question that needs to be answered.

2. The second step is to gather the necessary information and data to solve the problem.

3. The third step is to analyze the information and data to determine the best solution.

4. The fourth step is to implement the solution and monitor the results.

5. The fifth step is to evaluate the results and make adjustments as needed.

OCT 13 2020 PM 3:01

**Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 1**

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. 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: COHP

Dept/Division: School of Nursing

Contact Person: Dr. Denise Landry

Phone: 696-2630

## Action Requested

Check action requested: ☐ Addition ☒ Deletion ☐ Change

Degree Program MSN program (GH 10)

Area of Emphasis GN14: Nursing Education


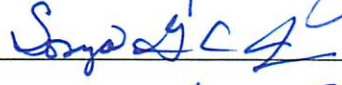

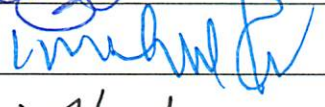
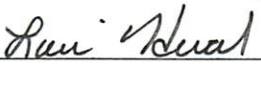
Effective Term/Year Fall 20 ☐ Spring 20 ☒ Summer 20 ☐

## Notifications

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

1. Statement of Non-Duplication: If this area of emphasis will be similar in title or content to an existing area of emphasis, please send a memo to the affected department/division and include a copy with this packet as well as the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimate of cost and time required to secure these items.

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

Dept. Chair/Division Head 	Date <u>10/12/20</u>
Registrar 	Date <u>10/13/2020</u>
College Curriculum Chair 	Date <u>10/14/20</u>
College Dean 	Date <u>10-14-20</u>
Graduate Council Chair 	Date <u>11/23/20</u>
Provost/VP Academic Affairs _____	Date _____
President _____	Date _____

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 2

---

1. Please provide a rationale for addition, deletion, change:

Area of Emphasis Code no longer in use: This code has been replaced by GH 14

2. Please describe any changes in curriculum:

Course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change.

NA

3. **Additional Resource Requirements:** If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this Area of Emphasis attach an estimate of the time and money required to secure these items. May attach separate page if needed

NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NA

4. **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.

NA

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

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 3

---

### 5. **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)

NA

### 6. **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.

### 7. **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)

NA

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 4

---

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

Department:

Area of Emphasis Title:

Credit Hours:

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

Term to Take Effect: *(Fall, Spring, Summer/Year)*

Rationale:

Department: School of Nursing

Area of Emphasis Title: GN 14 -Nursing Education

Type of Change Requested: Deletion

Term to Take Effect: Spring 2021

Rationale: Old code replaced by GH 14

OCT 13 2020 PM 3:01

**Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 1**

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. 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: COHP

Dept/Division: School of Nursing

Contact Person: Dr. Denise Landry

Phone: 696-2630

## Action Requested

Check action requested: ☐ Addition ☒ Deletion ☐ Change

Degree Program MSN program (GH 10)

Area of Emphasis GYH1: Family Nurse Practitioner


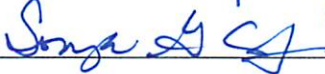


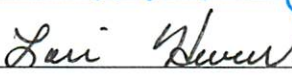
Effective Term/Year Fall 20 ☐ Spring 20 ☒ Summer 20 ☐

## Notifications

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Dept. Chair/Division Head 	Date <u>10/12/20</u>
Registrar 	Date <u>10/13/2020</u>
College Curriculum Chair 	Date <u>10/14/20</u>
College Dean 	Date <u>10-14-20</u>
Graduate Council Chair 	Date <u>11/23/20</u>
Provost/VP Academic Affairs _____	Date _____
President _____	Date _____



## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 2

---

1. Please provide a rationale for addition, deletion, change:

Area of Emphasis Code no longer in use: This code was replaced by GN 13, which was then replaced by GH 13

2. Please describe any changes in curriculum:

Course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change.

NA

3. **Additional Resource Requirements:** If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this Area of Emphasis attach an estimate of the time and money required to secure these items. May attach separate page if needed

NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NA

4. **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.

NA

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

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 3

---

### 5. **Current Catalog Description**

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(May attach separate page if needed)

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NA

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 4

---

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

Department:

Area of Emphasis Title:

Credit Hours:

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

Term to Take Effect: *(Fall, Spring, Summer/Year)*

Rationale:

Department: School of Nursing

Area of Emphasis Title: GYH1 Family Nurse Practitioner

Type of Change Requested: Deletion

Term to Take Effect: Spring 2021

Rationale: Area of Emphasis Code no longer in use: This code was replaced by GN 13, which was then replaced by GH 13

1. The first part of the document is a letter from the President of the United States to the Vice President, dated October 13, 2020. The letter discusses the current state of the country and the challenges we are facing. It also mentions the upcoming election and the importance of maintaining the integrity of the democratic process.

2. The second part of the document is a letter from the Vice President to the President, dated October 13, 2020. The letter discusses the current state of the country and the challenges we are facing. It also mentions the upcoming election and the importance of maintaining the integrity of the democratic process.

3. The third part of the document is a letter from the President to the Vice President, dated October 13, 2020. The letter discusses the current state of the country and the challenges we are facing. It also mentions the upcoming election and the importance of maintaining the integrity of the democratic process.

