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OFFICE OF THE PRESIDENT
MARSHALL UNIVERSITY

Graduate Council

MEMORANDUM

TO: President Stephen J. Kopp
FROM: Eldon Larsen, Chair -- Marshall University Graduate Council
DATE: May 10, 2010
RE: Approval of MU Graduate Council Minutes: April 23, 2010

Dear President Kopp:

Attached for your approval are minutes of the Marshall University Graduate Council meeting.

I invite you to visit our meetings anytime or to share with me any ways we can work together for the good of Marshall University, particularly in the area of graduate education.

Sincerely,

Dr. Eldon R. Larsen, Chair
Marshall University Graduate Council

Minutes are approved.

Signed: _____

Marshall University President

Date: _____

May 18, 2010

PLEASE NOTE: Approval of these minutes will also serve as approval of curricular motions and graduate faculty status.

Note to President's secretary: Please return signed original to Dr. Eldon Larsen & then cc:

- Dr. Eldon R. Larsen, GC 329, South Charleston Campus
- Dr. Tracy Christofero, GC 338, South Charleston Campus
- Dr. Donna Spindell, Graduate College Dean, Old Main, Huntington Campus
- Dr. Celene Seymour, Graduate Council Secretary, South Charleston Campus
- Ms. Barbara Hicks, Office of Academic Affairs, Old Main, Huntington Campus
- Ms. Jennifer Lauhon, Office of Academic Affairs, Old Main, Huntington Campus
- Ms. Crystal Stewart, Distributed Education, CB 219, Huntington Campus

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Marshall University Graduate Council Minutes

April 23, 2010

Thomas Board Room, South Charleston Campus

Members Present: Larsen, Lawson, Seymour, Brammer, Christofero, Mader, Mulder, Swindell, Childress, Sottile, Securro, Gruetter, F. Pauley, Ferro and Trzyna.

In-coming Members Present: Watts, Zanter, and Edington

Members Absent: Gould and Meyer.

In-coming Members Absent: McComas and Kreig

Ex-Officio Members Present: Spindel and R. Pauley (for Ormiston)

Ex-Officio Member Absent: Maher

Guests: Hossler

Larsen convened the meeting at 1:00 PM. Current (2009-10) and in-coming (2010-11) members introduced themselves. Larsen's term on the Graduate Council is expiring in August and his contributions as chair were acknowledged.

Approval of Minutes: Minutes from March 19 meeting were approved as distributed.

Council Membership: List of graduate faculty membership (Attachment 1) was approved. List will be sent to the president's office for his signature.

Curriculum Committee: Christofero presented requests (Attachment 2) for 13 course additions from SOM and COEHS. All were approved.

Requests for course change from COHP for reduction in credit hours for HP 650 was approved.

Request for change of certificate program from COLA for Graduate GIScience Certificate was not approved. This request would change existing Graduate GIScience Certificate to GI Science Certificate – Basic. Under the section Request for the GIScience Curriculum Committee to add or delete existing courses to the certificate, the council was concerned about the stipulation of "flexibility to add existing courses to or delete existing courses from the list of approved GIScience courses as technology requires changes." The council felt this gave the department too much latitude. The proposal must identify options. The request was returned to the COLA to address concern identified by the council.

GSEPD requested change in EGIS code for area of emphasis in Marriage, Couples and Family Counseling (MFT). Area of emphasis currently retains out-dated EGIS code for Community Counseling. The council approved registrar's action to create accurate code.

GSEPD requested change in Leadership Studies program, including reduction of MA in Leadership Studies from 39 to 36 credit hours and several curriculum changes. The Educational Leadership area of emphasis will drop LS 500 & 550 and add LS 661. It will also drop LS 600 and add LS 630. Catalog language changes to reflect these revisions were submitted. Actions were approved by the council.

Request from COHP for new degree – Master of Science in Health Informatics – was approved.

Revised forms for Curriculum Action Requests -- including Addition/Deletion/ Change of Area of Emphasis, Addition/Deletion/Change of a Certificate, Graduate Catalog Change, Course Addition, Course Change, Course Deletion, Addition/Deletion/Change of a Major or Degree and Addition/Deletion/Change of a Minor -- were approved.

