

### Request for Graduate Course Addition

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.**

College: Science Dept/Division: Forensic Sciences Alpha Designator/Number: CFS 505  Graded  CR/NC

Contact Person: John Sammons Phone: 304-696-7241

**NEW COURSE DATA:**

New Course Title: OSINT Practicum I

Alpha Designator/Number: C F S 5 0 5

Title Abbreviation: O S I N T P r a c t i c u m I  
(Limit of 25 characters and spaces)



Course Catalog Description: Students will learn how to use advanced tools that can aid investigators in searching the Internet for resources that can be applied to domestic and international investigations.  
(Limit of 30 words)

Co-requisite(s): N/A First Term to be Offered: Fall 2020

Prerequisite(s): N/A Credit Hours: 3

Course(s) being deleted in place of this addition (must submit course deletion form): \_\_\_\_\_

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

Dept. Chair/Division Head 	Date <u>4-2-20</u>
Registrar _____	Date _____
College Curriculum Chair 	Date <u>4/2/2020</u>
Graduate Council Chair _____	Date _____

## Request for Graduate Course Addition - Page 2

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College: Science

Department/Division: Forensic Sciences

Alpha Designator/Number: CFS 505

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Provide complete information regarding the new course addition for each topic listed below. Before routing this form, a complete syllabus also must be attached addressing the items listed on the first page of this form.

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1. FACULTY: Identify by name the faculty in your department/division who may teach this course.

John Sammons  
Bill Gardner  
Josh Brunty

2. DUPLICATION: If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the proposal. Enter "**Not Applicable**" if not applicable.

N/A

3. REQUIRED COURSE: If this course will be required by another department(s), identify it/them by name. Enter "**Not Applicable**" if not applicable.

N/A

4. AGREEMENTS: If there are any agreements required to provide clinical experiences, attach the details and the signed agreement. Enter "**Not Applicable**" if not applicable.

N/A

5. ADDITIONAL RESOURCE REQUIREMENTS: If your department requires additional faculty, equipment, or specialized materials to teach this course, 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 "**Not Applicable**" if not applicable.

N/A

6. COURSE OBJECTIVES: (May be submitted as a separate document)

Demonstrate the use of Google Dorks and other advanced search procedures.  
Explain what Google Dorks and other advance search techniques are used.  
Describe how best to find information that can be applied to domestic and international investigations.  
Demonstrate the use of proper reporting techniques in the intelligence cycle.

## Request for Graduate Course Addition - Page 3

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7. COURSE OUTLINE (May be submitted as a separate document)

8. SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATES (May be submitted as a separate document)

Open Source Intelligence Techniques: Resources For Searching and Analyzing Online Information, Fifth Edition by Michael Bazzell Create Space Independent Publishing Platform; 4 edition (March 2015), ISBN-13:978-1508636335

Hassan, N. A., & Hijazi, R. (2018). Open source intelligence methods and tools: A practical guide to online intelligence. New York: Apress.

9. EXAMPLE OF INSTRUCTIONAL METHODS (Lecture, lab, internship)

Practicum

## **Request for Graduate Course Addition - Page 4**

10. EXAMPLE EVALUATION METHODS (CHAPTER, MIDTERM, FINAL, PROJECTS, ETC.)

11. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE/GRADUATE COURSE

Additional assignment or project.

12. PROVIDE COMPLETE BIBLIOGRAPHY (May be submitted as a separate document)

Google Hacking For Penetration Testers, Third Edition by Johnny Long, Bill Gardner, and Justin Brown, Syngress (December 2015), ISBN: 978-0-12-802982-4

Hassan, N. A., & Hijazi, R. (2018). Open source intelligence methods and tools: A practical guide to online intelligence. New York: Apress.

Open Source Intelligence Techniques: Resources For Searching and Analyzing Online Information, Fifth Edition by Michael Bazzell Create Space Independent Publishing Platform; 4 edition (March 2015), ISBN-13:978-1508636335

## Request for Graduate Course Addition - Page 5

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

Department:

Course Number and Title:

Catalog Description:

Prerequisites:

First Term Offered:

Credit Hours:

Department: Forensic Sciences

Course Number and Title: CFS 505 OSINT Practicum I

Catalog Description: Students will learn how to use advanced tools that can aid investigators in searching the Internet for resources that can be applied to domestic and international investigations.

Prerequisites: N/A

First Term Offered: Fall 2020

Credit Hours: 3

### Request for Graduate Course Addition

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College: Science Dept/Division: Forensic Sciences Alpha Designator/Number: CFS 630  Graded  CR/NC

Contact Person: John Sammons Phone: 304-696-7241

**NEW COURSE DATA:**

New Course Title: Cyber Threat Intelligence

Alpha Designator/Number: C F S 6 3 0

Title Abbreviation: C y b e r T h r e a t I n t e l l i g e n c e  
(Limit of 25 characters and spaces)



Course Catalog Description: A detailed study of the cyber threat intelligence process and its products. Topics covered include threat modeling, structured analysis, adversaries and adversary groups, tactical, operation, and strategic threat intelligence.  
(Limit of 30 words)

Co-requisite(s): N/A First Term to be Offered: Spring 2021

Prerequisite(s): N/A Credit Hours: 3

Course(s) being deleted in place of this addition (must submit course deletion form): N/A

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

Dept. Chair/Division Head <u></u>	Date <u>4-2-20</u>
Registrar _____	Date _____
College Curriculum Chair <u></u>	Date <u>4/2/2020</u>
Graduate Council Chair _____	Date _____

## Request for Graduate Course Addition - Page 2

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College: Science

Department/Division: Forensic Sciences

Alpha Designator/Number: CFS 630

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Provide complete information regarding the new course addition for each topic listed below. Before routing this form, a complete syllabus also must be attached addressing the items listed on the first page of this form.

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1. FACULTY: Identify by name the faculty in your department/division who may teach this course.

John Sammons  
Josh Brunty

2. DUPLICATION: If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the proposal. Enter "**Not Applicable**" if not applicable.

N/A

3. REQUIRED COURSE: If this course will be required by another department(s), identify it/them by name. Enter "**Not Applicable**" if not applicable.

N/A

4. AGREEMENTS: If there are any agreements required to provide clinical experiences, attach the details and the signed agreement. Enter "**Not Applicable**" if not applicable.

N/A

5. ADDITIONAL RESOURCE REQUIREMENTS: If your department requires additional faculty, equipment, or specialized materials to teach this course, 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 "**Not Applicable**" if not applicable.

