

**ACCELERATED MASTER'S DEGREE (AMD)
Program Proposal**

Chair: Tracy Christofero

GC#10: AMD

Prepare **one** paper copy with all signatures and forward to the Graduate Council Chair. Additionally, send **one** identical ELECTRONIC COPY with all supporting documentation as an e-mail attachment by to the Graduate Council Chair for electronic distribution to the Graduate Council Curriculum Committee.

Guidelines for an AMD Proposal

Accelerated Master's Degree Programs may be developed between an undergraduate and graduate program in a single department, between two programs in a single school/college or between programs in two different schools/colleges. AMD programs enrich the opportunities of the best undergraduates at Marshall University, enabling them to earn a Bachelor's and Master's degree in much less time than it would take following the traditional path. **AMD students do not double count credits. They can take up to 12 graduate credits to be applied to the master's degree in place of 12 undergraduate elective credits. They will earn the undergraduate degree with up to 12 fewer credit hours, depending on how many graduate hours they take.**

Rationale: The proposal should identify the rationale or need for an AMD, and, if the undergraduate and graduate programs are in different departments, clarify how they are appropriate for the AMD.

Rationale: An AMD in M.S. Sport Administration pathway will help retain qualified BBA Sports Business students into our program. Enrichment of our current Master's program with talented and eligible students with strong academic backgrounds and boosting undergraduate student recruitment, as prospective students will see the chance toward two degrees in five years and, as a result, will join Marshall University. Note that this AMD will also be available to other LCOB undergraduate students. This is appropriate because there is no prerequisite for the M.S. Sport Administration program. In addition, the MS Sports Administration degree supplements all LCOB undergraduate majors and can expand students' career opportunities.

Admission Requirements: The proposal should state whether admission requirements for the AMD differ from regular admission requirements (e.g. waive test scores).

Admission Requirements: Students would be able to apply to an AMD in M.S. Sport Administration in their junior or senior year with a good standing with a minimum over-all grade point average of 3.3 and 3.3 in the major. All other admission requirement into the M.S. in Sport Administration would remain unchanged.

AMD Credits: The proposal may allow an undergraduate student to earn a maximum of 12 credits in approved graduate courses to be applied to the master's degree. **These 12 credits take the place of 12 undergraduate electives.** Please note the maximum allowed credits.

AMD Credits: 12 Credits

Curriculum: The proposal should show how a student can complete the Bachelor's degree **by lowering the number of undergraduate credits (up to 12) with up to 12 graduate credits that will apply to the master's degree.**

Curriculum: Students enrolled in the Accelerated Master's Degree in M.S. Sport Administration (AMD-MSSA) program can substitute up to a maximum of 12 credit graduate courses and can count for any BBA student or BA in General Business student. Students in the AMD-MSSA program will enroll in 12 credits from 500-level and 600-level STHM graduate courses during the Senior year. Specifically, the MS in Sport Administration Courses for the senior year of the B.B.A. will include but not be limited to the selection of the following courses: STHM 511, STHM 516, STHM 552, STHM 596, STHM 615, STHM 624, STHM 671, STHM 674 and STHM 675

Student Eligibility: AMD applicants must have a minimum over-all grade point average of 3.30 and 3.30 in the major. Programs may require a higher GPA. Please note your required GPA.

Student Eligibility: 3.30

**ACCELERATED MASTER'S DEGREE (AMD)
Program Proposal**

Chair: Tracy Christofero

GC#10: AMD

Prepare **one** paper copy with all signatures and forward to the Graduate Council Chair. Additionally, send **one** identical ELECTRONIC COPY with all supporting documentation as an e-mail attachment by to the Graduate Council Chair for electronic distribution to the Graduate Council Curriculum Committee.

Guidelines for an AMD Proposal

Accelerated Master's Degree Programs may be developed between an undergraduate and graduate program in a single department, between two programs in a single school/college or between programs in two different schools/colleges. AMD programs enrich the opportunities of the best undergraduates at Marshall University, enabling them to earn a Bachelor's and Master's degree in much less time than it would take following the traditional path. **AMD students do not double count credits. They can take up to 12 graduate credits to be applied to the master's degree in place of 12 undergraduate elective credits. They will earn the undergraduate degree with up to 12 fewer credit hours, depending on how many graduate hours they take.**

Rationale: The proposal should identify the rationale or need for an AMD, and, if the undergraduate and graduate programs are in different departments, clarify how they are appropriate for the AMD.

Rationale: It is well known that many students at Marshall University face tough hurdles in achieving their educational and career objectives. Shortening the time required for them to graduate and allowing them to complete as much of their preparation as possible at Marshall can greatly increase their chances of success. In addition, with the expecting shrinking of the college population in the coming years, we will have to develop programs designed to appeal to students in a wider geographic region, possibly even nationwide. An AMD integrated BS/MS program in Physics will help with both these goals.
A more detailed rationale is attached.

Admission Requirements: The proposal should state whether admission requirements for the AMD differ from regular admission requirements (e.g. waive test scores).

Admission Requirements: The GPA for regular admission is a 3.00 GPA. The AMD program will require a 3.30 GPA. As the GRE is not required for admittance to the Physics graduate program, it will not be required here either.

AMD Credits: The proposal may allow an undergraduate student to earn a maximum of 12 credits in approved graduate courses to be applied to the master's degree. **These 12 credits take the place of 12 undergraduate electives.** Please note the maximum allowed credits.

