



**Graduate Council**

**MEMORANDUM**


To: Mr. Brad D. Smith, President  
From: Dr. Richard Egleton, Graduate Council, Chair Richard Egleton *Richard Egleton*  
Date: April 9<sup>th</sup>, 2026  
Subject: **Review of Graduate Council Minutes: March 27, 2026**

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.

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Minutes approved.

  
\_\_\_\_\_  
Mr. Brad D. Smith  
President, Marshall University

4/9/26  
Date

Note to Cora Pyles, Executive Assistant to the President:

Please return the signed original to Dr. Richard Egleton [egleton@marshall.edu](mailto:egleton@marshall.edu) with .pdf copies e-mailed to:

Dr. Conrae Lucas-Adkins, Secretary, Graduate Council, [lucas26@marshall.edu](mailto:lucas26@marshall.edu)

Dr. Robert Bookwalter, Provost, [bookwalt@marshall.edu](mailto:bookwalt@marshall.edu)

Dr. Carl Mummert, Assistant Provost, [mummert@marshall.edu](mailto:mummert@marshall.edu)

Dr. Karen McComas, Interim Associate Provost, [mcomas@marshall.edu](mailto:mcomas@marshall.edu)

Dr. Julia Spears, Asst Provost of Online Education, [spearsj@marshall.edu](mailto:spearsj@marshall.edu)

Dr. Jerry Ross, Chief Enrollment Officer and VP of Enrollment Management,  
[jerry.ross@marshall.edu](mailto:jerry.ross@marshall.edu)

Dr. Sonja Cantrell, Registrar, [cantrell@marshall.edu](mailto:cantrell@marshall.edu)

Dr. Allison Carey, Associate VP Assessment [careya@marshall.edu](mailto:careya@marshall.edu)

Dr. Susan Tusing, Chief University Accreditation Officer, [tusings@marshall.edu](mailto:tusings@marshall.edu)

# MU Graduate Council- March 27, 2026

## Meeting Minutes

Hybrid Meeting – MSC 2w16-B + Teams

**Members Present:** Botes, Davis, Dillon, Egleton, Heaton, Kimble, Lucas-Adkins, Meadows, Perkins, Sardahi, Simonton, Stroebel, Thompson

**Members Absent:** Beard, Yuan

**Ex-Officio Voting Members Present:** Schulenberg

**Ex-Officio Non-Voting Members Present:** Mummert

**Ex-Officio Non-Voting Members Absent:** Bookwalter, Maher

**Guests:** A. Carey, D. Lockwood, K. Adkins, S. Tusing, V. Stroehrer, S. Cantrell-Johnson, T. Johnson, L. Jennings

### Agenda

Egleton	Welcome; Approval of the Agenda
Lucas-Adkins	Approval of February Minutes (Attachment #1)
Yuan	Credentiailling Report (Attachment #2) ( <b>GC-26-3-01-CRC</b> )
Stroebel	Planning Committee Report (Attachment # 3) ( <b>GC-26-3-02-PC -- GC-26-3-15-PC</b> ) Discussion and Vote on new Appeals Policy (Attachment #4) <b>GC-26-3-16-PC</b>
Perkins	Curriculum Committee Report (attachment #5) <b>GC-26-3-17-CC -- GC-26-3-19-CC</b>
Meadows	Program Review Report (Attachment #6) <b>GC-26-3-20-PRC -- GC-26-3-21-PRC</b>
Egleton	Updates <ul style="list-style-type: none"><li>• Graduate Studies Listening session with the President in John Spotts on April 2<sup>nd</sup></li><li>• Reminder about the votes for new members</li><li>• Research and Creativity Symposium April 1<sup>st</sup> and 2<sup>nd</sup></li></ul>
Mummert	Graduate Studies Report
Schulenberg	Faculty Senate Report
Egleton	Wrap up and adjournment

**At this time, all meetings will be Hybrid.**

April 24, 2026 (MSC 2w16b + Teams)

### Attachments

Attachment #	Description
1	Feb minutes
2	Credentiailling
3	Planning
4	Appeals policy
5	Curriculum
6	Program Review

**Meeting Called to Order at 1:00 PM**

**WELCOME, INTRODUCTIONS, ANNOUNCEMENTS**

**MOTION TO APPROVE AGENDA with edit**

**APPROVED**

- Edit President's Listening date from March 2 to April 2

**MOTION TO APPROVE February meeting minutes**

**APPROVED**

(See Attachment #1)

**CREDENTIALING COMMITTEE**

(See Attachment #2)

Yousef Sardahi presented the report:

**GC-26-03-01 CRC with edits**

**APPROVED**

- Edits to the year (e.g. 1931 to 2031)

**PLANNING COMMITTEE**

(See Attachments #3 and #4)

Sandra Stroebel presented the report:

**GC-26-3-02 – PC**

COEPD, Social Service & Attendance Director (CERT-GR), Effective Summer A 2026

**APPROVED**

**GC 26-03-03-PC**

COHP, Gerontology SWK Graduate Certificate, Effective Fall 2026

- Purpose is to allow an alternative course, SWK 579

**APPROVED**

**GC 26-03-04-PC**

COLA, Nonprofit Leadership- Area of Emphasis, Public Administration, Effective Fall 26

**APPROVED**

**GC 26-03-05 PC**

COLA, Government Relations- Area of Emphasis, Public Administration, Effective Fall 26

**APPROVED**

**GC 26-03-06 PC**

COLA, Cybersecurity and Policy- Area of Emphasis, Public Administration, Effective Fall 26

**APPROVED**

**GC 26-03-07 PC**

COLA, Planning and Economic Development- Area of Emphasis, Public Administration  
Effective Fall 26

**APPROVED**

**GC 26-03-08 PC**

COLA, PsyD, Psychology-Major, Effective Fall 26

**APPROVED**

**GC 26-03-09 PC**

COLA, Applied Research in Psychology- Area of Emphasis, Effective Fall 26

**APPROVED**

**GC 26-03-10 PC**

COLA, MA, Psychology-Major , Effective Fall 26

**APPROVED**

**GC 26-03-11 PC**

SOP, MS Pharmaceutical Sciences Degree (MS), Effective Fall 26

**APPROVED**

**GC 26-03-12 PC**

SOP, MS Pharmaceutical Sciences- Major, Effective Fall 26

**APPROVED**

**GC 26-03-13 PC**

SOP, PharmD, Doctor of Pharmacy-Major, Effective Fall 26

**APPROVED**

**GC 26-03-14 PC**

SOP, Dual Degree: PharmD and MSHI-Major, Effective Fall 26

**APPROVED**

**GC 26-03-15 PC**

SOP, Pharmacoeconomics Health Outcome- Area of Emphasis, Effective Fall 26

**APPROVED**

**GC 26-03-16 PC**

SOP, Pharmaceutical Science Research- Area of Emphasis, Effective Fall 26

**APPROVED**

**GC 26-03-22 PC**

(See Attachment #4)

Draft of Academic Appeal Policy

**APPROVED**

## **CURRICULUM COMMITTEE**

(See Attachment #5)

Wendy Perkins presented the report:

