MARSHALL UNIVERSITY®

Graduate Council

MEMORANDUM

To:	Mr. Brad D. Smith, President
From:	Dr. Richard Egleton, Graduate Council, Chair Richard Egleton *Richard Egleton*
Date:	February 12th, 2025
Subject:	**Review of Graduate Council Minutes: January 31, 2025**

Attached are the minutes of the recent Graduate Council meeting for your review. Approval of these minutes will also serve as approval of graduate faculty status, etc. The meeting was held in a hybrid format in MSC 2W16-B and via TEAMS.

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

Minutes approved.

_____   2-17-2025

Mr. Brad D. Smith   Date
President, Marshall University

Note to Cora Pyles, Executive Assistant to the President:
Please return the signed original to Dr. Richard Egleton, egleton@marshall.edu with .pdf copies e-mailed to:

Dr. Conrae Lucas-Adkins, Secretary, Graduate Council, lucas26@marshall.edu
Dr. Avinandan Mukherjee Provost, mukherjeea@marshall.edu
Dr. Carl Mummert, Assistant Provost, mummert@marshall.edu
Dr. Karen McComas, Interim Associate Provost, mcomas@marshall.edu
Dr. Julia Spears, Asst Provost of Online Education, spearsj@marshall.edu
Dr. Jerry Ross, Chief Enrollment Officer and VP of Enrollment Management,
      jerry.ross@marshall.edu
Dr. Sonja Cantrell, Registrar, cantrell@marshall.edu
Dr. Mary Beth Reynolds, Associate VP Assessment reynoldm@marshall.edu

MU Graduate Council Meeting Minutes
January 31, 2025
Hybrid Meeting – MSC 2w16-B + Teams

Members Present: Chattin, Davis, Egleton, Hancock, Heaton, Kimble, Hughes, Lucas-Adkins, Meadows, Perkins, Sardahi, Stroebel, Yuan
Members Absent: Simonton, Vallejo
Ex-Officio Voting Members Present: Schulenberg
Ex-Officio Non-Voting Members Present: Mummert, Maher,
Ex-Officio Non-Voting Members Absent: Mukherjee
Guests: P. Georgel, B. Gardner, S. Cantrell-Johnson, A. Means, M.B. Reynolds, V. Stroeher, K. Adkins, D. Lockwood, M. Brooks, G. McIlvain, E. Beeson, T. Eagle, J. Mak

Agenda

Egleton	Welcome, Approval of the Agenda
Lucas-Adkins	Approval of November Minutes
Davis	Planning Committee Report Including transfer policy
Simonton	Curriculum Committee Report
Meadows	Program Review
Egleton	Discussion and vote for Shared Governance Charter (will be sent to BOG for approval)
Egleton	Chairs Report - Discussion Items • Benchmarking • Recent executive orders
Mummert	• Graduate Studies Report • Plan on a page from Graduate Studies - for vote
Schulenberg	Faculty Senate Report
Egleton	• Wrap up

At this time, all meetings will be Hybrid.
February 28, 2025 (Drinko 349 + Teams)

March 28, 2025 (MSC 2w16b +Teams)

April 18, 2025 (MSC 2w16b + Teams)

Attachments
Attachment #1: Graduate Council November Minutes
Attachment #2: Planning Committee Report
Attachment #3: Transfer Policy Proposed Amendment
Attachment #4: Curriculum Committee Report:
Attachment #5: Program Review Report
Attachment #6: Shared Governance Charter
Attachment #7: Graduate Studies Plan on a Page
Attachment #8: Graduate Studies Report
Attachment #9: Graduate Studies Statistics

Meeting Called to Order at 1:00 PM

WELCOME, INTRODUCTIONS, ANNOUNCEMENTS

- R. Egleton reminded members who were participating via Teams to raise their virtual hands for voting and to raise virtual hand if they wanted to speak.
- R. Egleton introduced: 1) Gena Chattin who will be serving as GC member this spring while Lori Thompson is on sabbatical; 2) Meghan Hancock who will be serving as GC member this spring while Keith Beard is on sabbatical.
- R. Egleton explained that there would be no credentialing report with graduate faculty status updates this month, because Keith Beard (chair of credentialing committee) began sabbatical in January.

MOTION TO APPROVE AGENDA   APPROVED

MOTION TO APPROVE November Meeting Minutes   APPROVED
(See Attachment #1)

PLANNING COMMITTEE
(See Attachment #2)
Scott Davis presented report:

COEPD
GC-25-01-01PC School Counseling Program Change
GC-25-01-02PC RBA to MA in Counseling- New Program Proposal

Committee recommended approval and GC Approved

COHP
GC-25-01-03 PC Health & Movement Science Degree- Intent to Plan

Committee recommended approval and GC Approved

SOP
GC-25-01-04 PC PharmD Program Change Request

GC-25-01-05 PC PharmD Program Change Request
GC-25-01-06 PC MS Pharmaceutical Sciences Program Change Request

Committee recommended approval and GC Approved

Transfer Credit Policy Review

GC-25-01-07 PC

(See Attachment #3)

Scott Davis provided updates on the committee's review and recommendations for the transfer credit policy. These issues were introduced during November's meeting by Craig Kimble. The PC reviewed transfer credit policy for 18 peer institutions as a basis for these suggested changes to the MU policy. Input was also provided by MU's Graduate Admissions. The suggested changes are written in red (see attachment #3).

Committee recommended approval and GC Approved

CURRICULUM COMMITTEE
(See Attachment #4)
Lisa Heaton presented the report:

COHP

GC-25-01-08CC

Committee recommended approval and GC Approved

COLA

GC-25-01-09CC

Committee recommended approval and GC Approved

Library

GC-25-01-10CC

LSC 650 is duplicated in the attachment and needs to be removed. There should only be one entry for LSC 650.

Committee recommended approval and GC Approved (with removal of duplicated LSC 650)

<u>LCOB</u>

GC-25-01-11 CC

Before voting, Amanda Meadows requested correction to the course description for STHM 675. The correct course description is as follows:

STHM 675 CORRECTED COURSE DESCRIPTION: This course covers marketing management and its application in the sports industry. It emphasizes current theory, a managerial approach, and real-world application through case studies that link theory with practices.

Committee recommended approval and GC Approved (with corrected course description for STHM 675)

The following CC course requests will be moved to the February meeting:

COB- DBA 791

COEPD- CI 797

COLA- HST 570

COS- CHM 525

PROGRAM REVIEW COMMITTEE
(See Attachment #5)

Amanda Meadows presented the report and thanked everyone for their efforts. Eighteen programs were reviewed and each had 2 reviewers.

Discussion:

- Scott Davis noted a clerical error for Nursing. DNP is the correct program acronym, not DPT
- Richard Egleton will follow up about MD enrollment numbers. Noted that the numbers may be off a little due to the effect of COVID.
- Non-externally accredited programs will be looked at later.
- Scott Davis confirms that COHP Dean and Nursing Program Director support discontinuing the 2 nursing certificate programs as recommended by the reviewers.

GC-25-01-12 CC

Committee recommended approval and GC Approved (with correction of DNP)

SHARED GOVERNANCE CHARTER

(See Attachment #6)

Richard Egleton discussed charter.

GC-25-01-13   APPROVED

GRADUATE COUNCIL CHAIR UPDATES
Updates from Richard Egleton:

- **Benchmarking**: The purpose is to bring more "eyes" to the graduate programs at MU. Richard looked at the info submitted by program directors. He said 120 institutions were identified as points of comparison, i.e. "peer institutions," across the programs. Richard narrowed these down to 4 to 5 institutions and investigated: 1) What do those programs do to attract students? and 2) What services do they offer students? One suggestion is that program webpages include a section on, "What can you do with your graduate degree in _____?"
- **Executive Orders**: President Smith has asked the Shared Governance Committee to be the driving force behind what these orders mean for MU. Legal counsel is also involved. The process is not "top-down."

GRADUATE STUDIES PLAN ON A PAGE
(See Attachment #7)
Carl Mummert presented the Plan on a Page.

GC-25-01-14   APPROVED

GRADUATE STUDIES REPORT
(See Attachment #8)
Carl Mummert shared his report.

FACULTY SENATE REPORT
Shawn Schulenberg shared the following:
1. **Shared Governance Charter**

- The Senate approved the final draft of the Shared Governance Charter at its meeting on **January 23, 2025**.

2. **Promotion & Tenure Rules Update**

- The Faculty Personnel Committee (FPC) held an open forum to review proposed revisions to **MU BOG AA 6, AA 7, and AA 9** (Promotion and Tenure Rules).

- The FPC is reviewing feedback and will vote on a final version before submitting it to the Executive Committee and the Faculty Senate for approval.
- The final version will be shared with all faculty—please review it carefully when distributed.

3. **Post-Tenure Review Policy Forum**

- On **January 24, 2025,** the Faculty Senate Office sent an email on behalf of the Ad Hoc Post-Tenure Review Committee announcing an open forum on its draft policy.
- The forum will be held on **Thursday, February 6, at 4:00 PM in Corbly 106.**
- The email included the draft policy and a link for faculty feedback. Please review the policy and provide input via the forum or the feedback link.

4. **Marshall Day at the WV State Capitol**

- Scheduled for **March 4, 2025.**
- The event format will change slightly—details forthcoming. Please mark your calendars and attend if possible.