AMD Credits: 12

Curriculum: The proposal should show how a student can complete the Bachelor's degree **by lowering the number of undergraduate credits (up to 12) with up to 12 graduate credits that will apply to the master's degree.**

Curriculum: Because many classes within the undergraduate Physics program are offered on a 2-year rotation there will be some variation in the exact course sequence depending on when a student begins the AMD program. An curriculum example for both the thesis and non-thesis is attached. 11 hours of graduate credit applied to the undergraduate degree are required for the thesis option, 10 hours for the non-thesis option.

At a minimum this would consist of one of the core 600-level classes, a 600-level elective, and the Advanced Lab: PHY 544. In years in which the Advanced Lab is not offered in the student's Senior Lab, another core class or elective could be used without exceeding the 12 hour limit.

Student Eligibility: AMD applicants must have a minimum over-all grade point average of 3.30 and 3.30 in the major. Programs may require a higher GPA. Please note your required GPA.

Student Eligibility: 3.30

AMD Proposal: Physics

Summary:

It is well known that many students at Marshall University (MU) face tough hurdles in achieving their educational and career objectives. Shortening the time required for them to graduate and allowing them to complete as much of their preparation as possible at Marshall can greatly increase their chances of success. In addition, with the expecting shrinking of the college population in the coming years, we will have to develop programs designed to appeal to students in a wider geographic region, possibly even nationwide. An Accelerated Master's Degree (AMD) in Physics can contribute to both these goals.

Rationale:

Very few students in the Physics major plan to make a B.S. in Physics their final degree. Those with an interest in academia or pure research may go on to get a Ph.D., but those more interested in the private sector or teaching will predominately aim for an M.S. to increase their eligibility for higher ranking/paying positions.

The population of students that MU draws most heavily from faces many impediments to their eventual career goals: inadequate high school preparation; financial pressures; being a "first-generation" college student; close ties to family and the community. All this makes it more difficult for the students from the Appalachian region to continue their studies at institutions far from home, that offer this kind of program. Making it easier for them to obtain a graduate degree while at Marshall will have a profound positive impact on their future career.

Furthermore, most university programs are facing increased competition for students at a time when the demographic trends nationwide foretell a decreasing population of college students. Physics is no exception. In order to grow or even maintain the number of majors, more emphasis will need to be put on appealing to a wider range of potential students. Both of these goals can be facilitated with an AMD in Physics.

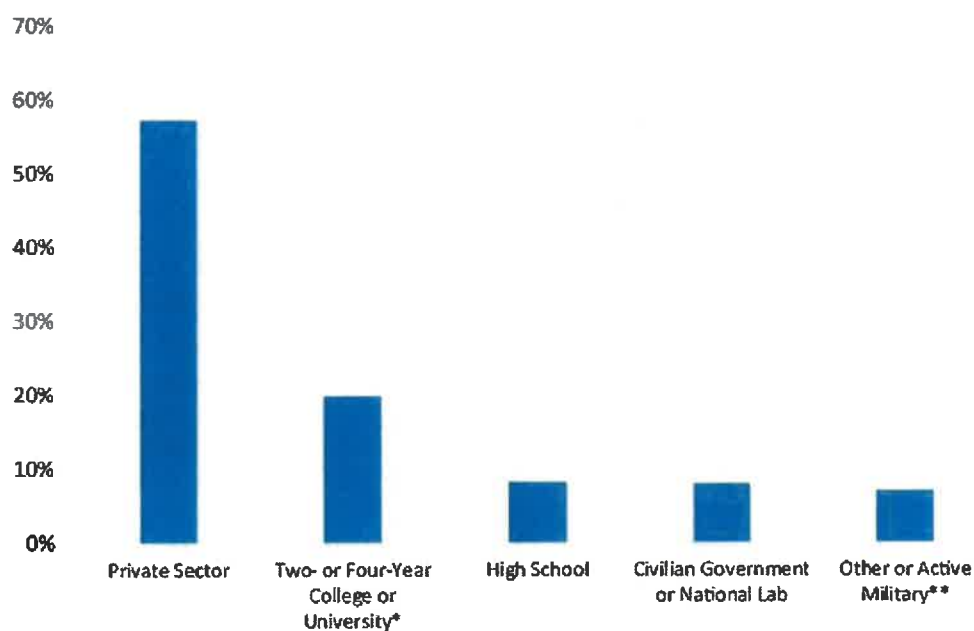
The most recent career surveys from the American Institute of Physics (AIP) are shown in Fig. 1. They clearly show that Physics M.S. degree holders are primarily employed in the private sector. Between this and high school and community college teaching, more than 2/3 are in careers where only the M.S. is required. Only about a third go on to get a Ph.D. or enroll in other graduate studies (Fig. 2).

This is largely because the average Physics student seeking a Ph.D. is accepted directly into a Ph.D. program with a Bachelor's degree. For the "best-of-the-best," an M.S. is, quite simply, a waste of time. It is a different group of students, with different educational needs, that has an interest in obtaining an M.S.

What are these students' needs? Most of them will be preparing for working in industry or business, often with the idea of moving up to a managerial position. Those preparing for high school teaching positions may desire to teach AP/IB classes at a better rate of pay with more placement options. Some students may also be interested in teaching at the community college level, which requires a Masters' degree.

Many of these students are very price conscious. They may have family obligations that make it difficult for them to continue in school, or they may need to take time off from working to improve their credentials. For these students, every extra semester increases the chances they will have to abandon their educational goals. A 5-year integrated degree could have a huge, positive impact on their lives.

Employment Distribution of Exiting Physics Masters One Year After Degree, Classes of 2016, 2017, & 2018 Combined



Exiting masters are individuals who, upon receiving their master's degrees, leave their current physics departments.

