



## Graduate Council

### MEMORANDUM

To: Dr. Jerome Gilbert – President

From: Dr. Tracy Christofero – Chair, Graduate Council TC

Date: February 5, 2016

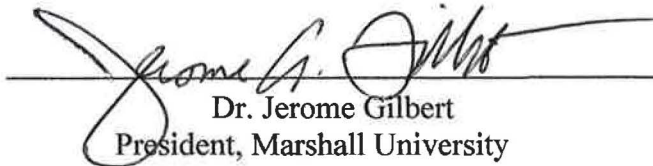
Subject: **Approval of Graduate Council Minutes: January 2016**

Attached are the minutes of the recent Graduate Council meeting for your review. Approval of these minutes will also serve as approval of curricular motions, graduate faculty status, etc.

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

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Minutes approved.

  
Dr. Jerome Gilbert  
President, Marshall University

2-17-16  
Date

*Note to President's secretary:*

Please return the signed original to Tracy Christofero with .pdf copies e-mailed to:

Dr. Tracy Christofero, Chair, Graduate Council, MUGC 328, South Charleston  
Dr. David Pittenger, Dean, Graduate College, Old Main, Huntington campus  
Dr. Cam Brammer, Secretary, Graduate Council, SH 248, Huntington campus  
Dr. Tammy Johnson, Admissions, Old Main 102, Huntington campus  
Mr. Tim Melvin, Office of Academic Affairs, Old Main, Huntington campus  
Ms. Sandee Lloyd, Graduate Dean's Office, Old Main, Huntington campus  
Ms. Crystal Stewart, Information Technology, Drinko 313A, Huntington campus

## MU Graduate Council Meeting Minutes

### January 29, 2016 – Huntington campus – Don Morris E210

**Members Present:** Allen, Anderson, Buxton, Brammer, Christofero, Heaton, Howard, Lanham, Larsen, Mehta, Sollars, Stickler, Swindell, Trzyna

**Members Absent:** DeBruin, Lanham

**Ex-Officio Members Present:** Provost Ormiston, Dean Pittenger

**Ex-Officio Members Absent:** Dean Eagle, John Maher

**Guests:** Kim DeTardo-Bora, COS; Dean Wael Zatar, CITE

**Christofero convened the meeting at 1:00 P.M.**

#### Agenda

Christofero	Welcome, Introductions, Announcements
Christofero	Approval of previous meeting Minutes (Attachment 1)
Christofero	Report of graduate faculty status candidates (Attachment 2)
Brammer	Academic Planning, Standards, & Policies
Trzyna	Curriculum Committee (Attachment 3)
Howard	Program Review & Assessment Committee (Attachment 4) Resource Development Presentations -Technology Management -Criminal Justice
Swindell	Credentialing Committee
Ormiston	Program Viability Review
Christofero	Miscellaneous Business of the Council

#### **2015/16 Graduate Council Meetings – Please reserve these dates!**

- February 26, 2016 – South Charleston – Thomas Boardroom
- April 1, 2016 – Huntington – Don Morris E210
- April 29, 2016 – South Charleston – Thomas Boardroom

#### Attachments:

1. Minutes from Previous Meeting
2. Graduate Faculty Status Requests
3. Curriculum Requests
4. Programs Reviewed

Chair Christofero welcomed members back from semester break and called the meeting to order.

Approval of previous meeting Minutes (Nov. 20, 2015) (Attachment 1)  
..... **Moved, 2<sup>nd</sup>, Approved**

Approval of Graduate Faculty Status Requests (Attachment 2)  
..... **Moved, 2<sup>nd</sup>, Approved**

**Academic Planning, Standards, & Policies - Chair Brammer**

Chair Brammer distributed a draft document for 'Roles and Responsibilities of the Thesis/Dissertation Committee' to be included in the Graduate Catalogue. Dean Pittenger has been having great difficulty in gaining compliance from graduate thesis/dissertation committee members in the editing and revision follow-throughs of thesis/dissertation submissions. This document is intended to spell out the committee members' responsibilities when accepting a membership on these committees. A vote will be asked for next month.

The draft is listed below:

**Roles and Responsibilities of the Thesis/Dissertation Committee**

The roles and responsibilities of the faculty serving on a student's thesis/dissertation committee are manifold. In essence, the members of the committee help the student demonstrate the ability to plan and execute a scholarly and creative project while developing an expertise within the discipline. To this end, the members of the committee advise the student to ensure he or she has identified a project that will sufficiently challenge his or her skills, make use of appropriate disciplinary research and creative methods, and be completed using available resources in a timely manner. The members of the committee also ensure the highest quality of the published thesis/dissertation by requiring the student to submit a final thesis/dissertation that conforms to the preferred editorial guidelines of the discipline and the Graduate College. As such, the signature page included in the thesis/dissertation verifies that the faculty have read with care the thesis/dissertation to ensure the student's work is without error in the form, substance, and expression of the student's work. The members of the committee sign this page once the student has prepared a final draft of the approved thesis and affirm that the work meets the editorial standards of the Graduate College.