5. **Spring General Faculty Meeting**

- Scheduled for **April 10, 2025, at 4:00 PM** in the **Joan C. Edwards Playhouse.**
- Agenda includes **honoring retiring faculty** and recognizing **award-winning faculty.**

6. **Upcoming Faculty Senate & Executive Committee Meetings**

- **Next Executive Committee Meeting: February 10, 2025.**
- Next **Faculty Senate Meeting: February 20, 2025.** This meeting will include remarks from the **BOG Chair** and consideration of recommendations for the **Spring Commencement Speaker and/or Honorary Degree Recipient(s).**
- **Submission Deadline**: All recommendations and resolutions for these meetings are due today, **January 31, 2025, at 5:00 PM.**

CONCLUDING REMARKS:
- Richard Egleton expressed appreciation to Amanda Meadows for leading the program reiews.
- Need volunteer for note-taking during Feb. 28th and March 28th meetings. Conrae will be absent.

Meeting Adjourned at 2:27 PM

College of Education and Professional Development

(GC-25-01-01-PC) - 158 – School Counseling – Program Change Request
Department: Counseling
Major or Degree: MA, Counseling
Type of Change: Catalog Change
Effective Date: 2025-2026 Catalog
Rationale: Students without a valid teaching license currently have to complete six semester hours in education courses to meet alternative certification requirements with WVDE; however, this requirement recently changed, so we would like to remove the alternative certification requirements from our plans of study while continuing to encourage students to take those courses as electives.
Committee Recommendation - Approval

(GC-25-01-02-PC) - 872 - RBA to MA in Counseling AGD – New Program Proposal
Department: Counseling
Major or Degree: AGD – RBA to MA in Counseling
Type of Change: Accelerated Graduate Degree (AGD)
Effective Date: Summer 2025
Rationale: The Regents Bachelor of Arts (RBA) program provides students an option to declare areas of emphasis in several fields allied with counseling, including, but not limited to, psychology, sociology, communication studies, and criminal justice. Since the RBA provides flexibility in the upper division courses required of the degree, the AGD coursework will easily fit within the current RBA plan of study. This AGD will provide students with a clear pathway to graduate education that can result in advanced licensure, certification, and career opportunities.
Committee Recommendation - Approval

College of Health Professions

(GC-25-01-03-PC) Health and Movement Sciences (M.S.) Degree – Intent to Plan Change Request
Department: School of Health and Movement Sciences (Formerly -School of Kinesiology)
Major or Degree: Health and Movement Sciences, MS
Type of Change: Combine MS Exercise Science and MS Biomechanics degree programs into one MS Health and Movement Sciences. MS in Athletic Training will remain the same.
Effective Date: Fall 2025
Rationale: The School of Kinesiology is being rebranded as The School of Health and Movement Sciences (approved summer 2024). The School of Health and Movement Sciences (SHMS) is

housed within the College of Health Professions and currently has master's degree programs in Athletic Training, Biomechanics, and Exercise Science. Each of these programs has a common core stemming from the study of kinesiology (a movement science). The SHMS is proposing to create a STEM designated master's degree program in Health and Movement Sciences that will incorporate the current Biomechanics and Exercise Science MS degree programs. The MS Athletic Training will remain a standalone degree program per accreditation requirements. The Health and Movement Sciences degree program would offer majors in Biomechanics (Sport Science) and Exercise Physiology.

Committee Recommendation - Approval

School of Pharmacy

(GC-25-01-04-PC) 504 – PharmD, Doctor of Pharmacy Ded (Pharm.D.) - Program Change Request
Department: PHARM
Major or Degree: Pharm.D.
Type of Change: Program Change
Effective Date: Fall 2025
Rationale: The SOP is implementing annual milestone examinations at the end of each academic year for progression. As part of these exams, we are implementing review classes for the materials covered. We also moved additional complex patient cases classes into this course. This course is one of 6 in a series for CPD and was previously a zero-hour course. It will now be credited at 1 hour and will meet weekly. This will become effective with the new incoming class and POS and the courses will have a new numbering sequence.

Committee Recommendation - Approve

(GC-25-01-05-PC) 505- PharmD, Doctor of Pharmacy – Program Change Request
Department: PHARM
Major or Degree: PharmD, Doctor of Pharmacy
Type of Change: Catalog Change – Edits to program description, accreditation information, program requirements, Accelerated Pathway, Plan of Study
Effective Date: 2025-2026
Rationale: The SOP is implementing annual milestone examinations at the end of each academic year for progression. As part of these exams, we are implementing review classes for the materials covered. We also moved additional complex patient cases classes into this course. This course is one of 6 in a series for CPD and was previously a zero-hour course. It will now be credited at 1 hour and will meet weekly. This will become effective with the new incoming class and POS and the courses will have a new numbering sequence.

Committee Recommendation - Approve

(GC-25-01-06-PC) 290 – MS, Pharmaceutical Sciences Degree (M.S.) – Program Change Request
Department: School of Pharmacy
Major or Degree: MS, Pharmaceutical Sciences

Type of Change: Catalog Change
Effective Date: Summer 2025
Rationale: The program has rolling admission. Fall decisions are more difficult to make in Aug-Dec because we do not know how many students the program can accommodate 9-12 months in advance . These decisions are based on lab availability, research grants to fund student's thesis projects, and whether students graduate on time. Change will allow reviews to begin in February and continue on a rolling basis. Also request to remove interview requirement under admissions.
Committee Recommendation - Approve

Policy Review
(GC-25-01-07-PC) Transfer of Graduate Credits
Current Policy with Track Changes
Transfer of Graduate Credits
A student with an approved Plan of Study may transfer to Marshall University credit earned in graduate coursework completed at another accepted, accredited graduate institution provided that the courses are appropriate to the student's program, acceptable to the advisor and college dean, all earned grades are equivalent to *B* or better, and courses do not exceed the time limitation of seven years from the date of enrollment in the first graduate course (Marshall course or transferred course) to be applied toward meeting degree requirements of the student's program. *Courses graded as Pass/Fail (or a similar grading system), when "Pass" can equate to a grade below B, may be reviewed by the graduate program for possible transfer credit. The graduate program has the discretion to evaluate a student's knowledge or competence in the subject matter and award transfer credit for graduate courses with Pass (or equivalent) grades and for which credit was awarded by the issuing institution.* For master's, education specialist, and doctoral degree programs, transfer credits may not exceed 12 hours or one-third of the hours on the plan of study, whichever is higher. For graduate certificate programs, transfer credits may not exceed 6 credit hours. Individual programs may establish stricter limits on the number of transfer hours allowed. Exceptions to the limitation on the number of transfer hours must be approved by the Chief Academic Officer. Graduate credits transferred from other institutions will not become a part of the Grade Point Average recorded on the student's Marshall University transcript and will simply meet credit hour requirements toward graduation. Proviso: Effective implementation Spring 2025.
Transient Students
A student who is enrolled at another accredited graduate institution may, upon submission to the Graduate Admissions office an admission application and a letter of good standing from the home university, enroll for Marshall University graduate coursework. This admission is valid for one semester only. The student must submit a new application and letter of good standing each semester he/she wishes to attend.
Normally, up to twelve credit hours of coursework may be transferred back to the home institution.
Permission to transfer credits is arranged, by the student, with the home university. Transient students who wish to register for coursework beyond twelve credit hours at Marshall are required to obtain the approval of Marshall University's Graduate Dean.

Clean Version
Transfer of Graduate Credits
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Permission to transfer credits is arranged, by the student, with the home university. Transient students who wish to register for coursework beyond twelve credit hours at Marshall are required to obtain the approval of Marshall University's Graduate Dean.

Committee Recommendation - Approve

COHP

GC-25-01-08-CC

ESS 692:	**Strength & Condit Clin Fld Exp**
College:	College of Health Professions
Department:	School of Kinesiology
Major:	Exercise Science and Sport
Type:	New Course
Credit Hours:	3
Effective:	Spring 2025
Course Description:	The application and development of Strength and Conditioning Specialist skills in real-world settings.
Proposed Prerequisites:	ESS 621 and ESS 642 and DTS 671 and HS 505 and HS 566
Grading	Normal
Rationale:	The new course meets the expectations for a field experience course requirements by the CASCE accreditation body.
Recommendation and Comments	Approve

COLA

GC-25-01-09-CC

HST 514:	**Am Civil War & Reconstruction**
College:	COLA
Department:	History
Major:	
Type:	Course Change title and description
Effective:	Spring 2025
Old Title	
New Title	Am Civil War & Reconstruction
Old Course Description:	This course explores the causes, fighting, outcomes, and historical memory of the bloodiest war in US history.
New Course Description:	This course explores the causes, fighting, outcomes, and historical memory of the bloodiest war in US history.
Proposed Prerequisites:	NA
Split level:	Added split level with HST 414
Grading	

Rationale:	This is not a new course, just revamping the old course. I have a separate syllabus as well as separate assignments for the graduate level. I project at least 3-5 graduate students enrolled per semester.

Recommendation and Comments	Approve

PADM 610: **Strategic Resource Development**

College:	COLA
Department:	Public Administration
Major:	MPA, Public Administration
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025
Course Description:	Prepares students to secure and manage diverse funding streams for public and nonprofit sectors. Emphasizes grants, corporate sponsorships, and crowdfunding, with practice in grant writing, budgeting, and sustainable resource management.

Proposed
Prerequisites:

Grading	Normal
Course Delivery and explanation	Asynchronous online course: As the MPA program is fully online, offering this new course, Strategic Resource Development, in an online format is essential for its integration and applicability to our program. The online structure ensures that students, regardless of geographic location or time constraints, can participate in and benefit from the course content, aligning with the accessibility and flexibility that define our MPA program. The fully online format also enhances students' learning experience by incorporating interactive, real-world applications that simulate strategic resource development in diverse professional environments.
Rationale:	Rationale for a new course, projected semester enrollment, etc.