### **GC 26-03-17-CC**

LCOB, Accountancy, ACC 617

LCOB, Management, MGT 673

**APPROVED (2)**

### **GC 26-03-18 CC**

COLA, English, ENG 675

COLA, Geology, GEO 525

**APPROVED (2)**

### **GC 26-03-19 CC**

SOP, Pharmaceutical Sciences, MSPS 694

SOP, Pharmacy, PHAR 663

SOP, Pharmacy, PHAR 664

SOP, Pharmacy, PHAR 783

SOP, Pharmacy, PHAR 784

**APPROVED (5)**

## **PROGRAM REVIEW COMMITTEE**

(See Attachment #5)

Amanda Meadows presented the report:

### **GC 26-03-20 PR**

MS Data Science

Recommendation: Continue at current level

**APPROVED**

### **GC 26-03-21 PR**

MS Safety

Recommendation: Table for 1 year

**TABLED**

## **UPDATES from CHAIR**

Richard Egleton shared updates:

- Graduate Studies Listening Session with President Smith- April 2<sup>nd</sup>
- GC will need to select new Secretary and Assistant Chair since current ones will end their terms on GC in April 2026
- Research & Creativity Symposium- April 1 & 2

- GC programs that were asked to make improvements, per this year's review, will be required to give a follow-up report to GC in November 2026. Richard will send email to programs letting them know. These updates are within the purview of GC, not Academic Affairs.

## GRADUATE STUDIES REPORT

Carl Mummert shared the following:

The most important event in the next month is the upcoming HLC Accreditation Visit. There are also a number of professional development and recognition events coming up.

### Rucker Graduate Advising Award

Funding has been received that will allow us to award this year and two subsequent years with the assistance of Graduate Studies funds.

I'd like to thank the Credentialing Committee for their work selecting this year's winners. The winners will be announced at this semester's general faculty meeting.

## HLC Accreditation Visit

The site visit for Marshall University's 10-year accreditation review with the Higher Learning Commission (HLC) will take place next week, on **March 30–31**. This visit will occur after three years of preparation and after a two-month postponement due to January's winter storm. All faculty and staff invited and encouraged to participate in this important review.

These resources may be helpful to prepare for the visit:

- Marshall Mission, Vision, and Creed website: <https://www.marshall.edu/mission/>
- Marshall Graduate Education Mission Statement: <https://www.marshall.edu/graduate/mission-of-the-graduate-college/>
- Marshall Accreditation Visit Website: <https://www.marshall.edu/assessment/higher-learning-commission-hlc-information/>

These following events are open to everyone to attend and make comments.

### Monday, March 30

- **10:45–11:45 a.m.** – Criterion 2: Transparency, Integrity & Academic Freedom
- **1:30–2:30 p.m.** – Criterion 3: Teaching & Learning, Assessment
- **2:45–3:45 p.m.** – Criterion 1: University Mission (*Drinko 349*)
- **2:45–3:45 p.m.** – Open Session (open topic)

### Tuesday, March 31

- **8:30–9:30 a.m.** – Criterion 4: Planning & Governance
- **11:00 a.m.–12:00 p.m.** – Open Session (open topic)

## Upcoming Graduate Events

President Smith Graduate Studies Listening Session: April 2, 1:00pm,  
MSC John Spotts Room

- Share your thoughts about graduate education as part of President Smith's listening tour.
- <https://events.marshall.edu/event/listening-tour-graduate-studies> - watch for additional information.
- Location: MSC John Spotts Room

Graduate Advising Event: Academic Requirements & Student Support: April 3,  
10:00am (rescheduled)

- This session will help you understand key academic requirements for graduate students and how to address academic concerns with students when they arise.
- Presenters: Sarah Davis (Senior Director of Advising) and Carl Mummert (Asst. Provost for Graduate Studies)
- Teams only - [Join Teams Meeting](#)

Graduate Studies Brown Bag Lunch: April 7, noon,

- An open meeting to discuss any topics on your mind related to graduate education with other faculty and the Assistant Provost for Graduate Studies.
- Feel free to bring a lunch or eat at your desk!
- Location: MSC John Spotts Room and Teams - [Join Teams meeting](#)

Faculty Publication Celebration: April 13, 3:00pm

- A reception honoring Marshall University's faculty authors and editors who have published books, articles, and creative works in the past year. This year's event will recognize publications that have appeared since our last event in March 2025.
- Please watch for a separate announcement in your email.
- Location: Drinko Atrium

Graduate Advisor Recognition and Reception: April 15, 4:00pm

- A reception for faculty and staff involved in all aspects of graduate advising
- Will include a panel from this year's Rucker award recipients
- Location: Joan C. Edwards Playhouse Lobby

## **FACULTY SENATE UPDATES**

Shawn Schulenberg shared the following:

1. The Higher Learning Commission accreditation visit is scheduled for March 30–31. Please attend any relevant sessions if you are able.

2. I will give my annual address to the Marshall University Board of Governors during its April 8 meeting. The Board will also vote at that meeting on the proposed changes to promotion and tenure in MU BOG AA-6 passed by the Faculty Senate in January.
3. The Spring General Faculty Meeting will be held on April 9 at 4:00 PM in the Joan C. Edwards Playhouse. The event will be livestreamed, but please attend in person, if possible, to hear the President's semiannual address, celebrate faculty award winners, and recognize retirees. A reception is to follow in the lobby.
4. The Faculty Senate has one remaining scheduled meeting this academic year. The next Executive Committee meeting is April 13 to prepare for the April 23 Faculty Senate meeting. All recommendations and resolutions are due to senate@marshall.edu by April 3. Items currently slated for the agenda include:
  - a. The Faculty Personnel Committee is proposing a Faculty Fitness to Serve policy, establishing a clear and transparent process for cases where a faculty member's ability to perform contractual duties is in question.
  - b. The BAPC and Graduate Council are jointly proposing a unified Appeals Policy to centralize all appeals processes. This will be accompanied by revisions to UPAA-4 (Academic Dishonesty).
  - c. The Ad Hoc Committee on Student Teaching Evaluations is proposing revisions to UPAA-9 (Course Evaluations).
  - d. A policy on Post-Tenure Review will not be considered at this time. We have asked Finance to model the budgetary impact; this will be taken up by next year's Faculty Senate leadership.
5. Academic units should be holding elections for the 2026–2028 Faculty Senate this month. Results are due to the Faculty Senate Office by Wednesday, April 1. Newly elected senators will meet for the first time on April 30 at 4:00 PM in the MSC Don Morris Room to select officers and the Executive Committee.