4. The fourth part of the document is a letter from the Vice President to the President, dated October 13, 2020. The letter discusses the current state of the country and the challenges we are facing. It also mentions the upcoming election and the importance of maintaining the integrity of the democratic process.

OCT 13 2020 PM 3:01

# Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 1

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. 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: COHP

Dept/Division: School of Nursing

Contact Person: Dr. Denise Landry

Phone: 696-2630

## Action Requested

Check action requested: ☐ Addition ☒ Deletion ☐ Change

Degree Program MSN program (GH 10)

Area of Emphasis GYH2: Nursing Administration




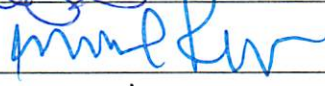
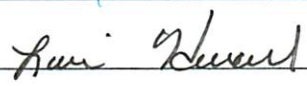
Effective Term/Year Fall 20 ☐ Spring 20 ☒ Summer 20 ☐

## Notifications

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

1. Statement of Non-Duplication: If this area of emphasis will be similar in title or content to an existing area of emphasis, please send a memo to the affected department/division and include a copy with this packet as well as the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimate of cost and time required to secure these items.

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

Dept. Chair/Division Head 	Date <u>10/12/20</u>
Registrar 	Date <u>10/13/2020</u>
College Curriculum Chair 	Date <u>10/14/20</u>
College Dean 	Date <u>10-14-20</u>
Graduate Council Chair 	Date <u>11/23/20</u>
Provost/VP Academic Affairs _____	Date _____
President _____	Date _____

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 2

---

1. Please provide a rationale for addition, deletion, change:

Area of Emphasis Code no longer in use: This code was replaced by GN 11, which was then replaced by GH 11

2. Please describe any changes in curriculum:

Course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change.

NA

3. **Additional Resource Requirements:** If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this Area of Emphasis attach an estimate of the time and money required to secure these items. May attach separate page if needed

NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NA

4. **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.

NA

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

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 3

---

### 5. **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)

NA

### 6. **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.

### 7. **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)

NA

## Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 4

---

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

Department:

Area of Emphasis Title:

Credit Hours:

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

Term to Take Effect: *(Fall, Spring, Summer/Year)*

Rationale:

Department: School of Nursing

Area of Emphasis Title: GYH2- Nursing Administration

Type of Change Requested: Deletion

Term to Take Effect: Spring 2021

Rationale: Area of Emphasis Code no longer in use: This code was replaced by GN 11, which was then replaced by GH 11



OCT 13 2020 PM 3:01

## 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: LCOB

Dept/Division: NA mm15

Current Alpha Designator/Number: IS 535

Contact Person: Nancy Lankton

Phone: 304-696-2656

## CURRENT COURSE DATA:

Course Title: Applied Health Care Databases

Alpha Designator/Number:

I	S			5	3	5			
---	---	--	--	---	---	---	--	--	--

Title Abbreviation:

A	p	p	I		H	e	a	l	t	h		C	a	r	e		D	t	b	s				
---	---	---	---	--	---	---	---	---	---	---	--	---	---	---	---	--	---	---	---	---	--	--	--	--

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 <u>[Signature]</u>	Date _____
Registrar <u>[Signature]</u>	Date <u>9/24/2020</u>
College Curriculum Chair <u>A. Munkhuyia Sessa [Signature]</u>	Date <u>9/25/2020</u> <sup>10-9-2020</sup>
Graduate Council Chair _____	Date _____

## Request for Graduate Course Change - Page 2

College: LCOB

Department/Division: NA mmls

Alpha Designator/Number: IS 535

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

Change in CATALOG TITLE: ☐ YES ☒ NO

From 



 (limited to 30 characters and spaces)

To

If Yes, Rationale



Change in COURSE ALPHA DESIGNATOR:

From: 







 To: 







☒ YES ☐ NO

If Yes, Rationale

Change in college from the College of Engineering and Computer Science to the Lewis College of Business. The alpha designator IS was used by the College of Engineering and the alpha designator HIN is used by the College of Business.
--

Change in COURSE NUMBER: ☐ YES ☒ NO

From: 







 To:

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: LCOB

Department: NA mmis

Course Number/Title IS 535 Applied Health Care Databases

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.

This course is required for the Graduate Certificate in Nursing Informatics and the Graduate Certificate in Online Data Analytics in Health Care, both of which are in the College of Business.  
this course can also be used as an elective in the College of Engineering. Interim Dean Dampier has approved the change--see attached email and letter.

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.

None

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.

No additional faculty are needed. The LCOB has three tenured faculty who teach in the Health Care area and faculty from other areas who can teach MIS and Health Informatics related courses.

