

## 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: COB

Dept/Division: MKT/MIS/ENTR

Current Alpha Designator/Number: MIS698

Contact Person: Tracy Christofero

Phone: 746-2078

### CURRENT COURSE DATA:

Course Title: ITM Internship

Alpha Designator/Number:

M	I	S	6	9	8				
---	---	---	---	---	---	--	--	--	--

Title Abbreviation:

I	T	M		I	n	t	e	r	n	s	h	i	p						
---	---	---	--	---	---	---	---	---	---	---	---	---	---	--	--	--	--	--	--

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

EC Alonik

Date 11-2-22

Registrar



110401

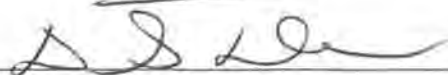
Date 11/7/2022

College Curriculum Chair

B.P. Yank 12/7

Date 1/10/2023

Graduate Council Chair



Date 3-16-23

Alpha Designator/Number: MIS698

Change in CATALOG TITLE: ☒ YES ☐ NO

[illegible]

If Yes, Rationale	The project management course from CECS (EM660) is in the MSIS Plan of Study, however, it is only taught once a year and it is only taught in-person. MIS670 is the recently approved COB project management class. We are requesting a catalog change to reflect the option for students to take either course.
-------------------	--

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: Business

Department: MKT/MIS/ENTR

Course Number/Title ITM Internship

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

NOT APPLICABLE

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

NOT APPLICABLE

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

NOT APPLICABLE

## Request for Graduate Course Change - Page 5

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

### COURSE DESCRIPTION CHANGE

Department:

Course Number and Title:

Rationale:

Course Description (old)

Course Description: (new)

Catalog Description:

### COURSE NUMBER CHANGE

Department:

Current Course Number/Title:

New Course Number:

Rationale:

Catalog Description:

Credit hours:

### COURSE TITLE CHANGE

Department:

Current Course Number/Title:

New Course Title:

Rationale:

Catalog Description:

### COURSE TITLE CHANGE

Department: MKT/MIS/ENTR

Current Course Number/Title: MIS698 ITM Internship

New Course Title: Internship

Rationale: The project management course from CECS (EM660) is already in the MSIS Plan of Study, however, it is only taught once per year and it is only taught in-person. MIS670 is the recently approved COB project management class. We are requesting a catalog change to reflect the option for students to take either course.

Catalog Description: Only the title is changing, not the description



## 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: COB

Dept/Division: MKT/MIS/ENTR

Current Alpha Designator/Number: MIS699

Contact Person: Tracy Christofero

Phone: 746-2078

### CURRENT COURSE DATA:

Course Title: ITM Capstone

Alpha Designator/Number: M I S 6 9 9

Title Abbreviation: I T M C a p s t o n e

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 SC AdamsDate 11-2-22Registrar William [Signature]

110401

Date 11/7/2022College Curriculum Chair B.P. Yarbuz [Signature]Date 11/10/2023Graduate Council Chair D [Signature]Date 3-16-23

College: Business      Department/Division: MKT/MIS/ENTRE      Alpha Designator/Number: MIS699

Change in CATALOG TITLE: ☒ YES ☐ NO

[illegible]

If Yes, Rationale	<p>When the Technology Management degree moved to the College of Business, it was thought the new degree might be named Information Technology Management (ITM), and the Internship and Capstone course titles were prefaced with "ITM". When the degree was instead named Information Systems, ITM was not relevant, so both courses need ITM removed from their titles to follow the same nomenclature as the Thesis course (MIS681).</p>
-------------------	---

From: 

--	--	--	--

 To: 

--	--	--	--

☐ YES ☒ NO

If Yes, Rationale	
-------------------	--

From: 

--	--	--	--

 To: 

--	--	--	--

If Yes, Rationale	
-------------------	--

Rationale	
-----------	--

From

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: Business

Department: MKT/MIS/ENTR

Course Number/Title ITM Capstone

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

NOT APPLICABLE

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

NOT APPLICABLE

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

NOT APPLICABLE

## Request for Graduate Course Change - Page 5

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

### COURSE DESCRIPTION CHANGE

Department:

Course Number and Title:

Rationale:

Course Description (old)

Course Description: (new)

Catalog Description:

### COURSE NUMBER CHANGE

Department:

Current Course Number/Title:

New Course Number:

Rationale:

Catalog Description:

Credit hours:

### COURSE TITLE CHANGE

Department:

Current Course Number/Title:

New Course Title:

Rationale:

Catalog Description:

### COURSE TITLE CHANGE

Department: MKT/MIS/ENTR

Current Course Number/Title: MIS699 ITM Capstone

New Course Title: Capstone

Rationale: When the Technology Management degree moved to the College of Business, it was thought the new degree might be named Information Technology Management (ITM), and the Internship and Capstone course titles were prefaced with "ITM". When the degree was instead named Information Systems, ITM was not relevant, so both courses need ITM removed from their titles to follow the same nomenclature as the Thesis course (MIS681).

Catalog Description: Only the title is changing, not the description

## Request for Graduate Addition, Deletion, or Change of a Certificate

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.**

**NOTE:** If proposing a new certificate, please read this first: [www.marshall.edu/graduate/graduatecouncil/certificatespolicy/certificatepolicy.pdf](http://www.marshall.edu/graduate/graduatecouncil/certificatespolicy/certificatepolicy.pdf)

College: **COEPD**

Dept/Division: **Counseling**

Contact Person: **Carol M. Smith; carol.smith@marshall.edu** Phone: **304-746-1921**


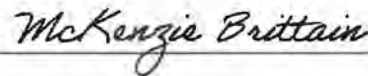

Name of Certificate **Violence Loss and Trauma (GXEH)**

Check action requested: ☐ Addition ☐ Deletion ☒ Change

Effective Term/Year      Fall 20       Spring 20       Summer 20

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

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

Dept. Chair/Division Head  <small>Jonathan Lent (Dec 5, 2022 14:50 EST)</small>	Date <b>12/5/2022</b>
College Curriculum Chair 	Date <b>1/26/2023</b>
College Dean <b>Teresa R. Eagle</b> <small>Digitally signed by Teresa R. Eagle Date: 2023.01.28 14:24:03 -05'00'</small>	Date _____
Graduate Council Chair 	Date <b>3-16-23</b>
Provost/VP Academic Affairs _____	Date _____
Presidential Approval _____	Date _____

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

---

Please provide a rationale for addition, deletion, change:

COUN 687 Trauma and Restorative Justice in Schools and Communities fits into the Violence, Loss and Trauma Certificate as an elective because it provides a set of counseling and intervention skills for both Certified School Counselors and Licensed Professional Counselors to reduce the effects of traumatic stress for all involved parties by intentionally fostering the restoration of healthy relationships through reconciliation with victims and the community at large.

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.

COUN 687 Trauma and Restorative Justice in Schools and Communities

[Elective]

3 Credit hours

Critically examines restorative justice practices and principles in the context of traumatic stress. Reviews restorative justice both in school systems and in community settings, highlighting current best clinical practices and recent research.

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

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

NONE

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

Please see attached verification from other Marshall programs.

***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 Certificate-Page 3

---

### 3. **Current Catalog Description**

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

See attached Current Catalog Description

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

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

### 5. **New Catalog Description**

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

See attached Clean Catalog Description



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

---

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:

Name of Certificate:

Credit Hours:

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

Rationale:

Department: Counseling

Name of Certificate: Violence Loss and Trauma Certificate

Credit Hours: 3

Type of Change: Elective course addition

Rationale: COUN 687 Trauma and Restorative Justice in Schools and Communities fits into the Violence, Loss and Trauma Certificate as an elective because it provides a set of counseling and intervention skills for both Certified School Counselors and Licensed Professional Counselors to reduce the effects of traumatic stress for all involved parties by intentionally fostering the restoration of healthy relationships through reconciliation with victims and the community at large.


# Change in VoLT Certificate-2022-2023

Final Audit Report

2022-12-05

Created:	2022-12-05
By:	Carol Smith (carol.smith@marshall.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAqQ0rwo8jmUxhgS9S8Ryi7ftrIC7fGT2L

## "Change in VoLT Certificate-2022-2023" History

-  Document created by Carol Smith (carol.smith@marshall.edu)  
2022-12-05 - 7:21:18 PM GMT- IP address: 206.212.61.250
-  Document emailed to Jonathan Lent (lentj@marshall.edu) for signature  
2022-12-05 - 7:26:42 PM GMT
-  Email viewed by Jonathan Lent (lentj@marshall.edu)  
2022-12-05 - 7:29:40 PM GMT- IP address: 73.40.52.246
-  Document e-signed by Jonathan Lent (lentj@marshall.edu)  
Signature Date: 2022-12-05 - 7:30:08 PM GMT - Time Source: server- IP address: 73.40.52.246
-  Agreement completed.  
2022-12-05 - 7:30:08 PM GMT



Powered by  
**Adobe**  
Acrobat Sign

## **Supplemental Information for GC#2: Certificate Request for Graduate Addition, Deletion, or Change of Certificate**

### **Violence, Loss, and Trauma Certificate of Advanced Studies Counseling Program Marshall University**

December 5, 2022 for Fall 2023

Contact: Carol M. Smith; [carol.smith@marshall.edu](mailto:carol.smith@marshall.edu); 304-746-1921

#### **Item 3: *Current* Catalog Description:**

#### **VoLT Certificate Electives Currently:**

##### **COUN 683 Psychophys of Trauma      3 Credit hours**

This course explores effects of trauma on the central nervous system, psychomotor abilities and physiological and emotional responses to trauma, PTSD, traumatic injury.

**Pre-req:** COUN 682.

**Grade Mode:** Normal Grading Mode

##### **COUN 684 Treating Complex Trauma & Loss      3 Credit hours**

This course focuses on the treatment of complex trauma and loss, through investigation of trauma theory, phases of post-traumatic recovery, evidence-based treatment, and practice implications for complex cases.

**Pre-req:** COUN 556 with a minimum grade of C and COUN 682 with a minimum grade of C.

**Grade Mode:** Normal Grading Mode

##### **COUN 685 Military Cult & Treat Vets      3 Credit hours**

This course is designed to introduce students to the nature of military culture, the unique challenges of deployment and re-entry for both military personnel and their families, and various mental health best practices specific to those affected with combat-related PTSD, TBI, and other traumatic injury.