#### **CLOSING REMARKS**

- Richard thanked committee members for all of their work this year
- Reminders about voting for new GC members and new leadership positions
- Reminder about Research & Creativity Symposium on April 1 & 2

**Meeting Adjourned 2:03 PM**

Type	Faculty Member	E-mail	College/School
Add	Bailey, Catherine	baileyca@marshall.edu	COEPD
Add	Burns, Tyler	burns97@marshall.edu	COEPD
Add	Do Not Use, Do Not Use	donotuse@marshall.edu	COHP
Add	Lockwood, Debra	conner4@marshall.edu	COEPD
Add	McFall, Kimberly	mcfalk@marshall.edu	COEPD
Add	Powell, James	powelljam@marshall.edu	COEPD
Add	Roles, Eryn	roles1@marshall.edu	LIB
Delete	Arrington, Misty	arringtonm@marshall.edu	SOM
Delete	Boles, Ginger	bolesg@marshall.edu	SOM
Delete	Mangiarua, Elsa	mangiaru@marshall.edu	SOM
Delete	Yan, Yanling	yan@marshall.edu	SOM
Edit	Arthur, Subha	arthursu@marshall.edu	SOM
Edit	Bihl, Ji	bihlj@marshall.edu	SOM
Edit	Bogomolnaya, Lydia	bogomolnaya@marshall.edu	SOM
Edit	Davies, Todd	daviesi@marshall.edu	SOM
Edit	Delidow, Beverly	delidow@marshall.edu	SOM
Edit	Dickson, Price	price.dickson@marshall.edu	SOM
Edit	Georgel, Philippe	georgel@marshall.edu	SOM
Edit	Hassib, Rajia	hassib@marshall.edu	COLA
Edit	Henderson, Brandon	hendersonbr@marshall.edu	SOM
Edit	Holbrook, Daniel	holbrook@marshall.edu	COLA
Edit	Morgan, Daniel	morganda@marshall.edu	SOM
Edit	Rankin, Gary	rankin@marshall.edu	SOM
Edit	Salisbury, Travis	salisburyt@marshall.edu	SOM
Edit	Santanam, Nalini	santanam@marshall.edu	SOM
Edit	Singh, Soudamani	singhs@marshall.edu	SOM
Edit	Sollars, Vincent	sollars@marshall.edu	SOM
Edit	Valentovic, Monica	valentov@marshall.edu	SOM
Edit	Zhu, Guo-Zhang	zhu4@marshall.edu	SOM
Edit	Zill, Sasha	zill@marshall.edu	SOM

Department/Division	Graduate Faculty Level	Term Start	Term Expires
School Psychology	Associate	1/10/2028	5/15/2031
Counseling	Associate	1/12/2026	5/15/2029
Social Work	Temporary	8/21/2023	12/8/2023
Special Education	Graduate	1/12/2026	5/15/2031
Curriculum and Instruction	Graduate Chair	1/12/2026	5/15/2031
Counseling	Associate	1/12/2026	5/15/2029
School of Library Science	Associate	8/17/2026	12/15/2029
Physician Assistant	Associate^	8/22/2022	12/15/2025
Physician Assistant	Associate^	8/22/2022	12/15/2025
Pharmacology, Physiology and Toxicology	Graduate^	8/22/2016	12/10/2021
Clinical and Translational Sciences	SOM	8/20/2018	12/10/2021
Biomedical Sciences	Graduate	1/12/2026	5/15/1931
Biomedical Sciences	Graduate Chair	1/12/2026	5/15/1931
Biomedical Sciences	Graduate Chair	1/10/2028	5/15/1933
Family and Community Health	Graduate Chair	1/12/2026	5/15/1931
Biomedical Sciences	Associate	1/12/2026	5/15/2029
Biomedical Sciences	Graduate Chair	1/12/2026	5/15/1931
Biomedical Sciences	Graduate Chair	1/12/2026	5/15/1931
English	Instructor	1/12/2026	
Biomedical Sciences	Graduate Chair	1/12/2026	5/15/1931
History	Associate	1/12/2026	5/15/2029
Biomedical Sciences	Graduate Chair	1/12/2026	5/15/1931
Biomedical Sciences	Graduate Chair	1/12/2026	5/15/1931
Biomedical Sciences	Graduate Chair	1/12/2026	5/15/1931
Biomedical Sciences	Graduate Chair	1/12/2026	5/15/1931
Biomedical Sciences	Graduate	1/12/2026	5/15/1931
Biomedical Sciences	Graduate Chair	1/12/2026	5/15/1931
Biomedical Sciences	Graduate Chair	1/12/2026	5/15/1931
Biomedical Sciences	Graduate	1/12/2026	5/15/1931
Biomedical Sciences	Graduate	1/12/2026	5/15/1931

## **Graduate Council Meeting March 2026**

### **Attachment #3 Planning Committee Report**

#### **College of Education**

##### **(GC-26-3-02- PC) 345 : Social Service and Attendance (CERT-GR)-Certificate**

**Department:** Leadership Studies

**Rationale:** We are eliminating the testing requirements (GRE and MAT) for admission into the SSA Certificate Program to be consistent with other leadership studies programs in COEPD. We eliminated repetitive language about receiving a second C in the course requirements section and removed the statement about holding a Master's Degree. We updated the course delivery to reflect that this certificate is online.

**Effective Date:** Summer A 2026

**Planning Committee Recommends Approval**

#### **College of Health Professions**

##### **(GC-26-3-03-PC) 845 : Gerontology SWK Graduate Certificate**

**Department:** Social Work

**Rationale:** Adding a current social work course as an alternative to SOC 640, which is an approved course for the certificate program. The reason for doing so is that schedules often conflict for SOC 640. (We are not suggesting replacing the course but allowing SWK 579 to serve as an alternative.) This active SWK course is very appropriate.

**Effective Date:** Fall 2026

**Planning Committee Recommends Approval**

#### **College of Liberal Arts**

##### **(GC-26-3-04- PC) 798 : Nonprofit Leadership-Area of Emphasis**

**Department:** Public Administration

**Rationale:** We are adding newly approved courses to the existing area of emphasis to provide students with expanded options that better reflect current faculty expertise and workforce needs. These additions will enhance flexibility in course selection, improve

alignment with career preparation, and support timely degree completion. The overall structure and focus of the area of emphasis remain unchanged.

**Effective Date:** Fall 2026

**Planning Committee Recommends Approval**

**(GC-26-3-05- PC) 799 : Government Relations-Area of Emphasis**

**Department:** Public Administration

**Rationale:** We are adding newly approved courses to the existing area of emphasis to provide students with expanded options that better reflect current faculty expertise and workforce needs. These additions will enhance flexibility in course selection, improve alignment with career preparation, and support timely degree completion. The overall structure and focus of the area of emphasis remain unchanged.

**Effective Date:** Fall 2026

**Planning Committee Recommends Approval**

**(GC-26-3-06- PC) 800: Cybersecurity and Policy-Area of Emphasis**

**Department:** Public Administration

**Rationale:** We are adding newly approved courses to the existing area of emphasis to provide students with expanded options that better reflect current faculty expertise and workforce needs. These additions will enhance flexibility in course selection, improve alignment with career preparation, and support timely degree completion. The overall structure and focus of the area of emphasis remain unchanged.

**Effective Date:** Fall 2026

**Planning Committee Recommends Approval**

**(GC-26-3-07- PC) 801 : Planning & Economic Development-Area of Emphasis**

**Department:** Public Administration

**Rationale:** We are adding newly approved courses to the existing area of emphasis to provide students with expanded options that better reflect current faculty expertise and workforce needs. These additions will enhance flexibility in course selection, improve

alignment with career preparation, and support timely degree completion. The overall structure and focus of the area of emphasis remain unchanged.