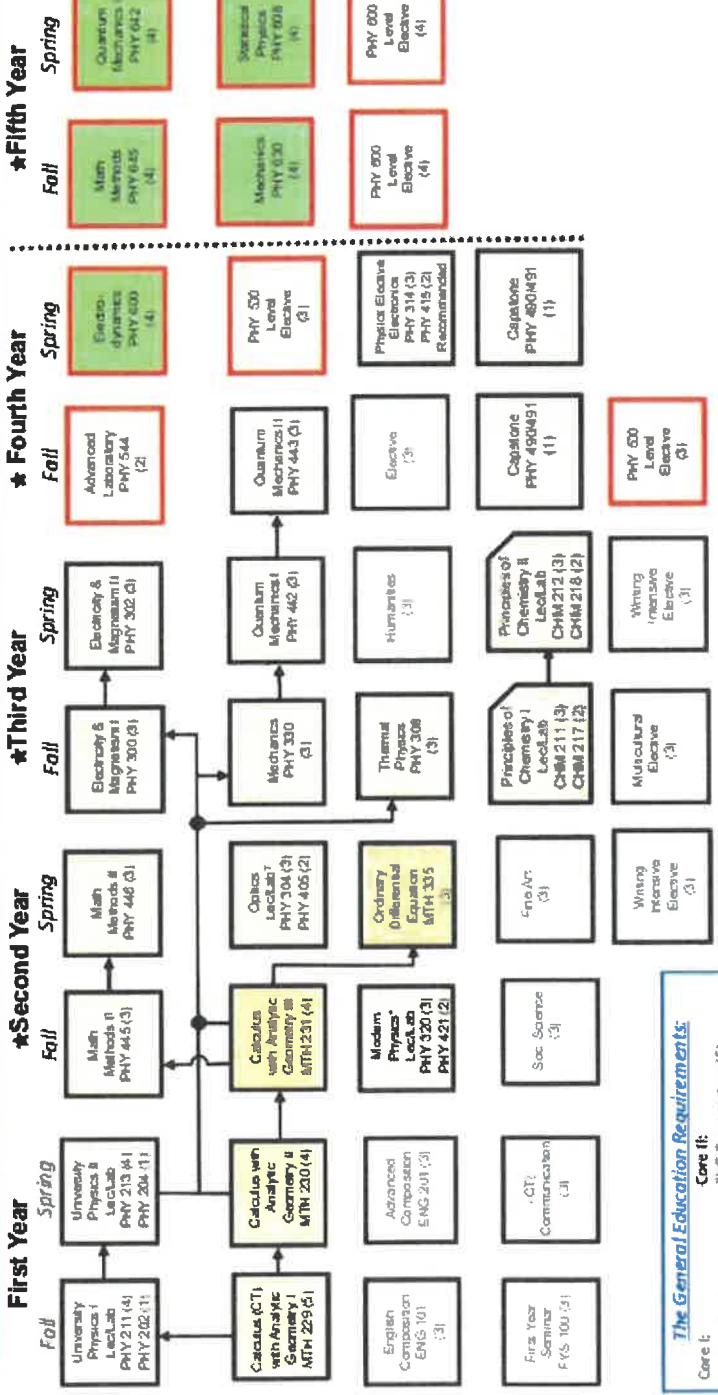
Figure includes US employed physics masters, including those who were employed part-time and not enrolled in a degree program and masters continuing in positions they held while pursuing their degrees. Other includes elementary and middle schools, health care facilities, and non-profit organizations. Figure based on responses from 349 individuals.

*Includes university-affiliated research institutes (UARI).

**Active military excludes those receiving their master's degrees from military academies.

Figure 1

5-year BS & MS in Physics: Sample Curriculum (Non-Thesis)



The General Education Requirements:

Core I:
 FYS 100 (3)
 100-200 level CT (6)
 Additional Requirements: Physical or Natural Science (4)
 Writing Intensive (6)
 Multicultural (3)
 International (3)

Core II:
 ENG Composition (6)
 Communication (3)
 Math (3)
 Physical or Natural Science (4)
 Social Science (3)
 Humanities (3)
 Fine Arts (3)

Modern Physics
 *Optics
 *Math Methods I
 *Solid State Physics

Math 335 is not required for the Math minor. If interested in mathematical proofs and picking up a minor in Math, take MTH 300 as one of your electives

(PR: PHY 203 or 213 and MTH 140 or MTH 230)
 (PR: PHY 203 or 213)
 (PR: PHY 203 or 213 and MTH 231 or permission)
 (CR/PR: PHY 320 or 442 or CHM 442)

18 credits	15 credits	15 credits	17 credits	17 credits	12 credits	14 credits	12 credits	11 credits
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- ★ Advanced physics courses are offered every two to three semesters; check with the Physics Department for availability.
- ★ Let Department Chair know if you have an interest in a particular elective course as soon as possible
- This is a sample curriculum only, the order of courses you take could be different depending on your year of entrance.
- All students must take 2 credit hours of capstone research

Course name
Course number
(credits)

Course requires a pre requisite (course number from side)

Nonrequired but strongly recommended

Required course

**Total Hours:
146**

If you have any transfer courses (up to 12 transfer credits may be allowed), you must attach a completed Application for Approval to Transfer Graduate Credit to this Plan of Study:

<http://www.marshall.edu/graduate/forms/applicationtotransfergraduatecredit.pdf>

NOTE: Your Advisor and the Graduate Dean MUST approve in writing any change in coursework or completion date on this Plan of Study.