Academic Planning, Standards, and Policies Committee:

Trzyna reported graduate catalog language addition for area of emphasis recommended by the committee, as follows: **“Although a student might take continuing education and/or development courses after receiving a graduate degree, *Areas of Emphasis* for any given degree cannot be added after that degree has been obtained.”** Motion was approved.

Credentialing Committee:

Seymour reported successful graduate faculty audit for CITE and SOJMC. Audit from COS not complete because one faculty member who regularly teaching graduate classes has not applied. The faculty member has been given two weeks to comply.

Two graduate faculty members have been awarded the John & Frances Rucker Graduate Advisor Award – Eric Lassiter (COLA) from South Charleston and Eric Blough (COS) from Huntington. Each will receive an award of \$250 and a plaque.

Program Review and Assessment Committee:

Mader reported those assigned program reviews need to let her know if they cannot complete the review by next week.

Business of the Council:

Larsen discussed his term as chair and reported responsibilities of the new chair, including membership on several university committees and familiarity with council by-laws and policies.

Incoming Council Chair:

Continuing and new members met to elect leadership for 2010-2012, who will take office in August. The following were elected:

Chair: Tracy Christofero

Vice-Chair: Wendy Trzyna

Secretary: Deanna Mader

Meeting was adjourned at 2:15 PM

Submitted by Celene Seymour, Secretary. April 27, 2010 Revised by Eldon Larsen, Chair, May 10, 2010.

ATTACHMENT 1

Graduate Faculty Membership Approvals

In the cell at the right, write the date this updated roster is being forwarded to Graduate Council:			4/23/2010	<i>Term Starts</i>	<i>Term Expires</i>
<i>List below the names of all persons having any level of graduate faculty status. (Last name first)</i>	<i>College or School</i>	<i>Department or Division</i>	<i>Graduate Faculty Level</i>	<i>Month Year</i>	<i>Month Year</i>
Georgel, Philippe	COS	Biological Sciences	Doctoral	March 2010	March 2015
Pupplo-Cody, Evelyn	COS	Mathematics	Graduate	March 2010	March 2015
Chiles, Chris	SOM	Forensic Science	Associate	April 2010	April 2013
Chute, Jason	SOM	Forensic Science	Associate	April 2010	April 2013
Georgel, Philippe	SOM	Biochemistry	Doctoral	April 2010	April 2013
Santanam, Nalini	SOM	Pharmacology	Doctoral	April 2010	April 2013
Williamson, Misty	SOM	Forensic Science	Associate	April 2010	April 2013
Zill, Sasha	SOM	Anatomy & Pathology	Doctoral	April 2010	April 2013
Cathcart, Kerrie	SOM	Forensic Science	Associate	April 2010	April 2013
Fan, Xiaojuan	COS	Physics	Graduate	April 2010	April 2015

ATTACHMENT 2

NEW COURSE ADDITIONS (13)--APPROVED

- **College of Medicine**

Department: Anatomy & Pathology

Course Number & Title: ACB 621 Gross Anatomy/Embryology I

Catalog Description: Morphology of the upper and lower limbs with dissection.

Prerequisite: Permission of instructor

First Term Offered: Fall 2010

Credit Hours: 2

- **College of Medicine**

Department: Anatomy & Pathology

Course Number & Title: ACB 622 Gross Anatomy/Embryology II

Catalog Description: Morphology of the head and neck, thorax, abdomen, pelvis with dissection

Prerequisite: Permission of instructor

First Term Offered: Spring 2011

Credit Hours: 6

- **College of Medicine**

Department: Anatomy & Pathology

Course Number & Title: ACB 629 Microscopic Anatomy and Ultrastructure Part I

Catalog Description: The basic tissue types of the human body will be examined at the light and electron microscopic level.

Prerequisite: Permission of instructor

First Term Offered: Fall 2010

Credit Hours: 1

- **College of Medicine**

Department: Anatomy & Pathology

Course Number & Title: ACB 630 Microscopic Anatomy and Ultrastructure Part II

Catalog Description: The organ systems of the human body will be examined at the light and electron microscopic level

Prerequisite: Permission of instructor

First Term Offered: Spring 2011

Credit Hours: 3

- **College of Medicine**

Department: Anatomy & Pathology

Course Number & Title: ACB 633 Neuroanatomy I: Clinical Anatomy of the Brain and Spinal Cord

Catalog Description: To study the essential organization of the cerebrum and spinal cord, blood supply, the spinal ascending and descending pathways, and clinically related disorders.