## 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 ALPHA DESIGNATOR CHANGE

Department: LCOB *mms*  
Current Course Alpha Designator Number/Title: IS 535 Applied Health Care Databases  
New Course Alpha Designator Number/Title: HIN 535 Applied Health Care Databases  
Rationale: Change in College from the College of Engineering and Computer Science to the Lewis College of Business (LCOB)  
Catalog Description: To understand the logical and physical design of data stored and retrieved from relational databases, how they apply to health care, and how HIM professionals can effectively communicate business requirements.  
Credit hours: 3 credit hours

## 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: LCOB

Dept/Division: NA *mmis*

Current Alpha Designator/Number: IS 545

Contact Person: Nancy Lankton

Phone: 304-696-2656

## CURRENT COURSE DATA:

Course Title: Health Care Data Analytics

Alpha Designator/Number:

I S 5 4 5

Title Abbreviation:

H e a l t h C a r e D a t a A n a l y

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 <i>[Signature]</i>	Date _____
Registrar <i>[Signature]</i>	Date <i>9/24/2020</i> <i>10-9-2020</i>
College Curriculum Chair <i>[Signature]</i>	Date <i>9/25/2020</i>
Graduate Council Chair _____	Date _____

## Request for Graduate Course Change - Page 2

College: LCOB

Department/Division: NA *mm16*

Alpha Designator/Number: IS 545

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

Change in CATALOG TITLE: ☐ YES ☒ NO

From 



 (limited to 30 characters and spaces)

To

If Yes, Rationale



Change in COURSE ALPHA DESIGNATOR:

From: 







 To: 







☒ YES ☐ NO

If Yes, Rationale

Change in COURSE NUMBER: ☐ YES ☒ NO

From: 







 To:

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: LCOB

Department: NA mmis

Course Number/Title IS 545 Applied Health Care Databases

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.

This course is required for the Graduate Certificate in Online Data Analytics in Health Care, which is in the College of Business. this course can also be used as an elective in the College of Engineering. Interim Dean Dampier has approved the change--see attached email and letter.

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.

None

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.

No additional faculty are needed. The LCOB has three tenured faculty who teach in the Health Care area and faculty from other areas who can teach MIS and Health Informatics related courses.

## 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 ALPHA DESIGNATOR CHANGE

Department: LCOB *mm's*  
Current Course Alpha Designator Number/Title: IS 545 Health Care Data Analytics  
New Course Alpha Designator Number/Title: MIN 545 Health Care Data Analytics  
Rationale: Change in College from the College of Engineering and Computer Science to the Lewis College of Business (LCOB)  
Catalog Description: The course focuses on the systems, techniques, strategies and methods of big data analysis, data mining and machine learning algorithms and data visualization techniques in health care settings.  
Credit hours: 3 credit hours

## 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: LCOB      Dept/Division: MMIS      Current Alpha Designator/Number: IS 610

Contact Person: Nancy Lankton      Phone: 6-2656

### CURRENT COURSE DATA:

Course Title: IS 610 Systems Quality Assurance

Alpha Designator/Number: 

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Title Abbreviation: 

S	y	s	t	e	m	s		Q	u	a	i	t	y		A	s	s	u	r		
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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 <u>Nancy Lankton</u> <u>Wook Sung yoo</u>	Date <u>10/29/20</u>
Registrar <u>Song D. Song</u>	Date <u>10/29/2020</u>
College Curriculum Chair <u>Susan Lankton</u> <u>A. Mukherjee</u>	Date _____
Graduate Council Chair _____	Date _____

College: LCOB      Department/Division: MMIS      Alpha Designator/Number: JS 610

Change in CATALOG TITLE: ☐ YES ☒ NO

[illegible]

If Yes, Rationale	
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From: 

I	S		
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 To: 

M	I	S	
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☒ YES ☐ NO

If Yes, Rationale	Change in college from the College of Engineering and Computer Science to the Lewis College of Busines. The alpha designator IS was used by the College of Engineering and teh alpha designator MIS is used by the College of business.
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From: 

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 To: 

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If Yes, Rationale	
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From  Grade To  Credit/No Credit

Rationale	
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From See attached (The old description doesn't fit in this space)

To See attached.(The new description doesn't fit in this space)

If Yes Rationale	Change in the alpha designator for the prerequisite course from IS to MIS.
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## Request for Graduate Course Change - Page 3

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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: LCOB

Department: MMIS

Course Number/Title IS 610 Systems Quality Assurance

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.

This course is only required for the MS in Information Systems degree program. It is an elective in the TM IT AOE.

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.

None

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.

No additional faculty are needed. The LCOB has three tenured faculty who teach in the MIS area and faculty from other areas who can teach MIS-related courses.

## 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 ALPHA DESIGNATOR AND DESCRIPTION CHANGE

Department: MMIS

Current Course Number/Title: IS 610/Systems Quality and Assurance

New Course Number/Title: MIS 610/Systems Quality and Assurance

Rationale: Change in college from the College of Engineering and Computer Science to the Lewis College of Business (LCOB),

Catalog Description (Old): This course will cover the steps in developing enterprise IT policies, standards, guidelines and procedures while ensuring quality and compliance responsible for the design, implementation, and evaluation, and monitoring of a comprehensive system. Physical design of information systems; hardware selection; software design, database considerations; program development; software structuring techniques; cost/ performance trade-offs; system implementation; evaluation and optimization techniques. (PR: IS 605) Pre-req: IS 605 or IS 605G.