N/A

6. COURSE OBJECTIVES: (May be submitted as a separate document)

See attached syllabus

## **Request for Graduate Course Addition - Page 3**

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**7. COURSE OUTLINE (May be submitted as a separate document)**

See attached syllabus

**8. SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATES (May be submitted as a separate document)**

See attached syllabus

**9. EXAMPLE OF INSTRUCTIONAL METHODS (Lecture, lab, internship)**

See attached syllabus



## **Request for Graduate Course Addition - Page 4**

10. EXAMPLE EVALUATION METHODS (CHAPTER, MIDTERM, FINAL, PROJECTS, ETC.)

See attached syllabus

11. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE/GRADUATE COURSE

N/A

12. PROVIDE COMPLETE BIBLIOGRAPHY (May be submitted as a separate document)

See attached bibliography

## Request for Graduate Course Addition - Page 5

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

Department:

Course Number and Title:

Catalog Description:

Prerequisites:

First Term Offered:

Credit Hours:

Department: Forensic Sciences

Course Number and Title: CFS 630 Cyber Threat Intelligence

Catalog Description: A detailed study of the cyber threat intelligence process and its products. Topics covered include threat modeling, structured analysis, adversaries and adversary groups, tactical, operational, and strategic threat intelligence.

Prerequisites: N/A

First Term Offered: Spring 2021

Credit Hours: 3

### Request for Graduate Course Addition

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College: Science Dept/Division: Forensic Sciences Alpha Designator/Number: CFS 660  Graded  CR/NC

Contact Person: John Sammons Phone: 304-696-7241

**NEW COURSE DATA:**

New Course Title: Red Team

Alpha Designator/Number: C F S 6 6 0

Title Abbreviation: R e d T e a m  
(Limit of 25 characters and spaces)



Course Catalog Description: Students will learn how to plan and execute an end-to-end adversary emulation and build a red team program, leverage threat intelligence to map against adversary tactic and tool automation.  
(Limit of 30 words)

Co-requisite(s): N/A First Term to be Offered: Fall 2020

Prerequisite(s): N/A Credit Hours: 3

Course(s) being deleted in place of this addition (must submit course deletion form): N/A

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

Dept. Chair/Division Head <u></u>	Date <u>4-2-20</u>
Registrar _____	Date _____
College Curriculum Chair <u></u>	Date <u>4/2/2020</u>
Graduate Council Chair _____	Date _____

## Request for Graduate Course Addition - Page 2

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College: Science

Department/Division: Forensic Sciences

Alpha Designator/Number: CFS 660

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Provide complete information regarding the new course addition for each topic listed below. Before routing this form, a complete syllabus also must be attached addressing the items listed on the first page of this form.

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1. FACULTY: Identify by name the faculty in your department/division who may teach this course.

Bill Gardner

2. DUPLICATION: If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the proposal. Enter "**Not Applicable**" if not applicable.

N/A

3. REQUIRED COURSE: If this course will be required by another department(s), identify it/them by name. Enter "**Not Applicable**" if not applicable.

N/A

4. AGREEMENTS: If there are any agreements required to provide clinical experiences, attach the details and the signed agreement. Enter "**Not Applicable**" if not applicable.

N/A

5. ADDITIONAL RESOURCE REQUIREMENTS: If your department requires additional faculty, equipment, or specialized materials to teach this course, 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 "**Not Applicable**" if not applicable.

N/A

6. COURSE OBJECTIVES: (May be submitted as a separate document)

See attached syllabus

## Request for Graduate Course Addition - Page 3

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7. COURSE OUTLINE (May be submitted as a separate document)

See attached syllabus

8. SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATES (May be submitted as a separate document)

See attached syllabus

9. EXAMPLE OF INSTRUCTIONAL METHODS (Lecture, lab, internship)

See attached syllabus

## **Request for Graduate Course Addition - Page 4**

### **10. EXAMPLE EVALUATION METHODS (CHAPTER, MIDTERM, FINAL, PROJECTS, ETC.)**

See attached syllabus

### **11. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE/GRADUATE COURSE**

Not crosslisted

### **12. PROVIDE COMPLETE BIBLIOGRAPHY (May be submitted as a separate document)**

See attached bibliography

## Request for Graduate Course Addition - Page 5

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

Department:

Course Number and Title:

Catalog Description:

Prerequisites:

First Term Offered:

Credit Hours:

Department: Forensic Sciences

Course Number and Title: CFS 660

Catalog Description: Students will learn how to plan and execute an end-to-end adversary emulation and build a red team program, leverage threat intelligence to map against adversary tactic and tool automation.

Prerequisites: N/A

First Term Offered: Fall 2020

Credit Hours: 3

## Request for Graduate Course Addition

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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.**

College: Science      Dept/Division: Forensic Sciences      Alpha Designator/Number: CFS 675       Graded     CR/NC



Contact Person: John Sammons

Phone: 304-696-7241

### NEW COURSE DATA:

New Course Title: <u>Thesis</u>	
Alpha Designator/Number:	<u>C F S 6 7 5</u>
Title Abbreviation:	<u>R e s e a r c h i n C F S</u> (Limit of 25 characters and spaces)
Course Catalog Description: (Limit of 30 words)	Students will plan, implement, research and present a solution to a real-world problem within cyber forensics & defense, demonstrating their technical and professional skills. Must be pre-approved before registering.
Co-requisite(s): <u>N/A</u>	First Term to be Offered: <u>Spring 2021</u>
Prerequisite(s): <u>By permission</u>	Credit Hours: <u>1-6</u>
Course(s) being deleted in place of this addition (must submit course deletion form): <u>N/A</u>	

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

Dept. Chair/Division Head 	Date <u>4-2-20</u>
Registrar _____	Date _____
College Curriculum Chair 	Date <u>4/2/2020</u>
Graduate Council Chair _____	Date _____



## Request for Graduate Course Addition - Page 2

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College: Science

Department/Division: Forensic Sciences

Alpha Designator/Number: CFS 675

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Provide complete information regarding the new course addition for each topic listed below. Before routing this form, a complete syllabus also must be attached addressing the items listed on the first page of this form.

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1. FACULTY: Identify by name the faculty in your department/division who may teach this course.

John Sammons  
Bill Gardner  
Josh Brunty

2. DUPLICATION: If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the proposal. Enter "**Not Applicable**" if not applicable.