Prerequisite: BMS 600 or permission of instructor

First Term Offered: Fall 2010

Credit Hours: 2

- **College of Medicine**

Department: Anatomy & Pathology

Course Number & Title: ACB 634 Neuroanatomy II: Clinical Anatomy of the Brain Stem and Forebrain

Catalog Description: To study the functional organization and neurological disorders associated with the brain stem, thalamus, hypothalamus, cerebellum, basal ganglia, limbic system, and cerebral cortex.

Prerequisite: ACB 633

First Term Offered: Spring 2011

Credit Hours: 2

- **College of Medicine**

Department: Pharmacology, Physiology & Toxicology; Anatomy & Pathology; Biomedical Sciences

Course Number & Title: BMS 628 Neuroscience I: Major Structures of the Brain, Neuron Function, and Spinal Cord

Catalog Description: To study and understand the structure and function of the nervous system and disorders of neuronal function.

Prerequisite: BMS 600 or permission of instructor

First Term Offered: Fall 2010

Credit Hours: 3

- **College of Medicine**

Department: Pharmacology, Physiology & Toxicology; Anatomy & Pathology; Biomedical Sciences

Course Number & Title: BMS 629 Neuroscience II: Structures and Functions of the Brain Stem and Forebrain

Catalog Description: To study and understand the structure and function of the nervous system and disorders of neuronal function.

Prerequisite: BMS 629 or permission of instructor

First Term Offered: Spring 2011

Credit Hours: 3

- **College of Medicine**

Department: Pharmacology, Physiology & Toxicology; Anatomy & Pathology; Biomedical Sciences

Course Number & Title: PHS 626 Neurophysiology I: Neuron Function and Introduction to Neural Systems

Catalog Description: To study and understand the basic functional principles of the cells of the nervous system, and organization of cells into functional systems.

Prerequisite: BMS 600 or permission of instructor

First Term Offered: Fall 2010

Credit Hours: 1

- **College of Medicine**

Department: Pharmacology, Physiology & Toxicology; Anatomy & Pathology; Biomedical Sciences

Course Number & Title: PHS 627 Neurophysiology II: Neuronal Systems

Catalog Description: To study and understand the major functional systems of the brain.

Prerequisite: PHS 626

First Term Offered: Spring 2011

Credit Hours: 1

- **College of Education & Human Services**

Department: School of Kinesiology

Course Number & Title: HS 510 Organization and Administration in Athletic Training

Catalog Description: This is a course that investigates current trends in administration and organization in the field of athletic training.

First Term Offered: Spring 2011

Credit Hours: 3

- **College of Education & Human Services**

Department: School of Kinesiology

Course Number & Title: HS 523 Orthopedic Assessment of the Upper Extremity for the Athletic Trainer

Catalog Description: Orthopedic evaluation of the neck and upper extremity for the Athletic Trainer.

First Term Offered: Spring 2011

Credit Hours: 3

- **College of Education & Human Services**

Department: School of Kinesiology

Course Number & Title: HS 524 Orthopedic Assessment of the Lower Extremity for the Athletic Trainer

Catalog Description: Orthopedic evaluation techniques of the lower extremity for the Athletic Trainer.

First Term Offered: Fall 2011

Credit Hours: 3

COURSE CHANGES (1) --APPROVED

- **College of Health Professions**

Department: Health Professions

Course Number & Title: HP 650 Health Informatics Practicum

Change in Credit Hours

From: 6 credit hours

To: 3 credit hours

Rationale: To better align COHP Practicum requirements to those for Capstone courses in CITE and LCOB. To accomplish this objective, the number of clinical hours for the Practicum will be reduced to 200 hours.

CHANGE OF A CERTIFICATE (1) – NOT APPROVED BY THE GRADUATE COUNCIL

- **College of Liberal Arts**

Department: Geography

Old Certificate Title: Graduate GIScience Certificate

New Certificate Title: Graduate GIScience Certificate – Basic

Rationale: A requirement of twelve hours typically results in students who have only taken introductory courses in the discipline. Adding the word “Basic” to the certificate provides a more accurate description of the skills acquired with this certificate.

