



Graduate Council

MEMORANDUM

To: Dr. Jerome Gilbert – President

From: Dr. Tracy Christofero – Chair, Graduate Council *TC*

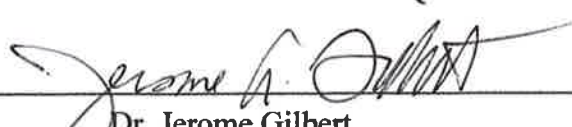
Date: October 11, 2017

Subject: **Approval of Graduate Council Minutes: September 29, 2017**

Attached are the minutes of the recent Graduate Council meeting for your review. Approval of these minutes will also serve as approval of curricular motions, graduate faculty status, etc.

Please advise if you have any comments/concerns/questions.

Minutes approved.



Dr. Jerome Gilbert
President, Marshall University

11-9-17

Date

Note to Cora Pyles, Executive Assistant to the President:

Please return the signed original to Dr. Tracy Christofero with .pdf copies e-mailed to:

Dr. Tracy Christofero, Chair, Graduate Council, christofero@marshall.edu
Dr. Cam Brammer, Secretary, Graduate Council, brammer@marshall.edu
Dr. David Pittenger, Dean, Graduate College, pittengerd@marshall.edu
Dr. Monica Brooks, Asst. VP Online Learning & Libraries, brooks@marshall.edu
Dr. Tammy Johnson, Exec. Director of Admissions, johnson73@marshall.edu
Dr. Sonja Cantrell, Registrar, cantrell1@marshall.edu
Dr. Sherri Smith, Associate VP for Academic Affairs, smithsc@marshall.edu
Ms. Sandee Lloyd, Graduate Dean's Office, lloyd@marshall.edu
Mr. Adam Russell, Office of Academic Affairs, russell58@marshall.edu

MU Graduate Council Meeting Minutes – September 29, 2017 South Charleston campus – Thomas Boardroom

Agenda

Christofero	Welcome
Brammer	Approval of previous meeting Minutes (Attachment 1)
Christofero	Graduate faculty status candidates (Attachment 2)
Howard	Interdisciplinary Programs
DeBruin	Academic Planning Committee (Attachment 3)
Lawrence	Curriculum Committee (Attachment 4)
Christofero	Other Business

Members Present: Allen, Blough, Brammer, Campbell, Christofero, Davis, Heaton, Howard, Lanham, Larsen, Lawrence, Muellerleile, Sollars, Sutphin, Vauth

Members Absent: Scott, DeBruin

Ex-Officio Members Present: Eagle

Ex-Officio Members Absent: Maher, Ormiston, Pittenger

Visitors: Lori Ellison, COEPD

Please reserve these meeting dates:

- October 27, 2017 – Huntington John Spotts Room
- December 1, 2017 – South Charleston Thomas Boardroom
- January 26, 2018 – Huntington John Spotts Room
- February 23, 2018 – South Charleston Thomas Boardroom
- March 30, 2018 – Huntington John Spotts Room
- April 27, 2018 – South Charleston Thomas Boardroom

Reminder: All electronic and hard copy requests for Graduate Council must be received no later than the first day of the month in which Council meets.

Chair Christofero called the meeting to order at 1 PM.

Minutes of the August 25, 2017 GC meeting

APPROVED

(see Attachment 1)

GRADUATE FACULTY STATUS CANDIDATES (see Attachment 2) APPROVED

INTERDISCIPLINARY PROGRAMS Lori Ellison reported that Dean Pittenger is researching the possibility and interest in an Interdisciplinary degree programs. He would appreciate any information from faculty interested in this program possibility.

ACADEMIC PLANNING COMMITTEE

APPROVED

(see Attachment 3 for rationales)

COEPD

Department: Elementary/Secondary Education

Degree Program: MA in Education; Instructional Technology and Learning

Type of Change: Change (Replace CIEC 610 with CIEC 615)

Credit Hours: 3

Effective Date: Spring 2018

Department: Elem/Sec Education

Name of Certificate: Instructional Technology & Learning

Credit Hours: 21

Type of Change: Certificate Change (replace CIEC 610 with CIEC 615)

SOM

Department: Research and Graduate Education

Degree Program: PhD in Biomedical Research

Type of Change: Change name of program/degree to Biomedical Research PhD

Effective Date: Fall 2017

Department: Research and Graduate Education

Degree Program: Biomedical Science, MS

Type of Change: Change name of program/degree to Biomedical Research MS

Effective Date: Fall 2017

Department: Biomedical Sciences

Degree Program: PhD

Type of Change: Non-curricular – Graduate Faculty Requirements

Effective Date: Spring 2018

CURRICULUM COMMITTEE

APPROVED

(see Attachment 4 for rationales)