N/A

3. REQUIRED COURSE: If this course will be required by another department(s), identify it/them by name. Enter "**Not Applicable**" if not applicable.

N/A

4. AGREEMENTS: If there are any agreements required to provide clinical experiences, attach the details and the signed agreement. Enter "**Not Applicable**" if not applicable.

N/A

5. ADDITIONAL RESOURCE REQUIREMENTS: If your department requires additional faculty, equipment, or specialized materials to teach this course, 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 "**Not Applicable**" if not applicable.

N/A

6. COURSE OBJECTIVES: (May be submitted as a separate document)

See attached syllabus

## Request for Graduate Course Addition - Page 3

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7. COURSE OUTLINE (May be submitted as a separate document)

See attached syllabus

8. SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATES (May be submitted as a separate document)

See attached bibliography

9. EXAMPLE OF INSTRUCTIONAL METHODS (Lecture, lab, internship)

Supervised reserach

## **Request for Graduate Course Addition - Page 4**

10. EXAMPLE EVALUATION METHODS (CHAPTER, MIDTERM, FINAL, PROJECTS, ETC.)

See attached syllabus

11. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE/GRADUATE COURSE

12. PROVIDE COMPLETE BIBLIOGRAPHY (May be submitted as a separate document)

See attached bibliography

## Request for Graduate Course Addition - Page 5

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

Department:

Course Number and Title:

Catalog Description:

Prerequisites:

First Term Offered:

Credit Hours:

Department: Forensic Sciences

Course Number and Title: CFS 675 Research In Cyber Forensics & Security

Catalog Description: Students will plan, implement, research, and present a solution to a real-world problem within cyber forensics & defense, demonstrating their technical and professional skills. Must be pre-approved before registering.

Prerequisites: By Permission

First Term Offered: Spring 2021

Credit Hours: 1-6

## Request for Graduate Course Change

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.**

College: COEPD \_\_\_\_\_

Dept/Division: Counseling \_\_\_\_\_

Current Alpha Designator/Number: COUN 605 \_\_\_\_\_

Contact Person: Jonathan Lent \_\_\_\_\_

Phone: 304-696-2912 \_\_\_\_\_

### CURRENT COURSE DATA:

Course Title: Theory and Practice of Human Appraisal \_\_\_\_\_

Alpha Designator/Number:

C	O	U	N		6	0	5		
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Title Abbreviation:

T	h	e	o	r	y		a	n	d		P	r	a	c	t	i	c	e		o	f		H	u
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1. Complete this five page form in its entirety and route through the departments/committees below for changes to a course involving: course title, alpha designator, course number, course content, credit hours, or catalog description.
2. If this change will affect other departments that require this course, please send a memo to the affected department and include it with this packet, as well as the response received from the affected department.
3. If the changes made to this course will make the course similar in title or content to another department's courses, please send a memo to the affected department and include it with this packet as well as the response received from the affected department.
4. List courses, if any, that will be deleted because of this change (*must submit course deletion form*).
5. If the faculty requirements and/or equipment need to be changed upon approval of this proposal, attach a written estimate of additional needs.

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

Dept. Chair/Division Head _____	Date _____
Registrar _____	Date _____
College Curriculum Chair _____	Date _____
Graduate Council Chair _____	Date _____

## Request for Graduate Course Change - Page 2

College: COEPD

Department/Division: Counseling

Alpha Designator/Number: COUN 605

Provide complete information regarding the course change for each topic listed below.

Change in CATALOG TITLE:  YES  NO

From  (limited to 30 characters and spaces)

To

If Yes, Rationale

Change in COURSE ALPHA DESIGNATOR:

From:  To:   YES  NO

If Yes, Rationale

Change in COURSE NUMBER:  YES  NO

From:  To:

If Yes, Rationale

Change in COURSE GRADING

From  Grade To  Credit/No Credit

Rationale

Change in CATALOG DESCRIPTION:  YES  NO IF YES, fill in below:

From 

Provide an understanding of individual and group approaches to assessment and evaluation including history, theoretical and statistical aspects, applications to special populations, and legal and ethical concerns and issues. (PR: COUN 574, 600, 602, EDF 621)

To 

Provide an understanding of approaches to assessment and evaluation including history, theoretical and statistical aspects, applications to special populations, and legal and ethical concerns and issues. (PR: COUN 574, 600, 602, EDF 621 or COUN 609)

If Yes Rationale 

Modification of prerequisites to add in alternative prerequisite course.

## Request for Graduate Course Change - Page 3

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Change in **COURSE CREDIT HOURS**:  YES  NO If YES, fill in below:

NOTE: If credit hours increase/decrease, please provide documentation that specifies the adjusted work requirements.

From

To

---

Change in **COURSE CONTENT**:  YES  NO

From

To

Rationale

## Request for Graduate Course Change-Page 4

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College: COEPD \_\_\_\_\_

Department: Counseling \_\_\_\_\_

Course Number/Title COUN 605 Theory and Practice of Human Appraisal \_\_\_\_\_

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1. **REQUIRED COURSE:** If this course is required by another department(s), identify it/them by name and attach the written notification you sent to them announcing to them the proposed change and any response received. Enter NOT APPLICABLE if not applicable.

NOT APPLICABLE

2. **COURSE DELETION:** List any courses that will be deleted because of this change. A *Course Deletion* form is also required. Enter NOT APPLICABLE if not applicable.

NOT APPLICABLE

3. **ADDITIONAL RESOURCE REQUIREMENTS:** If your department requires additional faculty, equipment, or specialized materials as a result of this change, attach an estimate of the time and cost etc. required to secure these items. (NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NOT APPLICABLE



## Request for Graduate Course Change - Page 5

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

COURSE DESCRIPTION CHANGE

Department:

Course Number and Title:

Rationale:

Course Description (old)

Course Description: (new)

Catalog Description:

COURSE NUMBER CHANGE

Department:

Current Course Number/Title:

New Course Number:

Rationale:

Catalog Description:

Credit hours:

COURSE TITLE CHANGE

Department:

Current Course Number/Title:

New Course Title:

Rationale:

Catalog Description:

Course Description Change

Department: Counseling

Course Number and Title: COUN 605 Theory and Practice of Human Appraisal

Rationale: Modification of prerequisites to add in alternative prerequisite course.

