

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

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
3. **The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.**

NOTE: If proposing a new certificate, please read this first: www.marshall.edu/graduate/graduatecouncil/certificatespolicy/certificatepolicy.pdf

College: COEPD

Dept/Division: Counseling

Contact Person: Carol M. Smith

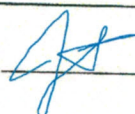
Phone: 304-746-1921

Name of Certificate Graduate Certificate of Advanced Studies in Violence, Loss and Trauma Counseling (VoLT certificate)

Check action requested: Addition Deletion ChangeEffective Term/Year Fall 20 Spring 20 Summer 20

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

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

Dept. Chair/Division Head 	Date <u>8/18/2021</u>
College Curriculum Chair <u>Albert Davis</u>	Date <u>8/30/2021</u>
College Dean <u>Verusa Cagle</u>	Date <u>8-31-21</u>
Graduate Council Chair _____	Date _____
Provost/VP Academic Affairs _____	Date _____
Presidential Approval _____	Date _____

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

Please provide a rationale for addition, deletion, change:

The VoLT Certificate has been expanded from 15 to 18 credit hours. COUN 555 Crisis Intervention is clarified as a required course in the VoLT Certificate, bringing it to 18 hours. COUN 555 is not a new course.

COUN 686 Trauma and Suffering has been selected for inclusion in the list of elective courses to strengthen and expand the scope of the Certificate. COUN 686 is not a new course; it has simply been added to the list of relevant electives for the VoLT Certificate. The number of electives required for the Certificate has not changed. The selection menu of electives has been expanded by one course (COUN 686).

Please describe any changes in curriculum:

List course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change.

The VoLT Certificate has been expanded from 15 to 18 credit hours.

The selection menu of electives has been expanded by one course (COUN 686).

No other curriculum changes have been made.

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

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

None.

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

None.

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

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3. Current Catalog Description

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

Please see separate current catalog pages 139, 140, attached.

4. Edits to the Current Description

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

5. New Catalog Description

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

Please see separate clean copy of proposed catalog description.

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

Department:

Name of Certificate:

Credit Hours:

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

Rationale:

Department: Counseling Program

Name of Certificate: Graduate Certificate of Advanced Studies in Violence, Loss and Trauma Counseling (VoLT certificate)

Credit Hours: 18

Type of Change: change

Rationale: The VoLT Certificate has been expanded from 15 to 18 credit hours. COUN 555 Crisis Intervention is clarified as a required course in the VoLT Certificate, bringing it to 18 hours. COUN 555 is not a new course.

COUN 686 Trauma and Suffering has been selected for inclusion in the list of elective courses to strengthen and expand the scope of the Certificate. COUN 686 is not a new course; it has simply been added to the list of relevant electives for the VoLT Certificate. The number of electives required for the Certificate has not changed. The selection menu of electives has been expanded by one course (COUN 686).

the candidate must be recommended for licensure by the institution.

Program Requirements Post-Baccalaureate Teacher Certificate Program

Eligibility for Student Teaching: Students must successfully complete the courses listed above, the appropriate Praxis content knowledge test(s), and have 90% of their content requirements completed prior to enrolling for supervised student teaching.

Eligibility for Licensure: Students must meet content requirements, professional education requirements, and testing requirements. Testing requirements include the appropriate Praxis content knowledge test(s), and the Principles of Learning and Teaching (PLT) Students who apply for licensure from the West Virginia Department of Education are required to submit to the department a fingerprint card for federal and state background checks.