**Pre-req:** COUN 682.

**Grade Mode:** Normal Grading Mode



**COUN 686 Trauma and Suffering      3 Credit hours**

This course focuses on existential suffering caused by traumatic stress, and the counseling needs of affected individuals. It explores the nature of suffering, as well as a variety of philosophical, religious, and theoretical approaches to suffering. The course presents best practices for clinical approaches within professional counseling.

**Pre-req:** COUN 556 and COUN 682.

**Grade Mode:** Normal Grading Mode

**Item 4: *Edits to the Current Description:* [VoLT Certificate Electives with the new elective course (COUN 687 Trauma and Restorative Justice in Schools and Communities)]**

**COUN 683 Psychophys of Trauma      3 Credit hours**

This course explores effects of trauma on the central nervous system, ~~psychomotor~~ psychomotor abilities and physiological and emotional responses to trauma, PTSD, and traumatic injury.

**Pre-req:** COUN 682.

**Grade Mode:** Normal Grading Mode

**COUN 684 Treating Complex Trauma & Loss      3 Credit hours**

This course focuses on the treatment of complex trauma and loss, through investigation of trauma theory, phases of post-traumatic recovery, evidence-based treatment, and practice implications for complex cases.

**Pre-req:** COUN 556 with a minimum grade of C and COUN 682 with a minimum grade of C.

**Grade Mode:** Normal Grading Mode

**COUN 685 Military Cult & Treat Vets      3 Credit hours**

This course is designed to introduce students to the nature of military culture, the unique challenges of deployment and re-entry for both military personnel and their families, and various mental health best practices specific to those affected with combat-related PTSD, TBI, and other traumatic ~~injury~~ injuries.

**Pre-req:** COUN 682.

**Grade Mode:** Normal Grading Mode

**COUN 686 Trauma and Suffering      3 Credit hours**

This course focuses on existential suffering caused by traumatic stress, and the counseling needs of affected individuals. It explores the nature of suffering, as well as a variety of philosophical, religious, and theoretical approaches to suffering. The course presents best practices for clinical approaches within professional counseling.

**Pre-req:** COUN 556 and COUN 682.

**Grade Mode:** Normal Grading Mode

**COUN 687 Trauma and Restorative Justice in Schools and Communities**

**3 Credit hours**

Critically examines restorative justice practices and principles in the context of traumatic stress. Reviews restorative justice both in school systems and in community settings, highlighting current best clinical practices and recent research.

**Pre-req:** COUN 654 and COUN 682.

**Grade Mode:** Normal Grading Mode

## **Item 5: *New Catalog Description:***

**COUN 683 Psychophys of Trauma      3 Credit hours**

This course explores effects of trauma on the central nervous system, psychomotor abilities and physiological and emotional responses to trauma, PTSD, and traumatic injury.

**Pre-req:** COUN 682.

**Grade Mode:** Normal Grading Mode

**COUN 684 Treating Complex Trauma & Loss      3 Credit hours**

This course focuses on the treatment of complex trauma and loss, through investigation of trauma theory, phases of post-traumatic recovery, evidence-based treatment, and practice implications for complex cases.

**Pre-req:** COUN 556 with a minimum grade of C and COUN 682 with a minimum grade of C.

**Grade Mode:** Normal Grading Mode

**COUN 685 Military Cult & Treat Vets      3 Credit hours**

This course is designed to introduce students to the nature of military culture, the unique challenges of deployment and re-entry for both military personnel and their families, and various mental health best practices specific to those affected with combat-related PTSD, TBI, and other traumatic injuries.

**Pre-req:** COUN 682.

**Grade Mode:** Normal Grading Mode

**COUN 686 Trauma and Suffering      3 Credit hours**

This course focuses on existential suffering caused by traumatic stress, and the counseling needs of affected individuals. It explores the nature of suffering, as well as a variety of philosophical, religious, and theoretical approaches to suffering. The course presents best practices for clinical approaches within professional counseling.

**Pre-req:** COUN 556 and COUN 682.

**Grade Mode:** Normal Grading Mode



**COUN 687 Trauma and Restorative Justice in Schools and Communities**

**3 Credit hours**

Critically examines restorative justice practices and principles in the context of traumatic stress. Reviews restorative justice both in school systems and in community settings, highlighting current best clinical practices and recent research.

**Pre-req:** COUN 654 and COUN 682.

**Grade Mode:** Normal Grading Mode

## 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: College of Science Dept/Division: Cyber Forensics & Security

Contact Person: Josh Brunty Phone: 304-690-1397

Rationale for Request:

The program wishes to modify the graduate admissions requirements to modify the following in the graduate admission standards

- 1) Modify Option A admission standards to to provide a GRE waiver if an incoming student has a 3.3 undergraduate grade point average or already possesses a graduate degree. Additionally, information is being added into the catalog entry concerning deadlines to apply to the program in addition to a paragraph on how applicants should follow the graduate admissions process as described in the graduate catalog.
- 2) Letters of references required changed from three (3) to two (2).
- 3) Modify both Option A and Option B admission standards to include additional language added under "Personal Statement" that instructs the applicant to compose a statement of about 500 words.
- 4) Modification to Option B "Professional Portfolio" requirements to include code/script examples and current/prior research.
- 5) Additional statements on provisional and conditional admission and enrollment and assistantships and financial support.

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 11-8-2022

Registrar  Date 11/8/2022

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

Graduate Council Chair  Date 3-16-23

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.

See attached PDF form

### **Request for Graduate Non-Curricular Changes – Page 3**

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

See attached PDF form

### **Request for Graduate Non-Curricular Changes – Page 4**

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

See attached PDF



## **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 Catalog**

Department: **Cyber Forensics & Security**

Degree program: **MS- Cyber Forensics and Security**

Effective date (fall/spring/summer, year): **Spring 2023**

## Current Admission Requirements (Cyber Forensics & Security MS Program)

Prospective students will apply for the program at various stages of their careers. Some students will come straight into the program after completing their undergraduate degrees. Other students will be seeking to further their education after several years in the field. As such, there will be two paths into the program. Option A is for those students having recently graduated with an appropriate 4-year degree. Option B is for those applicants having significant work experience in the field. The details for each option are outlined below.

### **Option A**

Option A is intended for applicants that are recent graduates and have less than three years work experience in digital forensics and/or information assurance.

1. **Baccalaureate Degree** - Students admitted to the program must have an appropriate baccalaureate degree from an accepted, accredited U.S. institution, or U.S. equivalent.
2. **Grade Point Average** - Students admitted must have an undergraduate GPA of at least 2.8 on a 4.0 scale.
3. **GRE Score** - Applicants must take the GRE. The GRE will be evaluated in combination with the undergraduate GPA.
4. **Personal Statement** - In the Personal Statement, the applicant will describe their background and goals as they relate to the study of digital forensics and information assurance. Successful applicants will articulate how their background has prepared them for success in the program as well as how their goals align with the program's learning objectives.
5. **Letters of Recommendation** - Applicants must submit three letters of recommendation. The letters should attest to the applicant's knowledge, skills, character, and work ethic.

### **Option B**

Option B is intended for applicants that have been out of school for more than three years and have three or more years of documented work experience in digital forensics and/or information assurance/cybersecurity.

1. **Baccalaureate Degree** - Students admitted to the program must have a baccalaureate degree from an accepted, accredited U.S. institution, or U.S. equivalent.
2. **Grade Point Average** - Students admitted must have an undergraduate GPA of at least 2.5 GPA on a 4.0 scale.
3. **Personal Statement** - In the Personal Statement, the applicant will describe their background and goals as they relate to the study of digital forensics and information assurance. Successful applicants will articulate how their background and work experience has prepared them for success in the program as well as how their goals align with the program's learning objectives.
4. **Letters of Recommendation** - Applicants must submit three letters of recommendation. The letters should attest to the applicant's knowledge, skills, character, and work ethic.
5. **Current CV /Resume** - An updated Resume or Curriculum Vitae that includes a detailed work history, education, training, certifications, awards, publications, professional memberships, etc.
6. **Professional Portfolio** -The portfolio must include examples of the applicant's work product and is intended to demonstrate their capacity to successfully complete graduate-level work in digital forensics and cybersecurity. The portfolio could include things such as:
  - Samples of professional writing (redacted reports, grants, SOPs, etc.)
  - Professional Publications (journals, books, articles, etc.)
  - Presentations (slide decks, conference proceedings, etc.)
  - Research

## Edits to Current Description (Cyber Forensics & Security MS Program)

### **Admission Requirements**

**Deadlines:** Applications to the program are due by August 1 for the fall semester and by December 1 for the spring semester. However, students are strongly encouraged to apply early. Applications submitted after the due dates may be considered, but no later than three weeks from the start of classes for both fall semester and spring semesters. Application for admission does not guarantee acceptance into the program.

Applicants should follow the admissions process described in the Graduate Catalog, or at the Graduate Admissions website at [www.marshall.edu/graduate/admissions/how-to-apply-for-admission](http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission). (Submit all materials to the Graduate Admissions Office.)

Prospective students will apply for the program at various stages of their careers. Some students will come straight into the program after completing their undergraduate degrees, while other students will be seeking to further their education after several years in the field. As such, there will be two paths into the program: Option A is for those students having recently graduated with an appropriate 4-year degree. Option B is for those applicants having significant work experience in the field. The details for each option are outlined below.

### **Option A**

Option A is intended for applicants that are recent graduates and have less than three years work experience in digital forensics and/or information assurance cyber forensics and security.

1. **Baccalaureate Degree** - Students admitted to the program must have an appropriate baccalaureate degree from an accepted, accredited U.S. institution, or U.S. equivalent.
2. **Grade Point Average** - Students admitted must have an undergraduate GPA of at least 2.8 on a 4.0 scale.
3. **GRE Score** - Applicants must take the GRE. The GRE will be evaluated in combination with the undergraduate GPA.



**Waivers:** Applicants may qualify for a waiver of the GRE requirement if the student

1. possesses an overall GPA of 3.30 or higher as evidenced by his/her official, final degree transcript from the applicant's baccalaureate degree-awarding institution, or
2. by completion of a Master's degree in a related field.

Applicants who have completed a previous master's degree must submit an official, final transcript from the applicant's Master's degree-awarding institution as evidence of qualifying for the waiver.