Course Description (old): Provide an understanding of individual and group approaches to assessment and evaluation including history, theoretical and statistical aspects, applications to special populations, and legal and ethical concerns and issues. (PR: COUN 574, 600, 602, EDF 621)

Course Description (new): Provide an understanding of approaches to assessment and evaluation including history, theoretical and statistical aspects, applications to special populations, and legal and ethical concerns and issues. (PR: COUN 574, 600, 602, EDF 621 or COUN 609)

Catalog Description: Provide an understanding of approaches to assessment and evaluation including history, theoretical and statistical aspects, applications to special populations, and legal and ethical concerns and issues. (PR: COUN 574, 600, 602, EDF 621 or COUN 609)

## Request for Graduate Course Change

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.**

College: COEPD \_\_\_\_\_

Dept/Division: Counseling \_\_\_\_\_

Current Alpha Designator/Number: COUN 630 \_\_\_\_\_

Contact Person: Jonathan Lent \_\_\_\_\_

Phone: 304-696-2912 \_\_\_\_\_

### CURRENT COURSE DATA:

Course Title: Introduction to Clinical Mental Health Counseling \_\_\_\_\_

Alpha Designator/Number:

C	O	U	N		6	3	0		
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Title Abbreviation:

I	n	t	r	o		t	o		C	l	i	n	i	c	a	l		M	H	C				
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1. Complete this five page form in its entirety and route through the departments/committees below for changes to a course involving: course title, alpha designator, course number, course content, credit hours, or catalog description.
2. If this change will affect other departments that require this course, please send a memo to the affected department and include it with this packet, as well as the response received from the affected department.
3. If the changes made to this course will make the course similar in title or content to another department's courses, please send a memo to the affected department and include it with this packet as well as the response received from the affected department.
4. List courses, if any, that will be deleted because of this change (*must submit course deletion form*).
5. If the faculty requirements and/or equipment need to be changed upon approval of this proposal, attach a written estimate of additional needs.

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

Dept. Chair/Division Head _____	Date _____
Registrar _____	Date _____
College Curriculum Chair _____	Date _____
Graduate Council Chair _____	Date _____

## Request for Graduate Course Change - Page 2

College: COEPD

Department/Division: Counseling

Alpha Designator/Number: COUN 630

Provide complete information regarding the course change for each topic listed below.

Change in CATALOG TITLE:  YES  NO

From  (limited to 30 characters and spaces)

To

If Yes, Rationale

Change in COURSE ALPHA DESIGNATOR:

From:  To:   YES  NO

If Yes, Rationale

Change in COURSE NUMBER:  YES  NO

From:  To:

If Yes, Rationale

Change in COURSE GRADING

From  Grade To  Credit/No Credit

Rationale

Change in CATALOG DESCRIPTION:  YES  NO IF YES, fill in below:

From 

Provides an introduction to the foundations and contextual dimensions of mental health counseling. Emphasis is given to an exploration of mental health counseling roles and functions, theories and techniques, professional standards and operations, administration, evaluation, and special issues. (PR: COUN 603 and 607)

To 

Provides an overview of key functions of the clinical mental health counselor. Areas covered include: ethical decision making, professional identity, theory development, assessment, and diagnosis. (PR: COUN 574, 600, 603, 604, 631)

If Yes Rationale 

Modification of prerequisites to assist in more easy to use plan of study and to improve sequencing of courses.

## Request for Graduate Course Change - Page 3

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Change in COURSE CREDIT HOURS:  YES  NO If YES, fill in below:

NOTE: If credit hours increase/decrease, please provide documentation that specifies the adjusted work requirements.

From

To

---

Change in COURSE CONTENT:  YES  NO

From

To

Rationale

## Request for Graduate Course Change-Page 4

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College: COEPD

Department: Counseling

Course Number/Title COUN 630 Introduction to Clinical Mental Health Counseling

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1. **REQUIRED COURSE:** If this course is required by another department(s), identify it/them by name and attach the written notification you sent to them announcing to them the proposed change and any response received. Enter NOT APPLICABLE if not applicable.

NOT APPLICABLE

2. **COURSE DELETION:** List any courses that will be deleted because of this change. A *Course Deletion* form is also required. Enter NOT APPLICABLE if not applicable.

NOT APPLICABLE

3. **ADDITIONAL RESOURCE REQUIREMENTS:** If your department requires additional faculty, equipment, or specialized materials as a result of this change, attach an estimate of the time and cost etc. required to secure these items. (NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NOT APPLICABLE

## Request for Graduate Course Change - Page 5

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

### COURSE DESCRIPTION CHANGE

Department:

Course Number and Title:

Rationale:

Course Description (old)

Course Description: (new)

Catalog Description:

### COURSE NUMBER CHANGE

Department:

Current Course Number/Title:

New Course Number:

Rationale:

Catalog Description:

Credit hours:

### COURSE TITLE CHANGE

Department:

Current Course Number/Title:

New Course Title:

Rationale:

Catalog Description:

### COURSE DESCRIPTION CHANGE

Department: Counseling

Course Number and Title: COUN 630 Introduction to Clinical Mental Health Counseling

Rationale: Modification of prerequisites to assist in more easy to use plan of study and to improve sequencing of courses.

Course Description (old):

Provides an introduction to the foundations and contextual dimensions of mental health counseling. Emphasis is given to an exploration of mental health counseling roles and functions, theories and techniques, professional standards and operations, administration, evaluation, and special issues. (PR: COUN 603 and 607)

Course Description (new):

Provides an overview of key functions of the clinical mental health counselor. Areas covered include: ethical decision making, professional identity, theory development, assessment, and diagnosis. (PR: COUN 574, 600, 603, 604, 631)

Catalog Description:

COUN 630 Introduction to Clinical Mental Health Counseling

Provides an overview of key functions of the clinical mental health counselor. Areas covered include: ethical decision making, professional identity, theory development, assessment, and diagnosis. (PR: COUN 574, 600, 603, 604, 631)

### Request for Graduate Course Addition

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.**

College: COLA

Dept/Division: ENGLISH

Alpha Designator/Number: ENG 531

Graded  CR/NC

Contact Person: Dr. Jana Tigchelaar

Phone: 304-696-3129

#### NEW COURSE DATA:

New Course Title: Writing for the Nonprofits

Alpha Designator/Number: 

E	N	G		5	3	1			
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Title Abbreviation: 

W	r	i	t	i	n	g		f	o	r		N	o	n	p	r	o	f	i	t	s			
---	---	---	---	---	---	---	--	---	---	---	--	---	---	---	---	---	---	---	---	---	---	--	--	--

(Limit of 25 characters and spaces)

Course Catalog Description:  
(Limit of 30 words)

This course focuses on the genres and strategic applications of writing for nonprofit organizations. Students will analyze relevant texts and resources while writing and producing materials that nonprofits require.