Catalog Description (New): This course will cover the steps in developing enterprise IT policies, standards, guidelines and procedures while ensuring quality and compliance responsible for the design, implementation, and evaluation, and monitoring of a comprehensive system. Physical design of information systems; hardware selection; software design, database considerations; program development; software structuring techniques; cost/ performance trade-offs; system implementation; evaluation and optimization techniques. (PR: MIS 605) Pre-req: MIS 605.



#### Old

This course will cover the steps in developing enterprise IT policies, standards, guidelines and procedures while ensuring quality and compliance responsible for the design, implementation, and evaluation, and monitoring of a comprehensive system. Physical design of information systems; hardware selection; software design, database considerations; program development; software structuring techniques; cost/ performance trade-offs; system implementation; evaluation and optimization techniques. (PR: IS 605) Pre-req: IS 605 or IS 605G.

#### New

This course will cover the steps in developing enterprise IT policies, standards, guidelines and procedures while ensuring quality and compliance responsible for the design, implementation, and evaluation, and monitoring of a comprehensive system. Physical design of information systems; hardware selection; software design, database considerations; program development; software structuring techniques; cost/ performance trade-offs; system implementation; evaluation and optimization techniques. (PR: MIS 605) Pre-req: MIS 605.

## 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: LCOB

Dept/Division: MMIS

Current Alpha Designator/Number: IS 622

Contact Person: Nancy Lankton

Phone: 6-2656

### CURRENT COURSE DATA:

Course Title: IS 622 Emerging Issues in Information Systems

Alpha Designator/Number:

I	S			6	2	2			
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Title Abbreviation:

E	m	e	r	g		T	e	c	h		i	n		I	S								
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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 <u>Nancy Lankton</u> <u>Wook Sung yoo</u>	Date <u>10/29/20</u>
Registrar <u>Sonye Lee</u>	Date <u>10/29/2020</u>
College Curriculum Chair <u>Susan Lankton</u> <u>A. Mukherjee</u>	Date _____
Graduate Council Chair _____	Date _____



## Request for Graduate Course Change - Page 3

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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

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Change in COURSE CONTENT: ☐ YES ☒ NO

From

To

Rationale

## Request for Graduate Course Change-Page 4

College: LCOB

Department: MMIS

Course Number/Title IS 622 Emerging Technologies in Information Systems

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.

This course is only required for the MS in Information Systems degree program. It is an elective in the TM IT AOE.

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.

None

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.)

No additional faculty are needed. The LCOB has three tenured faculty who teach in the MIS area and faculty from other areas who can teach MIS-related courses.

## 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 ALPHA DESIGNATOR AND DESCRIPTION CHANGE

Department: MMIS

Current Course Number/Title: IS 622/Emerging Technologies in Information Systems

New Course Number/Title: MIS 622/Emerging Technologies in Information Systems

Rationale: Change in college from the College of Engineering and Computer Science to the Lewis College of Business (LCOB),

Catalog Description (Old): older technologies that are still controversial and relatively undeveloped in potential (PR: IS 621) A continuation of IS 621. Tree, graph, and set structures; file structures for secondary storage; aspects of discrete mathematics. (PR: IS 621)

Pre-req: IS 621.

Catalog Description (New): This course will explore the emerging technologies in information systems. These technologies are generally new but include older technologies that are still controversial and relatively undeveloped in potential (PR: MIS 621) A continuation of MIS 621. Tree, graph, and set structures; file structures for secondary storage; aspects of discrete mathematics. (PR: MIS 621)

Pre-req: MIS 621

This course will explore the emerging technologies in information systems. These technologies are generally new but include older technologies that are still controversial and relatively undeveloped in potential (PR: MIS 621) A continuation of MIS 621. Tree, graph, and set structures; file structures for secondary storage; aspects of discrete mathematics. (PR: MIS 621)

Pre-req: MIS 621

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: LCOB Dept/Division: NA Amis Current Alpha Designator/Number: IS 624  
Contact Person: Nancy Lankton Phone: 304-696-2656

Course Title: IS 624 Data Warehousing

Alpha Designator/Number: 

1	S		6	2	4			
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Title Abbreviation: Data Warehousing

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 <u>you, now</u>	Date _____
Registrar <u>Sage CG</u> <u>110401</u>	Date <u>9/22/2020</u>
College Curriculum Chair <u>Su Sh</u> <u>A. Mukherjee</u>	Date <u>10-9-2020</u>
Graduate Council Chair _____	Date _____



## Request for Graduate Course Change - Page 2

College: LCOB

Department/Division: NA

Alpha Designator/Number: IS 624

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

Change in CATALOG TITLE: ☐ YES ☒ NO

[illegible][illegible]

If Yes, Rationale

**Change in COURSE ALPHA DESIGNATOR:**

From: I S To: M I S ☒ YES ☐ NO

If Yes, Rationale

Change in college from the College of Engineering and Computer Science to the Lewis College of Business. The alpha designator IS was used by the College of Engineering and the alpha designator MIS is used by the College of Business.

**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: LCOB

Department: NA

mmis

Course Number/Title IS 624 Data Warehousing

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.