The Strategic Resource Development course is designed to fill a critical gap in the MPA curriculum by providing students with practical skills in securing, managing, and sustaining funding sources essential for public and nonprofit sectors. In an era of evolving fiscal landscapes and increased demand for transparency and accountability, the ability to develop and implement diverse funding strategies has become an indispensable competency for public administration professionals. This course not only equips students with these in-demand skills but also aligns with the MPA program's commitment to preparing graduates who are adaptive, strategic leaders in public service. Students in the MPA program have consistently expressed a desire for a course that addresses the complexities of sustainable funding strategies tailored to the public and nonprofit sectors.

Projected Semester Enrollment:
The course is anticipated to enroll approximately 30 students per offering. Given its specialized focus, it is expected to be offered once a year to support consistent enrollment and maintain a high level of engagement and resources for each cohort.

Major	MPA, Public Administration

Recommendation and Comments	Approve

PADM 612:   **Public Sector Project Planning**

College: COLA

Department: Public Administration

Major: MPA, Public Administration
Type: New Course

Credit Hours: 3
Effective: Fall 2025

Course Description: Introduces project management principles tailored to the public sector. Covers planning, scheduling, risk assessment, and stakeholder engagement, equipping students to initiate, organize, and implement effective projects in government and nonprofits.

Proposed Prerequisites:

Grading   Normal

Course Delivery and explanation   This course, Public Sector Project Planning, aligns with the fully online structure of our MPA program, providing flexible, accessible learning for working professionals. The online format supports diverse perspectives, enabling students from various regions to engage in collaborative discussions on project management in the public sector. Additionally, online delivery allows for the integration of multimedia resources, practical case studies, and virtual project simulations, enhancing student engagement and understanding of project planning processes. This flexibility helps students balance professional commitments while acquiring essential skills for effective public sector project leadership.

Rationale: Rationale for a new course, projected semester enrollment, etc.

Course Rationale
The proposed course, Public Sector Project Planning, addresses a critical need for project management skills tailored specifically to public administration. As public sector projects increasingly require effective planning, budgeting, stakeholder engagement, and risk management, this course provides students with essential competencies to initiate, organize, and execute projects efficiently in government and nonprofit settings. This skill set is especially valuable in today's environment, where public sector leaders must navigate complex projects with accountability, transparency, and resource constraints in mind.

Projected Enrollment
Given the relevance of project management skills across various roles in public administration and nonprofit leadership, we anticipate an initial enrollment of 20-25 students per semester. As project management becomes even more integral to public administration, enrollment is expected to grow, particularly given the convenience of our online MPA program.

Program Fit
Public Sector Project Planning aligns seamlessly with other MPA courses in ethics, policy evaluation, and digital governance, equipping students with a versatile skill set to address the demands of modern public service. The fully online structure also supports working professionals, ensuring they can develop project management expertise without

disrupting their careers. This course will prepare students for leadership roles, where strategic planning and accountability are essential.

Major	MPA, Public Administration
Recommendation and Comments	Approve

PADM 625:   **Digital Governance & Policy**

College:	COLA
Department:	Public Administration
Major:	MPA, Public Administration
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025
Course Description:	Explores digital governance and public policy strategies, covering e-governance, data privacy, cybersecurity, citizen engagement, and digital equity. Prepares students to manage and innovate digital transformation in the public sector.

Proposed
Prerequisites:

Grading	Normal
Course Delivery and explanation	This course, Digital Governance & Policy, aligns with the fully online structure of our MPA program, offering flexible, accessible learning for working professionals. The online format brings together diverse perspectives, allowing students across regions to engage in real-time discussions on digital transformation and public policy. Additionally, online delivery enables the integration of multimedia resources, case studies, and enhancing engagement and practical understanding of e-governance, cybersecurity, and digital policy issues. This flexibility ensures students can balance professional commitments while acquiring essential skills for effective digital governance in the public sector.
Rationale:	Rationale for a new course, projected semester enrollment, etc.

Course Rationale
The proposed course, Digital Governance & Policy, addresses the critical need for effective digital strategies and policy frameworks in public administration, aligning with the mission of our fully online MPA program at Marshall University. This course is designed to equip students with tools to navigate digital challenges, enhance accessibility, and promote transparency within public and nonprofit sectors. As future leaders, students will explore frameworks for digital governance, data privacy, and innovation strategies essential for managing digital transformation in various organizational contexts.

The online format ensures accessibility for working professionals and students across diverse regions, supporting real-time engagement through case studies, interactive discussions, and remote simulations. This flexibility accommodates students' professional commitments, fostering a learning environment that is both accessible and rich in practical application.

Projected Enrollment

Given the course's relevance to public administration competencies and its alignment with the online program format, we anticipate an initial enrollment of 20-30 students per semester, with potential growth as students recognize its applicability across career paths in government, nonprofit management, and policy development.

Major	MPA, Public Administration
Recommendation and Comments	Approve

PADM 630:   **Ethics and Public Corruption**

College:	COLA
Department:	Public Administration
Major:	MPA, Public Administration
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025

Course Description: Explores ethical principles and anti-corruption strategies in public management. Examines real-world cases to strengthen ethical decision-making, enhance accountability, and build transparency within government and nonprofit sectors.

Proposed
Prerequisites:

Grading   Normal

Course Delivery and explanation   This course, Ethics and Public Corruption, aligns with the fully online structure of our MPA program, offering flexible, accessible learning for working professionals. The online format facilitates diverse perspectives, allowing students across regions to engage in real-time discussions of ethics in public administration. Additionally, online delivery enables the integration of multimedia resources, interactive case studies, and remote simulations, enhancing engagement and practical understanding of anti-corruption practices. This flexibility ensures students can balance professional commitments while gaining essential skills for ethical leadership in the public sector.

Rationale: Rationale for a new course, projected semester enrollment, etc.

Course Rationale

The proposed course, Ethics & Public Corruption, addresses the pressing need for ethical integrity and anti-corruption strategies in public management, aligning with the mission of our fully online MPA program. This course is designed to equip students with tools for navigating ethical challenges and enhancing transparency within public and nonprofit sectors. As future leaders in public administration, students will explore the ethical frameworks and practical approaches essential for promoting accountability and combating corruption in various organizational contexts.

The online format ensures accessibility for working professionals and students across diverse geographic regions, allowing for real-time engagement through case studies, interactive discussions, and remote simulations. The flexibility supports students' professional commitments, fostering a learning environment rich with perspectives and grounded in practical application.

Projected Enrollment

Given the course's relevance to core public administration competencies and the online program format, we anticipate an initial enrollment of 20-30 students per semester, when it is taught, with potential for growth as students recognize the course's applicability across career paths in government, nonprofit leadership, and compliance.

By integrating this course into our curriculum, the MPA program further solidifies its commitment to preparing graduates who lead with integrity and uphold public trust.

Major	MPA, Public Administration
Recommendation and Comments	Approve

Library

GC-25-01-10 -CC

LSC 500:	**Library Foundations**
College:	School of Library Science
Department:	School of Library Science
Major:	MS, Library Science
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025
Course Description:	Includes the basics of library careers including topics on library types, information organization, collection development, reference services, library management, and library history.
Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree. The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale:	Rationale for a new course, projected semester enrollment, etc.

The course is being proposed as part of a new MS, Library program to reflect the current and future needs of the library profession, as identified through consultations with key stakeholders and surveys. The changes ensure that the curriculum aligns with national standards and professional trends set by the American Library Association. This alignment guarantees that graduates are well-prepared to meet the demands of modern library environments.

Projected Semester Enrollment: 8-12 students.

Other Majors Interested in Taking This Course:
• Education Majors: Those pursuing careers in teaching may find this course beneficial for understanding how to utilize library resources effectively and support student research.
• Information Technology Majors: Students interested in data management, information systems, and digital archiving can gain valuable insights into information organization and management.
• History Majors: Understanding library history and collection development can complement their studies and research methodologies.
• Business Majors: Those focusing on management and organizational skills can benefit from learning about library management and operational strategies.
• Communications Majors: Students can enhance their research skills and learn about reference services, which are crucial for media and journalism careers.
Requested CIP Code 25.0101

Major	Required for MS Library Science
Recommendation and Comments	Approve

LSC 505:   **Library Organization**

College:	School of Library Science
Department:	School of Library Science
Major:	MS, Library Science
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025
Course Description:	Introduction to practices, tools, and standards for information environments such as information structures, retrieval systems, cataloging, the MARC record, metadata standards, description, subject analysis, vocabularies, and systems for categorization.
Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree. The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale:	Rationale for a new course, projected semester enrollment, etc.

This course equips students with essential skills in organizing and retrieving information, crucial for careers in libraries, archives, digital media, and information management.

The proposed enrollment will be 8-12 students.

The course LSC 505 - Library Organization could be relevant to students from various graduate majors, particularly those interested in information management and organization. Here are some other graduate majors that might find this course beneficial:
1. Digital Media: Those studying digital media might find the course useful for learning about metadata standards and categorization systems, which are important for organizing digital content.
2. Archival Studies: This major involves the preservation and organization of historical records, making the course's focus on cataloging and metadata highly relevant.
3. Museum Studies: This major often includes the management of collections and information about artifacts, where cataloging and metadata standards are applicable.
4. Education (with a focus on School Library Media): Educators who manage school libraries would benefit from understanding the organization of information and the use of retrieval systems.
5. Public Administration (with a focus on Information Management): This major involves managing information within public sector organizations, where the principles taught in LSC 505 would be applicable.
Requested CIP Code 25.0101

Major	Required for MS Library Science
Recommendation and Comments	Approve

LSC 510:   **Library Research Skills**

College:	School of Library Science
Department:	School of Library Science
Major:	MS, Library Science
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025
Course Description:	This course covers the techniques to design and implement effective information literacy programs, use discovery tools, perform research, reference interviews, resource evaluation, and deploy innovative teaching techniques.
Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree. The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale:	Rationale for a new course, projected semester enrollment, etc.