**Effective Date:** Fall 2026

**Planning Committee Recommends Approval**

**(GC-26-3-08- PC) 248 : PsyD, Psychology-Major**

**Department:** Psychology

**Rationale:** Changes were made to clarify that the degree is Doctor of Psychology (Psy.D.) and not include “clinical” in the main title of the degree. Other minor changes were made for clarification (e.g.) Mission statement; 2-C rule; pre-req coursework to include Intro Psych; Doctoral Research having dissertation track or doc research project track). Finally, since students can waive classes based on their previous coursework or experiences, how much (#credit hours) of the coursework can be waived was clarified under Graduation Requirements.

**Effective Date:** Fall 2026

**Planning Committee Recommends Approval**

**(GC-26-3-09- PC) 967: Applied Research in Psychology-Area of Emphasis**

**Department:** Psychology

**Rationale:** The current general Psychology M.A. provides students with a survey of graduate-level courses in psychology to prepare them for doctoral psychology programs but does not prepare them for specific jobs. Having an Applied Research in Psychology emphasis listed on their transcripts and a targeted program of study with courses that help them build marketable research and technological skills will prepare students for a variety of research-based jobs (e.g., program evaluator, research assistant, data analyst). The emphasis will also limit electives and increase enrollment in the required courses so they will be offered more regularly.

**Effective Date:** Fall 2026

**Planning Committee Recommends Approval**

**(GC-26-3-10- PC) 250 : MA, Psychology-Major**

**Department:** Psychology

**Rationale:** The catalogue changes are requested in order to update program description and process. The major is removing the GRE and three letters of recommendation for admission applications. The program is also clarifying admission process for AMD students and those needing provisional status.

**Effective Date:** Fall 2026

**Planning Committee Recommends Approval**

## **School of Pharmacy**

**(GC-26-3-11- PC) 290: MS, Pharmaceutical Sciences Degree (M.S.)**

**Department:** School of Pharmacy

**Rationale:** Developing two areas of emphasis; Pharmaceutical Sciences Research (Thesis) and Pharmacoeconomics and Health Outcomes (practicum).

**Effective Date:** Fall 2026

**Planning Committee Recommends Approval**

**(GC-26-3-12- PC) 291 MS, Pharmaceutical Sci Major**

**Department:** School of Pharmacy

**Rationale:** Developing two areas of emphasis; Pharmaceutical Sciences Research (Thesis) and Pharmacoeconomics and Health Outcomes (practicum).

**Effective Date:** Fall 2026

**Planning Committee Recommends Approval**

**(GC-26-3-13- PC) 505 : PharmD, Doctor of Pharmacy-Major**

**Department:** School of Pharmacy

**Rationale:** Curricular updates/changes-split 6 SCH module into #2 3 SCH courses to allow therapeutic modules to be sequential and balance workload while meeting accreditation requirements.

**Effective Date:** Fall 2026

**Planning Committee Recommends Approval**

**(GC-26-3-14- PC) 964: Dual Degree: PharmD and MSHI-Major**

**Department:** School of Pharmacy

**Rationale:** The healthcare sector is experiencing rapid digital transformation, with an increasing need for professionals who possess both clinical expertise and advanced skills in health information technology, data analytics, and informatics-driven decision making. The proposed dual degree program combining a Doctor of Pharmacy (PharmD) with a Master of Science (MS) in Health Informatics (MSHI) positions Marshall University School of Pharmacy at the cutting edge of this evolving landscape.

**Effective Date:** Fall 2026

**Planning Committee Recommends Approval**

**(GC-26-3-15- PC) 975 : Pharmacoeconomics Health Outcome-Area of Emphasis**

**Department:** School of Pharmacy

**Rationale:** Developing two areas of emphasis; Pharmaceutical Sciences Research (Thesis) and Pharmacoeconomics and Health Outcomes (practicum)

**Effective Date:** Fall 2026

**Planning Committee Recommends Approval**

**(GC-26-3-16- PC) 976 : Pharmaceutical Sci. Research-Area of Emphasis**

**Department:** School of Pharmacy

**Rationale:** Developing two areas of emphasis; Pharmaceutical Sciences Research (Thesis) and Pharmacoeconomics and Health Outcomes (practicum)

**Effective Date:** Fall 2026

**Planning Committee Recommends Approval**

Graduate Council March 2026 Attachment #4 **GC-26-3-22-PC**

**UNIVERSITY POLICY FOR ACADEMIC AFFAIRS**

**Policy No. UPAA-XX**

**ACADEMIC APPEAL POLICY**

**1. General Information**

- 1.1. Scope: Academic policy regarding student appeals of course grades, dismissals, and other academic actions.
- 1.2. Authority: WV Code §18B-1-6
- 1.3. Passage Date: TBD
- 1.4. Effective Date: TBD
- 1.5. Controlling over: Marshall University
- 1.6. Related Rules and Policies: SA-1 Student Rights and Responsibilities, SA-2 Student Academic Rights, UPAA-1 Academic Dishonesty
- 1.7. History: First adopted: TBD.

**2. Scope**

- 2.1. This policy covers undergraduate and graduate students in all programs other than the M.D. Doctor of Medicine program. Students in the M.D. program should consult the most recent edition of the Joan C. Edwards School of Medicine *Academic Bulletin* for academic appeal policies.
- 2.2. This policy covers three kinds of appeals:
  - 2.2.1. **Course grade appeals**, which are appeals of the final grade in an academic course.
  - 2.2.2. **Academic dishonesty appeals**, which are appeals of a finding of academic dishonesty or a sanction related to a finding of academic dishonesty.
  - 2.2.3. **Performance appeals**, which are appeals of probation, suspension, or dismissal from an academic program, when that action is made by a program, department, college, school, or other subunit of Academic Affairs. This includes probation, suspension, or dismissal for any reason, including but not limited to GPA, progression, time to graduation, and professionalism.
- 2.3. **Other varieties of appeals.** There are other reports or appeals that a student may wish to make that are not within the scope of this policy. For guidance about the correct forum for a particular complaint or appeal, please contact the [Office of](#)

[Advocacy and Accountability in the Division of Student Affairs](https://www.marshall.edu/student-affairs/student-advocacy/)

(<https://www.marshall.edu/student-affairs/student-advocacy/>). Appeals outside the scope of this policy include, but are not limited to:

- 2.3.1. **Title IX appeals.** Students with Title IX complaints or appeals should contact the Title IX Office. See BOG Rule GA-3 “Discrimination, Harassment, Sexual Harassment, Sexual & Domestic Misconduct, Stalking, and Retaliation Policy – Including Title IX” for additional information.
- 2.3.2. **Academic Accommodation appeals.** Students with complaints about academic accommodations should submit their complaint to the Office of Accessibility and Accommodations. See procedure STUDENT-5, “Appeals Process for Provision of Reasonable Accommodations” for additional information.
- 2.3.3. **Student Conduct appeals.** Students with appeals regarding the student conduct process should contact the Office of Student Advocacy and Accountability. See procedure STUDENT-3, “Student Disciplinary Procedures” for additional information.
- 2.3.4. **Residency appeals.** Students with appeals regarding residency for tuition purposes should contact the Office of the Registrar.
- 2.3.5. **General complaints.** These may be filed using the “Student Complaints” area of the Marshall website. See procedure STUDENT-7 “General University Reporting Procedure” for additional information.