COHP

Course Addition (1)

Department: Physical Therapy

#/Title: PT 799 Integration and Review

Description: Integration and review of clinical physical therapy principles and concepts
in preparation for the National Physical Therapy Board Examination

Prerequisites: none

First Offered: Summer 2018

Credit Hours: 1

COEPD

Course Changes (1)

Change: Course Number

Department: Elementary and Secondary Education

#/Title (old): CIEC 715 Online Course Development and Delivery

#/Title (new): CIEC 615

Meeting Adjourned 2:00PM

Submitted by Brammer 10/11/2017; Reviewed by Christofero 10/11/17

Attachment 1

MU Graduate Council *PREVIOUS* Meeting Minutes – August 25, 2017 Huntington campus – John Spotts room

Agenda

Christofero	Welcome, Introductions, Announcements (Attachment 1)
Brammer	Approval of previous meeting Minutes (Attachment 2)
Christofero	Graduate faculty status candidates (Attachment 3)
Pittenger	Graduate College updates
Christofero	Review committee assignments and functions
All	Elect committee chairs

Members Present: Allen, Blough, Brammer, Campbell, Christofero, Davis, DeBruin, Heaton, Howard, Lanham, Larsen, Lawrence, Muellerleile, Sutphin, Vauth

Members Absent: Sollars

Ex-Officio Members Present: Pittenger

Ex-Officio Members Absent: Eagle, Maher, Ormiston

Visitors: None

Please reserve these meeting dates:

- September 29, 2017 – South Charleston Thomas Boardroom (1st working mtg)
- October 27, 2017 – Huntington John Spotts Room
- December 1, 2017 – South Charleston Thomas Boardroom
- January 26, 2018 – Huntington John Spotts Room
- February 23, 2018 – South Charleston Thomas Boardroom
- March 30, 2018 – Huntington John Spotts Room
- April 27, 2018 – South Charleston Thomas Boardroom

Reminder: All electronic and hard copy requests for Graduate Council must be received no later than the first day of the month in which Council meets. Requests for the December 1st meeting are due November 1st.

Chair Christofero called the meeting to order at 1pm.

Minutes of the April 28, 2017 GC meeting were approved with edit in attendance.

(see Attachment 1)

APPROVED

GRADUATE FACULTY STATUS CANDIDATES (SEE Attachment 2) **APPROVED**

With edits to be sent to Chair Christofero.

GRADUATE COLLEGE UPDATES Dean Pittenger reported that the current Graduate Catalog reflects all the changes that have been made to the requirements for students at this time. He requested that members wanting to work on Interdisciplinary and mentorship issues contact him.

COMMITTEE ASSIGNMENT AND FUNCTIONS Standing Committee responsibilities were discussed and Chair Christofero assigned members to the standing committees and asked the committees to select a chair

The Standing Committees are as follows with chairs selected:

Academic Planning, Standards, and Policies

DeBruin, Nat – Chair
Larsen, Eldon
Sutphin, Rich
Vauth, Henning

Credentialing

Blough, Eric
Campbell, Beth
Lanham, Susan – Chair
Muellerlelie, Paige

Curriculum

Davis, Scott
Howard, Lori
Lawrence, Bonita – Chair
Sollars, Vince

Program Review and Assessment

Allen, Tina – Chair
Brammer, Cam
Heaton, Lisa

Attachment 2

Graduate Faculty Status Requests

The following is a list of requests still pending in the RedBook Admin system:

	Type	Faculty Member	College /School	Department/Division	Graduate Faculty Level	Term Start	Term Expires
1	Add	Allison, Fletcher	COHP	School of Kinesiology	Associate	8/21/2017	12/11/2020
2	Add	Carr, Tessa	COB	ACC/LE	Graduate	8/21/2017	12/9/2022
3	Add	DeBruin, Nathaniel	COLA	History	Associate	8/21/2017	12/11/2020
4	Add	Frame, Mike	COB	Management	Associate	5/15/2017	
5	Add	Henderson, Brandon	SOM	Biomedical Sciences	Doctoral	8/21/2017	12/9/2022
6	Add	Larsen, Kelli	COHP	Social Work	Graduate	6/5/2017	
7	Add	Lewis, Daniel	COLA	English	Associate	8/21/2017	12/11/2020
8	Add	Lopuch, Jeremy	COEPD	Special Education	Graduate	8/21/2017	12/9/2022
9	Add	Nannen, Briana	CAM	School of Music	Graduate	8/21/2017	12/9/2022
10	Add	Seifert, Ashley	SOM	Biomedical Sciences	Associate	8/21/2017	12/11/2020
11	Add	Shepherd, Terry	COHP	School of Kinesiology	Graduate	8/21/2017	12/9/2022
12	Add	Thompson, Dolores	COLA	History	Associate	8/21/2017	12/11/2020
13	Delete	Dulin, Betsy	CITE	Engineering	Graduate	9/3/2013	9/3/2018
14	Delete	English, Colleen	COHP	School of Kinesiology	Associate	9/23/2014	9/23/2017
15	Delete	Gudivada, Venkat	CITE	Engineering & Computer Science	Graduate	5/13/2014	5/13/2019
16	Delete	Han, Hyoil	CITE	Division of CS	Graduate	3/15/2013	3/15/2018
17	Delete	Kroll, Penny	COHP	DPT	Doctoral	##### #	11/11/2016
18	Delete	Marley, William	COHP	SOK	Graduate	9/30/2008	9/30/2013
19	Delete	McCormick, Richard	CITE	Engineering and Computer Science	Graduate	3/31/2009	3/31/2014