Required course: GEO 526 Principles of GIS is an introductory course that all participants in the certificate program should have. The course is also offered at the undergraduate level at Marshall and should not be repeated by students who have completed it.

Request for the GIScience Curriculum Committee to add or delete existing courses to the certificate: Due to the dynamic nature of GIScience, the interdisciplinary GIScience Curriculum Committee needs the flexibility to add existing courses to or delete existing courses from the list of approved GIScience courses as the technology requires changes. The undergraduate certificate in Women’s Studies currently has such flexibility. Undergraduate certificates in Latin American Studies and Appalachian Studies permit both Special Topics and Independent Studies courses to count, providing similar flexibility.

New description of certificate based on the proposed changes:

Geospatial Information Science is a research field that utilizes specialized computer hardware, software, and procedures for presentation and analysis of all types of natural and social science data referenced (mapped) to the earth’s surface. A Basic graduate certificate in GIScience consists of a minimum of 12 hours in courses designated as GIScience Courses. GEO 526 Principles of GIS is required unless taken as Marshall University undergraduate (GEO426). Students must have a B (3.0) average in their GIScience courses and no grade below a C (2.0) in their GIScience courses to earn the certificate. Students who complete the requirements for the certificate should be able to:

- perform basic GIScience techniques;
- apply GIScience to display, support, and analyze research questions in the social or natural sciences;
- collect and create GIScience data using various technologies and softwares;
- employ and evaluate geographic concepts such as projections, coordinate systems, and scale;
- recognize and apply basic computer science concepts in GIScience; and
- enter GIScience employment or continue GIScience work at the doctoral level.

GIScience Courses:

BSC 510/PS 510 Remote Sensing with GIS Applications (4 credit hours)

BSC 511/PS 511 Digital Image Processing and GIS Modeling (4 hrs.)

ES 626 Remote Sensing and Map Use (3 hrs.)

GEO 526 Principles of GIS (4 hrs.)

GEO 529 Intermediate GIS – Vector Analysis (3 hrs.)

GEO 530 Intermediate GIS – Raster Analysis (3 hrs.)

GEO 531 Analysis of Digital Airborne and Space-Based Imagery (3 hrs.)

GEO 690 Internship (1-6 hrs.; must be GIScience approved in advance to qualify)
IS 623 Database Management (3 hrs.)
IS 645/GEO 631 Geographic Information Systems Projects (3 hrs.)
Special Topics courses as approved in advance by the GIScience Curriculum Committee

Effective Date: Spring 2011

CHANGE OF AN AREA OF EMPHASIS WITHIN AN EXISTING MAJOR (1) --APPROVED

- **Graduate School of Education and Professional Development**

Department: Counseling

Request for an EGIS Code for Marriage, Couple & Family Counseling (MFT)

Rationale: MFT was an emphasis under Community Counseling. This is not a new emphasis request. MFT has always been a part of the counseling program, prior to the merger and afterwards. However, we suspended community counseling (July, 2009) and retained MFT, the code for MFT still remained as Community counseling. Therefore, students enrolling in the MFT emphasis are coded on their transcripts as Community counseling rather than MFT. The Registrar's office suggested that to get an egis/code for MFT, it had to be approved through Graduate Council.

CHANGE OF A MAJOR OR DEGREE (1) --APPROVED

- **Graduate School of Education and Professional Development**

Department: Leadership Studies

Effective Date: Fall 2010

Changes Rationale: The Leadership Studies program faculty made these changes as a part of their annual assessment process. The changes are aimed at improving curriculum for students as they seek to master the program standards. Updating programs to meet new standards and revising catalog language to better describe program by:

- Reducing MA in Leadership Studies for school principalship from 39 to 36 hours
- Removing two required courses and adding back one additional course
- Post MA Licensure program – Removing one course replacing with another
- Clean-Up of language in several places in catalog descriptions

Change of Credit Hours:

Old: 39

New: 36

Curriculum Changes

Education Leadership Area of Emphasis:

- Drop LS 500 & LS 550 (both 3 hour courses)
- Add LS 661 (3 hour course)

Post Masters Principal Certification Program

- Drop LS 600 (3 hour course)
- Add LS 630 (3 hour course)

Catalog Description (See below)

Out

Added

REQUESTED CATALOG CHANGES --APPROVED

Page 135

LEADERSHIP STUDIES (LS)

The Master of Arts Degree in Leadership Studies offers an area of emphasis in Education Leadership which includes the coursework for professional administrative licensure as a school principal. It is a portfolio-based program which requires a minimum of 36 semester hours. Courses may not be used if they are more than seven years old at the time of graduation. Students must complete all field-based experiences for courses that are transferred from other accredited institutions or programs. All persons seeking professional licensure as a school principal are required to pass the PRAXIS II (0410) Educational Leadership Administration and Supervision Test. West Virginia licensure also requires the completion of the Evaluation Leadership Institute offered by the West Virginia Center for Professional Development.