### 3. Definitions

- 3.1. **Business day:** A day when Marshall University is open, even if classes are not meeting. Business days exclude weekends and days when the university is closed due to holidays or inclement weather.
- 3.2. **Instructional day:** A weekday when classes are in session, including the week of final exams each term. Instructional days do not include weekends, days when the academic calendar does not schedule classes, or days when classes are canceled.
- 3.3. **Written decision and date of receipt:** The written decision is the final decision from a particular level of the appeal process. The written decision will be sent by email to the student’s official Marshall email account and, optionally, may also be sent by postal mail. The date of receipt is the date when the email was sent. The written decision will be accompanied with a routing form available at the [Academic Affairs website](https://www.marshall.edu/academic-affairs/students/) (<https://www.marshall.edu/academic-affairs/students/>).

### 4. Provisions specific to course grade appeals

- 4.1. A student may initiate a course grade appeal only after the final grade for the course has been posted in Banner and appears on the student’s unofficial transcript.
  - 4.1.1. Only the final grade in a course may be appealed. Grades on individual assignments may not be appealed.

4.1.2. The posted grade will remain in place until the appeal process is completed, at which time a grade change will be initiated as necessary.

4.2. A student may appeal a course grade only for the following reasons. The determinations made at each level of a course grade appeal are limited to these reasons as considerations. The student appellant must provide evidence that one or more of these reasons applies to the grade assigned for the course.

4.2.1. The grade reflects an error in calculation or reporting (e.g., a computational error, oversight of submitted materials, posting the wrong grade, or similar objective error).

4.2.2. The grade departed significantly from written policies or standards without reasonable notification.

4.2.3. The standards used to establish the grade were applied in an arbitrary or capricious manner.

## 5. General process and levels of review for all academic appeals

5.1. The academic appeal process has five levels. These levels are described in individual sections below and summarized in the Appendix. The specific individual or committee responsible for each level depends on the kind of appeal and the level of the appeal (undergraduate or graduate).

5.2. Before beginning an appeal, the student is encouraged to contact the [Office of Student Advocacy and Accountability](https://www.marshall.edu/student-affairs/student-advocacy/) (https://www.marshall.edu/student-affairs/student-advocacy/) but is not required to do so. This office provides guidance about the appeal process and can provide information about the deadlines and individuals responsible for each level of review.

5.3. Appeals must be filed by email or in writing. Appeals must be accompanied by the academic appeal routing form and include all materials required by that form. The academic appeal routing form is available from the [Academic Affairs website](https://www.marshall.edu/academic-affairs/students/) (https://www.marshall.edu/academic-affairs/students/).

5.4. A student may be accompanied or represented by an advisor or legal counsel for any portion of an appeal at the student's own discretion and expense.

5.5. At each level, the analysis for an academic dishonesty or performance appeal will begin with a presumption that the student did not commit the act being appealed.

5.6. Once an appeal is initiated, each party is responsible for providing a response or initiating the next step of the appeal within the timeline provided for the corresponding step of the appeal.

5.7. The decision at each level of appeal will be based on the following questions. These questions apply to all appeals included under this policy.

- 5.7.1. What is the evidence related to the grade assigned or the action(s) being appealed?
- 5.7.2. Was the interpretation of the evidence in keeping with a common understanding and/or published standards for assigning the grade or for the action(s) being appealed? Relevant policies may include, but are not limited to, syllabus policies, program policies, department/college policies, catalog policies, and university policies.
- 5.7.3. Was there evidence of capricious or prejudicial application of definitions or standards for the student?
- 5.7.4. Can the individual who is reviewing the appeal come to a reasonable conclusion that the evidence justifies the action or actions being appealed?
- 5.8. If a student’s probation, suspension, or dismissal is related to a final course grade or to a finding of academic dishonesty, and the student wishes to appeal the course grade or academic dishonesty finding, the appeal for the course grade or academic dishonesty finding must be completed before the performance appeal is initiated. A student may not appeal a specific final course grade or academic dishonesty finding after an unsuccessful appeal of a suspension, probation, or dismissal based on that course grade or academic dishonesty finding.
- 5.9. The student may revise their argument and/or provide additional evidence or reasoning at each level of appeal.
- 5.10. Falsification, distortion, misrepresentation of information, or furnishing false information to any Marshall official, faculty member or office, is a violation of the Student Code of Conduct as described in BOG Rule SA-1 “Student Rights and Responsibilities”.
- 5.11. At all levels after the Level 1 review, either the student or the faculty member may appeal a decision about a course grade or academic dishonesty to the next level. The student, department chair or program director may appeal a decision about probation, suspension, or dismissal to the next level.
- 5.12. At all levels of review, the designated individual or committee will send the written response to the student appellant and to all designated individuals or committees from previous levels of review.
- 5.13. **Continued participation during an appeal.** In most cases, a student should continue to fully participate in classes, clinical placements, and other academic and co-curricular activities during an appeal. The Academic Dean has the authority to temporarily restrict a student’s participation in some or all academic, clinical, or co-curricular activities if the Dean determines the student’s participation could pose a risk to students, faculty, patients, or other individuals, or when participation could significantly compromise the integrity or functioning of the program. The Dean will

notify the student of any such restrictions in writing. These temporary restrictions will remain in place only as long as they are justified during the appeal.

6. **Level 1 Review.** This first level of appeal involves the individual or committee most directly responsible for the grade or decision being appealed.

- 6.1. **Designated individual.**

- 6.1.1. For course grade and academic dishonesty appeals, the Level 1 appeal is directed to the professor who assigned the grade or the individual or committee who made the formal accusation of academic dishonesty. If this professor, individual, or committee is not available, the appeal proceeds directly to Level 2.

- 6.1.2. For performance appeals, the Level 1 appeal is directed to the committee or process designated by the academic program to handle the appeal. Certain programs, especially professional programs, have a process described in their program handbook involving a specific committee that recommends probation, suspension, or dismissal.

- 6.1.2.1. If there is no such committee for the student's academic program, performance appeals begin at Level 2.

- 6.1.2.2. If the student is unsure of where to direct the appeal, they may file it with the Department Chair, who will either forward it to the appropriate committee for Level 1 review or initiate Level 2 review.

- 6.1.3. For appeals of actions imposed by an academic college office, the appeal begins at Level 3.

- 6.2. **Deadline to appeal.** The deadline to file the Level 1 appeal is the tenth instructional day of the next Fall or Spring term following the term when the grade was assigned. For Fall terms, this is the following Spring term; for Spring and Summer terms it is the following Fall term.

- 6.2.1. A student is not obligated to begin an appeal until this deadline but may file an appeal earlier. Once the appeal is initiated, all subsequent deadlines are measured in business days. Therefore, the student may choose when to begin the appeal before the initial deadline but must be available during the remainder of the appeal process.