This course is required for the MS in Information Systems degree program and is an elective in the TM Information Technology program. Dean Dampier has given his approval to move this course and TM students will be able to take the course with the changed alpha designator.

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.

None

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.

No additional faculty are needed. The LCOB has three tenured faculty who teach in the MIS area and faculty from other areas who can teach MIS-related courses.

## 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 ALPHA DESIGNATOR CHANGE

Department: LCOB *mm/s*  
Current Course Alpha Designator/Number/Title: IS 624 / Data Warehousing  
New Course Alpha Designator/Number/Title: MIS 624 / Data Warehousing  
Rationale: Change in College from the College of Engineering and Computer Science to the Lewis College of Business (LCOB)  
Catalog Description: A hands-on Introduction to the concepts and techniques of data warehousing and data mining. (PR: or Instructor's permission)  
Credit Hours: 3 credit hours

## 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: LCOB

Dept/Division: MMIS

Current Alpha Designator/Number: IS 681

Contact Person: Nancy Lankton

Phone: 6-2656

### CURRENT COURSE DATA:

Course Title: IS 681 Thesis

Alpha Designator/Number:

I	S			6	8	1			
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Title Abbreviation:

T	h	e	s	i	s														
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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 <u>Nancy Lankton</u> <u>Wook Sung yoo</u>	Date <u>10/29/20</u>
Registrar <u>Sonye. H. Lee</u>	Date <u>10/29/2020</u>
College Curriculum Chair <u>Susan Lankton</u> <u>A. Munkherjee</u>	Date _____
Graduate Council Chair _____	Date _____

## Request for Graduate Course Change - Page 2

College: LCOB

Department/Division: MMIS

Alpha Designator/Number: IS 681

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

Change in CATALOG TITLE: ☐ YES ☒ NO

From 



 (limited to 30 characters and spaces)

To

If Yes, Rationale



Change in COURSE ALPHA DESIGNATOR:

From: 







 To: 







☒ YES ☐ NO

If Yes, Rationale

Change in COURSE NUMBER: ☐ YES ☒ NO

From: 







 To:

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

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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: LCOB

Department: MMIS

Course Number/Title JS 681 Thesis

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.

This course is only required for the MS in Information Systems degree program.

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.

None

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.

No additional faculty are needed. The LCOB has three tenured faculty who teach in the MIS area and faculty from other areas who can teach MIS-related courses.



## 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 ALPHA DESIGNATOR AND DESCRIPTION CHANGE

Department: MMIS

Current Course Number/Title: IS 681/Thesis

New Course Number/Title: MIS 681/ Thesis

Rationale: Change in college from the College of Engineering and Computer Science to the Lewis College of Business (LCOB),

Catalog Description (Old): Investigate a research problem of theoretical interest and practical value under mentorship of a information systems and computer science faculty.

Grade Mode: Credit/No Credit Grade Only

Catalog Description (New): Investigate a research problem of theoretical interest and practical value under mentorship of a management information systems faculty.

Grade Mode: Credit/No Credit Grade Only

**Qualitative research**  
**Empirical research**

The way in which data is collected is a key factor in the choice of research method, with the use of either a qualitative or quantitative approach. Qualitative research is the collection and analysis of non-numerical data, such as text, images, or audio, to understand the meaning and context of human experiences. Quantitative research is the collection and analysis of numerical data, such as survey results or experimental data, to test hypotheses and make generalizations about a population.

Qualitative research is often used to explore the experiences and perspectives of individuals, while quantitative research is used to test hypotheses and make generalizations about a population. Both approaches have their strengths and weaknesses, and the choice of method depends on the research question and the nature of the data being collected.

In a qualitative study, the researcher is often interested in understanding the meaning and context of human experiences, while in a quantitative study, the researcher is often interested in testing hypotheses and making generalizations about a population.

In a qualitative study, the researcher is often interested in understanding the meaning and context of human experiences, while in a quantitative study, the researcher is often interested in testing hypotheses and making generalizations about a population.

**Quantitative research**  
**Empirical research**

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Quantitative research is often used to test hypotheses and make generalizations about a population, while qualitative research is used to explore the experiences and perspectives of individuals. Both approaches have their strengths and weaknesses, and the choice of method depends on the research question and the nature of the data being collected.

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In a quantitative study, the researcher is often interested in testing hypotheses and making generalizations about a population, while in a qualitative study, the researcher is often interested in understanding the meaning and context of human experiences.

**Qualitative research**  
**Empirical research**

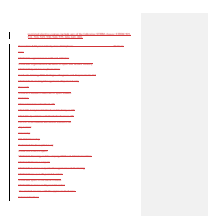
The way in which data is collected is a key factor in the choice of research method, with the use of either a qualitative or quantitative approach. Qualitative research is the collection and analysis of non-numerical data, such as text, images, or audio, to understand the meaning and context of human experiences. Quantitative research is the collection and analysis of numerical data, such as survey results or experimental data, to test hypotheses and make generalizations about a population.

Qualitative research is often used to explore the experiences and perspectives of individuals, while quantitative research is used to test hypotheses and make generalizations about a population. Both approaches have their strengths and weaknesses, and the choice of method depends on the research question and the nature of the data being collected.