LIST below graduate courses PROPOSED.

NOTE: If you are planning to transfer coursework from another institution, the Graduate College office must have the official transcripts on file before the end of your final semester/term. If we do not have these documents your graduation will be delayed.

Dept. Course No.	Course Title	Credit Hrs.	Grade
PHY 600	Electricity and Magnetism 1	4	
PHY 608	Statistical Mechanics	4	
PHY 630	Classical Mechanics	4	
PHY 642	Adv Quantum Mechanics	4	
PHY 645	Methods of Math Physics	4	
PHY 544	Advanced Laboratory	2	
PHY 500 level	Elective	3	
PHY 500 level	Elective	3	
PHY 600 level	Elective	4	
PHY 600 level	Elective	4	

Student signature _____ Date _____

Approvals:

Undergraduate Advisor _____ Date _____

Dean of Undergraduate College in which Student is Currently Enrolled _____ Date _____

Director of Graduate Studies _____ Date _____

Dean of Graduate College _____ Date _____

<p>Submit for Graduate Dean approval to:</p> <p style="text-align: right;">Graduate College Marshall University One John Marshall Drive 113 Old Main Huntington, WV 25755</p>

ACCELERATED MASTER'S DEGREE PLAN OF STUDY

LAST NAME FIRST NAME

ID NUMBER E-MAIL ADDRESS

DAYTIME PHONE

Anticipated Completion of Bachelor's Degree

FALL SPRING SUMMER YEAR

First Term of Enrollment as a Graduate Student

FALL SPRING SUMMER YEAR

Undergraduate Major

Hours Completed Overall GPA GPA in Major

Proposed Master's Program

Courses to be taken for graduate credit while enrolled as Undergraduate

TERM	YEAR	DEPARTMENT & COURSE NUMBER	NUMBER OF CREDIT HOURS	COURSE TITLE
Fall	Senior	PHY 544	2	Advanced Laboratory
Spring	Senior	PHY 600	4	Electricity and Magnetism 1
Spring	Senior	PHY 600 level	4	Elective

Term and year you plan to graduate from Master's program

NOTE: This declaration of intent to graduate at a specific time does not put you on the tentative Graduation List. You must still apply for graduation at the beginning of the semester/term in which you plan to graduate, pay the Diploma Fee at the Bursar's office, and return the Application to Graduate to the Graduate College office, Old Main 113. You must also have an approved Plan of Study on file in the Graduate College office before you apply for graduation. Applications for graduation are available online: http://www.marshall.edu/graduate/forms/ApplicationforGraduation_0309.pdf

Graduate Catalog of Record (Year): this is the catalog that is current for the semester/term during which you were admitted to your graduate degree program. You may choose a more recent catalog as your catalog of record.

Are you submitting a Thesis/D as part of your degree requirements? Yes No

If YES, and if your Thesis/D involves human subject research, you must review the requirements of the Marshall University Institutional Research Board (IRB) BEFORE you begin any data collection. <http://www.marshall.edu/graduate/etd/humanssubjectresearch.asp>

THE PURPOSE OF THIS PLAN OF STUDY IS TO DETAIL YOUR PROGRAM REQUIREMENTS FROM START TO FINISH. IT SHOULD INCLUDE ONLY THOSE COURSES REQUIRED BY YOUR DEGREE PROGRAM AND MAY INCLUDE ELECTIVE OR MINOR COURSES. DO NOT INCLUDE ANY UNDERGRADUATE COURSES. ONLY 6 HOURS OF CREDIT WITH A GRADE OF "C" CAN BE INCLUDED AND NO GRADE BELOW A "C." SOME PROGRAMS MAY HAVE MORE STRINGENT REQUIREMENTS. PLEASE REFER TO YOUR GRADUATE CATALOG OF RECORD WHEN COMPLETING THIS FORM.

Request for Graduate Non-Curricular Changes

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

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

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy to the Graduate Council Chair.
3. **The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.**

College: Science Dept/Division: CJCFS

Contact Person: Lauren R. Waugh Phone: 304-691-8940

Rationale for Request:

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

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 9-14-23

Registrar  Date 9-14-2023

College Curriculum Committee Chair  Date 9/29/23
(or Dean if no college curriculum committee)

Graduate Council Chair  Date 11/10/23

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

Request for Graduate Non-Curricular Changes – Page 3

- 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 2 - Current Catalog Entry - with markups

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 change - addition of an early assurance pathway for admission**

Department: **Criminal Justice, Criminology, and Forensic Sciences**

Degree program: **MS in Forensic Science**

Effective date (fall/spring/summer, year): **Fall 2024**

Applicant's personal statement providing reasons why he or she should be admitted to the Forensic Science program.

3 letters of recommendation on formal letterhead from individuals familiar with applicants' moral character, academic acumen and aptitude, integrity, and work ethic.

Applicants who do not meet the minimum GPA and/or GRE requirements may be considered for provisional admission, at the discretion of the program, when the capacity to admit provisional applicants exists. Full admission to the program, once an offer is made, is also contingent on successful completion of a background check, documentation of hepatitis B vaccination/titer or formal declination of vaccination, and receipt of other documentation required for enrollment.

Program Requirements

The FEPAC-accredited Master of Science degree in Forensic Science is a broad-science-based, five-consecutive semester curriculum. While all forensic science students are required to complete a research project, both thesis and non-thesis options are available.