- 6.3. **Deadline to respond.** The deadline for the designated individual to provide a written decision for the appeal is ten business days. The designated individual is expected to respond within the deadline, but a student who has not received a written decision after twelve business days may immediately appeal to Level 2 without receiving the Level 1 decision.

7. **Level 2 review.** The Level 2 appeal is directed to the department chair or other designated individual responsible for Level 2 appeals in the appropriate program.

- 7.1. **Designated individual.** The Level 2 appeal is directed to the department chair or the individual designated to handle Level 2 appeals for the academic program or for the department in which the course is being taught.
- 7.1.1. For courses taught through WV ROCKS, the Department Chair should coordinate with the Director of the Regents Bachelor of Arts program.
- 7.1.2. If the student is unsure of where to direct the appeal, they may file it with the Department Chair, who will either forward it to the appropriate individual or initiate Level 2 review.
- 7.2. **Scope.** The Level 2 review does not include a hearing. The designated individual may investigate the appeal by contacting the student and, optionally, other individuals. The designated individual may solicit and review evidence beyond that provided by the student.
- 7.3. **Deadline to appeal.** The deadline to file a Level 2 appeal is the tenth business day after receiving the written decision for the Level 1 appeal, or the 20th business day after filing the Level 1 appeal if no written decision for the Level 1 appeal is received.
- 7.4. **Deadline to respond.** The deadline for the designated individual to provide a written decision for the appeal is ten business days. The designated individual is expected to respond within the deadline, but a student who has not received a written decision after twelve business days may immediately appeal to Level 3 without receiving the Level 2 decision.
8. **Level 3 review.** The Level 3 appeal is directed to a Dean or Assistant Provost.
- 8.1. **Designated individual.** At the undergraduate level, appeals are directed to the Dean of the academic college or their appointed designee. At the graduate level, appeals are directed to the Assistant Provost for Graduate Studies or their appointed designee. The Assistant Provost for Graduate Studies or designee will consult the Dean of the academic college while evaluating an appeal.
- 8.1.1. For course grade appeals, the academic college is the college in which the course was taught.
- 8.1.2. For academic integrity appeals, the academic college is the college of the individual making a finding of academic dishonesty. For performance appeals, the academic college is the college in which the action being appealed was made.
- 8.2. **Scope.** The Level 3 review does not include a hearing. The designated individual may investigate the appeal by contacting the student and, optionally, other individuals. The designated individual may solicit and review evidence beyond that provided by the student.

- 8.3. **Deadline to appeal.** The deadline to file the Level 3 appeal is the tenth business day after receiving the written decision for the Level 2 appeal, or the 20th business day after filing the Level 2 appeal if no written decision is received.
- 8.4. **Deadline to respond.** The deadline for the designated individual to provide a written decision for the appeal is ten business days. The designated individual is expected to respond within the deadline, but a student who has not received a written decision after twelve business days may immediately appeal to Level 4 without receiving the Level 3 decision.
- 8.5. **Graduate Course Grade Appeals.** Appeals of graduate-level course grades in which the grade assigned was B, A, CR, S, PR, or equivalent, and which did not result in dismissal or other action beyond the grade itself, will end at Level 3. For these appeals, the decision of the Assistant Provost for Graduate Studies is final and no further appeal is possible.
9. **Level 4 review.** The Level 4 appeal is directed to a faculty committee which has the authority to hold hearings.
- 9.1. **Designated committee.** At the undergraduate level, Level 4 appeals are directed to the Budget and Academic Policy Committee. At the graduate level, Level 4 appeals are directed to the Graduate Council.
- 9.2. **Deadline to appeal.** The deadline to file the Level 4 appeal is the tenth instructional business day after receiving the written decision for the Level 3 appeal.
- 9.3. **Pre-Hearing Panel.** The designated committee will promptly form a Pre-Hearing Panel to determine whether a hearing will be scheduled.
- 9.3.1. The Pre-Hearing Panel will decide, based on the evidence and arguments in the appeal filing, whether:
- 9.3.1.1. The prior steps of the appeal process have been completed, and
- 9.3.1.2. There is an issue which, if interpreted in the best light possible for the student, could lead to a change in the grade being appealed or a reversal of the academic action being appealed.
- 9.3.2. Appropriate written evidence must be provided in order to justify a hearing. It is the student's responsibility to provide documentation for the claims in an appeal. The Pre-Hearing Panel may ask for additional documentation to determine whether a hearing is justified.
- 9.3.3. The Pre-Hearing Panel will issue a written determination to the student within ten business days of receiving the Level 4 appeal. If the Pre-Hearing Panel finds there is an issue warranting a hearing, the panel will recommend for a hearing to be scheduled. If the Pre-Hearing Panel finds there is no such issue, they will issue a written decision to the student, which ends the Level 4 review. The student may appeal this negative decision to Level 5.

9.4. **Hearing Panel.** If the pre-hearing panel recommends a hearing to be scheduled, the designated committee will convene a Hearing Panel. The hearing will follow the process outlined under “Hearing process” in this policy. The Hearing Panel will meet within 30 business days unless a continuance is granted as described in the hearing process. The Hearing Panel will issue a written decision within ten business days of the hearing.

10. **Level 5 review.** The Level 5 appeal is the final level of review.

10.1. **Designated individual.** The designated individual for Level 5 academic appeals is the Provost or their appointed designee.

10.2. **Scope.** The scope of the Level 5 review is limited to the following:

10.2.1. Substantive procedural errors during the appeal process.

10.2.2. Evidence not available at the time of the hearing which could materially influence the outcome of the hearing.

10.2.3. Insufficient evidence to support the findings of the Hearing Panel.

10.2.4. Misinterpretation of University policies and regulations.

10.2.5. A sanction disproportionate to the offense.

10.2.6. Lack of jurisdiction.

10.2.7. If applicable, whether the decision of the Pre-Hearing Panel was appropriate.

10.3. **Deadline to appeal.** The deadline to file the Level 5 appeal is the tenth business day after the written response for the Level 4 appeal is received.

10.4. **Deadline to respond.** The deadline for the designated individual to provide a written decision for the appeal is ten business days.

10.5. **Possible actions.** The designated individual for the Level 5 review may uphold the decision of the Pre-Hearing Panel or Hearing Panel or may remand the appeal to any earlier stage for further consideration. If the appeal is remanded to an earlier stage, the process restarts at that stage as if the student had filed the appeal at that stage in a timely manner and proceeds through the remainder of the appeal process.

10.6. **Final authority.** The decision at the end of Level 5 review is final. No additional appeal is possible.

11. **Hearing Panels**

11.1. Each Hearing Panel will consist of at least four members. The purpose of the hearing panel is to hear arguments, evaluate evidence, and reach a decision. One of the members is designated as the Hearing Officer. The Hearing Officer is a non-voting

member responsible for running the hearing. The remaining members are voting members of the Hearing Panel.

11.2. **Hearing Officer pool.** The Hearing Officer pool will consist of four individuals. Each spring, the Budget and Academic Policy Committee and the Graduate Council will each appoint two Hearing Officers to the pool. It is desirable but not required that the Hearing Officers have served on a Hearing Panel.