20	Delete	Nichols, Andrew	CITE	Engineering & Computer Science	Graduate	12/7/2012	12/7/2017
21	Delete	Sadique, Sarder	CITE	Engineering	Graduate	##### #	11/23/2020
22	Delete	Welch, Susan	COHP	NUR	Associate	4/16/2015	4/16/2017
23	Delete	William, Ford	CITE	Engineering	Graduate	12/3/2015	12/3/2020
24	Edit	Campbell, Elizabeth	COEPD	Elem/Sec Ed	Doctoral	8/21/2017	12/9/2022
25	Edit	Davis, Elbert	COEPD	Elem/Sec Ed	Associate	8/21/2017	12/11/2020
26	Edit	Dixon, Loukia	COHP	Communications Disorders	Associate	6/5/2017	
27	Edit	Gouldm@marshall .edu, Mary	COHP	Dietetics	Graduate	1/9/2017	5/6/2022
28	Edit	Howard, Lori	COEPD	Special Ed	Graduate	8/21/2017	12/9/2022
29	Edit	Larison, Isaac	COEPD	Literacy Education	Graduate	8/21/2017	12/9/2022
30	Edit	Mak, Jennifer	COHP	SOK	Doctoral	8/21/2017	12/9/2022
31	Edit	McFarland- Whisman, Jennifer	COEPD	Special Ed	Graduate	8/21/2017	12/9/2022
32	Edit	McNealy, Karen	COHP	Communication Disorders	Graduate	6/5/2017	
33	Edit	Norton, Michael	SOM	Biomedical Sciences	Doctoral	6/5/2017	
34	Edit	Taylor, Cassandra	COB	Management/Marketi ng/MIS	Associate	5/15/2017	
35	Edit	Tierney, Nancy	COB	Managing & Marketing/MIS	Associate	5/15/2017	
36	Edit	Viola, Anthony	COLA	English	Graduate	6/5/2017	
37	Edit	Walkup, Priscilla	COB	Management/Market ing/MIS	Associate		

Attachment 3

Academic Planning Requests

Full Requests available at <http://www.marshall.edu/graduate-council/upcoming-proposals/>

COEPD

Department: Elementary/Secondary Education

Degree Program: MA in Education; Instructional Technology and Learning

Type of Change: Change (Replace CIEC 610 with CIEC 615)

Credit Hours: 3

Effective Date: Spring 2018

Rationale: This request is to change the curriculum by replacing CIEC 610 Local Area Networks and Telecommunications with CIEC 615 Online Course Development and Delivery. This area of emphasis serves educators wanting to improve their use of technology in teaching within P-12 and higher education and individuals who want to work in roles such as Instructional Designers. In both cases, a course focused on Online Course Development and Delivery would better serve their needs versus the networking course. Personnel at the West Virginia Department of Education (WVDE) have confirmed that other individuals in their schools perform networking functions and express the need for a course focused on online course design. The WVDE requires a Blended Learning course in their Technology Integration Specialist program and have expressed a willingness to accept our course for this requirement.

Department: Elem/Sec Education

Name of Certificate: Instructional Technology & Learning

Credit Hours: 21

Type of Change: Certificate Change (replace CIEC 610 with CIEC 615)

Rationale: This request is to change the curriculum by replacing CIEC 610 Local Area Networks and Telecommunications with CIEC 615 Online Course Development and Delivery. This graduate certificate serves educators wanting to improve their use of technology in teaching within P-12 and higher education and individuals who want to work in roles such as Instructional Designers. In both cases, a course focused on Online Course Development and Delivery would better serve their needs versus the networking course. Personnel at the West Virginia Department of Education (WVDE) have confirmed that other individuals in their schools perform networking functions and express the need for a course focused on online course design. The WVDE requires a Blended Learning course in their Technology Integration Specialist program and have expressed a willingness to accept our course for this requirement.