Plan of Study Master of Arts in Teaching

Code	Title	Credit Hours
Foundations of Education and Technology		
<i>Research and Writing</i>		
EDF 621	Educ Research & Writing	3
or EDF 625	Qualitative Research Educ	
<i>Social and Cultural Foundations</i>		
EDF 665	Sociology of Amer Schools	3
or EDF 615	Hist of Education in US	
<i>Development or Psychology</i>		
EDF 616	Adv Studies Human Develop	3
or EDF 619	Educational Psychology	
<i>Instructional Technology</i>		
CIEC 534	Appli Software Class Curr Area	3
or CIEC 635	Using Internet in Classroom	
<i>Evaluation or Assessment</i>		
EDF 612	Educational Evaluation	3
Curriculum and Instruction		
CISP 510	Instructional Prac/Excep Child	3
CISP 520	Intro to Exceptional Child	3
CI 515	Int Meth & Mat: Sec Ed	3
EDF 537	MAT Level I Clinical Exper ¹	0
EDF 637	MAT Level II Clinical Exper	0
CI 549	Instr & Clrm Mgt Sec Ed	3
CI 624	Adv Instruction Strategy	3
or CI 623	Instruct Models Assess Tech	
CIRG 644	Literacy in the Content Area	3
EDF 677	MAT Level III Clinical Exper ²	3
In addition to the preceding courses, students must also complete all courses in their teaching specialization.		
Total Credit Hours		36

- ¹ Lab to accompany CI 515 Int Meth & Mat: Sec Ed
² Requires minimum of 90% completion of content courses and passing score(s) on the Praxis content examination(s).

Post-Baccalaureate Teacher Certificate

Code	Title	Credit Hours
Foundations of Education		
EDF 616	Adv Studies Human Develop	3
or EDF 619	Educational Psychology	
EDF 612	Educational Evaluation	3
or EDF 636	Advanced Classroom Assessment	
Curriculum and Instruction		
CISP 510	Instructional Prac/Excep Child	3
CISP 520	Intro to Exceptional Child	3
CIRG 644	Literacy in the Content Area	3
EDF 537	MAT Level I Clinical Exper ¹	0
CI 515	Int Meth & Mat: Sec Ed	3
EDF 637	MAT Level II Clinical Exper	0
Technology		
Select one of the following:		3
CIEC 534	Appli Software Class Curr Area	3
CIEC 600	Instructional Design & Tech	
CIEC 635	Using Internet in Classroom	
Supervised Student Teaching		
EDF 677	MAT Level III Clinical Exper ²	3
In addition to the preceding courses, students must also complete all courses in their teaching specialization.		
Total Credit Hours		24

- ¹ Lab to accompany CI 515 Int Meth & Mat: Sec Ed
² Requires minimum of 90% completion of content courses and passing score(s) on the Praxis content examination(s).

Violence, Loss and Trauma Counseling, Graduate Certificate

Graduate Certificate of Advanced Studies in Violence, Loss and Trauma Counseling (VoLT certificate)

Applicants who have obtained a master's degree in behavioral health disciplines (counseling, psychology, school psychology, social work, etc.) or who are concurrently enrolled in one of these programs are eligible to apply for the VoLT certificate.

Applicants who have obtained a master's degree in behavioral health disciplines (counseling, psychology, school psychology, social work, etc.) or who are concurrently enrolled in one of these programs are eligible to apply for the VoLT certificate. They must follow one of the following routes:

- Students concurrently enrolled at Marshall University need only submit a Secondary Program Request form once they have completed the interview with counseling program faculty.
- Master's students at universities other than Marshall University may apply in the same way as one would apply for the full degree with the exception of designating "Professional Development - Certificate in Violence, Loss, and Trauma" as their intended program of study. They will submit the following materials:
 - An application
 - An application fee
 - A transcript from their current university
 - Two (2) references
 - A written statement of goals which speaks to their desire to work with trauma victims (see the Guidelines for Written Statement on the Program website).
 - A letter from their program chair or director as evidence of their good standing in their current degree program.
- Applicants who completed their degree in Counseling or a related Behavioral Health field at Marshall University may apply designating the "Professional Development - Certificate in Violence, Loss, and Trauma" and need to submit:
 - An application
 - An application fee
 - A written statement of goals which speaks to their desire to work with trauma victims (see the Guidelines for Written Statement on the Program website).

(Note: Official MU transcripts will be obtained through the Banner system.)

- Applicants who have completed their degree outside of Marshall University and wish to take the Certificate courses must apply in the same way as one would apply for the full degree with the exception of designating "Professional Development - Certificate in Violence, Loss, and Trauma" as their intended program of study.
- An application
- An application fee
- A transcript from the university where they completed their master's degree
- Two (2) references
- A written statement of goals which speaks to their desire to work with trauma victims (see the Guidelines for Written Statement on the program website).