In a qualitative study, the researcher is often interested in understanding the meaning and context of human experiences, while in a quantitative study, the researcher is often interested in testing hypotheses and making generalizations about a population.

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**194. Literaturverzeichnis**

**195. Anhang**

**196. Fazit**

**197. Literaturverzeichnis**

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**279. Anhang**

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**281. Literaturverzeichnis**

**282. Anhang**

**283. Fazit**

**284. Literaturverzeichnis**

**285. Anhang**

**286. Fazit**

## Sport Administration

### Program Description

The Sport Administration M.S. degree is a program in the School of Kinesiology with areas of emphasis in Sport Management or Recreation and Physical Activity. Graduates of this program are prepared to work in a variety of settings.

### Admission Requirements

Applicants 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](http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission).

[marshall.edu/graduate/admissions/how-to-apply-for-admission](http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission).

For **Full Admission** (submit all materials directly to Graduate Admissions office):

#### Option 1:

- an undergraduate Grade Point Average (GPA) of 3.0 or higher on a 4.0 scale for all previously completed undergraduate university work;
- ~~at least a 295 combined score on verbal and quantitative reasoning on the GRE or at least 500 on the GMAT.~~

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#### Option 2:

- If an applicant obtains an undergraduate Grade Point Average (GPA) of ~~3-32.75~~ or higher on a 4.0 scale for all previously completed undergraduate university work, the admissions examination of GRE or GMAT requirement may be waived.
- at least a 295 combined score on verbal and quantitative reasoning on the GRE or at least 500 on the GMAT.

A limited number of students may be admitted provisionally (see definition of Provisional Admission in this catalog):

- an undergraduate Grade Point Average (GPA) of 2.75 or higher on a 4.0 scale for all previously completed undergraduate university work;
- at least a 285 combined score on verbal and quantitative reasoning on the GRE or at least 500 on the GMAT.

### Program Requirements

If the thesis option is selected, the student must complete 32 hours, of which six hours are for the thesis. The non-thesis option requires the completion of 36 hours. However, both options require the successful passing of an oral comprehensive examination or thesis defense. ~~Programs illustrated as follows are the non-thesis option.~~

**Sport Management Area of Emphasis Non-thesis option**

**A. Core Courses (21-24 hrs)**

STHM 615 Legal Concern in Sport, Tourism and Hospitality Management (3 hrs.) ~~Legal Concern in PE and Athletics~~

STHM 652 Organizational Behavior of Sport and Leisure Industry (3 hrs.)

STHM 674 Sport Finance/Economics (3 hrs.)

STHM 675 Marketing Management of Sport Industry (3 hrs.)

**Research**

STHM 671 Research Methods in Sport Studies (3 hrs.)

**Statistics**

EDF ~~517-676~~ Statistical Methods (3 hrs.) OR

~~MGT 500 Analytical Methods and Techniques~~ OR

MGT 601 Quantitative Methods for Business (3 hrs.) OR

PH 621 Statistical Methods I (3 hrs.) OR

PSY 517 Intermediate Behavioral Statistics OR

STHM 552 Sport Analytics (3 hrs.) Or Equivalent

**Internship**

ESS 660 Internship (3 – 6 hrs.)

~~Restricted Electives (9 hrs.)~~

~~STHM 511 Ethics in Sport~~

~~STHM 516 Planning and Developing HPER and Athletic Facilities~~

~~STHM 540 Women in Sport~~

~~STHM 575 Seminar in Sports Management and Marketing~~

~~STHM 624 Issues in Physical Education~~

~~STHM 643 Sport in the Social Process~~

~~STHM 696 Seminar in Physical Education~~

~~Or selected courses with the approval of advisor.~~

~~External Electives~~

~~Graduate School of Management courses~~

~~or selected courses with the approval of advisor, 6 hrs.~~

**B. Area of Emphasis (12 - 15 hrs.) (Students must choose one)**

1. Sport Management -- Students will complete 9 hours of STHM restricted electives and 6 hours of graduate courses from Brad D. Smith School of Business or selected courses with the approval of advisor. STHM restricted elective courses include any of the following STHM classes: STHM 505, 511, 516, 525, 530, 540, 575, 624, 643, 696.

2. Recreation & Physical Activity -- Students will complete 12-15 hours of STHM restricted electives or selected courses with the approval of advisor. STHM

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restricted elective courses include any of the following STHM classes: STHM 505, 511, 516, 525, 530, 540, 575, 624, 643, 696.

Recreation & Physical Activity Area of Emphasis .....36 Hours

Core

STHM 615 Legal Concern in PE and Athletics

STHM 652 Organizational Behavior of Sport and Leisure Industry

STHM 674 Sport Finance/Economics

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STHM 675 Marketing Management of Sport Industry

Research

STHM 671 Research Methods in Sport Studies

Statistics

EDF 517 Statistical Methods OR

MGT 500 Analytical Methods and Techniques OR

MGT 601 Quantitative Methods for Business OR

PSY 517 Intermediate Behavioral Statistics OR

-Equivalent

Internship

ESS 660 Internship

Restricted Electives (15 hours)

STHM 511 Ethics in Sport

STHM 516 Planning and Developing HPER and Athletic Facilities

STHM 540 Women in Sport

STHM 575 Seminar in Sports Management and Marketing

STHM 624 Issues in Physical Education

STHM 643 Sport in the Social Process

STHM 696 Seminar in Physical Education

-Or selected courses with the approval of advisor.