Co-requisite(s): none

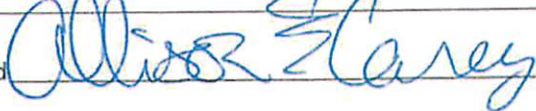


First Term to be Offered: Fall 2020

Prerequisite(s): none

Credit Hours: 3

Course(s) being deleted in place of this addition (must submit course deletion form): none

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

Dept. Chair/Division Head 	Date <u>3/3/2020</u>
Registrar  236101	Date <u>3.3.2020</u>
College Curriculum Chair 	Date _____
Council Chair _____	Date _____

## Request for Graduate Course Addition - Page 2

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College: COLA

Department/Division: ENGLISH

Alpha Designator/Number: ENG 531

---

Provide complete information regarding the new course addition for each topic listed below. Before routing this form, a complete syllabus also must be attached addressing the items listed on the first page of this form.

---

1. FACULTY: Identify by name the faculty in your department/division who may teach this course.

Dr. Roxanne Aftanas  
Dr. Megan Marshall  
Professor Joni Magnusson

2. DUPLICATION: If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the proposal. Enter "**Not Applicable**" if not applicable.

N/A

3. REQUIRED COURSE: If this course will be required by another department(s), identify it/them by name. Enter "**Not Applicable**" if not applicable.

N/A

4. AGREEMENTS: If there are any agreements required to provide clinical experiences, attach the details and the signed agreement. Enter "**Not Applicable**" if not applicable.

N/A

5. ADDITIONAL RESOURCE REQUIREMENTS: If your department requires additional faculty, equipment, or specialized materials to teach this course, 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 "**Not Applicable**" if not applicable.

Ideally, this course should be taught in a computer classroom. At minimum, class should be held in a room with access to audio/visual equipment (a TECL room)

6. COURSE OBJECTIVES: (May be submitted as a separate document)

See separate document



## **Request for Graduate Course Addition - Page 3**

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**7. COURSE OUTLINE (May be submitted as a separate document)**

See separate document

**8. SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATES (May be submitted as a separate document)**

See separate document

**9. EXAMPLE OF INSTRUCTIONAL METHODS (Lecture, lab, internship)**

Lecture, workshop

## **Request for Graduate Course Addition - Page 4**

### **10. EXAMPLE EVALUATION METHODS (CHAPTER, MIDTERM, FINAL, PROJECTS, ETC.)**

Written analysis of sample documents (such as fundraising appeals, outreach materials, grants); literature review; polished/completed grant proposal inclusive of all relevant elements of a grant application (intro, abstract, organization history, problem statement, goals/objectives, method/plan of implementation, evaluation plan, budget).

### **11. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE/GRADUATE COURSE**

Additional graduate requirements include a substantial Literature Review and a focused overview of local nonprofit organization accompanied by an view with organization's director, manager, or other relevant staff member. Graduate level grant proposals will be geared toward larger, more complex grant applications than those assigned in ENG 431 (undergraduate course).

### **12. PROVIDE COMPLETE BIBLIOGRAPHY (May be submitted as a separate document)**

See separate document.

## Request for Graduate Course Addition - Page 5

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

Department:

Course Number and Title:

Catalog Description:

Prerequisites:

First Term Offered:

Credit Hours:

Department: English Course Number and Title: ENG 531-Writing for the Nonprofits Catalog Description: This course focuses on the genres and strategic applications of writing for nonprofit organizations. Students will analyze relevant texts and resources while writing and producing materials that nonprofits require. Prerequisites: None First Term Offered: Fall 2020 Credit Hours: 3
--



Marshall University Syllabus  
COLA, Department of English  
Fall 2020

**Course:** Writing for the Nonprofits

**Course Description:** This course focuses on the genres and strategic applications of writing for nonprofit organizations. Students will analyze relevant texts while writing and producing materials that nonprofits require.

**Credits:** 3

**Prerequisites:** none

**Class Meeting Days/Times:** XXX

**Location:** XXX

**Academic Calendar:** For beginning, ending, and add/drop dates, see the Marshall University Academic Calendar (URL: <http://www.marshall.edu/academic-calendar/>).

**Instructor:** XXX

**Contact Information:** XXX

**Required Texts and Materials:**

- Barbato, Joseph and Danielle S. Furlich. *Writing for a Good Cause: The Complete Guide to Crafting Proposals and Other Persuasive Pieces for Nonprofits*. New York: Fireside, 2000.
- Renz, D. and Assoc. (2016). *The Jossey-Bass Handbook of Nonprofit Leadership and Management*, 4th ed.; San Francisco: Jossey-Bass. (ISBN 9781118852965)
- Other articles, websites, and sample documents will be posted and/or distributed in class

**Course Student Learning Outcomes**

The table below shows how each learning outcome will be practiced and assessed in the course.

Course student learning outcomes	How students will practice each outcome in this course	How student achievement of each outcome will be assessed in this course
To develop a critical understanding of issues and politics involved in	<ul style="list-style-type: none"><li>• Readings</li><li>• In-class discussion</li><li>• Written responses</li></ul>	<ul style="list-style-type: none"><li>• Literature Review</li></ul>

nonprofit organizational communication.		
Research, interpret and analyze specific objectives and goals of nonprofit organizations and the communities they serve.	<ul style="list-style-type: none"> <li>• Readings</li> <li>• Written responses</li> </ul>	<ul style="list-style-type: none"> <li>• NP Overview/Interview Project</li> </ul>
Draft and revise various goal-oriented and audience-specific texts that communicate, inform, and persuade.	<ul style="list-style-type: none"> <li>• In-class writing/brainstorming</li> <li>• Peer review &amp; workshop</li> <li>• Instructor conferences</li> </ul>	<ul style="list-style-type: none"> <li>• Press Release</li> <li>• Grant Proposal (group)</li> </ul>
Make use of appropriate research methods required by the various writing tasks done in the non-profit sector; create materials and present findings multimedia formats.	<ul style="list-style-type: none"> <li>• Research scavenger hunt</li> <li>• Written responses</li> <li>• Class discussion/activities</li> </ul>	<ul style="list-style-type: none"> <li>• Social Media Fundraising Appeal</li> <li>• Grant Proposal Presentation (group)</li> </ul>