Thesis Option: The thesis option stresses a research component where students conduct original research and prepare, as well as defend, a written thesis based on their investigative findings. The thesis option requires a minimum of FSC 685 Intro Research (3 credit hours) and FSC 681 Thesis (3 credit hours) in addition to the general Core Curriculum and a minimum of one Area of Emphasis. The thesis option often requires 1-2 additional semesters to complete. The students' research committee consists of a minimum of three working professionals or faculty skilled in the art with at least one external to the academic program. The students' thesis defense and presentation is in addition to the research project and associated activities described for the non-thesis option.

Non-Thesis Option: The research project associated with the non-thesis option is required of all forensic science students. Students electing the non-thesis option are required to successfully complete an applied research project during their summer internship which requires a research paper, as well as formal slide-based and poster presentations to be presented at regional or local meetings. The committee composition for the non-thesis option is similar to the thesis option.

Areas of Emphasis

The Forensic Science Program offers four areas of emphasis that students may complete to enhance the core curriculum. The student is required to complete at least one area of emphasis but may complete up to four. Completing multiple areas of emphasis is contingent on maintaining good academic standing while enrolled in the program. Students may choose from the following four Areas of Emphasis:

Crime Scene Investigation

The Crime Scene Investigation emphasis provides students with the tools and hands-on experience to excel and become leaders in their field. The Forensic Science program has its own Crime Scene House that allows students to obtain real-world experience and training through the completion of mock crime scene exercises.

Digital Forensics

Computers and other digital devices hold a wealth of information including text, digital images, audio and video, which can serve as key evidence for solving crimes. Forensic software programs

Select one of the following:

7-11

Crime Scene Investigation (p.)

Digital Forensics (p.)

DNA Analysis (p.)

Forensic Chemistry (p.)

Total Credit Hours

43-47

- Crime Scene Investigation (<http://catalog.marshall.edu/graduate/programs-az/science/forensic-science-ms/crime-scene-investigation/>)
- Digital Forensics (<http://catalog.marshall.edu/graduate/programs-az/science/forensic-science-ms/digital-forensics/>)
- DNA Analysis (<http://catalog.marshall.edu/graduate/programs-az/science/forensic-science-ms/dna-analysis/>)
- Forensic Chemistry (<http://catalog.marshall.edu/graduate/programs-az/science/forensic-science-ms/forensic-chemistry/>)

Applicant's personal statement providing reasons why he or she should be admitted to the Forensic Science program.

3 letters of recommendation on formal letterhead from individuals familiar with applicants' moral character, academic acumen and aptitude, integrity, and work ethic.

Applicants who do not meet the minimum GPA and/or GRE requirements may be considered for provisional admission, at the discretion of the program, when the capacity to admit provisional applicants exists. Full admission to the program, once an offer is made, is also contingent on successful completion of a background check, documentation of hepatitis B vaccination/titer or formal declination of vaccination, and receipt of other documentation required for enrollment.

Early Assurance Pathway

The Marshall University Forensic Science Graduate Program Early Assurance Program allows incoming high school seniors and College of Science undergraduate students to apply for acceptance into the Master of Science in Forensic Science Program. Successful applicants will be guaranteed a seat pending completion of all undergraduate requirements, earning a natural science degree, and satisfying program pre-requisites.

Admissions Requirements for Early Assurance Program

- Cumulative High School GPA of 3.5 on a 4.0 scale
- Three letters of reference/recommendation from high school or college teachers in STEM-related classes
- Minimum composite ACT of 24 or SAT composite score of 1160
- Personal statement discussing why the student wants to pursue Forensic Science as a career

Continuing Requirements

- Students must declare an undergraduate major in a natural science.
- Students must maintain a 3.0 GPA each semester (students may fall below a 3.0 GPA for a maximum of one semester during their undergraduate degree), achieve an overall cumulative undergraduate GPA of 3.0.
- Students should receive a B or higher on the pre-requisite courses however they may receive no more than 3 C's in the following courses: biology 1 lecture & lab (BSC 120 and 120L or BSC 120H and 120 LH), biology 2 lecture & lab (BSC 121 and 121L), chemistry 1 lecture & lab (CHM 211 & 217), chemistry 2 lecture & lab (CHM 212 and 218 or 218H), organic chemistry 1 lecture (CHM 355), organic chemistry 2 lecture (CHM 356), organic chemistry laboratory (CHM 361 OR 361H), physics 1 lecture & lab (PHY201 or 211 and 202), and physics 2 lecture & lab (PHY 203 or 213 and 204 or PHY 213). A grade of D or F in a pre-requisite course is not permitted. Pre-requisite courses required may be completed through Advanced Placement (AP) prior to graduating high school.
- Students who are accepted to the Early Assurance program and meet the admissions requirements for progression into the MSFS will not have to take the GRE.

Application Process

Digital Forensics

Computers and other digital devices hold a wealth of information including text, digital images, audio and video, which can serve as key evidence for solving crimes. Forensic software programs can be used to image digital storage media and the images can be analyzed using a variety of investigative software programs. Mobile phone forensics is an area that is emphasized in the forensic science courses, as well as investigation of computers and gaming devices. The opportunity to participate in hands-on experiences with investigative tools allows students to participate in mock investigations in preparation for careers in this exciting discipline.

DNA Analysis

The Marshall University Forensic Science Center is home to the academic program as well as a service-oriented DNA laboratory. This lab also serves as the Combined DNA Index System (CODIS) for West Virginia. The DNA emphasis exceeds the DNA Advisory Board standards by requiring a total of 8 graduate-level credit hours addressing the DNA guidelines.