4. **Personal Statement** - In the Personal Statement, the applicant will describe their background and goals as they relate to the study of ~~digital forensics and information assurance~~ **cyber forensics & security**.

Successful applicants will articulate how their background has prepared them for success in the program as well as how their goals align with the program's learning objectives. **Note that in a Master's program, writing skills are more important than ever. We, therefore, urge all applicants to spend a lot of time composing a thoughtful and detailed Personal Statement of about 500 words.**

5. **Letters of Recommendation** - Applicants must submit ~~three~~ **two** letters of recommendation. The letters should attest to the applicant's knowledge, skills, character, and work ethic.

## Option B

Option B is intended for applicants that have been out of school for more than three years and have three or more years of documented work experience in ~~digital forensics and/or information assurance/cybersecurity~~ **cyber forensics, cybersecurity, or incident response.**

1. **Baccalaureate Degree** - Students admitted to the program must have a baccalaureate degree from an accepted, accredited U.S. institution, or U.S. equivalent.
2. **Grade Point Average** - Students admitted must have an undergraduate GPA of at least 2.5 GPA on a 4.0 scale.
6. **Personal Statement** - In the Personal Statement, the applicant will describe their background and goals as they relate to the study of ~~digital forensics and information assurance~~ **cyber forensics & security**. Successful



applicants will articulate how their background and work experience has prepared them for success in the program as well as how their goals align with the program's learning objectives. Note that in a Master's program, writing skills are more important than ever. We, therefore, urge all applicants to spend a lot of time composing a thoughtful and detailed Personal Statement of about 500 words.

3. **Letters of Recommendation** - Applicants must submit three two letters of recommendation. The letters should attest to the applicant's knowledge, skills, character, and work ethic.
4. **Current CV/Resume** - An updated Resume or Curriculum Vitae (CV) that includes a detailed work history, education, training, certifications, awards, publications, professional memberships, etc.
5. **Professional Portfolio** -The portfolio must include examples of the applicant's work product and is intended to demonstrate their capacity to successfully complete graduate-level work in digital forensics and cybersecurity. The portfolio could include things such as:
  - Samples of professional writing (redacted reports, grants, SOPs, etc.)
  - Code/Script Examples (GitHub repositories, etc.)
  - Professional Publications (journals, books, articles, etc.)
  - Presentations (slide decks, conference proceedings, etc.)
  - Current/Prior Research

### **Provisional and Conditional Admission and Enrollment**

Students may be considered for provisional admission or conditional enrollment. Please see [www.marshall.edu/graduate/admissions/types-of-admission](http://www.marshall.edu/graduate/admissions/types-of-admission). All prospective students are strongly encouraged to contact the Cyber Forensics & Security Graduate Director before applying to the Master of Science Cyber Forensics & Security program to discuss the application process and requirements.

### **Assistantships And Financial Support**

The Cyber Forensics & Security program has funds available in the form of assistantships to provide financial support for graduate students. For complete information on graduate assistantships, please see [www.marshall.edu/graduate/graduate-assistantships-2/graduate-assistantship-](http://www.marshall.edu/graduate/graduate-assistantships-2/graduate-assistantship-)

overview. For complete information on other financial support opportunities, please see [www.marshall.edu/graduate](http://www.marshall.edu/graduate) and click on "Costs and Aid." Additionally, there are paid part-time research and internship opportunities within various federal, state, and private contracts within the program that can help alleviate the costs associated with this degree. All prospective students are strongly encouraged to contact the Cyber Forensics & Security Graduate Director before applying to the Master of Science in Cyber Forensics & Security program to discuss these potential opportunities.

## New Catalog Description (Cyber Forensics & Security MS Program)

### **Admission Requirements**

**Deadlines:** Applications to the program are due by August 1 for the fall semester and by December 1 for the spring semester. However, students are strongly encouraged to apply early. Applications submitted after the due dates may be considered, but no later than three weeks from the start of classes for both fall semester and spring semesters. Application for admission does not guarantee acceptance into the program.

Applicants should follow the admissions process described in the Graduate Catalog, or at the Graduate Admissions website at [www.marshall.edu/graduate/admissions/how-to-apply-for-admission](http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission). (Submit all materials to the Graduate Admissions Office.)

Prospective students will apply for the program at various stages of their careers. Some students will come straight into the program after completing their undergraduate degrees, while other students will be seeking to further their education after several years in the field. As such, there will be two paths into the program: Option A is for those students having recently graduated with an appropriate 4-year degree. Option B is for those applicants having significant work experience in the field. The details for each option are outlined below.

#### **Option A**

Option A is intended for applicants that are recent graduates and have less than three years work experience in cyber forensics and security.

1. **Baccalaureate Degree** - Students admitted to the program must have an appropriate baccalaureate degree from an accepted, accredited U.S. institution, or U.S. equivalent.
2. **Grade Point Average** - Students admitted must have an undergraduate GPA of at least 2.8 on a 4.0 scale.
3. **GRE Score** - Applicants must take the GRE. The GRE will be evaluated in combination with the undergraduate GPA.  
*Waivers:* Applicants may qualify for a waiver of the GRE requirement if the student



1. possesses an overall GPA of 3.30 or higher as evidenced by his/her official, final degree transcript from the applicant's baccalaureate degree-awarding institution, or

2. by completion of a master's degree in a related field.

Applicants who have completed a previous master's degree must submit an official, final transcript from the applicant's master's degree-awarding institution as evidence of qualifying for the waiver.

4. **Personal Statement** - In the Personal Statement, the applicant will describe their background and goals as they relate to the study of cyber forensics & security. Successful applicants will articulate how their background has prepared them for success in the program as well as how their goals align with the program's learning objectives. Note that in a masters program, writing skills are more important than ever. We, therefore, urge all applicants to spend a lot of time composing a thoughtful and detailed Personal Statement of about 500 words.

5. **Letters of Recommendation** - Applicants must submit two letters of recommendation. The letters should attest to the applicant's knowledge, skills, character, and work ethic.

## Option B

Option B is intended for applicants that have been out of school for more than three years and have three or more years of documented work experience in cyber forensics, cybersecurity, or incident response.

1. **Baccalaureate Degree** - Students admitted to the program must have a baccalaureate degree from an accepted, accredited U.S. institution, or U.S. equivalent.

2. **Grade Point Average** - Students admitted must have an undergraduate GPA of at least 2.5 GPA on a 4.0 scale.

6. **Personal Statement** - In the Personal Statement, the applicant will describe their background and goals as they relate to the study cyber forensics & security. Successful applicants will articulate how their background and work experience has prepared them for success in the program as well as how their goals align with the program's learning objectives. Note that in a masters program, writing skills are more important than ever. We, therefore, urge all applicants to spend a lot of

time composing a thoughtful and detailed Personal Statement of about 500 words.

3. **Letters of Recommendation** - Applicants must submit two letters of recommendation. The letters should attest to the applicant's knowledge, skills, character, and work ethic.
4. **Current CV/Resume** - An updated Resume or Curriculum Vitae (CV) that includes a detailed work history, education, training, certifications, awards, publications, professional memberships, etc.
5. **Professional Portfolio** -The portfolio must include examples of the applicant's work product and is intended to demonstrate their capacity to successfully complete graduate-level work in digital forensics and cybersecurity. The portfolio could include things such as:
  - Samples of professional writing (redacted reports, grants, SOPs, etc.)
  - Code/Script Examples (GitHub repositories, etc.)
  - Professional Publications (journals, books, articles, etc.)
  - Presentations (slide decks, conference proceedings, etc.)
  - Current/Prior Research

### **Provisional and Conditional Admission and Enrollment**

Students may be considered for provisional admission or conditional enrollment. Please see [www.marshall.edu/graduate/admissions/types-of-admission](http://www.marshall.edu/graduate/admissions/types-of-admission). All prospective students are strongly encouraged to contact the Cyber Forensics & Security Graduate Director before applying to the Master of Science Cyber Forensics & Security program to discuss the application process and requirements.

### **Assistantships And Financial Support**

The Cyber Forensics & Security program has funds available in the form of assistantships to provide financial support for graduate students. For complete information on graduate assistantships, please see [www.marshall.edu/graduate/graduate-assistantships-2/graduate-assistantship-overview](http://www.marshall.edu/graduate/graduate-assistantships-2/graduate-assistantship-overview). For complete information on other financial support opportunities, please see [www.marshall.edu/graduate](http://www.marshall.edu/graduate) and click on "Costs and Aid." Additionally, there are paid part-time research and internship opportunities within various federal, state, and private contracts within the program that can help alleviate the

costs associated with this degree. All prospective students are strongly encouraged to contact the Cyber Forensics & Security Graduate Director before applying to the Master of Science in Cyber Forensics & Security program to discuss these potential opportunities.



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

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

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

College: **LCOB**Dept/Division: **Marketing, Management Information Systems, & Entrepreneurship**Contact Person: **Jennifer Mak**Phone: **304-696-2927**Degree Program **M.S. in Sport Administration**Check action requested: ☐ Addition ☐ Deletion ☒ ChangeEffective Term/Year      Fall 20 ☐      Spring 20 ☐      Summer 20 **23**

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

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

Dept. Chair/Division Head <u>EC Aloush</u>	Date <u>11-3-22</u>
College Curriculum Chair <u>B.P. Yarbrough</u>	Date <u>11-7-22</u>
College Dean <u>Jeffrey J. Archambault</u>	Date <u>1-11-23</u>
Graduate Council Chair <u>D. S. Le</u>	Date <u>3-16-23</u>
Provost/VP Academic Affairs _____	Date _____
Presidential Approval _____	Date _____
Board of Governors Approval _____	Date _____

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

---

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

The M.S. in Sport Administration program transfers from the COHP to LCOB in the 2022-2023 academic year. A revision of the M.S. in Sport Administration's Program Description, Admission Requirements, and Curriculum is needed to reflect these changes and provide more up-to-date information. These changes will be consistent with the mission of the LCOB and other graduate programs within the LCOB. Please see the attachment for details.

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 attachment for details.

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

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

None

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

None

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

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

### **3. Current Catalog Description**

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

Please see the attachment for details.