**Graduate Course Learning Outcomes:**

<b>Course student learning outcomes</b>	<b>How students will practice each outcome in this course</b>	<b>How student achievement of each outcome will be assessed in this course</b>
Students will critique core issues regarding major figures, works, and/or ideas in English studies, incl. issues of professionalization.	<ul style="list-style-type: none"> <li>• Course readings</li> <li>• Written responses</li> <li>• Class discussion</li> </ul>	Lit Review
Students will analyze major critical and/or cultural theories in English studies.	<ul style="list-style-type: none"> <li>• Course reading</li> <li>• Written responses</li> <li>• Lit review matrix</li> </ul>	Lit Review
Students will find, evaluate, and incorporate into their original writing primary and secondary source materials.	<ul style="list-style-type: none"> <li>• Written responses</li> <li>• Drafting and workshopping all elements/sections of grant proposal</li> </ul>	Grant Proposal

Students will create original texts that demonstrate advanced knowledge of and applied learning in English.	<ul style="list-style-type: none"> <li>• Written responses</li> <li>• Drafts (of various projects)</li> <li>• Workshops</li> </ul>	<ul style="list-style-type: none"> <li>• Press Release</li> <li>• Fundraising Appeal</li> <li>• Grant Proposal</li> <li>• Grant Presentation/Pitch</li> </ul>
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**Course Assignments, Points, and Due Dates**

<b>Assignment</b>	<b>Maximum Points to be Earned – will be scored as %</b>	<b>Due Date</b>
<b>Literature Review:</b> summary/synthesis of at least 10 sources that discusses the concepts, research, and arguments pertaining to a specific area of nonprofit development or management.	50 points	
<b>Nonprofit Overview and Interview Project:</b> A brief overview of a local nonprofit organization accompanied with an interview of director, manager, or other relevant employee.	75 points	
<b>Social Media Fundraising Appeal:</b> Compose a short fundraising appeal (letter) accompanied with a visual (digital) graphic suited for sharing on social media.	75 points	
<b>Press Release:</b> compose a succinct but detailed press release about Fundraising event (see above)	25 points	
<b>Grant Proposal:</b> An extensive grant proposal application for local nonprofit, community, or MU group.	150 points	
<b>Grant Presentation:</b> Visual presentation/pitch for Grant Proposal	100 points	
<b>Short writing assignments/drafts, process reflections &amp; (possible) quizzes</b>	55 points	
<b>Participation</b>	20 points	
<b>Maximum Number of Points = 550</b>		
<b>Grading Scale</b>		<b>Points Range</b>

Assignment	Maximum Points to be Earned – will be scored as %	Due Date
	A	90-100%
	B	80-89%
	C	70-79%
	D	60-69%
	F	0-59%

**General Grade Descriptions for Course Assignments:**

A—Exemplary work that demonstrates originality and initiative. The content is mature and thorough; the style is clear, accurate, and forceful; the information is well-organized and formatted so that it is accessible and attractive; mechanics and grammar align with standardized English.

B—Good work. The submission generally succeeds in meeting the goals and assignment criteria without the need for further major revisions. The submission may need some *minor* improvements in content, presentation, or writing style/mechanics to align with standardized English.

C—Satisfactory work. The submission is adequate in all respects but requires some substantial revisions of content, presentation, or writing style/mechanics to align with standardized English; the submission may require further work in more than one area.

D—The submission requires extensive revisions of content, presentation, writing style, and/or mechanics. The writer has encountered significant problems meeting the goals and assignment criteria.

F—The submission does not have enough information or contains major and pervasive problems in terms of content, presentation, or writing style/mechanics that interfere with meaning. The submission may be incomplete, or plagiarism may compromise the submission on ethical grounds.

**Attendance/Participation Policy**

Regular attendance is necessary for you to succeed in this class. You may miss up to 2 classes (unexcused) without significant penalty (this includes any scheduled conferences). After 2 unexcused absences, each absence will **LOWER** your participation grade by 3 points. For example, as Participation is worth 20 points, a third absence would bring this grade to 17; a 4<sup>th</sup> to 14, etc.

**University Policies**

By enrolling in this course, you agree to the University Policies. Please read the full text of each

policy (listed below) by going to MU Academic Affairs: University Policies. (URL: <http://www.marshall.edu/academic-affairs/policies/> )

- Academic Dishonesty Policy
- Academic Dismissal Policy
- Academic Forgiveness Policy
- Academic Probation and Suspension Policy
- Affirmative Action Policy
- Dead Week Policy
- D/F Repeat Rule
- Excused Absence Policy for Undergraduates
- Inclement Weather Policy
- Sexual Harassment Policy
- Students with Disabilities (Policies and Procedures)
- University Computing Services Acceptable Use Policy

### Course Schedule

Week	Topic/s	Readings/Work Due
1	Intro to Course; Understanding the Nonprofit Sector	Read syllabus, Intro sections for both course texts ( <i>WJGC</i> , <i>J-BHandbook</i> ) and scan table/s of contents
2	The Literature Review - Finding focus; using a matrix for LR	Chapters 1, 2 <i>J-BHandbook</i>
3	Nonprofits and Marketing; Locating local organizations; the Overview/Interview Project	Chapters 3 & 11 <i>J-Bhandbook</i> - 1 <sup>st</sup> half of Lit Review matrix (5 sources). You don't have to have these all completely read, but definitely use abstract/scan content
4	Fundraising and Marketing; Intro to O/I Project and timeline	Read 1-3, <i>WJGC</i> , 2 <sup>nd</sup> half of LR matrix; identify organization/group for O/I subject
5	Lit Review Workshop (short); Nonprofits and Social Media; Writing a Press Release	Read chap 5 and 14, <i>WJGC</i> ; Lit Review Draft for workshop; working description for O/I project; interview scheduled (should be completed by week 6)
6	Outline/draft O/I project; Intro to Fundraising Assignment)	Final Lit Review due; Read chapter 16 <i>J-Bhandbook</i> ; interview notes, etc. due in class for in-class drafting/outlining