The Leadership Studies program offers the following degree programs:

Master of Arts degree in Leadership Studies with areas of emphasis in Educational Leadership, Justice Leadership, Leadership Specialist, and Higher Education.

Education Specialist in Education degree (Ed.S.) with areas of emphasis in PreK-Adult Public School or Higher Education Administration.

A Doctoral Program in Education (Ed.D.) with a major in Education Leadership with areas of emphasis in PreK-Adult Public School or Higher Education Administration.

Leadership Studies also offers professional licensure programs for School Principal, Supervisor of Instruction, School Superintendent, and Social Services and Attendance.

Education Leadership Area of Emphasis

The Master of Arts Degree in Leadership Studies M.A. degree offers an area of emphasis in Education Leadership which includes the coursework for including professional administrative licensure as a school principal. The Master of Arts degree in Leadership Studies It is a portfolio-based program which requires a minimum of 39 36 semester hours. Courses may not be used if they are more than seven years old at the time of graduation. Students must complete all field-based experiences for courses that are transferred from other accredited institutions or programs. All persons seeking professional licensure as a school principal are required to pass the PRAXIS II (0410) Educational Leadership Administration and Supervision Test. West Virginia licensure also requires the completion of the Evaluation Leadership Institution Institute offered by the West Virginia Center for Professional Development Center.

Admission Requirements - Education Leadership

Each candidate for the Education Leadership Area of Emphasis must meet all admission requirements as a degree student. Scores from the Graduate Record Examination, the Miller Analogies Test, or a previous master's degree from an accredited institution must be on file at the time of admission. Students must score at least a 40 (tested prior to October, 2004) or at least a 392 (after October, 2004) on the Miller Analogies Test. Students who take the Graduate Record Examination must have a combined score of 800 (verbal and quantitative). A student seeking licensure as a school principal. Students must hold a professional teaching licensure certificate and have a minimum of one year of teaching experience at the time of admission to the program.

Program of Studies

LS 500, LS 510, LS 515, LS 520, LS 530, LS 550,	
LS 600, LS 606, LS 610, LS 612, LS 630, LS 675, LS 661, LS 685	
TOTAL	39
36 hrs	

**LICENSURE PROGRAMS
Leadership Studies**

Principal Licensure and Graduate Certificate Program

This program is designed to serve the needs of for students who have completed a master's degree in education. Students completing the program qualify for professional administrative licensure as a K-12 PreK-Adult school principal in West Virginia, Ohio and Kentucky. Those seeking professional administrative licensure as a school principal are required to pass the PRAXIS II (0410) Educational Leadership Administration and Supervision Test. West Virginia students are also required to take complete the Evaluation Leadership Institution Institute offered by the West Virginia Center for Professional Development Center.

Admission Requirements - Principal Licensure and Graduate Certificate Program

As Students who desires admission to the Post-Master's Principal Licensure and Graduate Certificate program must have an overall Graduate Grade Point Average (GGPA) of 3.0 on a 4.0 scale in an education field from an ELCC-accredited institution. Transcripts from the student's graduate institution(s) must be provided at the time of application. Students are also required to have a Professional Teaching Certificate and a minimum of one year of teaching experience at the time of application.

Program of Studies

LS 510, LS 600, LS 610, LS 612, LS 630, LS 675, LS 660	
TOTAL	18
hrs	

Social Services and Attendance Licensure and Graduate Certification Program

This program is designed to provide a concentrated program leading to a license provides the required coursework for Social Service and Attendance Personnel Licensure. The program is designed primarily for educational personnel who hold a valid license, or for social workers who hold at least a bachelor's degree.