External Electives



~~Selected courses with the approval of advisor, 6 hrs~~

**Thesis option**

A. Core Courses (24 hrs)

STHM 615    Legal Concern in Sport, Tourism and Hospitality Management (3 hrs.)

STHM 652    Organizational Behavior of Sport and Leisure Industry (3 hrs.)

STHM 674    Sport Finance/Economics (3 hrs.)

STHM 675    Marketing Management of Sport Industry (3 hrs.)

STHM 681    Thesis (6 hrs.)

Research

STHM 671    Research Methods in Sport Studies (3 hrs.)

Statistics

EDF 676    Statistical Methods (3 hrs.) OR

MGT 601    Quantitative Methods for Business (3 hrs.) OR

PH 621    Statistical Methods I (3 hrs.) OR

PSY 517    Intermediate Behavioral Statistics (3 hrs.) OR

STHM 552    Sport Analytics (3 hrs.) OR Equivalent

B. Restricted electives (8 hrs)

Students will complete 8 hours of selected courses with the approval of advisor.

## 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: Health Professions

Dept/Division: SOK-STHM

Contact Person: Jennifer Mak

Phone: 304-696-2927

Degree Program M.S. Sport Administration

Check action requested: ☐ Addition ☐ Deletion ☒ ChangeEffective 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 

Date 9-2-2020

College Curriculum Chair 

Date 10/12/20

College Dean 

Date 9-23-20

Graduate Council Chair 

Date 11/23/20

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

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

Update entry requirements, replace some courses that no longer exist, and clearly describe the course work of the thesis option

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)

Please see the attached pages

**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.

N/A

**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.

N/A

*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 the attached pages

### **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)

Please see the attached pages

## **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: School of Kinesiology -- Sport, Tourism and Hospitality Management

Major or Degree: M.S. Sport Administration

Type of Change: Update entry requirements, replace some courses that no longer exist, and clearly describe the course work of the thesis option

Rationale: Updated outdated courses and entry requirements

## Current Catalog 2019-2020

### Sport Administration

#### Program Description

The Sport Administration M.S. degree is a program in the School of Kinesiology with areas of emphasis in Sport Management or Recreation and Physical Activity. Graduates of this program are prepared to work in a variety of settings.

#### Admission Requirements

Applicants 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](http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission).

For **Full Admission** (submit all materials directly to Graduate Admissions office):

##### *Option 1:*

- an undergraduate Grade Point Average (GPA) of 3.0 or higher on a 4.0 scale for all previously completed undergraduate university work;
- at least a 295 combined score on verbal and quantitative reasoning on the GRE or at least 500 on the GMAT.

##### *Option 2:*

- If an applicant obtains an undergraduate Grade Point Average (GPA) of 3.3 or higher on a 4.0 scale for all previously completed undergraduate university work, the admissions examination of GRE or GMAT requirement may be waived.

A limited number of students may be admitted provisionally (see definition of Provisional Admission in this catalog):

- an undergraduate Grade Point Average (GPA) of 2.75 or higher on a 4.0 scale for all previously completed undergraduate university work;
- at least a 285 combined score on verbal and quantitative reasoning on the GRE or at least 500 on the GMAT.

#### Program Requirements

If the thesis option is selected, the student must complete 32 hours, of which six hours are for the thesis. The non-thesis option requires the completion of 36 hours. However, both options require the successful passing of an oral comprehensive examination or thesis defense. Programs illustrated as follows are the non-thesis option.

## **Sport Management Area of Emphasis**

### **Core**

STHM 615 Legal Concern in PE and Athletics

STHM 652 Organizational Behavior of Sport and Leisure Industry

STHM 674 Sport Finance/Economics

STHM 675 Marketing Management of Sport Industry

### **Research**

STHM 671 Research Methods in Sport Studies

### **Statistics**

EDF 517 Statistical Methods OR

MGT 500 Analytical Methods and Techniques OR

MGT 601 Quantitative Methods for Business OR

PSY 517 Intermediate Behavioral Statistics OR Equivalent

### **Internship**

ESS 660 Internship

### **Restricted Electives (9 hrs.)**

STHM 511 Ethics in Sport

STHM 516 Planning and Developing HPER and Athletic Facilities

STHM 540 Women in Sport

STHM 575 Seminar in Sports Management and Marketing

STHM 624 Issues in Physical Education

STHM 643 Sport in the Social Process

STHM 696 Seminar in Physical Education

Or selected courses with the approval of advisor.

### **External Electives**

Graduate School of Management courses

or selected courses with the approval of advisor, 6 hrs.