11.3. **Undergraduate-level hearing panels.** Undergraduate-level hearings are organized by the Academic Appeals Board, a subcommittee of the Budget and Academic Policy Committee.

11.3.1. **Faculty Members.** The Dean of each academic unit which offers undergraduate degrees will appoint five (5) faculty members from his/her unit to serve on a Hearing Panel Pool. These appointments will be made annually in the spring semester with the understanding that some of these faculty members will be available to hear appeals during the summer terms and the week before the beginning of Spring semester. Terms will run from May 15 to the following May 15.

11.3.2. **Student Members.** The Student Government Association President will appoint three (3) students from each of the constituent colleges and schools of the University to serve on the Hearing Panel Pool. These students will be rising juniors, juniors, or seniors. Terms will run from May 15 to the following May 15.

11.3.3. **Composition of undergraduate-level hearing panels.** Each hearing panel for an undergraduate-level appeal will have one Hearing Officer as a non-voting member. There will be three voting members: two faculty from the Hearing Panel Pool and one student from the Hearing Panel Pool.

11.4. **Graduate-level hearing panels.** The Chair of the Graduate Council will form hearing panels as necessary by appointing one member of the Hearing Officer Pool as the non-voting Hearing Officer and at least two additional members of the Graduate Council from distinct colleges and one graduate student as voting Hearing Panel members. The Chair of the Graduate Council may appoint themselves as a Hearing Panel member or Hearing Officer.

## 12. Hearing process

12.1. It is the intent of these procedures to ensure Marshall University students receive appropriate due process in academic matters. This includes fundamental fairness, just sanctions, and all rights in accordance with the belief that academic appeal hearings at an institution of higher education such as Marshall University should have an educational objective.

12.2. **General principles**

- 12.2.1. All information discussed or shared during a hearing is confidential. All written information presented to the Hearing Panel will be collected upon completion of the hearing. These materials will be held by the University for one year.
- 12.2.2. Hearings will be recorded when the hearing panel is not meeting in closed session. The University will maintain a copy of each hearing recording for one year.
- 12.2.3. The student and the respondents to the appeal each have the right to nominate an advisor to counsel and/or speak for them during a hearing.
- 12.2.4. The student has the right to retain legal counsel at his or her own discretion and expense. In these cases, an attorney is allowed to fully represent and speak on behalf of the student.
- 12.2.5. Rules of evidence and other formal rules of courtroom procedure do not apply to academic appeal hearings. The Hearing Panel may admit as evidence any testimony, written documents, or demonstrative evidence which it believes is relevant to a fair determination of the issues. The Hearing Officer will make a final decision about what is relevant and what is not relevant.
- 12.2.6. The student or other parties involved may petition the Hearing Officer to request for appropriate written information or documents. These petitions must be made by email or in writing.
- 12.2.7. The Hearing Panel will make a decision based on the evidence presented to them before and during the hearing.
- 12.2.8. All information presented to the Hearing Panel before the hearing must be submitted in writing or by email. Written evidence to be considered by the panelists should be received by the Hearing Officer at least five (5) business days prior to the hearing to be distributed to the panelists prior to the hearing. Exceptions to this five (5) day rule are at the discretion of the Hearing Officer, who may disallow long written documents or large numbers of documents from being introduced if the panelists will not have time to consider them fully.

### 12.3. **Scheduling of a hearing**

- 12.3.1. Hearings will be held virtually over the Internet (e.g. using software such as Microsoft Teams) unless the student requests by writing or email to the Hearing Officer for a face-to-face hearing to be scheduled.
- 12.3.2. Upon written request, the Hearing Officer may, at his/her discretion, grant a continuance to any party for good cause.
- 12.3.3. The Hearing Officer will notify the student and other appropriate parties in writing at least five (5) business days prior to the hearing, of the date, time, and manner or place of the hearing. A statement of the facts and evidence to be

presented in support of the student’s grounds for appeal will be provided to the respondent(s) in appropriate cases.

#### 12.4. Hearing sessions

12.4.1. Academic hearings are closed to the public. Admission of any person to the hearing will be at the discretion of the Hearing Officer.

12.4.2. All persons to be called as witnesses, other than the student appellant and their advisor or counsel (if any) and the respondents and their advisors (if any), will be excluded from the hearing when not presenting testimony. Any person who remains in the hearing after the hearing has begun may be prohibited from appearing as a witness at the discretion of the Hearing Officer.

12.4.3. All parties at the hearing must address all questions and comments to the Hearing Officer. Parties may not directly speak to or question each other.

12.4.4. Prior to the scheduled hearing, the members of the Hearing Panel may convene in closed session to examine the content of the appeal, the specific issues to be considered, and all supporting documents.

12.4.5. The student, with advisor or counsel (if any), will be called before the Hearing Panel and the Hearing Officer will restate the nature of the appeal, the issues to be decided, and procedures of the hearing.

12.4.6. If the student or the respondent(s) fails to appear at a hearing and fails to make advance explanation for their absence which is satisfactory to the Hearing Panel, or if the student appellant or the respondent(s) leave before the conclusion of the hearing without permission of the Hearing Panel, the hearing may continue and the Hearing Panel may make a determination on the evidence presented at the hearing, or the Hearing Panel may, at its discretion, dismiss the appeal.

12.4.7. Anyone disrupting the hearing may be excluded from the hearing if, after due warning, they engage in conduct which substantially delays or disrupts the hearing, in which case the hearing will continue. If excluded, the person may be readmitted on the assurance of good behavior. Any person who refuses the Hearing Panel’s order to leave the hearing room may be subject to appropriate disciplinary action pursuant to Marshall University policy. When a student appellant is excluded for disruptive behavior and does not have a recognized representative, the Hearing Officer will appoint one if possible, or may continue the hearing to a later date.

12.4.8. Except as provided in 12.4.7 and 12.4.10 herein, all evidence presented during the hearing must be presented in the presence of the student appellant.

12.4.9. The student appellant and the respondents will be given the opportunity to testify and present evidence and witnesses and to pose questions to the other parties and to any witnesses provided by the other parties. Questions will be given

to the Hearing Officer to ask; the parties to the appeal will not question each other directly.

12.4.10. After completion of the testimony and presentation of evidence, the Hearing Panel will meet in closed session to review the evidence presented. The Hearing Panel will make its findings based upon a preponderance of evidence and will reach its determination by a majority vote. The results will be recorded in writing and filed with the Chairperson of the Budget and Academic Policy Committee (for undergraduate appeals) or the Chair of the Graduate Council (for graduate appeals) as well as the Provost and Senior Vice President of Academic Affairs.

12.4.11. If the Hearing Panel's decision includes the imposition or confirmation of academic sanction, the sanction given and its duration must be specified for the record. A report of a dissenting opinion or opinions may be submitted by any hearing panel member to the Chairperson of the Budget and Academic Policy Committee (for undergraduate appeals) or the Chair of the Graduate Council (for graduate appeals) and to the Provost and Senior Vice President for Academic Affairs.

## 12.5. **Decision**

12.5.1. The student, Academic Dean, and all designated individuals from previous steps of the appeal process will be notified in writing of the findings and any sanction at the conclusion of the hearing.