This is a foundational course for anyone seeking essential skills for modern librarianship. By focusing on advanced techniques for designing and implementing effective information literacy programs, the course ensures that graduates are well-prepared to meet the diverse needs of library users. The projected enrollment will be 8-12 students initially.

The following majors could also benefit from this course at the graduate level:

Education: Graduate students in education can benefit from learning how to teach information literacy and research skills to their future students.

Public Administration: Those studying public administration can use these skills to manage information resources and improve public access to information.

Health Sciences: Health science students can apply research and information literacy skills to access and evaluate medical information, which is crucial for evidence-based practice.

Business Administration: MBA students can benefit from advanced research skills and information literacy to make informed business decisions and conduct market research. Requested CIP Code 25.0101

Major	Required for MS Library Science
Recommendation and Comments	Approve

LSC 515: **Library Management**

College:	School of Library Science
Department:	School of Library Science
Major:	MS, Library Science
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025
Course Description:	Prepares students to lead and evaluate library services; includes topics on organizational structure, basics of personnel management, strategic planning, policy development, external reporting, and metrics for closing the assessment loop.
Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree. The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.

Rationale:	Rationale for a new course, projected semester enrollment, etc.
	Library Management is an essential course for future librarians at the graduate level because it prepares them to effectively lead and evaluate library services. The expected enrollment will be 8-12 students initially. Several other majors can take advantage of the topics discussed in the Library Management course:
	Public History and Archives students could learn to manage historical archives, ensuring proper preservation and accessibility of historical documents; develop policies for the acquisition, preservation, and dissemination of historical materials; and plan and implement public history projects and exhibitions, aligning them with institutional goals.
	School Library Media students can further prepare to lead school libraries and learn to develop programs that support student learning, literacy, and associated programming tailored to K-12 students. They can also cover policies that advocate for the importance of school libraries in educational settings.
	Requested CIP Code 25.0101
Major	Required for MS Library Science
Recommendation and Comments	Approve

LSC 520:	**Ethical Librarianship**
College:	School of Library Science
Department:	School of Library Science
Major:	MS, Library Science
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025
Course Description:	This course explores ethical challenges for libraries in the digital age, focusing on DEI, community advocacy, legal frameworks, combating misinformation, and AI implications in library settings.
Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree. The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale:	Rationale for a new course, projected semester enrollment, etc.

The projected enrollment will be 8-12 students initially. A course in ethical librarianship is crucial for preparing new professionals to navigate the complex ethical challenges of the digital age. It emphasizes the importance of developing ethical services and policies, ensuring diversity, equity, and inclusion (DEI) in all aspects of library operations, and advocating for community needs. The course also covers legal frameworks governing information, strategies to combat misinformation and disinformation, and the ethical implications of artificial intelligence in library settings. Additionally, it addresses the current challenges libraries face, such as book bans, disinformation, LGBTQ hatred, and racism. By addressing these areas, the course equips future librarians with the knowledge and skills needed to uphold the integrity of the profession and effectively serve their communities. Several majors at Marshall University could benefit from a course in ethical librarianship, including:

Comm Studies - gain valuable insights into ethical communication practices, combating misinformation, and promoting diversity and inclusion.

Criminal Justice: the ethical and legal aspects of information management can be crucial for future professionals dealing with privacy, data protection, and community advocacy.

Education: future educators will be facing the same issues that their school librarian counterparts will face.
Requested CIP Code 25.0101

Major	Required for MS Library Science
Recommendation and Comments	Approve

LSC 580:   **Special Topics**

College:	School of Library Science
Department:	School of Library Science
Major:	MS, Library Science
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025
Course Description:	This special topics course will cover a specific area of interest in Library and Information Science for the MSLS. Topics will vary based on trends, faculty expertise, and student interest.
Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree. The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student

	engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale:	Rationale for a new course, projected semester enrollment, etc.

limit, formal curriculum proposals will be initiated to add new courses to the program. Special Topics courses are crucial for keeping the MS in Library Science at Marshall University relevant and competitive. These courses provide flexibility to address innovations in library technology and services, as well as abrupt changes in the field. National trends indicate a shift towards digital equity, automation, and virtual libraries. Locally, West Virginia libraries face challenges such as censorship, the need to expand services to include basic health and social services, and community issues like homelessness and crime. The ability to quickly introduce a Special Topics course ensures students receive the most current knowledge and solutions for their libraries. By equipping students with up-to-date skills, we prepare them for contemporary library settings in West Virginia and beyond, enhancing their job placement prospects in public and academic libraries and ensuring they remain competitive in an evolving job market. Requested CIP Code 25.0101

Major	Required for MS Library Science

Recommendation and Comments	Approve

LSC 581:   **Special Topics**

College:	School of Library Science

Department:	School of Library Science

Major:	MS, Library Science

Type:	New Course

Credit Hours:	3
Effective:	Fall 2025

Course Description:	This special topics course will cover a specific area of interest in Library and Information Science for the MSLS. Topics will vary based on trends, faculty expertise, and student interest.

Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree. The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale:	Rationale for a new course, projected semester enrollment, etc.

limit, formal curriculum proposals will be initiated to add new courses to the program. Special Topics courses are crucial for keeping the MS in Library Science at Marshall

University relevant and competitive. These courses provide flexibility to address innovations in library technology and services, as well as abrupt changes in the field. National trends indicate a shift towards digital equity, automation, and virtual libraries. Locally, West Virginia libraries face challenges such as censorship, the need to expand services to include basic health and social services, and community issues like homelessness and crime. The ability to quickly introduce a Special Topics course ensures students receive the most current knowledge and solutions for their libraries. By equipping students with up-to-date skills, we prepare them for contemporary library settings in West Virginia and beyond, enhancing their job placement prospects in public and academic libraries and ensuring they remain competitive in an evolving job market. Requested CIP Code 25.0101

Major	Required for MS Library Science
Recommendation and Comments	Approve

LSC 582: **Special Topics**

College:	School of Library Science
Department:	School of Library Science
Major:	MS, Library Science
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025
Course Description:	This special topics course will cover a specific area of interest in Library and Information Science for the MSLS. Topics will vary based on trends, faculty expertise, and student interest.
Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree. The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale:	Rationale for a new course, projected semester enrollment, etc.

The expected initial enrollment for the course will be 8-12 students. If demand exceeds the university limit, formal curriculum proposals will be initiated to add new courses to the program. Special Topics courses are crucial for keeping the MS in Library Science at Marshall University relevant and competitive. These courses provide flexibility to address innovations in library technology and services, as well as abrupt changes in the field. National trends indicate a shift towards digital equity, automation, and virtual libraries. Locally, West Virginia libraries face challenges such as censorship, the need to expand services to include basic health and social services, and community issues like

homelessness and crime. The ability to quickly introduce a Special Topics course ensures students receive the most current knowledge and solutions for their libraries. By equipping students with up-to-date skills, we prepare them for contemporary library settings in West Virginia and beyond, enhancing their job placement prospects in public and academic libraries and ensuring they remain competitive in an evolving job market. Requested CIP Code 25.0101

Major   Required for MS Library Science

Recommendation and Comments   Approve

LSC 583:	**Special Topics**
College:	School of Library Science
Department:	School of Library Science
Major:	MS, Library Science
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025
Course Description:	This special topics course will cover a specific area of interest in Library and Information Science for the MSLS. Topics will vary based on trends, faculty expertise, and student interest.
Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree. The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale:	Rationale for a new course, projected semester enrollment, etc.

The expected initial enrollment for the course will be 8-12 students. If demand exceeds the university limit, formal curriculum proposals will be initiated to add new courses to the program. Special Topics courses are crucial for keeping the MS in Library Science at Marshall University relevant and competitive. These courses provide flexibility to address innovations in library technology and services, as well as abrupt changes in the field. National trends indicate a shift towards digital equity, automation, and virtual libraries. Locally, West Virginia libraries face challenges such as censorship, the need to expand services to include basic health and social services, and community issues like homelessness and crime. The ability to quickly introduce a Special Topics course ensures students receive the most current knowledge and solutions for their libraries. By equipping students with up-to-date skills, we prepare them for contemporary library settings in West Virginia and beyond, enhancing their job placement prospects in public

and academic libraries and ensuring they remain competitive in an evolving job market. Requested CIP Code 25.0101

Major   Required for MS Library Science

Recommendation and   Approve
Comments

LSC 583:   **Special Topics**

College: School of Library Science

Department: School of Library Science

Major: MS, Library Science

Type: New Course

Credit Hours: 3
Effective: Fall 2025

Course Description: This special topics course will cover a specific area of interest in Library and Information Science for the MSLS. Topics will vary based on trends, faculty expertise, and student interest.

Proposed
Prerequisites:
Grading   Normal
Course Delivery and   Asynchronous online course:
explanation   A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree.
                                     The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale: Rationale for a new course, projected semester enrollment, etc.