Recreation & Physical Activity Area of Emphasis .....36 Hours

Core

STHM 615 Legal Concern in PE and Athletics

STHM 652 Organizational Behavior of Sport and Leisure Industry

STHM 674 Sport Finance/Economics

STHM 675 Marketing Management of Sport Industry

Research

STHM 671 Research Methods in Sport Studies

Statistics

EDF 517 Statistical Methods OR

MGT 500 Analytical Methods and Techniques OR

MGT 601 Quantitative Methods for Business OR

PSY 517 Intermediate Behavioral Statistics OR Equivalent

Internship

ESS 660 Internship

Restricted Electives (15 hours)

STHM 511 Ethics in Sport

STHM 516 Planning and Developing HPER and Athletic Facilities

STHM 540 Women in Sport

STHM 575 Seminar in Sports Management and Marketing

STHM 624 Issues in Physical Education

STHM 643 Sport in the Social Process

STHM 696 Seminar in Physical Education

Or selected courses with the approval of advisor.

External Electives

Selected courses with the approval of advisor, 6 hrs.

***Minor in Sport Studies***

Interested students should contact the director of the Sport Administration program.

## **Proposed Catalog**

### **Sport Administration**

#### **Program Description**

The Sport Administration M.S. degree is a program in the Sport, Tourism and Hospitality Management unit within School of Kinesiology with areas of emphasis in Sport Management or Recreation and Physical Activity. Graduates of this program are prepared to work in a variety of settings.

#### **Admission Requirements**

Applicants 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](http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission).

For **Full Admission** (submit all materials directly to Graduate Admissions office):

#### ***Option 1:***

- an undergraduate Grade Point Average (GPA) of 3.0 or higher on a 4.0 scale for all previously completed undergraduate university work;

#### ***Option 2:***

- an undergraduate Grade Point Average (GPA) of 2.75 or higher on a 4.0 scale for all previously completed undergraduate university work; and
  - at least a 295 combined score on verbal and quantitative reasoning on the GRE or at least 500 on the GMAT.

A limited number of students may be admitted provisionally (see definition of Provisional Admission in this catalog):

- an undergraduate Grade Point Average (GPA) of 2.75 or higher on a 4.0 scale for all previously completed undergraduate university work; and
- at least a 285 combined score on verbal and quantitative reasoning on the GRE or at least 450 on the GMAT.

## **Program Requirements**

If the thesis option is selected, the student must complete 32 hours, of which six hours are for the thesis. The non-thesis option requires the completion of 36 hours. However, both options require the successful passing of a comprehensive examination or thesis defense.

### **Non-thesis option**

#### **A. Core Courses (21 - 24 hrs)**

STHM 615	Legal Concern in Sport, Tourism and Hospitality Management (3 hrs.)
STHM 652	Organizational Behavior of Sport and Leisure Industry (3 hrs.)
STHM 674	Sport Finance/Economics (3 hrs.)
STHM 675	Marketing Management of Sport Industry (3 hrs.)

#### **Research**

STHM 671	Research Methods in Sport Studies (3 hrs.)
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#### **Statistics**

EDF 676	Statistical Methods (3 hrs.) OR
MGT 601	Quantitative Methods for Business (3 hrs.) OR
PH 621	Statistical Methods I (3 hrs.) OR
PSY 517	Intermediate Behavioral Statistics (3 hrs.) OR
STHM 552	Sport Analytics (3 hrs.) OR Equivalent

#### **Internship**

STHM 660	Internship (3 – 6 hrs.)
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#### **B. Area of Emphasis (12 - 15 hrs.) (Students must choose one)**

1. **Sport Management** -- Students will complete 6-9 hours of STHM restricted electives and 6 hours of graduate courses from Brad D. Smith School of Business or selected courses with the approval of advisor. STHM restricted elective courses include any of the following STHM classes: STHM 505, 511, 516, 525, 530, 540, 575, 624, 643, and 696, etc.

2. **Recreation & Physical Activity** -- Students will complete 12-15 hours of STHM restricted electives or selected courses with the approval of advisor. STHM restricted elective courses include any of the following STHM classes: STHM 505, 511, 516, 525, 530, 540, 575, 624, 643, and 696, etc.

## **Thesis option**

### **A. Core Courses (24 hrs)**

STHM 615	Legal Concern in Sport, Tourism and Hospitality Management (3 hrs.)
STHM 652	Organizational Behavior of Sport and Leisure Industry (3 hrs.)
STHM 674	Sport Finance/Economics (3 hrs.)
STHM 675	Marketing Management of Sport Industry (3 hrs.)
STHM 681	Thesis (6 hrs.)

#### **Research**

STHM 671	Research Methods in Sport Studies (3 hrs.)
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#### **Statistics**

EDF 676	Statistical Methods (3 hrs.) OR
MGT 601	Quantitative Methods for Business (3 hrs.) OR
PH 621	Statistical Methods I (3 hrs.) OR
PSY 517	Intermediate Behavioral Statistics (3 hrs.) OR
STHM 552	Sport Analytics (3 hrs.) OR Equivalent

### **B. Restricted electives (8 hrs)**

Students will complete 8 hours of selected courses with the approval of advisor.

## ***Minor in Sport Studies***

Interested students should contact the director of the Sport Administration program.