12.5.2. A record of the hearing will be prepared by the Hearing Officer in the form of summary minutes and relevant attachments, which will be provided to the student upon request.

12.5.3. In an appeal related to a final grade, the Hearing Officer will notify the Academic Dean of any necessary grade changes. The Dean will complete any necessary change of grade forms and submit that information to the Office of the Registrar and the faculty member.

**Appendix: Tables of appeal levels, individuals, and deadlines**

**Undergraduate Course Grade and Academic Dishonesty Appeals**

<b>Level</b>	<b>Designated Individual</b>	<b>Deadline to file appeal at this level</b>	<b>Deadline to receive response</b>
Level 1	Professor assigning the grade or individual or committee making the finding or sanction for academic dishonesty	10 instructional days in the following Fall or Spring term.	10 business days
Level 2	Department chair or designee	10 business days from receiving written response	10 business days
Level 3	Academic Dean	10 business days from receiving written response	10 business days
Level 4	Budget and Academic Policy Committee	10 business days from receiving written response	10 business days for the pre-hearing panel to determine if a hearing will be held
Level 5	Provost	10 business days from receiving written response	10 business days

**Graduate Course Grade and Academic Dishonesty Appeals**

<b>Level</b>	<b>Designated Individual</b>	<b>Deadline to file appeal at this level</b>	<b>Deadline to receive response</b>
Level 1	Professor assigning the grade or individual or committee making the finding or sanction for academic dishonesty	10 instructional days in the following Fall or Spring term.	10 business days
Level 2	Department chair or program designee	10 business days from receiving written response	10 business days
Level 3	Assistant Provost for Graduate Studies (*)	10 business days from receiving written response	10 business days
Level 4	Graduate Council	10 business days from receiving written response	10 business days for the pre-hearing panel to determine if a hearing will be held
Level 5	Provost	10 business days from receiving written response	10 business days

(\*) Certain graduate-level course appeals end at Level 3. See item 8.5.

\*

**Undergraduate Performance Appeals (Probation, Suspension, Dismissal)**

<b>Level</b>	<b>Designated Individual</b>	<b>Deadline to file appeal at this level</b>	<b>Deadline to receive response</b>
Level 1	Program-specific committee or process if there is one. Otherwise, proceed directly to Level 2	10 instructional days in the following Fall or Spring term.	10 business days
Level 2	Department chair or program designee	10 business days from receiving written response	10 business days
Level 3	Academic Dean	10 business days from receiving written response	10 business days
Level 4	Budget and Academic Policy Committee	10 business days from receiving written response	10 business days for the pre-hearing panel to determine if a hearing will be held
Level 5	Provost	10 business days from receiving written response	10 business days

**Graduate Performance Appeals (Probation, Suspension, Dismissal)**

<b>Level</b>	<b>Designated Individual</b>	<b>Deadline to file appeal at this level</b>	<b>Deadline to receive response</b>
Level 1	Program-specific committee or process if there is one. Otherwise, proceed directly to Level 2	10 instructional days in the following Fall or Spring term.	10 business days
Level 2	Department chair or designee	10 business days from receiving written response	10 business days
Level 3	Assistant Provost for Graduate Studies	10 business days from receiving written response	10 business days
Level 4	Graduate Council	10 business days from receiving written response	10 business days for the pre-hearing panel to determine if a hearing will be held
Level 5	Provost	10 business days from receiving written response	10 business days

Graduate Council Meeting  
Attachment #5 Curriculum Committee Report  
March 2026

**GC-26-3-17-CC**

<b>College</b>	<b>Business</b>
Department	Accountancy
Course Number(s) and Title	ACC 617 Advanced Controlling
Type of Change	Updated course description
Rationale for Change	Updated language needed
Committee Recommendation	<b>Approve</b>

<b>College</b>	<b>Business</b>
Department	Management
Course Number(s) and Title	MGT 673 Employee Life Cycle
Type of Change	Updated course description and name
Rationale for Change	Better alignment with program and student needs
Committee Recommendation	<b>Approve</b>

**GC-26-3-18-CC**

<b>College</b>	<b>COLA</b>
Department	English
Course Number(s) and Title	ENG 675 Advanced Graduate Writing
Type of Change	Updated course name and description
Rationale for Change	Updated to reflect curriculum and student needs
Committee Recommendation	<b>Approve</b>

<b>College</b>	<b>COLA</b>
Department	Geology
Course Number(s) and Title	GEO 525 Climatology
Type of Change	Cross-listing
Rationale for Change	Need to cross-list course with GEO 425
Committee Recommendation	<b>Approve</b>

**GC-26-3-19-CC**

<b>College</b>	<b>Pharmacy</b>
Department	Pharmaceutical Sciences
Course Number(s) and Title	MSPS 694 Practicum
Type of Change	New course proposal
Rationale for Change	Required course for new area of emphasis in phramcoeconomics and health outcomes
Committee Recommendation	<b>Approve</b>

<b>College</b>	<b>Pharmacy</b>
Department	Pharmacy
Course Number(s) and Title	PHAR 663 Healthcare Admin and Leadership
Type of Change	New course proposal
Rationale for Change	Splitting previous 6-hour course in two 3-hour courses
Committee Recommendation	<b>Approve</b>

<b>College</b>	<b>Pharmacy</b>
Department	Pharmacy
Course Number(s) and Title	PHAR 664 Pharmacoeconomics and Health Outcomes
Type of Change	New course proposal
Rationale for Change	Splitting previous 6-hour course in two 3-hour courses
Committee Recommendation	<b>Approve</b>

<b>College</b>	<b>Pharmacy</b>
Department	Pharmacy
Course Number(s) and Title	PHAR 783 Pharm Industry and Medical Affairs
Type of Change	New course proposal
Rationale for Change	New elective
Committee Recommendation	<b>Approve</b>

<b>College</b>	<b>Pharmacy</b>
Department	Pharmacy
Course Number(s) and Title	PHAR 784 Rural and Public Health Pharmacy

Type of Change	New course proposal
Rationale for Change	New elective
Committee Recommendation	<b>Approve</b>

**Graduate Council – Program Review Committee  
 Program Review Committee Recommendations  
 March 2026**

Two program reviews were tabled at the February 2026 meeting. Each reviewer’s recommendation is below along with the final recommendation of the Graduate Council, notes, and any follow-up requests.

<b>Program</b>	<b>Reviewer 1 Recommendation</b>	<b>Reviewer 2 Recommendation</b>	<b>Official GC Recommendation /Notes</b>
MS Data Science	Continue at Current Level	Continue at Current Level	Continue at Current Level Notes: After reviewing the updated report, both reviewers agree that the program should continue at the current level. One reviewer commended the program’s awareness in the need to strengthen indirect and direct assessment of students.
MS Safety	Review could not be completed at this time.	n/a	Table the review for one year as a possible contract is renegotiated with MSHA to determine the need for the program moving forward. Sufficient data could not be provided to complete an effective review in the current term. Program representatives are cooperating with the Assessment Office to ensure proper documentation and reviews are ready for next year.