<b>Week</b>	<b>Topic/s</b>	<b>Readings/Work Due</b>
7	The Fundraising Appeal and Press Release	O/I duc; Fundraising appeal zero draft (central ideas and target audience; concept for graphic)
8	Workshopping Appeal/PR; Elements of a grant; Intro to group (or partnered) Grant Project	Read chapters 4, 6-7 in <i>WJGC</i> ; draft due for workshopping Fundraising appeal/graphic/press release
9	The Grant Proposal, continued	Fundraising Appeal and Press Release due; Read all of Part 5 in <i>WJGC</i> ; formalize groups and identify grant
10	Grant Proposal, continued; mini-workshops	Drafts: Background (history) and Problem statements
11	Grant Proposal, continued; mini-workshops; group presentation/pitch guidelines and checklist	Drafts: Goals, Methods, Evaluation Plan
12	Grant Proposal, continued (writing the intro, abstract, etc.); conferences w/instructor	Drafts: future funding and budget
13	Workday: revisions, working on presentations	All materials/drafts should be with you in class (laptops as needed)
14	Presentations/Pitches	Final grant proposals due

## Bibliography ENG 531 Course Proposal

### Bibliography

- Addams, H.L., Woodbury, D., Allred, T., & Addams, J. (2010). Developing student communication skills while assisting nonprofit organizations. *Business Communication Quarterly*, 73(3), 282–290.
- Bousquet, M. (2010). The figure of writing and the future of English studies. *Pedagogy*, 10 (1), 117–129.
- Bryson, J. (2011). *Strategic planning for public and nonprofit organizations* (4<sup>th</sup> ed). San Francisco, CA: Jossey Bass.
- Burlingame, D. F. (2009). Nonprofit and philanthropic studies education: The need to emphasize leadership and liberal arts. *Journal of Public Affairs Education*, 15(1), 59–67.
- Clarke, Cheryl, A. (2008). *Storytelling for Grant Seekers: A Guide to Creative Nonprofit Fundraising*, 2nd Edition. San Francisco: Jossey-Bass.
- Cuyler, A.C., & Hodges, A.R. (2015). From the student side of the ivory tower: An empirical study of student expectations of internships in arts and cultural management. *International Journal of Arts Management*, 17(3), 68–79.
- Eissenberg, T. (2003). Teaching successful grant writing to psychology graduate students. *Teaching of Psychology*, 30, 328-330.
- Geever, J.C. (2012). *The Foundation Center's guide to proposal writing* (6th ed.). New York, NY: Foundation Center.
- Gerstein, M., Friedman, H.H. Rethinking higher education: Focusing on skills and competencies. *Psychosociological Issues in Human Resource Management*, 4(2), 104-121.
- Grantmakers in the Arts. (2017). About us. Retrieved from <http://www.giarts.org/about-us>
- Griffith, J.D., Hart, C.L., Goodling, M.M. (2006). Teaching grant writing with service learning. *International Journal of Teaching and Learning in Higher Education*, 18(3), 222-229.
- Hannigan, C. (2010). *Technical Writing: A Comprehensive Resource for Technical Writers at All Levels*. 2nd ed. New York: Kaplan.
- Millesen, J. L. (2014, July). Thoughts on the relevance of nonprofit management Curricula. *Nonprofit Quarterly*. Retrieved from

## Bibliography ENG 531 Course Proposal

<https://nonprofitquarterly.org/2014/07/22/thoughts-on-the-relevance-of-nonprofit-management-curricula/>

Shamoom, L.K., Howard, R.M., Jamieson, S., Schwegler, R.A. (2000). *Coming of Age: The Advanced Writing Curriculum*. Westport, CT: Heinemann, Boynton/Cook.

Simpson, S., Caplan, N., Cox, M., & Philips, T. (2016). *Supporting graduate student writers: Research, curriculum, and program design*. University of Michigan Press.

Sisk, A. (2011). How critical is training? Impact of a semester-long proposal writing course on obtaining grant funding. *Journal of the Grant Professionals Association*, 9(1), 66–77.

### Request for Graduate Course Change

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.**

College: Liberal Arts      Dept/Division: History      Current Alpha Designator/Number: HST 538

Contact Person: Daniel Holbrook      Phone: X62417

**CURRENT COURSE DATA:**

Course Title: Material Culture and History

Alpha Designator/Number: 

H	S	T	5	3	8				
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Title Abbreviation: 

M	a	t	e	r	i	a	l		C	u	l	t	u	r	e		a	n	d		H	i	s	t
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1. Complete this five page form in its entirety and route through the departments/committees below for changes to a course involving: course title, alpha designator, course number, course content, credit hours, or catalog description.
2. If this change will affect other departments that require this course, please send a memo to the affected department and include it with this packet, as well as the response received from the affected department.
3. If the changes made to this course will make the course similar in title or content to another department's courses, please send a memo to the affected department and include it with this packet as well as the response received from the affected department.
4. List courses, if any, that will be deleted because of this change (*must submit course deletion form*).
5. If the faculty requirements and/or equipment need to be changed upon approval of this proposal, attach a written estimate of additional needs.

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

Dept. Chair/Division Head	Date <u>2/13/2020</u>
Registrar	Date <u>2-14-2020</u>
College Curriculum Chair	Date <u>2/24/2020</u>
Graduate Council Chair _____	Date _____

## Request for Graduate Course Change - Page 2

College: Liberal Arts

Department/Division: History

Alpha Designator/Number: HST 538

Provide complete information regarding the course change for each topic listed below.

Change in CATALOG TITLE:  YES  NO

From 

M	a	t	e	r	i	a	l		C	u	l	t	u	r	e		I	n		H	i	s	t	o	r	y			
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 (limited to 30 characters and spaces)

To 

S	t	u	f	f		a	n	d		T	h	i	n	g	s		i	n		H	i	s	t	o	r	y			
---	---	---	---	---	--	---	---	---	--	---	---	---	---	---	---	--	---	---	--	---	---	---	---	---	---	---	--	--	--

If Yes, Rationale 

The change in course title is intended to more accurately describe the course contents to students who may not be familiar with the term "Material Culture," and thereby perhaps increase the appeal of the course to students.
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Change in COURSE ALPHA DESIGNATOR:

From: 

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 To 

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 YES  NO

If Yes, Rationale

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Change in COURSE NUMBER:  YES  NO

From: 

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 To: 

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If Yes, Rationale

--

Change in COURSE GRADING

From  Grade To  Credit/No Credit

Rationale

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Change in CATALOG DESCRIPTION:  YES  NO IF YES, fill in below:

From

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To

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If Yes  
Rationale

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## Request for Graduate Course Change - Page 3

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Change in COURSE CREDIT HOURS:  YES  NO If YES, fill in below:

NOTE: If credit hours increase/decrease, please provide documentation that specifies the adjusted work requirements.