### **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 attachment for details.

## 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: **Marketing, Management Information Systems, & Entrepreneurship**

Major or Degree: **M.S. in Sport Administration**

Type of Change: *(addition, deletion, change)* **Change in program description, admission requirements, and curriculum**

Rationale: **The M.S. in Sport Administration program transfers from the COHP to LCOB in the 2022-2023 academic year. A revision of the M.S. in Sport Administration's Program Description, Admission Requirements, and Curriculum is needed to reflect these changes and provide more up-to-date information. These changes will be consistent with the mission of the LCOB and other graduate programs within the LCOB.**



# SPORT ADMINISTRATION, M.S. **Current Catalog**

## Program Description

The Sport Administration M.S. degree is a program in the Sport, Tourism and Hospitality Management unit with 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;

#### 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;
- 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 an oral comprehensive examination or thesis defense.

## Plan Of Study

### Non-Thesis Option

#### Core

<a href="#">STHM 615</a>	Legal Concerns in STHM	3
<a href="#">STHM 652</a>	Organ Behav Sprt Leis Indus	3

STHM 674	Sport Finance Economics	3
STHM 675	MKT MGT of Sport Industry	3
<b>Research</b>		
STHM 671	Research in Sports Studies	3
<b>Statistics</b>		<b>3</b>
Select one of the following:		3
EDF 676	Statistical Methods	
MGT 601	Quant Methods-Business	
PH 621	Statistical Methods I	
PSY 517	Inter Behavioral Stat	
STHM 552	Sports Analytics	
Equivalent		
<b>Internship</b>		
STHM 660	Internship	3-6
<b>Area of Emphasis (students must choose one)</b>		<b>12-15</b>
<b><i>Sport Management</i></b>		
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: <u>STHM 505</u> , <u>511</u> , <u>516</u> , <u>525</u> , <u>530</u> , <u>540</u> , <u>575</u> , <u>624</u> , <u>643</u> , and 696, etc.		
<b><i>Recreation and Physical Activity</i></b>		
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: <u>STHM 505</u> , <u>511</u> , <u>516</u> , <u>525</u> , <u>530</u> , <u>540</u> , <u>575</u> , <u>624</u> , <u>643</u> , and 696, etc.		
<b>Total Credit Hours</b>		<b>36</b>
<b>Thesis Option</b>		
<b>Core Courses</b>		

STHM 615	Legal Concerns in STHM	3
STHM 652	Organ Behav Sprt Leis Indus	3
STHM 674	Sport Finance Economics	3
STHM 675	MKT MGT of Sport Industry	3
<u>STHM 681</u>	Thesis	6

**Research**

<u>STHM 671</u>	Research in Sports Studies	3
-----------------	----------------------------	---

**Statistics**

Choose one of the following:

<u>EDF 676</u>	Statistical Methods
<u>MGT 601</u>	Quant Methods-Business
<u>PH 621</u>	Statistical Methods I
<u>PSY 517</u>	Inter Behavioral Stat
<u>STHM 552</u>	Sports Analytics

Equivalent

**Restricted Electives****8**

Students will complete 8 hours of selected courses with the approval of advisor.

**Total Credit Hours****32**

## 4. Edits to the Current Description

### M.S. in Sports 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.~~

The mission of the Master of Science in Sports Administration program at the Lewis College of Business (LCOB) is to educate students to become reflective, principled, knowledgeable, and creative learners who will succeed in the global sports management community in the 21st century. Sports are a significant provider of high-dollar entertainment, making the industry business-oriented. Due to the economic magnitude of the sports industry, the demand for higher educated sports managers is at an all-time high. According to the Occupational Outlook Handbook, employment in entertainment and sports occupations is projected to grow 13 percent from 2021 to 2031, much faster than the average for all occupations. This master's degree program will provide the diverse knowledge and skill set needed in all areas that will optimize your chance for future employment in the sports business field.

#### 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.~~

### **Full Admission**

(Submit all materials directly to the Graduate Admissions office):

1. An undergraduate degree from a regionally accredited institution with an undergraduate Grade Point Average (G.P.A.) of 3.0 or higher on a 4.0 scale for all previously completed undergraduate coursework.  
**or**
2. An undergraduate degree from a regionally accredited institution with a minimum undergraduate G.P.A. of 2.5-2.99 on a 4.0 scale for all previously completed undergraduate university work and, in addition to the resume, two letters of recommendation. Applicants may also submit additional documents such as the statement of purpose, test scores, etc.

A limited number of students may be admitted provisionally or conditionally (see definition of Provisional Enrollment and Conditional Enrollment in this catalog):

Note: Applicants may be asked to submit additional material if needed before an admission decision is made. Acceptance into the M.S. Sports Administration program is competitive and not guaranteed.

### **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.~~

Students are required to complete 30 credit hours and successfully pass a comprehensive assessment or thesis defense. The student and his/her advisor shall prepare a Plan of Study, which must be approved during the semester in which the student initially enrolls. A plan should be appropriate to meet the student's needs in his/her chosen field. It shall include the specific courses the student is expected to complete; and list all other requirements of the program or school. Courses listed on the Plan of Study shall be those judged appropriate by the faculty. Subsequent requests for changes in the plan must be formally approved by the Academic Advisor. Any deviation from the final Plan of Study and/or discrepancy between it and the student's official transcript will delay graduation. Any approved Plan of Study may become void if a student is inactive for one year (unless on an official leave of absence).

### **Grade Point Average Requirement**

A student must have a 3.0 overall G.P.A. in all program coursework, with no more than two Cs in his or her program; in addition, the student must maintain a cumulative 3.0 GPA in all courses completed after admission to the degree program, along with any previous Marshall University coursework to be counted toward the current degree. This standard must be met for the student to graduate. If the



student falls below these standards, that student shall be placed on academic probation and be subject to the program's dismissal.

### **Thesis or Comprehensive Assessment**

The thesis project is an academic collaboration between the student and the Thesis Committee. The graduate program director or the student's graduate advisor selects the chair and other members of the Thesis Committee. All thesis committees must have at least a chair and two qualified faculty members. The committee chair must have at least "Graduate" level membership in the Marshall University graduate faculty. Other than the chair, all other thesis committee voting members must have at least "Associate" level membership in the Marshall University graduate faculty. A majority of the student's Thesis Committee voting members must have appointments within the college of the student's major.

The student can receive up to 6 credit hours on the thesis project toward his or her 30-credit hour degree requirement. The thesis project and oral defense of the student's thesis project must occur prior to the completion of the student's final semester in the program. The thesis project needs to reflect an effort that is at least equivalent to the 6 credit hours and is to be completed over 2 or more semesters.

### **Non-thesis option**

#### **Core Courses (21 - 24 hrs)**

STHM 615	Legal Concern in Sport, Tourism and Hospitality Management (3 hrs.)
<del>STHM 652</del>	<del>Organizational Behavior of Sport and Leisure Industry (3 hrs.)</del>
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**

<del>EDF 676</del>	<del>Statistical Methods (3 hrs.)</del> OR
<del>MGT 601</del>	<del>Quantitative Methods for Business (3 hrs.)</del> OR
<del>PHI 621</del>	<del>Statistical Methods I (3 hrs.)</del> OR
<del>PSY 517</del>	<del>Intermediate Behavioral Statistics (3 hrs.)</del> OR
STHM 552	Sport Analytics (3 hrs.) OR Equivalent

#### **Internship**

<del>STHM 660</del>	<del>Internship (3 - 6 hrs.)</del>
---------------------	------------------------------------

**Area of Emphasis (12–15 hrs.) (Students must choose one)**

***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.

***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, 696.

**Thesis option**

**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

**Restricted electives (8 hrs)**

Students will complete 8 hours of selected courses with the approval of advisor.

## **Plan of Study**

### **Core Courses**

STHM 552	Sports Analytics	3
STHM 615	Legal Concerns in STHM	3
STHM 624	Current Issues in STHM	3
STHM 671	Research in Sports Studies	3
STHM 674	Sport Finance/Economics	3
STHM 675	MKT MGT of Sport Industry	3

<b>Core Courses Total Credit Hours</b>	<b>18</b>
--	-----------

### **Non-Thesis Option**

STHM 696 Seminar in STHM (Capstone)	3
STHM Electives or selected courses with approval	9

<b>Total Credit Hours</b>	<b>30</b>
---------------------------	-----------

### **Thesis Option**

STHM 681 Thesis	6
STHM Electives or selected courses with approval	6

<b>Total Credit Hours</b>	<b>30</b>
---------------------------	-----------

## **5. New Catalog Description**

### **M.S. in Sports Administration**

#### **Program Description**

The mission of the Master of Science in Sports Administration program at the Lewis College of Business (LCOB) is to educate students to become reflective, principled, knowledgeable, and creative learners who will succeed in the global sports management community in the 21st century. Sports are a significant provider of high-dollar entertainment, making the industry business-oriented. Due to the economic magnitude of the sports industry, the demand for higher educated sports managers is at an all-time high. According to the Occupational Outlook Handbook, employment in entertainment and sports occupations is projected to grow 13 percent from 2021 to 2031, much faster than the average for all occupations. This master's degree program will provide the diverse knowledge and skill set needed in all areas that will optimize your chance for future employment in the sports business field.

#### **Admission Requirements**

Applicants should follow the admissions process described in this catalog or at the Graduate Admissions website: [www.marshall.edu/graduate/admissions/how-to-apply-for-admission](http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission).

#### **Full Admission**

(Submit all materials directly to the Graduate Admissions office):

3. An undergraduate degree from a regionally accredited institution with an undergraduate Grade Point Average (G.P.A.) of 3.0 or higher on a 4.0 scale for all previously completed undergraduate coursework.
- or**
4. An undergraduate degree from a regionally accredited institution with a minimum undergraduate G.P.A. of 2.5-2.99 on a 4.0 scale for all previously completed undergraduate university work and, in addition to the resume, two letters of recommendation. Applicants may also submit additional documents such as the statement of purpose, test scores, etc.

A limited number of students may be admitted provisionally or conditionally (see definition of Provisional Enrollment and Conditional Enrollment in this catalog):

Note: Applicants may be asked to submit additional material if needed before an admission decision is made. Acceptance into the M.S. Sports Administration program is competitive and not guaranteed.

## **Program Requirements**

Students are required to complete 30 credit hours and successfully pass a comprehensive assessment or thesis defense. The student and his/her advisor shall prepare a Plan of Study, which must be approved during the semester in which the student initially enrolls. A plan should be appropriate to meet the student's needs in his/her chosen field. It shall include the specific courses the student is expected to complete; and list all other requirements of the program or school. Courses listed on the Plan of Study shall be those judged appropriate by the faculty. Subsequent requests for changes in the plan must be formally approved by the Academic Advisor. Any deviation from the final Plan of Study and/or discrepancy between it and the student's official transcript will delay graduation. Any approved Plan of Study may become void if a student is inactive for one year (unless on an official leave of absence).