                                     The expected initial enrollment for the course will be 8-12 students. If demand exceeds the university limit, formal curriculum proposals will be initiated to add new courses to the program. Special Topics courses are crucial for keeping the MS in Library Science at Marshall University relevant and competitive. These courses provide flexibility to address innovations in library technology and services, as well as abrupt changes in the field. National trends indicate a shift towards digital equity, automation, and virtual libraries. Locally, West Virginia libraries face challenges such as censorship, the need to expand services to include basic health and social services, and community issues like homelessness and crime. The ability to quickly introduce a Special Topics course ensures students receive the most current knowledge and solutions for their libraries. By equipping students with up-to-date skills, we prepare them for contemporary library settings in West Virginia and beyond, enhancing their job placement prospects in public and academic libraries and ensuring they remain competitive in an evolving job market. Requested CIP Code 25.0101

Major   Required for MS Library Science

Recommendation and Comments	Approve

LSC 585: **Independent Study**

College:	School of Library Science
Department:	School of Library Science
Major:	MS, Library Science
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025
Course Description:	This course is set as an independent study in Library and Information Science. The independent study will vary based on faculty expertise and student needs.
Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree. The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale:	The expected initial enrollment for the course will be low and likely not exceed 3-5 students per term. An independent study course is needed in the event a student has special circumstances that will require an individualized educational experience, extended completion of a program requirement, or a tailored project directed by the professor of record. Requested CIP Code 25.0101
Major	Required for MS Library Science
Recommendation and Comments	Approve

LSC 586: **Independent Study**

College:	School of Library Science
Department:	School of Library Science
Major:	MS, Library Science
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025

Course Description:	This course is set as an independent study in Library and Information Science. The independent study will vary based on faculty expertise and student needs.
Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree. The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale:	The expected initial enrollment for the course will be low and likely not exceed 3-5 students per term. An independent study course is needed in the event a student has special circumstances that will require an individualized educational experience, extended completion of a program requirement, or a tailored project directed by the professor of record. Requested CIP Code 25.0101
Major	Required for MS Library Science
Recommendation and Comments	Approve

LSC 587: **Independent Study**

College:	School of Library Science
Department:	School of Library Science
Major:	MS, Library Science
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025
Course Description:	This course is set as an independent study in Library and Information Science. The independent study will vary based on faculty expertise and student needs.
Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree. The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale:	The expected initial enrollment for the course will be low and likely not exceed 3-5 students per term. An independent study course is needed in the event a student has

special circumstances that will require an individualized educational experience, extended completion of a program requirement, or a tailored project directed by the professor of record.
Requested CIP Code 25.0101

Major   Required for MS Library Science

Recommendation and   Approve
Comments

LSC 588:   **Independent Study**

College: School of Library Science

Department: School of Library Science

Major: MS, Library Science

Type: New Course

Credit Hours: 3
Effective: Fall 2025

Course Description: This course is set as an independent study in Library and Information Science. The independent study will vary based on faculty expertise and student needs.

Proposed
Prerequisites:
Grading   Normal
Course Delivery and   Asynchronous online course:
explanation   A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree.
The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale: The expected initial enrollment for the course will be low and likely not exceed 3-5 students per term. An independent study course is needed in the event a student has special circumstances that will require an individualized educational experience, extended completion of a program requirement, or a tailored project directed by the professor of record.
Requested CIP Code 25.0101
Major   Required for MS Library Science

Recommendation and   Approve
Comments

LSC 600:   **Library Access Services**

College: School of Library Science

Department: School of Library Science

Major:	MS, Library Science
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025
Course Description:	This course explores strategies and technologies for seamless user access and resource sharing in libraries, enhancing web-based, print, and in-person experiences to improve patron satisfaction and engagement.
Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree. The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale:	The expected enrollment will be 8-12 students. A graduate-level course in Library Access and Circulation is beneficial for future librarians as it delves into strategies and technologies that ensure seamless user access and resource sharing. By examining principles and practices that enhance web-based, print, and in-person experiences, students learn to improve patron satisfaction and engagement. This knowledge is crucial for creating efficient, user-friendly library services that meet the evolving needs of diverse communities. In a typical library setting, the majority of the librarians will provide services to this area several hours per week and must have knowledge of this department's role to users. Several majors would benefit from this course if they chose to use it as an elective such as public history and archives, digital humanities, education, school library media and education. Requested CIP Code 25.0101
Major	Required for MS Library Science
Recommendation and Comments	Approve

LSC 605:   Collection Development

College:	School of Library Science
Department:	School of Library Science
Major:	MS, Library Science
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025

Course Description:	This course develops proficiency in building, managing, and assessing library collections, covering principles, strategies, budget considerations, and demographic alignment to meet diverse user needs.
Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree. The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale:	The expected enrollment is 8-12 students. The Collection Development course is crucial for the Library Science program because it equips students with essential skills for effectively managing library resources. By focusing on principles, strategies, budget considerations, and demographic alignment, the course ensures that future librarians can build and maintain collections that meet the diverse needs of their communities. This proficiency is vital for creating accessible, relevant, and well-rounded library collections. Other majors that could benefit from this course include:

Education: Learning how to curate and manage educational resources can help future educators more effectively support their students' learning needs.

Information Technology—IT professionals working in library systems can benefit from understanding how collections are developed and managed, enhancing their ability to support digital library infrastructures.

Public Administration—Those in public administration can gain insights into managing public resources and services, which is valuable for roles in community planning and public service management. In WV, for example, public libraries are often part of municipal and county systems and are managed and funded at that level. Requested CIP Code 25.0101 |
| Major | Required for MS Library Science |
| Recommendation and Comments | Approve |

LSC 610: **Library Resource Management**

College:	School of Library Science
Department:	School of Library Science
Major:	MS, Library Science
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025

Course Description:	This course introduces practical skills in the latest library technologies, enhancing services for efficient access, organization, and preservation of information resources.
Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree. The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale:	Rationale for a new course, projected semester enrollment, etc.

Expected enrollment is 8-12 initially. The Library Resource Management course is critical for future librarians as it provides practical skills in the latest library technologies. This knowledge is essential for overseeing front-facing systems such as library catalogs, interlibrary loan systems, and institutional repositories. By enhancing services for efficient access, organization, and preservation of information resources, the course ensures that librarians can effectively manage and support the diverse needs of their users in a rapidly evolving digital landscape. Students who are enrolled in school library media, public history, archives, or any information education track that deals with the storage and retrieval of physical materials that are provided to users.
Requested CIP Code 25.0101

Major	Required for MS Library Science
Recommendation and Comments	Approve

LSC 615:	**Print/Digital Preservation**
College:	School of Library Science
Department:	School of Library Science
Major:	MS, Library Science
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025
Course Description:	This course provides an in-depth exploration for preserving cultural heritage and information resources in evolving library landscapes, covering both print and digital formats.
Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree.

	The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale:	Rationale for a new course, projected semester enrollment, etc.
	The expected enrollment is 8-12 students in the first year. The Print and Digital Preservation course is essential for future librarians working in archives or smaller libraries with a local history mission. It provides in-depth knowledge on preserving cultural heritage and information resources in both print and digital formats, ensuring the longevity and accessibility of valuable materials. Other majors that can benefit from this course include Public History, Education, School Library Media, and Digital Humanities, as they all involve managing and preserving important historical and educational resources. Requested CIP Code 25.0101
Major	Required for MS Library Science
Recommendation and Comments	Approve
LSC 620:	**Library Marketing Skills**
College:	School of Library Science
Department:	School of Library Science
Major:	MS, Library Science
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025
Course Description:	Introduces marketing techniques and programming for various library types and services. Topics include, but are not limited to, messaging, grant writing, and fundraising to enhance library facilities, services, and collections.
Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree. The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale:	Rationale for a new course, projected semester enrollment, etc.
	The expected enrollment will be 8-12 students. This course on Library Marketing skills will prepare future librarians with the knowledge of how to promote library programs

and services. This skill is essential for rural public libraries and small academic libraries in West Virginia because it helps raise awareness and engagement within the community. Effective marketing ensures that residents and students are informed about the valuable resources and services available to them. Often the library serves as both an information hub and community center in rural areas. This course, proposed for the MSLS at Marshall University, covers crucial topics like effective messaging, grant writing, and fundraising, which are vital for enhancing library facilities, services, and collections, ultimately fostering a stronger, more connected community. Students in Social Work, Public History, Archives, School Library Media, or other programs in which community programs and services are provided to the general public or target audience.
Requested CIP Code 25.0101

Major	Required for MS Library Science
Recommendation and Comments	Approve

LSC 625:   **Library Internship**

College:	School of Library Science
Department:	School of Library Science
Major:	MS, Library Science
Type:	New Course
Credit Hours:	3-9
Effective:	Fall 2025
Course Description:	An optional hands-on experience applying theoretical knowledge to practical scenarios while enhancing skills under professional guidance. Current library workers must intern in a different department or library from their area.
Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree. The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale:	Rationale for a new course, projected semester enrollment, etc.

Expected enrollment will be eight students if they are not working in a library or choose this optional course to have hands-on experience in a library or department outside of their current area. An internship is not required since we are aware that the majority of our students will be existing library workers in WV. The target audience will be individuals who are seeking the MSLS for a career change to a different kind of librarianship - example, a reference or circulation library worker may choose the

internship so they can learn to be a library cataloger or electronic resources librarian with a hands-on experience under the direction of a professional librarian in that area. Other majors from various areas might select this to see if librarianship is of interest to them. Requested CIP Code 25.0101

Major	Required for MS Library Science
Recommendation and Comments	Approve

LSC 650:   **Special Topics**

College:	School of Library Science
Department:	School of Library Science
Major:	MS, Library Science
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025
Course Description:	This special topics course will cover a specific area of interest in Library and Information Science for the MSLS. Topics will vary based on trends, faculty expertise, and student interest.
Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree. The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale:	Rationale for a new course, projected semester enrollment, etc.