NOTE: Professional Continuing Education coursework offered in the certificate program will be eligible for continuing education units by the Counseling Board of Examiners.

The graduate certificate program of Advanced Studies in Violence, Loss, and Trauma Counseling (VoLT) is completed in one of two ways:

- First, the student may be accepted into the Counseling program and take the certification courses in conjunction with the required degree courses and graduate with a Master of Arts degree in Counseling in addition to a graduate certificate denoting this area of specialty.
- Second, for those holding master's degrees in counseling or related fields, the certificate coursework may be taken as a stand-alone program to be completed in one to two years.

This program is currently the state's only graduate level initiative providing a sequential, specialized professional development opportunity for mental health professionals who contribute to the identification of and interventions in these specialty areas.

Admission Requirements

Students already enrolled in the Counseling program, in the Clinical Mental Health Counseling area of emphasis, should submit to Graduate Admissions a Secondary Program Request form: www.marshall.edu/graduate/secondary-program-request-form. Prospective certificate-only students should apply for admission to Marshall University as a Certificate/Professional Development student and select on the application form the Certificate of Advanced Studies in Violence, Loss, and Trauma Counseling (VoLT).

It is expected that enrollees of this program will generally be engaged in clinical practice or some support aspect of direct client service and/or intervention where family violence, bereavement, or trauma have been identified or suspected.

Admission requirements for the certificate program include the following:

- Concurrent enrollment in a Master's degree in counseling, social work, psychology, or related field, OR
- A master's degree in counseling, social work, psychology, or related field, OR
- Departmental approval.

Course Requirements

Code	Title	Credit Hours
<i>Required Courses</i>		
COUN 556	Death & Grief Counseling ¹	9
COUN 654	Family Violence ¹	
COUN 682	Tr in Trauma Recovery ¹	
<i>Select 6 hours from the following</i>		
COUN 655	Coun Victims Dom Violence	6
COUN 683	Psychophys of Trauma	
COUN 684	Treating Complex Trauma & Loss	
COUN 685	Military Cult & Treat Vets	
Total Credit Hours		15

¹ Required for the certificate.

College of Engineering and Computer Sciences

Contacts: Dr. David Dampier, Interim Dean;

Website: <http://www.marshall.edu/cecs> (<http://www.marshall.edu/cecs/>)

cecs@marshall.edu

Programs

- Bioinformatics, Graduate Certificate (p. 155)
- Civil and Environmental Engineering, M.S.E. (p. 156)
- Computer Science, M.S. (p. 157)
- Cybersecurity, M.S. (p. 158)

Edits to the Current Description

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A master's degree in counseling, social work, psychology, or related field, OR

Departmental approval.

Course Requirements

Code	Title	Credit Hours
<i>Required Courses</i>		
<u>COUN 555</u>	<u>Crisis Intervention</u>	912
COUN 556	Death & Grief Counseling 1	
COUN 654	Family Violence 1	
COUN 682	Tr in Trauma Recovery 1	
<i>Select 6 hours from the following</i>		6
COUN 655	Coun Victims Dom Violence	
COUN 683	Psychophys of Trauma	
COUN 684	Treating Complex Trauma & Loss	
COUN 685	Military Cult & Treat Vets	
<u>COUN 686</u>	<u>Trauma and Suffering</u>	
Total Credit Hours		1518

1 Required for the certificate

Course Requirements

Code	Title	Credit Hours
<i>Required Courses</i>		<i>12</i>
COUN 555	Crisis Intervention	
COUN 556	Death & Grief Counseling 1	
COUN 654	Family Violence 1	
COUN 682	Tr in Trauma Recovery 1	
<i>Select 6 hours from the following</i>		<i>6</i>
COUN 655	Coun Victims Dom Violence	
COUN 683	Psychophys of Trauma	
COUN 684	Treating Complex Trauma & Loss	
COUN 685	Military Cult & Treat Vets	
COUN 686	Trauma and Suffering	
Total Credit Hours		18

1 Required for the certificate