### **Grade Point Average Requirement**

A student must have a 3.0 overall G.P.A. in all program coursework, with no more than two Cs in his or her program; in addition, the student must maintain a cumulative 3.0 GPA in all courses completed after admission to the degree program, along with any previous Marshall University coursework to be counted toward the current degree. This standard must be met for the student to graduate. If the student falls below these standards, that student shall be placed on academic probation and be subject to the program's dismissal.

### **Thesis or Comprehensive Assessment**

The thesis project is an academic collaboration between the student and the Thesis Committee. The graduate program director or the student's graduate advisor selects the chair and other members of the Thesis Committee. All thesis committees must have at least a chair and two qualified faculty members. The committee chair must have at least "Graduate" level membership in the Marshall University graduate faculty. Other than the chair, all other thesis committee voting members must have at least "Associate" level membership in the Marshall University graduate faculty. A majority of the student's Thesis Committee voting members must have appointments within the college of the student's major.

The student can receive up to 6 credit hours on the thesis project toward his or her 30-credit hour degree requirement. The thesis project and oral defense of the student's thesis project must occur prior to the completion of the student's final semester in the program. The thesis project needs to reflect an effort that is at least equivalent to the 6 credit hours and is to be completed over 2 or more semesters.

As an alternative to a thesis project, a student can choose to complete a comprehensive assessment prior to receipt of the master's degree. The comprehensive assessment is usually a written term paper required within the capstone course, STHM696 Seminar in STHM.



## Plan of Study

### Core Courses

STHM 552	Sports Analytics	3
STHM 615	Legal Concerns in STHM	3
STHM 624	Current Issues in STHM	3
STHM 671	Research in Sports Studies	3
STHM 674	Sport Finance/Economics	3
STHM 675	MKT MGT of Sport Industry	3

**Core Courses Total Credit Hours** **18**

### Non-Thesis Option

STHM 696 Seminar in STHM (Capstone)	3
STHM Electives or selected courses with approval	9

**Total Credit Hours** **30**

### Thesis Option

STHM 681 Thesis	6
STHM Electives or selected courses with approval	6

**Total Credit Hours** **30**

## 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: LCOBDept/Division: Marketing, Management Information Systems, & EntrepreneurshipContact Person: Jennifer MakPhone: 304-696-2927

## Action Requested

Check action requested: ☐ Addition ☒ Deletion ☐ ChangeDegree Program M.S. in Sport AdministrationArea of Emphasis Recreation and Physical ActivityEffective Term/Year Fall 20 ☐ Spring 20 ☐ Summer 20 23

## 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.

N/A

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

Dept. Chair/Division Head <u>SC Alexander</u>	Date <u>11-3-22</u>
Registrar <u>William D. Bess</u>	Date <u>11/7/2022</u>
College Curriculum Chair <u>B. P. Yarbrough</u>	Date <u>1/10/2023</u>
College Dean <u>Jeffrey J. Archambault</u>	Date <u>1-11-23</u>
Graduate Council Chair <u>D. S. L.</u>	Date <u>3-16-23</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:

The M.S. in Sport Administration program transfers from the COHP to LCOB in the 2022-2023 academic year. A revision of the M.S. in Sport Administration's Program Description, Admission Requirements, and Curriculum is needed to reflect these changes and provide more up-to-date information. These changes will be consistent with the mission of the LCOB and other graduate programs within the LCOB. Please see the attachment for details.

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.

Please see attachments

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.

N/A

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.

N/A

*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)

Please see attachements

### 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)

Please see attachements

## 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: **Marketing, Management Information Systems, & Entrepreneurship**

Area of Emphasis Title: **Recreation and Physical Activity**

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

Term to Take Effect: *(Fall, Spring, Summer/Year)* **Summer 2023**

Rationale: The M.S. in Sport Administration program transfers from the COHP to LCOB in the 2022-2023 academic year. A revision of the M.S. in Sport Administration's Program Description, Admission Requirements, and Curriculum is needed to reflect these changes and provide more up-to-date information. These changes will be consistent with the mission of the LCOB and other graduate programs within the LCOB. Please see the attachment for details.



# SPORT ADMINISTRATION, M.S. **Current Catalog**

## Program Description

The Sport Administration M.S. degree is a program in the Sport, Tourism and Hospitality Management unit with 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;

#### 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;
- 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 an oral comprehensive examination or thesis defense.

## Plan Of Study

### Non-Thesis Option

#### Core

<u>STHM 615</u>	Legal Concerns in STHM	3
<u>STHM 652</u>	Organ Behav Sprrt Leis Indus	3

<u>STHM 674</u>	Sport Finance Economics	3
<u>STHM 675</u>	MKT MGT of Sport Industry	3

**Research**

<u>STHM 671</u>	Research In Sports Studies	3
-----------------	----------------------------	---

<b>Statistics</b>		3
-------------------	--	---

Select one of the following:		3
------------------------------	--	---

<u>EDF 676</u>	Statistical Methods
----------------	---------------------

<u>MGT 601</u>	Quant Methods-Business
----------------	------------------------

<u>PH 621</u>	Statistical Methods I
---------------	-----------------------

<u>PSY 517</u>	Inter Behavioral Stat
----------------	-----------------------

<u>STHM 552</u>	Sports Analytics
-----------------	------------------

Equivalent

**Internship**

<u>STHM 660</u>	Internship	3-6
-----------------	------------	-----

<b>Area of Emphasis (students must choose one)</b>	<b>12-15</b>
--	--------------

**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.

**Recreation and 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.

<b>Total Credit Hours</b>	<b>36</b>
---------------------------	-----------

**Thesis Option****Core Courses**

<u>STHM 615</u>	Legal Concerns In STHM	3
<u>STHM 652</u>	Organ Behav Sprrt Leis Indus	3
<u>STHM 674</u>	Sport Finance Economics	3
<u>STHM 675</u>	MKT MGT of Sport Industry	3
<u>STHM 681</u>	Thesis	6

**Research**

<u>STHM 671</u>	Research In Sports Studies	3
-----------------	----------------------------	---

**Statistics**

Choose one of the following:

<u>EDF 676</u>	Statistical Methods
<u>MGT 601</u>	Quant Methods-Business
<u>PH 621</u>	Statistical Methods I
<u>PSY 517</u>	Inter Behavioral Stat
<u>STHM 552</u>	Sports Analytics

Equivalent

<b>Restricted Electives</b>	<b>8</b>
-----------------------------	----------

Students will complete 8 hours of selected courses with the approval of advisor.

<b>Total Credit Hours</b>	<b>32</b>
---------------------------	-----------

## 6. Edits to the Current Description

### M.S. in Sports 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.~~

The mission of the Master of Science in Sports Administration program at the Lewis College of Business (LCOB) is to educate students to become reflective, principled, knowledgeable, and creative learners who will succeed in the global sports management community in the 21st century. Sports are a significant provider of high-dollar entertainment, making the industry business-oriented. Due to the economic magnitude of the sports industry, the demand for higher educated sports managers is at an all-time high. According to the Occupational Outlook Handbook, employment in entertainment and sports occupations is projected to grow 13 percent from 2021 to 2031, much faster than the average for all occupations. This master's degree program will provide the diverse knowledge and skill set needed in all areas that will optimize your chance for future employment in the sports business field.

#### 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.~~

### **Full Admission**

(Submit all materials directly to the Graduate Admissions office):

1. An undergraduate degree from a regionally accredited institution with an undergraduate Grade Point Average (G.P.A.) of 3.0 or higher on a 4.0 scale for all previously completed undergraduate coursework;  
or
2. An undergraduate degree from a regionally accredited institution with a minimum undergraduate G.P.A. of 2.5-2.99 on a 4.0 scale for all previously completed undergraduate university work and, in addition to the resume, two letters of recommendation. Applicants may also submit additional documents such as the statement of purpose, test scores, etc.

A limited number of students may be admitted provisionally or conditionally (see definition of Provisional Enrollment and Conditional Enrollment in this catalog):

Note: Applicants may be asked to submit additional material if needed before an admission decision is made. Acceptance into the M.S. Sports Administration program is competitive and not guaranteed.

### **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.~~

Students are required to complete 30 credit hours and successfully pass a comprehensive assessment or thesis defense. The student and his/her advisor shall prepare a Plan of Study, which must be approved during the semester in which the student initially enrolls. A plan should be appropriate to meet the student's needs in his/her chosen field. It shall include the specific courses the student is expected to complete; and list all other requirements of the program or school. Courses listed on the Plan of Study shall be those judged appropriate by the faculty. Subsequent requests for changes in the plan must be formally approved by the Academic Advisor. Any deviation from the final Plan of Study and/or discrepancy between it and the student's official transcript will delay graduation. Any approved Plan of Study may become void if a student is inactive for one year (unless on an official leave of absence).

### **Grade Point Average Requirement**

A student must have a 3.0 overall G.P.A. in all program coursework, with no more than two Cs in his or her program; in addition, the student must maintain a cumulative 3.0 GPA in all courses completed after admission to the degree program, along with any previous Marshall University coursework to be counted toward the current degree. This standard must be met for the student to graduate. If the



student falls below these standards, that student shall be placed on academic probation and be subject to the program's dismissal.

#### **Thesis or Comprehensive Assessment**

The thesis project is an academic collaboration between the student and the Thesis Committee. The graduate program director or the student's graduate advisor selects the chair and other members of the Thesis Committee. All thesis committees must have at least a chair and two qualified faculty members. The committee chair must have at least "Graduate" level membership in the Marshall University graduate faculty. Other than the chair, all other thesis committee voting members must have at least "Associate" level membership in the Marshall University graduate faculty. A majority of the student's Thesis Committee voting members must have appointments within the college of the student's major.

The student can receive up to 6 credit hours on the thesis project toward his or her 30-credit hour degree requirement. The thesis project and oral defense of the student's thesis project must occur prior to the completion of the student's final semester in the program. The thesis project needs to reflect an effort that is at least equivalent to the 6 credit hours and is to be completed over 2 or more semesters.