The expected initial enrollment for the course will be 8-12 students. If demand exceeds the university limit, formal curriculum proposals will be initiated to add new courses to the program. Special Topics courses are crucial for keeping the MS in Library Science at Marshall University relevant and competitive. These courses provide flexibility to address innovations in library technology and services, as well as abrupt changes in the field. National trends indicate a shift towards digital equity, automation, and virtual libraries. Locally, West Virginia libraries face challenges such as censorship, the need to expand services to include basic health and social services, and community issues like homelessness and crime. The ability to quickly introduce a Special Topics course ensures students receive the most current knowledge and solutions for their libraries. By equipping students with up-to-date skills, we prepare them for contemporary library settings in West Virginia and beyond, enhancing their job placement prospects in public and academic libraries and ensuring they remain competitive in an evolving job market. Requested CIP Code 25.0101

| Major | Required for MS Library Science |

| Recommendation and Comments | Approve |

LSC 650: **Special Topics**

| College: | School of Library Science |

| Department: | School of Library Science |

| Major: | MS, Library Science |

| Type: | New Course |

| Credit Hours: | 3 |
| Effective: | Fall 2025 |

| Course Description: | This special topics course will cover a specific area of interest in Library and Information Science for the MSLS. Topics will vary based on trends, faculty expertise, and student interest. |

Proposed
Prerequisites:

| Grading | Normal |
| Course Delivery and explanation | Asynchronous online course:
A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree. The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success. |
| Rationale: | Rationale for a new course, projected semester enrollment, etc. |

The expected initial enrollment for the course will be 8-12 students. If demand exceeds the university limit, formal curriculum proposals will be initiated to add new courses to the program. Special Topics courses are crucial for keeping the MS in Library Science at Marshall University relevant and competitive. These courses provide flexibility to address innovations in library technology and services, as well as abrupt changes in the field. National trends indicate a shift towards digital equity, automation, and virtual libraries. Locally, West Virginia libraries face challenges such as censorship, the need to expand services to include basic health and social services, and community issues like homelessness and crime. The ability to quickly introduce a Special Topics course ensures students receive the most current knowledge and solutions for their libraries. By equipping students with up-to-date skills, we prepare them for contemporary library settings in West Virginia and beyond, enhancing their job placement prospects in public and academic libraries and ensuring they remain competitive in an evolving job market. Requested CIP Code 25.0101

| Major | Required for MS Library Science |

Recommendation and Comments	Approve

LSC 651:   **Special Topics**

College:	School of Library Science
Department:	School of Library Science
Major:	MS, Library Science
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025
Course Description:	This special topics course will cover a specific area of interest in Library and Information Science for the MSLS. Topics will vary based on trends, faculty expertise, and student interest.
Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree. The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale:	Rationale for a new course, projected semester enrollment, etc.

The expected initial enrollment for the course will be 8-12 students. If demand exceeds the university limit, formal curriculum proposals will be initiated to add new courses to the program. Special Topics courses are crucial for keeping the MS in Library Science at Marshall University relevant and competitive. These courses provide flexibility to address innovations in library technology and services, as well as abrupt changes in the field. National trends indicate a shift towards digital equity, automation, and virtual libraries. Locally, West Virginia libraries face challenges such as censorship, the need to expand services to include basic health and social services, and community issues like homelessness and crime. The ability to quickly introduce a Special Topics course ensures students receive the most current knowledge and solutions for their libraries. By equipping students with up-to-date skills, we prepare them for contemporary library settings in West Virginia and beyond, enhancing their job placement prospects in public and academic libraries and ensuring they remain competitive in an evolving job market. Requested CIP Code 25.0101

Major	Required for MS Library Science
Recommendation and Comments	Approve

LSC 652:   **Special Topics**

College:	School of Library Science
Department:	School of Library Science
Major:	MS, Library Science
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025
Course Description:	This special topics course will cover a specific area of interest in Library and Information Science for the MSLS. Topics will vary based on trends, faculty expertise, and student interest.
Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree. The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale:	Rationale for a new course, projected semester enrollment, etc.
	The expected initial enrollment for the course will be 8-12 students. If demand exceeds the university limit, formal curriculum proposals will be initiated to add new courses to the program. Special Topics courses are crucial for keeping the MS in Library Science at Marshall University relevant and competitive. These courses provide flexibility to address innovations in library technology and services, as well as abrupt changes in the field. National trends indicate a shift towards digital equity, automation, and virtual libraries. Locally, West Virginia libraries face challenges such as censorship, the need to expand services to include basic health and social services, and community issues like homelessness and crime. The ability to quickly introduce a Special Topics course ensures students receive the most current knowledge and solutions for their libraries. By equipping students with up-to-date skills, we prepare them for contemporary library settings in West Virginia and beyond, enhancing their job placement prospects in public and academic libraries and ensuring they remain competitive in an evolving job market. Requested CIP Code 25.0101
Major	Required for MS Library Science
Recommendation and Comments	Approve

LSC 653:   **Special Topics**

| College: | School of Library Science |

Department:	School of Library Science
Major:	MS, Library Science
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025
Course Description:	This special topics course will cover a specific area of interest in Library and Information Science for the MSLS. Topics will vary based on trends, faculty expertise, and student interest.
Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree. The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale:	Rationale for a new course, projected semester enrollment, etc.

The expected initial enrollment for the course will be 8-12 students. If demand exceeds the university limit, formal curriculum proposals will be initiated to add new courses to the program. Special Topics courses are crucial for keeping the MS in Library Science at Marshall University relevant and competitive. These courses provide flexibility to address innovations in library technology and services, as well as abrupt changes in the field. National trends indicate a shift towards digital equity, automation, and virtual libraries. Locally, West Virginia libraries face challenges such as censorship, the need to expand services to include basic health and social services, and community issues like homelessness and crime. The ability to quickly introduce a Special Topics course ensures students receive the most current knowledge and solutions for their libraries. By equipping students with up-to-date skills, we prepare them for contemporary library settings in West Virginia and beyond, enhancing their job placement prospects in public and academic libraries and ensuring they remain competitive in an evolving job market. Requested CIP Code 25.0101

Major	Required for MS Library Science
Recommendation and Comments	Approve

LSC 685:   **Independent Study**

College:	School of Library Science
Department:	School of Library Science
Major:	MS, Library Science

Type:	New Course
Credit Hours:	3
Effective:	Fall 2025
Course Description:	This course is set as an independent study in Library and Information Science. The independent study will vary based on faculty expertise and student needs.
Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree. The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale:	Rationale for a new course, projected semester enrollment, etc. The expected initial enrollment for the course will be low and likely not exceed 3-5 students per term. An independent study course is needed in the event a student has special circumstances that will require an individualized educational experience, extended completion of a program requirement, or a tailored project directed by the professor of record. Requested CIP Code 25.0101
Major	Required for MS Library Science
Recommendation and Comments	Approve

LSC 686: **Independent Study**

College:	School of Library Science
Department:	School of Library Science
Major:	MS, Library Science
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025
Course Description:	This course is set as an independent study in Library and Information Science. The independent study will vary based on faculty expertise and student needs.
Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree.

The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.

Rationale: Rationale for a new course, projected semester enrollment, etc.

The expected initial enrollment for the course will be low and likely not exceed 3-5 students per term. An independent study course is needed in the event a student has special circumstances that will require an individualized educational experience, extended completion of a program requirement, or a tailored project directed by the professor of record.
Requested CIP Code 25.0101

Major   Required for MS Library Science

Recommendation and   Approve
Comments

LSC 687:   **Independent Study**

College: School of Library Science

Department: School of Library Science

Major: MS, Library Science

Type: New Course

Credit Hours: 3
Effective: Fall 2025

Course Description: This course is set as an independent study in Library and Information Science. The independent study will vary based on faculty expertise and student needs.

Proposed
Prerequisites:
Grading   Normal
Course Delivery and   Asynchronous online course:
explanation   A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree.
The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale: Rationale for a new course, projected semester enrollment, etc.

The expected initial enrollment for the course will be low and likely not exceed 3-5 students per term. An independent study course is needed in the event a student has special circumstances that will require an individualized educational experience, extended completion of a program requirement, or a tailored project directed by the professor of record.
Requested CIP Code 25.0101

Major	Required for MS Library Science
Recommendation and Comments	Approve

LSC 688: **Independent Study**

College:	School of Library Science
Department:	School of Library Science
Major:	MS, Library Science
Type:	New Course
Credit Hours:	3
Effective:	Fall 2025
Course Description:	This course is set as an independent study in Library and Information Science. The independent study will vary based on faculty expertise and student needs.
Proposed Prerequisites:	
Grading	Normal
Course Delivery and explanation	Asynchronous online course: A fully online format is required to allow the public library population and other individuals who are currently full-time employees of libraries to obtain the degree. The courses will be delivered asynchronously using the approved learning management system and its peripherals. Instructors and designers will use the university's online quality assurance program, originally based on Quality Matters, to ensure student engagement, alignment of course outcomes, and other necessary features to contribute to student success.
Rationale:	Rationale for a new course, projected semester enrollment, etc.
	The expected initial enrollment for the course will be low and likely not exceed 3-5 students per term. An independent study course is needed in the event a student has special circumstances that will require an individualized educational experience, extended completion of a program requirement, or a tailored project directed by the professor of record. Requested CIP Code 25.0101
Major	Required for MS Library Science
Recommendation and Comments	Approve