SOM

Department: Research and Graduate Education

Degree Program: PhD in Biomedical Research

Type of Change: Change name of program/degree to Biomedical Research PhD

Effective Date: Fall 2017

Rationale: Replace Biomedical Sciences (BMS) with Biomedical Research (BMR) to distinguish from the newly created Department of Biomedical Sciences in the SOM and emphasize the research aspect of the degrees in the Office of Research and Graduate Education.

Department: Research and Graduate Education

Degree Program: Biomedical Science, MS

Type of Change: Change name of program/degree to Biomedical Research MS

Effective Date: Fall 2017

Rationale: Replace Biomedical Sciences (BMS) with Biomedical Research (BMR) to distinguish from the newly created Department of Biomedical Sciences in the SOM and emphasize the research aspect of the degrees in the Office of Research and Graduate Education.

Department: Biomedical Sciences

Degree Program: PhD

Type of Change: Non-curricular – Graduate Faculty Requirements

Effective Date: Spring 2018

Rationale: We have changed the requirements for Graduate Faculty status in our program since the last review by the Graduate Council. Updated version of 8/16/2017 below.

DOCTORAL	GRADUATE	ASSOCIATE	INSTRUCTOR
Function: To serve as chairperson on BMS student committees and all other graduate functions	Function: To participate as a member on BMS student committees and all other graduate functions	Function: Off-campus faculty or non-tenure track faculty to serve on BMS student committees	Function: To teach graduate level courses
Term of Appointment: 3 yrs	Term of Appointment: 2 yrs	Term of Appointment: 2 yrs	Term of Appointment: 2 yrs
Criteria: Must have 1. terminal degree AND 2. tenure or tenure-track appointment in BMS department 3. rank of Assistant Professor or higher 4. current or expected departmental responsibilities 5. evidence of continuing high quality teaching and advising	Criteria: Must have 1. terminal degree AND 2. tenure or tenure-track appointment in BMS department 3. rank of Assistant Professor or higher 4. current or expected departmental responsibilities 5. evidence of continuing high quality teaching and advising	Criteria: Must have 1. terminal degree 2. appointment in BMS department AND 3. rank of Assistant Professor or equivalent or higher OR 3. rank of Research Assistant Professor or higher 4. current or expected student committee responsibilities 5. evidence of continuing high quality advising	Criteria: Must have 1. appropriate degree or professional experience 2. current or expected departmental responsibilities 3. evidence of continuing high quality teaching

Scholarly Activity	Scholarly Activity	Scholarly Activity	Scholarly Activity
<p>Must have a minimum of <u>three</u> significant scholarly activity contributions. This includes at least one manuscript published in a refereed journal <u>and</u> at least one competitive, extramural grant submitted, pending, or ongoing within the last three years.</p>	<p>Must have a minimum of <u>two</u> significant scholarly activity contributions. This includes at least one manuscript published in a refereed journal <u>or</u> at least one competitive, extramural grant submitted, pending, or ongoing within the last five years.</p>	<p>Must have at least one manuscript published in a refereed journal <u>or</u> at least one competitive, extramural grant submitted, pending, or ongoing within the last five years.</p>	<p>Must maintain scholarly or creative activity necessary to bring current information or experience to the courses they teach.</p>

Attachment 4 Curriculum Requests

Full Requests available at <http://www.marshall.edu/graduate-council/upcoming-proposals/>

College of Health Professions

Course Addition (1)

Department: Physical Therapy

#/Title: PT 799 Integration and Review

Description: Integration and review of clinical physical therapy principles and concepts in preparation for the National Physical Therapy Board Examination

Prerequisites: none

First Offered: Summer 2018

Credit Hours: 1

College of Education and Professional Development

Course Changes (1)

Change: Course Number

Department: Elementary and Secondary Education

#/Title (old): CIEC 715 Online Course Development and Delivery

#/Title (new): CIEC 615

Rationale: 1. The class was initially created with doctoral candidates in mind and had reasonable enrollments when both CI and LS doc candidates had an area of emphasis / specialization in their plans of study. LS candidates no longer have an option to take this course. 2. The last few times the course was offered it included about as many MA students in the Instructional Technology emphasis as CI doctoral students. A 600 level number would be more appropriate for MA candidates and wouldn't hurt doctoral candidates as an area of emphasis course.

Catalog Desc: This course offers participants the opportunity to explore strategies and issues related to the development and delivery of online courses.