#### **Non-thesis option**

#### **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.)

#### **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.)~~

**Area of Emphasis (12–15 hrs.) (Students must choose one)**

**~~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.~~

**~~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, 696.~~

**Thesis option**

**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

**Restricted electives (8 hrs)**

Students will complete 8 hours of selected courses with the approval of advisor.

## Plan of Study

### Core Courses

STHM 552	Sports Analytics	3
STHM 615	Legal Concerns in STHM	3
STHM 624	Current Issues in STHM	3
STHM 671	Research in Sports Studies	3
STHM 674	Sport Finance/Economics	3
STHM 675	MKT MGT of Sport Industry	3
<b>Core Courses Total Credit Hours</b>		<b>18</b>

### Non-Thesis Option

STHM 696	Seminar in STHM (Capstone)	3
<u>STHM Electives or selected courses with approval</u>		<u>9</u>
<b>Total Credit Hours</b>		<b>30</b>

### Thesis Option

STHM 681	Thesis	6
<u>STHM Electives or selected courses with approval</u>		<u>6</u>
<b>Total Credit Hours</b>		<b>30</b>

## **7. New Catalog Description**

### **M.S. in Sports Administration**

#### **Program Description**

The mission of the Master of Science in Sports Administration program at the Lewis College of Business (LCOB) is to educate students to become reflective, principled, knowledgeable, and creative learners who will succeed in the global sports management community in the 21st century. Sports are a significant provider of high-dollar entertainment, making the industry business-oriented. Due to the economic magnitude of the sports industry, the demand for higher educated sports managers is at an all-time high. According to the Occupational Outlook Handbook, employment in entertainment and sports occupations is projected to grow 13 percent from 2021 to 2031, much faster than the average for all occupations. This master's degree program will provide the diverse knowledge and skill set needed in all areas that will optimize your chance for future employment in the sports business field.

#### **Admission Requirements**

Applicants should follow the admissions process described in this catalog or at the Graduate Admissions website: [www.marshall.edu/graduate/admissions/how-to-apply-for-admission](http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission).

#### **Full Admission**

(Submit all materials directly to the Graduate Admissions office):

3. An undergraduate degree from a regionally accredited institution with an undergraduate Grade Point Average (G.P.A.) of 3.0 or higher on a 4.0 scale for all previously completed undergraduate coursework.  
**or**
4. An undergraduate degree from a regionally accredited institution with a minimum undergraduate G.P.A. of 2.5-2.99 on a 4.0 scale for all previously completed undergraduate university work and, in addition to the resume, two letters of recommendation. Applicants may also submit additional documents such as the statement of purpose, test scores, etc.

A limited number of students may be admitted provisionally or conditionally (see definition of Provisional Enrollment and Conditional Enrollment in this catalog):

Note: Applicants may be asked to submit additional material if needed before an admission decision is made. Acceptance into the M.S. Sports Administration program is competitive and not guaranteed.

## **Program Requirements**

Students are required to complete 30 credit hours and successfully pass a comprehensive assessment or thesis defense. The student and his/her advisor shall prepare a Plan of Study, which must be approved during the semester in which the student initially enrolls. A plan should be appropriate to meet the student's needs in his/her chosen field. It shall include the specific courses the student is expected to complete; and list all other requirements of the program or school. Courses listed on the Plan of Study shall be those judged appropriate by the faculty. Subsequent requests for changes in the plan must be formally approved by the Academic Advisor. Any deviation from the final Plan of Study and/or discrepancy between it and the student's official transcript will delay graduation. Any approved Plan of Study may become void if a student is inactive for one year (unless on an official leave of absence).

### **Grade Point Average Requirement**

A student must have a 3.0 overall G.P.A. in all program coursework, with no more than two Cs in his or her program; in addition, the student must maintain a cumulative 3.0 GPA in all courses completed after admission to the degree program, along with any previous Marshall University coursework to be counted toward the current degree. This standard must be met for the student to graduate. If the student falls below these standards, that student shall be placed on academic probation and be subject to the program's dismissal.

### **Thesis or Comprehensive Assessment**

The thesis project is an academic collaboration between the student and the Thesis Committee. The graduate program director or the student's graduate advisor selects the chair and other members of the Thesis Committee. All thesis committees must have at least a chair and two qualified faculty members. The committee chair must have at least "Graduate" level membership in the Marshall University graduate faculty. Other than the chair, all other thesis committee voting members must have at least "Associate" level membership in the Marshall University graduate faculty. A majority of the student's Thesis Committee voting members must have appointments within the college of the student's major.

The student can receive up to 6 credit hours on the thesis project toward his or her 30-credit hour degree requirement. The thesis project and oral defense of the student's thesis project must occur prior to the completion of the student's final semester in the program. The thesis project needs to reflect an effort that is at least equivalent to the 6 credit hours and is to be completed over 2 or more semesters.

As an alternative to a thesis project, a student can choose to complete a comprehensive assessment prior to receipt of the master's degree. The comprehensive assessment is usually a written term paper required within the capstone course, STHM696 Seminar in STHM.



## Plan of Study

### Core Courses

STHM 552	Sports Analytics	3
STHM 615	Legal Concerns in STHM	3
STHM 624	Current Issues in STHM	3
STHM 671	Research in Sports Studies	3
STHM 674	Sport Finance/Economics	3
STHM 675	MKT MGT of Sport Industry	3
<b>Core Courses Total Credit Hours</b>		<b>18</b>

### Non-Thesis Option

STHM 696 Seminar in STHM (Capstone)	3
STHM Electives or selected courses with approval	9
<b>Total Credit Hours</b>	<b>30</b>

### Thesis Option

STHM 681 Thesis	6
STHM Electives or selected courses with approval	6
<b>Total Credit Hours</b>	<b>30</b>



## 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: LCOBDept/Division: Marketing, Management Information Systems, & EntrepreneurshipContact Person: Jennifer MakPhone: 304-696-2927

## Action Requested

Check action requested: ☐ Addition ☒ Deletion ☐ ChangeDegree Program M.S. in Sport AdministrationArea of Emphasis Sport ManagementEffective Term/Year Fall 20 ☐ Spring 20 ☐ Summer 20 ☒ 23

## 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.

N/A

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

Dept. Chair/Division Head <u>[Signature]</u>	Date <u>11-3-22</u>
Registrar <u>[Signature]</u>	Date <u>11/7/2022</u>
College Curriculum Chair <u>B.P. [Signature]</u>	Date <u>1/10/2023</u>
College Dean <u>[Signature]</u>	Date <u>1/25/2023</u>
Graduate Council Chair <u>[Signature]</u>	Date <u>3-18-23</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:

The M.S. in Sport Administration program transfers from the COHP to LCOB in the 2022-2023 academic year. A revision of the M.S. in Sport Administration's Program Description, Admission Requirements, and Curriculum is needed to reflect these changes and provide more up-to-date information. These changes will be consistent with the mission of the LCOB and other graduate programs within the LCOB. Please see the attachment for details.

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.

Please see attachments

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.

N/A

4. **NON-DUPPLICATION:**

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 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)

Please see attachements

### 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)

Please see attachements



## 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: **Marketing, Management Information Systems, & Entrepreneurship**

Area of Emphasis Title: **Sport Management**

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

Term to Take Effect: *(Fall, Spring, Summer/Year)* **Summer 2023**

Rationale: The M.S. in Sport Administration program transfers from the COHP to LCOB in the 2022-2023 academic year. A revision of the M.S. in Sport Administration's Program Description, Admission Requirements, and Curriculum is needed to reflect these changes and provide more up-to-date information. These changes will be consistent with the mission of the LCOB and other graduate programs within the LCOB. Please see the attachment for details.

# SPORT ADMINISTRATION, M.S. Current Catalog

## Program Description

The Sport Administration M.S. degree is a program in the Sport, Tourism and Hospitality Management unit with 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;

#### 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;
- 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 an oral comprehensive examination or thesis defense.

## Plan Of Study

### Non-Thesis Option

#### Core

<u>STHM 615</u>	Legal Concerns in STHM	3
<u>STHM 652</u>	Organ Behav Sprt Leis Indus	3

<u>STHM 674</u>	Sport Finance Economics	3
-----------------	-------------------------	---

<u>STHM 675</u>	MKT MGT of Sport Industry	3
-----------------	---------------------------	---

**Research**

<u>STHM 671</u>	Research in Sports Studies	3
-----------------	----------------------------	---

<b>Statistics</b>		<b>3</b>
-------------------	--	----------

Select one of the following:		3
------------------------------	--	---

<u>EDF 676</u>	Statistical Methods	
----------------	---------------------	--

<u>MGT 601</u>	Quant Methods-Business	
----------------	------------------------	--

<u>PH 621</u>	Statistical Methods I	
---------------	-----------------------	--

<u>PSY 517</u>	Inter Behavioral Stat	
----------------	-----------------------	--

<u>STHM 552</u>	Sports Analytics	
-----------------	------------------	--

Equivalent		
------------	--	--

**Internship**

<u>STHM 660</u>	Internship	3-6
-----------------	------------	-----

<b>Area of Emphasis (students must choose one)</b>		<b>12-15</b>
--	--	--------------

**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.

**Recreation and 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.

<b>Total Credit Hours</b>		<b>36</b>
---------------------------	--	-----------

**Thesis Option****Core Courses**

<u>STHM 615</u>	Legal Concerns In STHM	3
<u>STHM 652</u>	Organ Behav Sprt Leis Indus	3
<u>STHM 674</u>	Sport Finance Economics	3
<u>STHM 675</u>	MKT MGT of Sport Industry	3
<u>STHM 681</u>	Thesis	6

**Research**

<u>STHM 671</u>	Research In Sports Studies	3
-----------------	----------------------------	---

<b>Statistics</b>		<b>3</b>
-------------------	--	----------

Choose one of the following:

<u>EDF 676</u>	Statistical Methods
<u>MGT 601</u>	Quant Methods-Business
<u>PH 621</u>	Statistical Methods I
<u>PSY 512</u>	Inter Behavioral Stat
<u>STHM 552</u>	Sports Analytics

Equivalent

<b>Restricted Electives</b>	<b>8</b>
-----------------------------	----------

Students will complete 8 hours of selected courses with the approval of advisor.