COB

GC-25-01-11 -CC

STHM 601 **Sports Analytics**

College:	COB
Department:	Marketing

Major:	
Type:	Alpha numeric change and description change
Effective:	Spring 2025
Old Numeric	STHM 552
New Numeric	STHM 601
Old Course Description:	By using various tools such as sport analytics, key performance indicators (KPI), balanced scorecard, and other techniques, this course focuses on exploring, identifying and solving problems using data.
New Course Description:	This course helps students to develop analytical techniques for sports teams, focusing on player performance prediction and business modeling, covering critical thinking, statistical analysis, predictive analytics, optimization, and simulation skills.
Proposed Prerequisites:	NA
Split level:	no
Grading Rationale:	Our program recently moved to the College of Business, and we are updating the course title and description to align more effectively with the business environment.
Recommendation and Comments	Approve

STHM 615   Legal Concerns in Sport Admin

College:	COB
Department:	Marketing
Major:	
Type:	Title change and description change
Effective:	Spring 2025
Old title	**Legal Concerns in STHM**
New title	**Legal Concerns in Sport Admin**
Old Course Description:	This course is designed to prepare students with the knowledge and the ability to apply the legal doctrines that will enhance their ability to problem solve effectively and make prudent management and operational decisions.
New Course Description:	This course is designed to prepare students with the knowledge to apply the legal doctrines that will enhance their ability as sport leaders to make prudent management and operational decisions.
Proposed Prerequisites:	NA
Split level:	no
Grading Rationale:	Rationale for a new course, projected semester enrollment, etc.
	Changes were made to the Course Title and Course Description to align better with the College of Business and current course content in Sport Administration.
Recommendation and Comments	Approve

STHM 624   Current Issues in Sport Admin

College:	COB
Department:	Marketing
Major:	

Type:	Title change and description change
Effective:	Spring 2025
Old title	**Current Issues in STHM**
New title	**Current Issues in Sport Admin**
Old Course Description:	An in-depth look at current issues affecting all areas of the Sport, Tourism and Hospitality Management field.
New Course Description:	An in-depth look at current issues affecting all areas of the Sport Administration field.
Proposed Prerequisites:	NA
Split level:	no
Grading Rationale:	Rationale for a new course, projected semester enrollment, etc.

Minor changes were made to the Course Title and Course Description to better align with College of Business and the course content.

Recommendation and Comments

STHM 671   **Sport Admin Research Methods**

College:	COB
Department:	Marketing
Major:	
Type:	Title changes and description change
Effective:	Spring 2025
Old title	**Research in Sport Studies**
New title	**Sport Admin Research Methods**
Old Course Description:	This course provides student with a fundamental understanding of research principles, concepts, methods, techniques, and application related to sports studies
New Course Description:	This course introduces students to key research methods in Sport Administration, with a focus on both quantitative and qualitative approaches and their practical applications in the field
Proposed Prerequisites:	NA
Split level:	no
Grading Rationale:	Rationale for changing course title and description:

Course title: The transition of our program to the College of Business necessitates a re-evaluation of our curriculum to align with the strategic objectives of the college and to better serve the needs of our students. The new title, "Research Methods in Sport Admin," emphasizes the integration of research methodologies specific to the field of sport management within a business context. By specifying "Sport Admin," the title clarifies the focus on administrative aspects, aligning with the broader business curriculum and reinforcing the application of research in real-world settings.

Course Description: The revised description highlights the importance of both quantitative and qualitative approaches to research, ensuring that students acquire a comprehensive skill set that is essential for effective decision-making and strategic planning in the sport industry. This alignment with contemporary business practices enhances the relevance of the course content, preparing students for careers in a rapidly evolving field.

STHM 674   **Sport Finance and Business**

College:	COB
Department:	Marketing
Major:	
Type:	Title changes and description change
Effective:	Spring 2025
Old title	**Sport Finance Econmics**

New title   **Sport Finance and Business**

Old Course
Description:

This course will provide students with an understanding of financial
and economic principles relevant to the sports industry. The course also provides a
comprehensive coverage of current economic and financial issues confronting the sport
industry.

New Course
Description:

This course covers financial principles and business strategies in the sport
industry. students will learn financial statement analysis, budgeting skills,
and economic concepts for informed decision-making in sport organizations.

Proposed
Prerequisites:

NA

Split level: no

Grading
Rationale:

Rationale for changing course title and description:

Course title: The transition of our program to the College of Business necessitates a re-
evaluation of our curriculum to align with the strategic objectives of the college and to
better serve the needs of our students. The new title, "Research Methods in Sport
Admin," emphasizes the integration of research methodologies specific to the field of
sport management within a business context. By specifying "Sport Admin," the title
clarifies the focus on administrative aspects, aligning with the broader business
curriculum and reinforcing the application of research in real-world settings.

Course Description: The revised description highlights the importance of both
quantitative and qualitative approaches to research, ensuring that students acquire a
comprehensive skill set that is essential for effective decision-making and strategic
planning in the sport industry. This alignment with contemporary business practices
enhances the relevance of the course content, preparing students for careers in a rapidly
evolving field.

Recommendation and   Approve
Comments

STHM 675   **MKT MGT of Sport Industry**

College:	COB
Department:	Marketing
Major:	
Type:	description change
Effective:	Spring 2025
Old Course Description:	Advanced level of marketing concepts in sports industry.

New Course Description:	This course explores consumer-centered branding strategies and their application in the sports industry. It offers frameworks for building brand equity and connects theory to global practices through real-world case studies
Proposed Prerequisites:	NA
Split level:	no
Grading Rationale:	Revising the course description ensures that content remains relevant, reflects the latest trends in sport administration, and attracts students by emphasizing essential skills and industry competencies.
Recommendation and Comments	Approve

STHM 696 — Seminar in Sport Admin

College:	COB
Department:	Marketing
Major:	
Type:	Title changes and description change addition as capstone course
Effective:	Spring 2025
Old title	**Seminar in Sport STHM**
New title	**Seminar in Sport Admin**
Old Course Description:	Course is designed to provide students with an overview to all aspects involved in the Sport, Tourism and Hospitality field through classroom lectures, guest speakers, and field trips.
New Course Description:	This course explores consumer-centered branding strategies and their application in the sports industry. It offers frameworks for building brand equity and connects theory to global practices through real-world case studies.
Proposed Prerequisites:	NA
Split level:	no
Grading Rationale:	Revising the course title and description ensures that the content remains relevant, reflects the latest trends in sports administration, and attracts students by emphasizing essential skills and industry competencies.
Recommendation and Comments	Approve

GC-25-01-12-PRC
In all, 18 graduate level programs/certificates were reviewed in the fall of 2024. Each program/certificate was assigned two reviewers from the Graduate Council. Each reviewer's recommendation is below along with the final recommendation of the Graduate Council, notes, and any follow-up requests.

Program	Reviewer 1 Recommendation	Reviewer 2 Recommendation	Official GC Recommendation /Notes
MA in Communication Studies	Continue at Current Level	Continue at Current Level	Continue at Current Level
Electrical and Computer Engineering-MSEE	Continue at Current Level	Continue at Current Level	Continue at Current Level
Engineering-MSE	Continue at Current Level	Continue at Current Level	Continue at Current Level
Mechanical Engineering-MSME	Continue at Current Level	Continue at Current Level	Continue at Current Level
MS in Biomedical Research	Improve program through advancements in efficiency, quality, productivity, and focus	Continue at Current Level	Improve program through advancements in efficiency, quality, productivity, and focus Notes: Reviewers noted that there had been a decrease in enrollments and a high dropout rate. The program chair noted that MU retains many of the 'dropouts' in other programs but agrees there could be some improvement. *Program should provide update on improvements to the program to the Graduate Council in 2 years.
PhD in Biomedical Research	Continue at Current Level	Continue at Current Level	Continue at Current Level
MS in Clinical and Translational Science	Improve program through advancements in efficiency, quality, productivity, and focus	Continue at Current Level	Improve program through advancements in efficiency, quality, productivity, and focus

			Notes: Reviewers noted that the program has low enrollment and weak financial results. There is an improvement plan already in place to address these concerns. *Program should provide update on improvements to the program to the Graduate Council in 2 years.
Doctor of Medicine-MD	Continue at Current Level	Continue at Current Level	Continue at Current Level Notes: Reviewers noted low enrollment and weak financial results but felt the overall quality and viability of the program was good.
Physician Assistant-MMS	Improve program through advancements in efficiency, quality, productivity, and focus	Improve program through advancements in efficiency, quality, productivity, and focus	Improve program through advancements in efficiency, quality, productivity, and focus Notes: The Dean also recommended improvement in this program which is standard for new programs. The program currently has probationary accreditation status. Improvements need to be made to achieve accreditation – continuous status. *The Graduate Council would like to review the accreditation report after the 2025 visit. Follow-up in one year.
MS in Communication Disorders	Continue at Current Level	Continue at Current Level	Continue at Current Level
MS in Dietetics	Continue at Current Level	Continue at Current Level	Continue at Current Level
Nursing-MSN	Continue at Current Level	Continue at Current Level	Continue at Current Level
Nursing-DPT	Continue at Current Level	Continue at Current Level	Continue at Current Level
Public Health-MPH	Continue at Current Level	Continue at Current Level	Continue at Current Level Notes: Reviewers noted declining enrollment and the need to fill any open faculty positions, but

			otherwise felt the program was strong.
Social Work-MSW	Continue at Current Level	Continue at Current Level	Continue at Current Level
Post-Master's Certificate Programs			
Family Nurse Practitioner	Improve program through advancements in efficiency, quality, productivity, and focus	Continue at Current Level	Continue at Current Level Notes: Though the report had some missing information, and the program needs to focus on enrollment and curriculum revisions, the overall program is in good standing.
Nursing Administration	Discontinue the program after all students have completed the program	Continue at Current Level	Discontinue the program after all students have completed the program Notes: The program suffers from low enrollment. There was only one student in the program during the 5-year review period.
Nursing Education	Discontinue the program after all students have completed the program	Discontinue the program after all students have completed the program	Discontinue the program after all students have completed the program Notes: The reviewers recommend discontinuation due to no enrollment in the program; therefore, discontinuation would not affect any current students.