Forensic Chemistry

Students pursuing careers in forensic drug analysis, toxicology, and trace evidence will benefit from the completion of the Forensic Chemistry emphasis. As some agencies may require 30 or more hours of chemistry coursework, the Forensic Chemistry emphasis provides additional education and hands-on training to meet these federal and state guidelines.

Other Requirements

In the third term, students are required to complete an approved research-based internship in a crime laboratory or other approved facility. In the fifth term, students are expected to pass a written, comprehensive examination.

Plan of Study

Core Curriculum

The core curriculum is required of all forensic science students to provide broad-based education and experience. The core curriculum includes:

Core Curriculum

Code	Title	Credit Hours
FSC 604	Genetics & DNA Technology	3
FSC 606	Crime Scene/Death Investigation	3
FSC 612	Intro Foren Micro/Trace	2
FSC 618	Forensic Comparative Sciences	2
FSC 622	Forensic Analytical Chem	3
FSC 623	Forensic Chemistry Laboratory	1
FSC 624	Biochemistry: Forensic Science	4
FSC 630	Internship	5
FSC 632	Found Fund Digital Forensics	3
FSC 665	Legal Court in Forensic	3

Attachment 3 – Proposed New Catalog Entry

Forensic Science, M.S.

Admission Requirements

Admission Policy

Entrance into the Forensic Science Program is restricted to the fall semester only. Applicant materials should be submitted as early as possible for priority consideration for the fall term. The program observes a rolling admission policy so that individuals may apply at any time. Applicants will be considered for admission while openings remain available for the program. Students who apply early have a better chance of admission than those who apply later in the admission cycle; however, it is not uncommon for applicants to be notified throughout the year. The complete application process includes:

Submission of the Marshall University graduate application available online at www.marshall.edu/graduate/admissions/how-to-apply-for-admission (<http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission/>).

Completion of a Free Application for Federal Student Aid (FAFSA) as soon after January 1 as possible at www.fafsa.ed.gov (<http://www.fafsa.ed.gov>).

Submission of official transcript(s) documenting that the applicant has:

Completed a bachelor's degree in a forensic or natural science, computer science, computer electronic or electrical engineering, information systems or information technology (or its equivalent coursework in a relevant field) from an accepted, accredited institution of higher learning.

Achieved an overall Grade Point Average of 3.0 or better on a 4.0 scale.

Completed 1 academic year of biology and its associated labs with no grade of less than a C.

Completed 1 academic year of general chemistry and its associated labs with no grade of less than C.

Completed 1 academic year of organic chemistry and its associated labs with no grade of less than C.

Completed 1 academic year of physics and its associated labs with no grade of less than C.

It should be noted that successful completion of an undergraduate course in biochemistry is recommended, but not required, prior to entry into this program.

Graduate Record Exam (GRE) Applicants should achieve a score of 150 or higher on the verbal and quantitative sections and a score of 3.5 or higher on the analytical writing section.

Formal Letters

- Students must complete the Early Assurance Program application and submit supporting materials to MU MSFS Admissions Committee, 1401 Forensic Science Dr., Huntington, WV 25701.
- Application must include:
 - Online application form
 - Personal statement discussing why the student wants to pursue Forensic Science as a career
 - Official high school transcript
 - Official undergraduate transcript (if applicable)
 - ACT or SAT scores
 - Three letters of reference/recommendation from high school or college teachers in STEM-related classes

Program Requirements

The FEPAC-accredited Master of Science degree in Forensic Science is a broad-science-based, five-consecutive semester curriculum. While all forensic science students are required to complete a research project, both thesis and non-thesis options are available.

Thesis Option: The thesis option stresses a research component where students conduct original research and prepare, as well as defend, a written thesis based on their investigative findings. The thesis option requires a minimum of FSC 685 Intro Research (3 credit hours) and FSC 681 Thesis (3 credit hours) in addition to the general Core Curriculum and a minimum of one Area of Emphasis. The thesis option often requires 1-2 additional semesters to complete. The students' research committee consists of a minimum of three working professionals or faculty skilled in the art with at least one external to the academic program. The students' thesis defense and presentation is in addition to the research project and associated activities described for the non-thesis option.

Non-Thesis Option: The research project associated with the non-thesis option is required of all forensic science students. Students electing the non-thesis option are required to successfully complete an applied research project during their summer internship which requires a research paper, as well as formal slide-based and poster presentations to be presented at regional or local meetings. The committee composition for the non-thesis option is similar to the thesis option.

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Digital Forensics

Approved Elective 3

Areas of Emphasis

Select one of the following: 7-11

Crime Scene Investigation (p.)

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- DNA Analysis (<http://catalog.marshall.edu/graduate/programs-az/science/forensic-science-ms/dna-analysis/>)
- Forensic Chemistry (<http://catalog.marshall.edu/graduate/programs-az/science/forensic-science-ms/forensic-chemistry/>)

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3. **The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.**

College: COEPD

Dept/Division: Curriculum and Instruction

Contact Person: Thomas Cooper

Phone: 304-746-1909

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

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 *Gina A. Henton* Date 9/1/2023

Registrar *Sonya [Signature]* Date _____

College Curriculum Committee Chair *McKenzie Brittain* Date 9/14/23
(or Dean if no college curriculum committee)

Graduate Council Chair *[Signature]* Date 11/10/23

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

- Has attained a composite score from a single administration of 25 on the American College Test (ACT) (prior to 1989); or
- Has attained a composite score of 26 from a single administration on the American College Test (ACT) (after 1989); or