<b>Total Credit Hours</b>	<b>32</b>
---------------------------	-----------

## 6. Edits to the Current Description

### M.S. in Sports 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.~~

The mission of the Master of Science in Sports Administration program at the Lewis College of Business (LCOB) is to educate students to become reflective, principled, knowledgeable, and creative learners who will succeed in the global sports management community in the 21st century. Sports are a significant provider of high-dollar entertainment, making the industry business-oriented. Due to the economic magnitude of the sports industry, the demand for higher educated sports managers is at an all-time high. According to the Occupational Outlook Handbook, employment in entertainment and sports occupations is projected to grow 13 percent from 2021 to 2031, much faster than the average for all occupations. This master's degree program will provide the diverse knowledge and skill set needed in all areas that will optimize your chance for future employment in the sports business field.

#### 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.~~



### **Full Admission**

(Submit all materials directly to the Graduate Admissions office):

1. An undergraduate degree from a regionally accredited institution with an undergraduate Grade Point Average (G.P.A.) of 3.0 or higher on a 4.0 scale for all previously completed undergraduate coursework.  
or
2. An undergraduate degree from a regionally accredited institution with a minimum undergraduate G.P.A. of 2.5-2.99 on a 4.0 scale for all previously completed undergraduate university work and, in addition to the resume, two letters of recommendation. Applicants may also submit additional documents such as the statement of purpose, test scores, etc.

A limited number of students may be admitted provisionally or conditionally (see definition of Provisional Enrollment and Conditional Enrollment in this catalog):

Note: Applicants may be asked to submit additional material if needed before an admission decision is made. Acceptance into the M.S. Sports Administration program is competitive and not guaranteed.

### **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.~~

Students are required to complete 30 credit hours and successfully pass a comprehensive assessment or thesis defense. The student and his/her advisor shall prepare a Plan of Study, which must be approved during the semester in which the student initially enrolls. A plan should be appropriate to meet the student's needs in his/her chosen field. It shall include the specific courses the student is expected to complete; and list all other requirements of the program or school. Courses listed on the Plan of Study shall be those judged appropriate by the faculty. Subsequent requests for changes in the plan must be formally approved by the Academic Advisor. Any deviation from the final Plan of Study and/or discrepancy between it and the student's official transcript will delay graduation. Any approved Plan of Study may become void if a student is inactive for one year (unless on an official leave of absence).

### **Grade Point Average Requirement**

A student must have a 3.0 overall G.P.A. in all program coursework, with no more than two Cs in his or her program; in addition, the student must maintain a cumulative 3.0 GPA in all courses completed after admission to the degree program, along with any previous Marshall University coursework to be counted toward the current degree. This standard must be met for the student to graduate. If the

student falls below these standards, that student shall be placed on academic probation and be subject to the program's dismissal.

### **Thesis or Comprehensive Assessment**

The thesis project is an academic collaboration between the student and the Thesis Committee. The graduate program director or the student's graduate advisor selects the chair and other members of the Thesis Committee. All thesis committees must have at least a chair and two qualified faculty members. The committee chair must have at least "Graduate" level membership in the Marshall University graduate faculty. Other than the chair, all other thesis committee voting members must have at least "Associate" level membership in the Marshall University graduate faculty. A majority of the student's Thesis Committee voting members must have appointments within the college of the student's major.

The student can receive up to 6 credit hours on the thesis project toward his or her 30-credit hour degree requirement. The thesis project and oral defense of the student's thesis project must occur prior to the completion of the student's final semester in the program. The thesis project needs to reflect an effort that is at least equivalent to the 6 credit hours and is to be completed over 2 or more semesters.

### **Non-thesis option**

#### **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.)

#### **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.)~~

## Plan of Study

### Core Courses

STHM 552	Sports Analytics	3
STHM 615	Legal Concerns in STHM	3
STHM 624	Current Issues in STHM	3
STHM 671	Research in Sports Studies	3
STHM 674	Sport Finance/Economics	3
STHM 675	MKT MGT of Sport Industry	3
<b>Core Courses Total Credit Hours</b>		<b>18</b>

### Non-Thesis Option

STHM 696	Seminar in STHM (Capstone)	3
STHM Electives or selected courses with approval		9
<b>Total Credit Hours</b>		<b>30</b>

### Thesis Option

STHM 681	Thesis	6
STHM Electives or selected courses with approval		6
<b>Total Credit Hours</b>		<b>30</b>

## **7. New Catalog Description**

### **M.S. in Sports Administration**

#### **Program Description**

The mission of the Master of Science in Sports Administration program at the Lewis College of Business (LCOB) is to educate students to become reflective, principled, knowledgeable, and creative learners who will succeed in the global sports management community in the 21st century. Sports are a significant provider of high-dollar entertainment, making the industry business-oriented. Due to the economic magnitude of the sports industry, the demand for higher educated sports managers is at an all-time high. According to the Occupational Outlook Handbook, employment in entertainment and sports occupations is projected to grow 13 percent from 2021 to 2031, much faster than the average for all occupations. This master's degree program will provide the diverse knowledge and skill set needed in all areas that will optimize your chance for future employment in the sports business field.

#### **Admission Requirements**

Applicants should follow the admissions process described in this catalog or at the Graduate Admissions website: [www.marshall.edu/graduate/admissions/how-to-apply-for-admission](http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission).

#### **Full Admission**

(Submit all materials directly to the Graduate Admissions office):

3. An undergraduate degree from a regionally accredited institution with an undergraduate Grade Point Average (G.P.A.) of 3.0 or higher on a 4.0 scale for all previously completed undergraduate coursework.
- or**
4. An undergraduate degree from a regionally accredited institution with a minimum undergraduate G.P.A. of 2.5-2.99 on a 4.0 scale for all previously completed undergraduate university work and, in addition to the resume, two letters of recommendation. Applicants may also submit additional documents such as the statement of purpose, test scores, etc.

A limited number of students may be admitted provisionally or conditionally (see definition of Provisional Enrollment and Conditional Enrollment in this catalog):

Note: Applicants may be asked to submit additional material if needed before an admission decision is made. Acceptance into the M.S. Sports Administration program is competitive and not guaranteed.

## **Program Requirements**

Students are required to complete 30 credit hours and successfully pass a comprehensive assessment or thesis defense. The student and his/her advisor shall prepare a Plan of Study, which must be approved during the semester in which the student initially enrolls. A plan should be appropriate to meet the student's needs in his/her chosen field. It shall include the specific courses the student is expected to complete; and list all other requirements of the program or school. Courses listed on the Plan of Study shall be those judged appropriate by the faculty. Subsequent requests for changes in the plan must be formally approved by the Academic Advisor. Any deviation from the final Plan of Study and/or discrepancy between it and the student's official transcript will delay graduation. Any approved Plan of Study may become void if a student is inactive for one year (unless on an official leave of absence).

### **Grade Point Average Requirement**

A student must have a 3.0 overall G.P.A. in all program coursework, with no more than two Cs in his or her program; in addition, the student must maintain a cumulative 3.0 GPA in all courses completed after admission to the degree program, along with any previous Marshall University coursework to be counted toward the current degree. This standard must be met for the student to graduate. If the student falls below these standards, that student shall be placed on academic probation and be subject to the program's dismissal.

### **Thesis or Comprehensive Assessment**

The thesis project is an academic collaboration between the student and the Thesis Committee. The graduate program director or the student's graduate advisor selects the chair and other members of the Thesis Committee. All thesis committees must have at least a chair and two qualified faculty members. The committee chair must have at least "Graduate" level membership in the Marshall University graduate faculty. Other than the chair, all other thesis committee voting members must have at least "Associate" level membership in the Marshall University graduate faculty. A majority of the student's Thesis Committee voting members must have appointments within the college of the student's major.

The student can receive up to 6 credit hours on the thesis project toward his or her 30-credit hour degree requirement. The thesis project and oral defense of the student's thesis project must occur prior to the completion of the student's final semester in the program. The thesis project needs to reflect an effort that is at least equivalent to the 6 credit hours and is to be completed over 2 or more semesters.

As an alternative to a thesis project, a student can choose to complete a comprehensive assessment prior to receipt of the master's degree. The comprehensive assessment is usually a written term paper required within the capstone course, STHM696 Seminar in STHM.

## Plan of Study

### Core Courses

STHM 552	Sports Analytics	3
STHM 615	Legal Concerns in STHM	3
STHM 624	Current Issues in STHM	3
STHM 671	Research in Sports Studies	3
STHM 674	Sport Finance/Economics	3
STHM 675	MKT MGT of Sport Industry	3
<b>Core Courses Total Credit Hours</b>		<b>18</b>

### Non-Thesis Option

STHM 696 Seminar in STHM (Capstone)	3
STHM Electives or selected courses with approval	9
<b>Total Credit Hours</b>	<b>30</b>

### Thesis Option

STHM 681 Thesis	6
STHM Electives or selected courses with approval	6
<b>Total Credit Hours</b>	<b>30</b>



## 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: Science Dept/Division: Physics and Physical Science

Contact Person: Huong Nguyen Phone: x6-2756

## Action Requested

Check action requested: ☐ Addition ☐ Deletion ☒ Change

Degree Program Physical and Applied Science /GS 60

Area of Emphasis Physics for Teachers /GS 67

Effective Term/Year Fall 20 ☐ Spring 20 23 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.

NOT APPLICABLE

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

Dept. Chair/Division Head <u>Quo Huong Nguyen</u>	Date _____
Registrar <u>[Signature]</u>	Date _____
College Curriculum Chair <u>Maria Hamilton</u>	Date _____
College Dean <u>[Signature]</u>	Date <u>01/25/2023</u>
Graduate Council Chair <u>[Signature]</u>	Date <u>3-16-23</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:

We request that the List of Courses listed in the Graduate Catalogue for the Physics for Teachers Area of Emphasis (GS 67) to be adjusted, in order to make sure that the 500/600 classes are balanced. Another reason for the adjustment is to clarify the Non-thesis/Thesis options. Note that all the classes will be delivered on line.

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.

SEE ATTACHED DOCUMENT

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.

NOT APPLICABLE

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.