From

To

---

Change in COURSE CONTENT:  YES  NO

From

To

Rationale

## Request for Graduate Course Change-Page 4

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College: Liberal Arts

Department: History

Course Number/Title HST 538 Material Culture in History

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**1. REQUIRED COURSE:** If this course is required by another department(s), identify it/them by name and attach the written notification you sent to them announcing to them the proposed change and any response received. Enter NOT APPLICABLE if not applicable.

NOT APPLICABLE

**2. COURSE DELETION:** List any courses that will be deleted because of this change. A *Course Deletion* form is also required. Enter NOT APPLICABLE if not applicable.

NOT APPLICABLE

**3. ADDITIONAL RESOURCE REQUIREMENTS:** If your department requires additional faculty, equipment, or specialized materials as a result of this change, attach an estimate of the time and cost etc. required to secure these items. (NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

NOT APPLICABLE

## Request for Graduate Course Change - Page 5

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

COURSE DESCRIPTION CHANGE

Department:

Course Number and Title:

Rationale:

Course Description (old)

Course Description: (new)

Catalog Description:

COURSE NUMBER CHANGE

Department:

Current Course Number/Title:

New Course Number:

Rationale:

Catalog Description:

Credit hours:

COURSE TITLE CHANGE

Department:

Current Course Number/Title:

New Course Title:

Rationale:

Catalog Description:

**COURSE TITLE CHANGE**

Department: History

Current Course Number/Title: HST 538 Material Culture in History

New Course Title: Stuff and Things in History

Rationale: The change in course title is intended to more accurately describe the course contents to students who may not be familiar with the term "Material Culture," and thereby perhaps increase the appeal of the course to students.

Catalog Description: "This course investigates the rich potential of "things" - objects, landscapes, buildings, household utensils, furniture, foods, works of art, clothing, etc. as sources of insight about American history and culture."





## Request for Graduate Course Addition - Page 2

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College: School of Pharmacy Department/Division: Pharmacy Alpha Designator/Number: PHARM 734

Provide complete information regarding the new course addition for each topic listed below. Before routing this form, a complete syllabus also must be attached addressing the items listed on the first page of this form.

---

1. FACULTY: Identify by name the faculty in your department/division who may teach this course.

Charles "CK" Babcock - course coordinator  
Omar Attarabeen  
Joseph Barnhart

2. DUPLICATION: If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the proposal. Enter "**Not Applicable**" if not applicable.

Not Applicable

3. REQUIRED COURSE: If this course will be required by another department(s), identify it/them by name. Enter "**Not Applicable**" if not applicable.

Not Applicable

4. AGREEMENTS: If there are any agreements required to provide clinical experiences, attach the details and the signed agreement. Enter "**Not Applicable**" if not applicable.

Not Applicable

5. ADDITIONAL RESOURCE REQUIREMENTS: If your department requires additional faculty, equipment, or specialized materials to teach this course, 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 "**Not Applicable**" if not applicable.

Not Applicable

6. COURSE OBJECTIVES: (May be submitted as a separate document)

See Fall 2019 Course Syllabus for 801-104

## **Request for Graduate Course Addition - Page 3**

---

### **7. COURSE OUTLINE (May be submitted as a separate document)**

**3 hour meetings on Tuesdays as a school of pharmacy elective**

**Longitudinal assignments over the full semester: Read a book of choice and reflect, attend a community meeting concerning substance use disorder, and provide 4 hours of community service in the area of substance abuse**

**The substance use disorder modules will be utilized during class.**

**Students will prepare a presentation on specific medications of abuse.**

**Discussion of medications and impact on society**

### **8. SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATES (May be submitted as a separate document)**

**American Pain by John Temple – description of the largest pill mill in America - 8/1/2016**

**Dopesick by Beth Macy – follows Virginia doctors as they fought the opioid crisis - 8/7/2018**

**Dreamland: The True Tale of America ' s Opiate Epidemic by Sam Quinones – follows the black tar heroin trade from Mexico to Huntington/Ironton - 4/21/2015**

### **9. EXAMPLE OF INSTRUCTIONAL METHODS (Lecture, lab, internship)**

**Lots of lectures including the socratic method for discussions.**

**See 2019 syllabus for more information.**

**Includes active learning activities and traditional methodologies.**

## **Request for Graduate Course Addition - Page 4**

### **10. EXAMPLE EVALUATION METHODS (CHAPTER, MIDTERM, FINAL, PROJECTS, ETC.)**

Midterm and Final exam  
Quizzes for SUD modules  
Reflections from reading and from experiences

### **11. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE/GRADUATE COURSE**

Not Applicable

### **12. PROVIDE COMPLETE BIBLIOGRAPHY (May be submitted as a separate document)**

American Pain by John Temple – description of the largest pill mill in America - 8/1/2016  
Dopesick by Beth Macy – follows Virginia doctors as they fought the opioid crisis - 8/7/2018  
Dreamland: The True Tale of America ' s Opiate Epidemic by Sam Quinones – follows the black tar heroin trade from Mexico to Huntington/Ironton - 4/21/2015

Pharmacotherapy: A Pathophysiologic Approach, 10e  
Joseph T. DiPiro, Robert L. Talbert, Gary C. Yee, Gary R. Matzke, Barbara G. Wells, L. Michael Posey

Goodman & Gilman's: The Pharmacological Basis of Therapeutics, 13e

Other readings students might find interesting (not required):

This is Your Country on Drugs by Ryan Grim  
Narconomics: How to run a Drug Cartel by Tom Wainwright  
In the Realm of Hungry Ghosts by Gabor Mate  
The boy who was raised as a dog by Bruce Perry  
Born for Love by Bruce Perry  
Beyond Addiction: How Science and Kindness Help People Change by Jeffrey Foote  
The Heroin Diaries by Nikki Six  
A Piece of Cake by Cupcake Brown

## Request for Graduate Course Addition - Page 5

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

Department:

Course Number and Title:

Catalog Description:

Prerequisites:

First Term Offered:

Credit Hours:

Department: Pharmacy

Course Number and Title: PHARM 734 Curbing the Impact of Medications of Abuse

Catalog Description: This course discusses medications of abuse and their impact on society, reviews the history of substance use disorder relating them to current affairs and the impact on society.

Prerequisites: P3 standing in MUSOP

First Term Offered: Fall 2020

Credit Hours: 3