9. SAT

- Has a 1035 on the Scholastic Achievement Test (SAT) (prior to 1995); or
- Has a 1125 on the re-centered SAT (effective April 1995); or
- Has a 1170 on the revised SAT using the combined Critical Reading and Math score (effective March 2005); or
- has attained from a single administration a New SAT score of 480 using the combined Evidence- Based Reading and Writing and a score of 530 in Math (effective May 2016); or

10. GRE

- Has attained from a single administration a combined score of 800 verbal and quantitative (tested prior to November 2011) on the Graduate Record Examination (GRE); or
- Has attained from a single administration at least a 286 (November 2011 or after) on the GRE; or
- Holds or has held a West Virginia Professional Certificate;

For exemption from the Reading and Writing Pre-Professional Skills Test only:

- Has attained a minimum combined score of 34 on the ACT enhanced exam (effective November 1989) in both English and Reading with a minimum individual score of 17 for each individual subject (English and Reading). Eligible scores for English and Reading on the ACT enhanced exam may be combined from multiple administrations of the exam; or
- Has attained from a single administration a New SAT score of 480 using the combined Evidence- Based Reading and Writing (effective May 2016)

For exemption from the Mathematics Pre-Professional Skills Test only:

- Has attained a minimum individual score of 21 on the ACT enhanced exam (effective November 1989) in mathematics during any administration of the test; or
- Has attained from a single administration an SAT score of 530 In Math effective (May 2016).

Students may enroll in graduate courses only after they have been fully admitted to the PBC program. All students must maintain a cumulative Grade Point Average of 3.0.

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.

Admission to PBC and Licensure Requirements

1. Candidates must have a bachelor's degree from an accepted, accredited institution (transcript required from degree-granting institution only)
2. Candidates must request a transcript analysis through a certification officer either in Huntington or South Charleston. An unofficial copy of the transcript may be used for the analysis. The analysis will identify the courses that can be used to meet content licensure requirements and the list of additional courses needed. Candidates must have at least 90% of the required content courses.
3. Candidates deciding to apply to the program after reviewing the transcript analysis 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. Students should apply as Certificate/Professional Development students and select the Post-Baccalaureate Teacher Certificate on the admissions form. Please note that all admissions documents must be submitted to Graduate Admissions before an applicant will be considered for admission.
4. In addition to university admission requirements, applicants must have an overall Grade Point Average (GPA) of 2.80 or higher on a 4.0 scale for all previously completed coursework and a GPA of 2.80 in the content area, ~~must meet the Praxis Core requirement.~~ Applicants who have an overall GPA of 2.5 or above, but below 2.80, may be granted provisional admission. Provisionally admitted applications will be granted full admission upon successful completion of 12 hours toward the approved plan of study with a GPA of 3.25 or higher, assuming that all other admission requirements are met.
5. ~~Applicants must take and pass all three subtests (reading, writing and math) of the Praxis Core prior to being admitted to the MAT program. The required Praxis Core scores are Reading = 156, Writing = 162, and Math = 150.~~
6. ~~Individuals may be exempt from the WVBE-required tests for pre-professional skills (Reading, Writing, Mathematics), provided they meet one of the following criteria:~~

- ~~• Has attained a minimum individual score of 21 on the ACT enhanced exam (effective November 1989) in mathematics during any administration of the test; or~~
- ~~• Has attained from a single administration an SAT score of 530 In Math effective (May 2016).~~

Students may enroll in graduate courses only after they have been fully admitted to the PBC program. All students must maintain a cumulative Grade Point Average of 3.0.

In the last semester of the program students will be enrolled in [EDF 677](#) MAT Level III Clinical Exper, a 15 week, full-time student teaching experience under the direct supervision of a certified teacher(s). Prerequisites for student teaching include the following:

- 3.0 GPA in all graduate PBC courses;
- completion of at least 90% of content courses (100% recommended);
- completion of [EDF 537](#) MAT Level I Clinical Exper and [EDF 637](#) MAT Level II Clinical Exper;
- completion of all PBC coursework and
- passing scores on the Praxis content test(s).

Before a candidate may apply for certification/licensure, he or she must ~~take and pass~~ or meet the waiver requirements for the Praxis: Core Academic Skills for Educators, Praxis: Content, and Praxis, Principles of Learning and Teaching (PLT) Grades 7-12. ~~The PLT may be taken during or following the final semester in the PBC program.~~

Upon completion of the PBC program and all testing requirements, the student should apply for licensure. The teaching license is awarded by the West Virginia Department of Education; however, the candidate must be recommended for licensure by the institution.

- completion of all PBC coursework and
- passing scores on the Praxis content test(s).

Before a candidate may apply for certification/licensure, he or she must pass or meet the waiver requirements for the Praxis: Core Academic Skills for Educators, Praxis: Content, and Praxis, Principles of Learning and Teaching (PLT) Grades 7-12.

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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: COEPD

Dept/Division: Curriculum and Instruction

Contact Person: Thomas Cooper

Phone: 304-746-1909

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

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Department/Division Chair *Gina A. Hester* Date 9/1/2023

Registrar *Sonja A. CJ* Date _____

College Curriculum Committee Chair *McKenzie Brittain* Date 9/14/23
(or Dean if no college curriculum committee)

Graduate Council Chair *D D L* Date 11/10/23

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

- SAT
 - Has a 1035 on the Scholastic Achievement Test (SAT) (prior to 1995); or
 - Has a 1125 on the re-centered SAT (effective April 1995); or
 - Has a 1170 on the revised SAT using the combined Critical Reading and Math score (effective March 2005); or
 - has attained from a single administration a New SAT score of 480 using the combined Evidence- Based Reading and Writing and a score of 530 in Math (effective May 2016); or
- GRE
 - Has attained from a single administration a combined score of 800 verbal and quantitative (tested prior to November 2011) on the Graduate Record Examination (GRE); or
 - Has attained from a single administration at least a 286 (November 2011 or after) on the GRE; or
 - Holds or has held a West Virginia Professional Certificate;

For exemption from the Reading and Writing Pre-Professional Skills Test only:

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- Has attained from a single administration a New SAT score of 480 using the combined Evidence- Based Reading and Writing (effective May 2016)

For exemption from the Mathematics Pre-Professional Skills Test only:

- Has attained a minimum individual score of 21 on the ACT enhanced exam (effective November 1989) in mathematics during any administration of the test; or
- Has attained from a single administration an SAT score of 530 In Math effective (May 2016).