Program of Studies

COUN 670 or COUN 673, LS 693, LS 691, LS 692

TOTAL 12
hrs

Supervisor of Instruction Licensure

Students completing the Master of Arts Degree in Leadership Studies may take LS 661 to complete the licensure requirements for Supervisor of Instruction PreK-Adult.

Students who hold a Master's Degree in Education Leadership from an ELCC nationally recognized program may add the West Virginia Supervisor of Instruction licensure by completing LS 661. This licensure is for persons who work in central office supervisory positions.

Requested catalog changes (with requested changes included)

Page 135

LEADERSHIP STUDIES (LS)

The Leadership Studies program offers the following degree programs:

Master of Arts degree in Leadership Studies offers areas of emphasis in Educational Leadership, Justice Leadership, Leadership Specialist, and Higher Education.

Education Specialist in Education degree (Ed.S.) with areas of emphasis in PreK-Adult Public School or Higher Education Administration.

A Doctoral Program in Education (Ed.D.) with a major in Education Leadership with areas of emphasis in PreK-Adult Public School or Higher Education Administration.

Leadership Studies also offers professional licensure programs for School Principal, Supervisor of Instruction, School Superintendent, and Social Services and Attendance.

Education Leadership Area of Emphasis

The Master of Arts Degree in Leadership Studies offers an area of emphasis in Education Leadership which includes the coursework for professional administrative licensure as a school principal. It is a portfolio-based program which requires a minimum of 36 semester hours. Courses may not be used if they are more than seven years old at the time of graduation. Students must complete all field-based experiences for courses that are transferred from other accredited institutions or programs. All persons seeking professional licensure as a school principal are required to pass the PRAXIS II (0410) Educational Leadership Administration and Supervision Test. West Virginia licensure also requires the completion of

the Evaluation Leadership Institute offered by the West Virginia Center for Professional Development.

Admission Requirements - Education Leadership

Each candidate for the Education Leadership Area of Emphasis must meet all admission requirements as a degree student. Scores from the Graduate Record Examination, the Miller Analogies Test, or a previous master's degree from an accredited institution must be on file at the time of admission. Students must score at least a 40 (tested prior to October, 2004) or at least a 392 (after October, 2004) on the Miller Analogies Test. Students who take the Graduate Record Examination must have a combined score of 800 (verbal and quantitative). Students must hold a Professional Teaching Certificate and have a minimum of one year of teaching experience at the time of admission to the program.

Program of Studies

LS 510, LS 515, LS 520, LS 530, LS 600, LS 606, LS 610, LS 612, LS 630, LS 675, LS 661, LS 685	
TOTAL	36
hrs	

**LICENSURE PROGRAMS
Leadership Studies**

Principal Licensure and Graduate Certificate Program

This program is designed for students who have completed a master's degree in education. Students completing the program qualify for professional administrative licensure as a PreK-Adult school principal in West Virginia, Ohio and Kentucky. Those seeking professional administrative licensure as a school principal are required to pass the PRAXIS II (0410) Educational Leadership Administration and Supervision Test. West Virginia students are also required to complete the Evaluation Leadership Institute offered by the West Virginia Center for Professional Development.

Admission Requirements - Principal Licensure and Graduate Certificate Program

Students who desire admission to the Post-Master's Principal Licensure and Graduate Certificate program must have an overall Graduate Grade Point Average (GGPA) of 3.0 on a 4.0 scale in an education field from an ELCC-accredited institution. Transcripts from the student's graduate institution(s) must be provided at the time of application. Students are also required to have a Professional Teaching Certificate and a minimum of one year of teaching experience at the time of application.

Program of Studies

LS 510, LS 610, LS 612, LS 630, LS 675, LS 660	
TOTAL	18
hrs	

Social Services and Attendance Licensure and Graduate Certification Program

This program provides the required coursework for Social Service and Attendance licensure. The program is designed for educational personnel who hold a valid license, or for social workers who hold at least a bachelor's degree.

Program of Studies

COUN 670 or COUN 673, LS 693, LS 691, LS 692

TOTAL 12
hrs

Requested catalog changes

Page 139

Supervisor of Instruction Licensure

Students who hold a Master's Degree in Education Leadership from an ELCC nationally recognized program may add the West Virginia Supervisor of Instruction licensure by completing LS 661. This licensure is for persons who work in central office supervisory positions.