NONE

***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)

SEE ATTACHED DOCUMENT

### 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)

SEE ATTACHED DOCUMENT

## 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: **Physics**

Area of Emphasis Title: **Physics for Teachers**

Credit Hours: **36 Credit Hours**

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

Term to Take Effect: *(Fall, Spring, Summer/Year)* **Spring 2023**

Rationale: **We request that the List of Courses listed in the Graduate Catalogue for the Physics for Teachers Area of Emphasis (GS 67) to be adjusted, in order to make sure that the 500/600 classes are balanced. Another reason for the adjustment is to clarify the Non-thesis/Thesis options. Note that all the classes will be delivered on line.**

## **Physics for Teachers Area of Emphasis**

The required curriculum is specially designed to consist entirely of asynchronous online courses, offering educators the flexibility to acquire a new degree within their own schedule.

The degree does not have to be completed within a two-year period. However, students must maintain 6 graduate credit hours per semester to stay in the program.

This Area of Emphasis, as all of the university's programs, is covered by the Higher Learning Commission accreditation (<https://www.hlcommission.org/>) and will not lead to state licensure. Students who don't already have the credentials for teaching physics in K-12 schools and/or colleges, should apply separately for a license. Details are at:

<https://www.marshall.edu/coepd/student-services/teacher-certification> and

<https://www.marshall.edu/ctl/teaching/certification-in-college-teaching>

### **List of courses:**

<b>Code</b>	<b>Title</b>	<b>Credit Hours</b>
-------------	--------------	---------------------

#### **Physics and Physical Science Core Courses**

PS 500	Astronomy	3
PS 500L	Astronomy Laboratory	1
PHY 545	Math Methods of Physics	3
PHY 508	Thermal and Stat Physics	3
PHY 535	Computational Physics	3
PHY 547	Mechanics for Teachers	4
PS 648	Mod Physics for Teachers	3-5

Elective  
Any 500-600-level Science courses.

#### **Education Core Courses**

EDF 612	Educational Evaluation	3
EDF 621	Educ Research & Writing or	3
EDF 625	Qualitative Research Educ	3
CI 549	Instr & Clrm Mgt Sec Ed	3
CIRG 615	Writing in Literacy Curriculum or	3
CIRG 622	Literacy Technology	3

Final thesis or, for the non-thesis option, a teacher work sample project



## Physics for Teachers Area of Emphasis

The required curriculum is specially designed to consist entirely of asynchronous online courses, offering educators the flexibility to acquire a new degree within their own schedule.

The degree does not have to be completed within a two-year period. ~~However, students must maintain 6 graduate credit hours per semester to stay in the program.~~

This Area of Emphasis, as all of the university's programs, is covered by the Higher Learning Commission accreditation (<https://www.hlcommission.org/>) and will not lead to state licensure. Students who don't already have the credentials for teaching physics in K-12 schools and/or colleges, should apply separately for a license. Details are at:

<https://www.marshall.edu/coepd/student-services/teacher-certification> and

<https://www.marshall.edu/ctl/teaching/certification-in-college-teaching>

### List of courses:

#### 1. For Non-Thesis Option (36 hours)

Code	Title	Credit Hours
<b>Physics and Physical Science Core Courses</b>		
PS 500	Astronomy	3
PS 500L	Astronomy Laboratory	1
PHY 545	Math Methods of Physics	3
PHY 508	Thermal and Stat Physics	3
PHY 535	Computational Physics	3
PHY 547	Mechanics for Teachers	4
PS 648	Mod Physics for Teachers	3-5
Elective		5
Any 500-600-level Science courses.		
<b>Education Core Courses</b>		
EDF 612	Educational Evaluation	3
EDF 621	Educ Research & Writing	3
EDF 625	Qualitative Research Educ	3
CI-549	<del>Instr &amp; Cirm</del>	3
	<del>Mgt See Ed</del>	
CIRG 615	Writing in Literacy Curriculum	3
CIRG 622	or Literacy Technology	3

~~Final thesis or, for the non-thesis option, a~~ A teacher work sample project



**1. For Thesis Option (32 hours) + Thesis**

<b>Code</b>	<b>Title</b>	<b>Credit Hours</b>
<b>Physics and Physical Science Core Courses (20 hours)</b>		
PS 500	Astronomy	3
PS 500L	Astronomy Laboratory	1
PHY 545	Math Methods of Physics	3
PHY 508	Thermal and Stat Physics	3
PHY 535	Computational Physics	3
PHY 547	Mechanics for Teachers	4
PS 648	Mod Physics for Teachers	3
<b>Education Core Courses (12 hours)</b>		
EDF 612	Educational Evaluation	3
EDF 621	Educ Research & Writing	3
EDF 625	Qualitative Research Educ	3
CIRG 615	Writing in Literacy Curriculum or	3
CIRG 622	Literacy Technology	3
<b>Thesis: PHY 682 (4 hours)</b>		

## **Physics for Teachers Area of Emphasis**

The required curriculum is specially designed to consist entirely of asynchronous online courses, offering educators the flexibility to acquire a new degree within their own schedule.

The degree does not have to be completed within a two-year period.

This Area of Emphasis, as all of the university's programs, is covered by the Higher Learning Commission accreditation (<https://www.hlcommission.org/>) and will not lead to state licensure. Students who don't already have the credentials for teaching physics in K-12 schools and/or colleges, should apply separately for a license. Details are at:

<https://www.marshall.edu/coepd/student-services/teacher-certification> and

<https://www.marshall.edu/ctl/teaching/certification-in-college-teaching>

### **List of Courses**

#### **2. For Non-Thesis Option (36 hours)**

<b>Code</b>	<b>Title</b>	<b>Credit Hours</b>
<b>Physics and Physical Science Core Courses (20 hours)</b>		
PS 500	Astronomy	3
PS 500L	Astronomy Laboratory	1
PHY 545	Math Methods of Physics	3
PHY 508	Thermal and Stat Physics	3
PHY 535	Computational Physics	3
PHY 547	Mechanics for Teachers	4
PS 648	Mod Physics for Teachers	3
<b>Elective (4 hours)</b>		
Any 600-level Science courses		4
<b>Education Core Courses (12 hours)</b>		
EDF 612	Educational Evaluation	3
EDF 621	Educ Research & Writing	3
EDF 625	Qualitative Research Educ	3
CIRG 615	Writing in Literacy Curriculum or	3
CIRG 622	Literacy Technology	3

A teacher work sample project

### **3. For Thesis Option (32 hours) + Thesis**

<b>Code</b>	<b>Title</b>	<b>Credit Hours</b>
<b>Physics and Physical Science Core Courses (20 hours)</b>		
PS 500	Astronomy	3
PS 500L	Astronomy Laboratory	1
PHY 545	Math Methods of Physics	3
PHY 508	Thermal and Stat Physics	3
PHY 535	Computational Physics	3
PHY 547	Mechanics for Teachers	4
PS 648	Mod Physics for Teachers	3
<b>Education Core Courses (12 hours)</b>		
EDF 612	Educational Evaluation	3
EDF 621	Educ Research & Writing	3
EDF 625	Qualitative Research Educ	3
CIRG 615	Writing in Literacy Curriculum or	3
CIRG 622	Literacy Technology	3
<b>Thesis: PHY 682 (4 hours)</b>		

## 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: COLA Dept/Division: Psychology  
 Contact Person: Marianna Linz Phone: 6-2774

## Rationale for Request:


Since the inception of the Accelerated Masters option for undergraduate majors, it has been our policy that students who are admitted can be immediately fully admitted to the General MA program and the School Psychology emphasis upon successful completion of the Bachelor's degree. Those in the Accelerated Masters Program (AMD) were not required to take the GRE to be fully admitted to the General MA or School Psychology emphasis, though they would have to take the GRE for admission to either the Clinical Psychology emphasis or the Psy.D. Along the way, revisions were made to the language in the AMD documents and this language was lost. We would like to reconstitute that language as this is the policy in place that is presented to students who successfully enroll in the AMD.

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 11-22-2022

Registrar William D Biggs Date 12/16/2022

College Curriculum Committee Chair  Date 1/31/23  
 (or Dean if no college curriculum committee)

Graduate Council Chair  Date 3-12-23

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

## Request for Graduate Non-Curricular Changes – Page 2

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

### Graduate Catalogue

#### PSYCHOLOGY, ACCELERATED MASTER ' S DEGREE

##### OVERVIEW

##### ADMISSION REQUIREMENTS

Undergraduates accepted to an Accelerated Master ' s Degree program can begin taking master ' s level classes while still in the B.A. program. These graduate credits can be used for both the undergraduate and graduate level coursework and will help facilitate an easy and fast transition into the master ' s or doctoral program if a student is accepted. In order to be accepted into the accelerated master ' s program, please see your advisor to see if you qualify for one of these positions.



### **Request for Graduate Non-Curricular Changes – Page 3**

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

See attached word file.



## 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.

### PSYCHOLOGY, ACCELERATED MASTER ' S DEGREE

#### OVERVIEW

#### ADMISSION REQUIREMENTS

Undergraduates accepted to an Accelerated Master ' s Degree program can begin taking master's level classes while still in the B.A. program. These graduate credits can be used for both the undergraduate and graduate level coursework and will help facilitate an easy and fast transition into the master's or doctoral program if a student is accepted. In order to be accepted into the accelerated master's program, please see your advisor to see if you qualify for one of these positions. . AMD applicants who meet these program GPA admission requirements are exempt from submitting GRE scores and letters of recommendation to be considered for formal admission to the degree program, but must comply with all other admission standards. Also, it is important to note that during the last semester of the undergraduate degree program, students in the AMD program must apply for formal admission to the graduate program for the master's program in Psychology either the General or School Psychology emphasis.

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

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

Type of change request: **Change in catalogue language**

Department: **Psychology**

Degree program: **Masters with General Emphasis and School Psychology Emphasis**

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

## Graduate Catalogue

### PSYCHOLOGY, ACCELERATED MASTER'S DEGREE

#### OVERVIEW

#### ADMISSION REQUIREMENTS

Undergraduates accepted to an Accelerated Master's Degree program can begin taking master's level classes while still in the B.A. program. These graduate credits can be used for both the undergraduate and graduate level coursework and will help facilitate an easy and fast transition into the master's or ~~doctoral program~~ if a student is accepted. In order to be accepted into the accelerated master's program, please see your advisor to see if you qualify for one of these positions. AMD applicants who meet these program GPA admission requirements are exempt from submitting GRE scores and letters of recommendation to be considered for formal admission to the degree program, but must comply with all other admission standards. Also, it is important to note that during the last semester of the undergraduate degree program, students in the AMD program must apply for formal admission to the graduate program for the master's program in Psychology either the General or School Psychology emphasis.