Students may enroll in graduate courses only after they have been admitted to the university and the MAT program. All students must maintain a cumulative Grade Point Average of 3.0.

A Plan of Study approved by the student's advisor must be submitted for approval to the academic 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.

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.

Admission Requirements

Master of Arts in Teaching

Candidates must request a transcript analysis through a certification officer either in Huntington or South Charleston. An unofficial copy of the transcript may be used for the analysis. The analysis will identify the courses that can be used to meet content licensure requirements and the list of additional courses needed. Candidates must have at least 50% of the required content courses.

1. Candidates must hold a bachelor's degree from an accepted, accredited institution (transcript required from degree-granting institution only).
2. Candidates deciding to apply to the program after reviewing the transcript analysis 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. Please note that all admissions documents must be submitted to Graduate Admissions before an applicant will be considered for admission.
3. In addition to university admission requirements, applicants must have an overall Grade Point Average (GPA) of 2.80 or higher on a 4.0 scale for all previously completed coursework, and a GPA of 2.80 in the content area, and must meet the Praxis Core requirement (see below for exceptions). Applicants who have an overall GPA of 2.5 or above, but below 2.80, may be granted provisional admission. Provisionally admitted applications will be granted full admission upon successful completion of 12 hours toward the approved plan of study with a GPA of 3.25 or higher, assuming that all other admission requirements are met.
4. Applicants must take and pass all three subtests (reading, writing and math) of the Praxis Core prior to being admitted to the MAT program. The required Praxis Core scores are Reading = 156, Writing = 162, and Math = 150.
5. Individuals may be exempt from the WVBE-required tests for pre-professional skills (Reading, Writing, Mathematics), provided they meet one of the following criteria:
 - Holds a conferred bachelor's degree from an accredited institution of higher education with an overall cumulative minimum GPA of 3.0; or
 - ACT:
 - Has attained a composite score from a single administration of 25 on the American College Test (ACT) (prior to 1989); or

A Plan of Study approved by the student's advisor must be submitted for approval to the academic 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.

In the last semester of the program, students will be enrolled in [EDF 677](#) MAT Level III Clinical Exper, a 15- week, full-time student teaching experience under the direct supervision of a certified teacher(s). Prerequisites for student teaching include the following:

- 3.0 GPA in all graduate MAT courses;
- completion of at least 90% of content courses (100% recommended);
- completion of [EDF 537](#) MAT Level I Clinical Exper and [EDF 637](#) MAT Level II Clinical Exper Level I and II Clinical Experiences; and
- completion of all MAT coursework and the Praxis content test(s).

Before a candidate may apply for certification/licensure, he or she must ~~take and pass or meet~~ the waiver requirements for the Praxis: Core Academic Skills for Educators, Praxis: Content, and Praxis, Principles of Learning and Teaching (PLT) Grades 7-12. ~~The PLT may be taken during or following the final semester in the MAT program.~~

Upon completion of the MAT program and all testing requirements, the student should apply for licensure. The teaching license is awarded by the West Virginia Department of Education; however, the candidate must be recommended for licensure by the institution.

- completion of [EDF 537](#) MAT Level I Clinical Exper and [EDF 637](#) MAT Level II Clinical Exper Level I and II Clinical Experiences; and
- completion of all MAT coursework and the Praxis content test(s).

Before a candidate may apply for certification/licensure, he or she must pass the or meet the waiver requirements for the Praxis: Core Academic Skills for Educators, Praxis: Content, and Praxis, Principles of Learning and Teaching (PLT) Grades 7-12.

Upon completion of the MAT program and all testing requirements, the student should apply for licensure. The teaching license is awarded by the West Virginia Department of Education; however, the candidate must be recommended for licensure by the institution.

Request for Graduate Non-Curricular Changes

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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: COEPD Dept/Division: Leadership Studies

Contact Person: Dr. Barbara Nicholson Phone: 304-746-2094

Rationale for Request:

Requesting addition of information to be located on the Admission Requirements, Plan of Study, and Program Requirements catalog web page tabs. Information does not exist in current catalog section for Plan of study and Program Requirements. Information in Admission requirements section is incomplete and outdated.

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 *Conrae Lucas-Adkins* Date 09-27-23

Registrar *[Signature]* Date 9.27.23

College Curriculum Committee Chair *McKenzie Brittain* Date 9.28.23
(or Dean if no college curriculum committee)

Graduate Council Chair *[Signature]* Date 11/10/23

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.

Information does not exist in current catalog sections for program requirements and plan of study. For Admission Requirements, strike current verbiage, use attached.

Request for Graduate Non-Curricular Changes – Page 5

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

Type of change request: **addition and update of information for catalog description of program**

Department: **Leadership Studies**

Degree program: **Ed.D.**

Effective date (fall/spring/summer, year): **asap/next available**