The Marshall University Shared Governance Charter starts on the following page

Attachment # 7
Graduate Council Approval of Graduate Studies Plan on a Page

January 2025

GC-25-01-14

The Graduate Studies plan on a page follows. This is the second review and we will vote on this today.
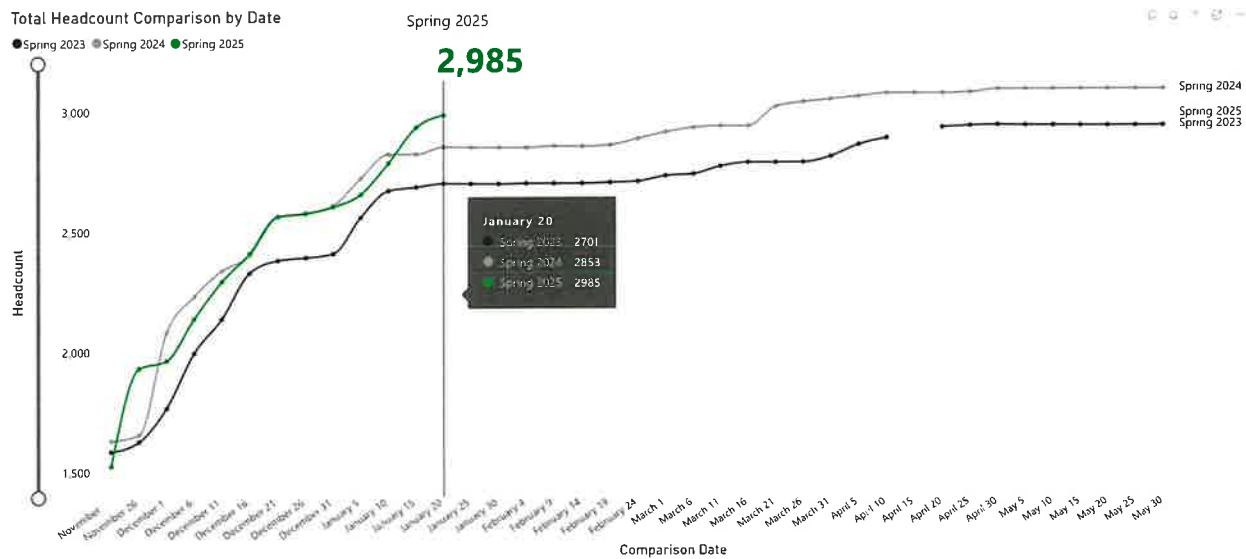
Graduate Studies Report for Graduate Council (Draft)

To: Graduate Council
From: Carl Mummert, Assistant Provost for Graduate Studies
Date: January 22, 2025

Enrollment Update

Our enrollment this spring is looking very positive. Our enrollment on January 20, 2025 was 2,985, which is an increase of 11.1% from the corresponding day in Spring 2023. Please see the attached enrollment statistics.

Total Headcount Comparison by Date

Spring 2025

2,985

January 20	
Spring 2023	2701
Spring 2024	2853
Spring 2025	2985

Spring 2025 Graduate Studies Projects

The following projects are on the initial list of priorities for Spring 2025:

- Finalizing the Graduate Studies plan on a page.
- Continued work on Strategic Enrollment Management with the programs, deans, the Enrollment Office, Marshall Online, and the Marketing Office.
- Graduate Advising professional development community.
- Catalog policy review. This is an ongoing process. The Admissions language, in particular, is being reviewed by offices to make a recommendation to Graduate Council.
- Finalizing and publishing the Graduate Studies plan on a page.
- Graduate Assistant study, GA Insight.
- Continued progress on requirements related to plans of study and provisional enrollment.

Graduate Faculty Status

Faculty who are teaching graduate courses in Spring 2025 have been contacted to remind them to check their Graduate Faculty status in the Redbook and renew if needed. The current status of each graduate faculty member and the process for renewal can be found on the Redbook website: https://mubert.marshall.edu/redbook/index.php .

Graduate Advising

The Graduate Advising community will continue to meet this spring. Specific goals include developing a Graduate Advisor Handbook and a Graduate Advising Syllabus. Discussions with an external speaker are also underway. Ideally, the speaker will present a virtual session in late February. Additional details will be announced once the speaker is confirmed.

GA Insight Project

As part of this year's budget process, Graduate Studies is performing a periodic review of graduate assistant hiring. Each hiring unit will be asked to send the direct supervisor, work location, and job duties for each graduate assistant.

Graduate assistants in FY2023-24 fiscal year represented $3.43 million in tuition benefits and $3.09 million in payroll. This total includes Fall 2023, Spring 2024, and Summer 2024, and does not include student hourly workers without tuition benefits. There were 362 students supported in Fall 2023, 356 in Spring 2024 and 115 in Summer 2024. Accordingly, it is vital to ensure GA budgets in each unit are utilized optimally to support the university mission.

Plan of Study and Provisional Admission

Graduate advisors and program directors should ensure that a plan of study is on file for each graduate student. The plan should ideally show just the classes that will apply to degree requirements along with the semester when each class was taken or is expected to be taken. The completed plan should be sent to the college office to verify Degree Works. The college office will send the plan to the Registrar's office at planofstudy@marshall.edu. The relevant report in BERT is "Graduate Students with 12 or more Hours and not Submitted a Plan of Study".

Graduate students who are provisionally admitted need to be fully admitted before registering for more than 12 hours. To do so, the program must request an updated decision sheet from Graduate Admissions, graduateadmissions@marshall.edu. The relevant report in BERT is "Graduate Provisional Admit Check". Students with hours beyond what is allowed without a plan of study or with a provisional admissions may have registration holds placed by the college or Graduate Studies. Our goal is to avoid placing holds whenever possible. To facilitate that, graduate advisors and program directors should review advisees at the start of each semester, well before advance registration for the next term. Advance registration for Summer 2025 begins on March 19.

Graduate Studies Enrollment Statistics

Preliminary Spring 2025 Data. Registration continues through the semester

2,985	27.5%	1,238
Total graduate students	Graduate enrollment at MU	E-Campus graduate students

Enrollment trends (Day on Day Comparison)

	Spring 2023	Spring 2024	Spring 2025	Change 23 to 25	Change 24 to 25
Total graduate students	2,686	2,823	2,985	11.1%	5.7%
Degree seeking	2,546	2,629	2,791	9.6%	6.2%
Distance (E-Campus)	809	951	1,238	53.0%	30.2%
Master's and EdS (incl. certificates)	1,631	1,725	1,920	17.7%	11.3%
Research Doctorate	182	200	202	11.0%	1.0%
Professional Doctorate (Non-MD)	419	412	362	-13.6%	-12.1%
Professional Doctorate (MD)	314	292	307	-2.2%	5.1%

Professional Doctorates (Day on Day Comparison)

	Spring 2023	Spring 2024	Spring 2025	Change 23 to 25	Change 24 to 25
DNAP, Nurse Anesthesia	84	87	57	-32.1%	-34.5%
DNP, Nursing Practice	6	14	15	150.0%	7.1%
DPT, Physical Therapy	99	97	103	4.0%	6.2%
PharmD, Pharmacy	176	151	126	-28.4%	-16.6%
PsyD, Psychology	54	63	61	13.0%	-3.2%
MD, Medicine	314	292	307	-2.2%	5.1%

Research Doctorates (Day on Day Comparison)

	Spring 2023	Spring 2024	Spring 2025	Change 23 to 25	Change 24 to 25
DBA, Business	24	33	28	16.7%	-15.2%
EdD, Curriculum & Instruction	39	51	60	53.8%	17.6%
EdD, Leadership	97	96	85	-12.4%	-11.5%
PhD, Biomedical Research	22	20	22	0.0%	10.0%
PhD, Engineering			7	-	-

20 Largest Degree Programs (Day on Day Comparison)

		Spring 2023	Spring 2024	Spring 2025	Change 23 to 25	Change 24 to 25
1	MA, Counseling	239	271	351	46.9%	29.5%
2	MD, Medicine	314	292	307	-2.2%	5.1%
3	PharmD, Pharmacy	176	151	126	-28.4%	-16.6%
4	MSN, Nursing	102	102	111	8.8%	8.8%
5	DPT, Physical Therapy	99	97	103	4.0%	6.2%
6	MMS, Physician Assistant	80	84	89	11.3%	6.0%
7	MSW, Master of Social Work	57	74	87	52.6%	17.6%
8	EdD, Leadership Studies	97	96	85	-12.4%	-11.5%
9	MA, Leadership Studies	79	65	70	-11.4%	7.7%
10	PsyD, Psychology	54	63	61	13.0%	-3.2%
11	EdD, Curriculum and Instruction	39	51	60	53.8%	17.6%
12	EdS, School Psychology	46	51	56	21.7%	9.8%
13	MS, Adult and Continuing Ed.	53	56	56	5.7%	0.0%
14	MS, Communication Disorders	62	65	55	-11.3%	-15.4%
15	MA, Education	62	55	54	-12.9%	-1.8%
16	MA, Special Education	57	58	51	-10.5%	-12.1%
17	MS, Cybersecurity	17	24	45	164.7%	87.5%
18	MPA, Public Administration	27	40	41	51.9%	2.5%
19	MAT, Teaching	38	43	36	-5.3%	-16.3%
20	MS, Computer Science	15	20	32	113.3%	60.0%