**Curriculum Committee (Attachment 3) - Chair Trzyna**

Chair Trzyna recommended approval of the following:

COEPD Counseling COUN 685 Military Culture and Treatment of Veterans

COHP Exercise Science 542 Principles of Strength and Conditioning

..... **Moved, 2<sup>nd</sup>. Approved**

Program Review & Assessment Committee - Chair Howard

Chair Howard introduced the two programs that requested 'Resource Development:

Technology Management presented by Dean Wael Zatar. Graduate Council voted to recommend Resource Development for the program going forward to the Board of Governors.

Criminal Justice presented by Dr. Kim DeTardo-Bora. Graduate Council voted to recommend continuation of the program at its current level.

All other programs reviewed (see Attachment 4) were recommended for Continuation at Current level.

.....**Moved, 2<sup>nd</sup>, Approved**

Credentialing Committee - Chair Swindell

Chair Swindell reminded members of the process of credentialing faculty members in each college. No action was requested.

Miscellaneous Business of the Council - Chair Christofero

Chair Christofero introduced Provost Ormiston who was invited by Council to discuss the process of 'Program Viability'. Provost Ormiston distributed the data that are being used to look more closely at MA/ MS programs being offered at Marshall. Council Members wanted time to read the data provided before commenting and requested that Dr. Ormiston or others be asked to attend a future meeting for more discussion.

There being no further business, meeting adjourned at 2:20 PM.

**Attachment 1 ..... Approved**  
**Minutes from the *Previous Meeting***  
**November 20, 2015 – South Charleston campus – Thomas Boardroom**

**Members Present:** Allen, Anderson, Buxton, Brammer, Christofero, DeBruin Heaton, Howard, Lanham, Larsen, Sollars, Trzyna  
**Members Absent:** Buxton, Lassiter, Mehta, Stickler, Swindell  
**Ex-Officio Members Present:** Dean Eagle  
**Ex-Officio Members Absent:** Provost Ormiston, John Maher, Dean Pittenger  
**Guests:** Bill Pewen, COHO; Asad Salem, CITE

**Christofero convened the meeting at 1:00 P.M.**

**Agenda**

Christofero	Welcome, Introductions, Announcements
Christofero	Approval of previous meeting Minutes (Attachment 1)
Christofero	Report of graduate faculty status candidates (Attachment 2)
Brammer	Academic Planning, Standards, & Policies (Attachment 3)
Heaton	Curriculum Committee (Attachment 4)
Howard and Reynolds	Program Review & Assessment Committee
Swindell	Credentialing Committee
Christofero	Miscellaneous Business of the Council

**2015/16 Graduate Council Meetings – Please reserve these dates!**

- January 29, 2016 – Huntington – Don Morris E210 (No December mtg)
- February 26, 2016 – South Charleston – Thomas Boardroom
- April 1, 2016 – Huntington – Don Morris E210
- April 29, 2016 – South Charleston – Thomas Boardroom

**Attachments:**

1. Minutes from Previous Meeting
2. Graduate Faculty Status Requests
3. Academic Planning Requests
4. Curriculum Requests

Chair Christofero welcomed members and called the meeting to order.

Approval of previous meeting Minutes with one editorial change in attendance record (Dr. Larsen was present). (Attachment 1)

..... Moved, 2<sup>nd</sup>, Approved

See Attachments for summaries of actions or the Graduate Council Website for full electronic copies of graduate requests.

Approval of Graduate Faculty Status Requests (Attachment 2)

..... Moved, 2<sup>nd</sup>, Approved

Academic Planning, Standards, & Policies (Attachment 3)

..... Moved, 2<sup>nd</sup>, Approved

Curriculum Committee (Attachment 4)

..... Moved, 2<sup>nd</sup>, Approved

Program Review & Assessment Committee-----

Chair Howard requested and reminded that all reviews are due. Most are in but a few need to still be done.

Credentialing Committee -----No Report

Miscellaneous Business of the Council ----- No further business, meeting adjourned at 2:15 PM.

Chair Christofero wished all a happy Thanksgiving and safe holiday break.

## Attachment 2 .....Approved Graduate Faculty Status Requests

The following is a list of requests still pending in the RedBook Admin system:

Type	Faculty Member	College/School	Department/Division	Graduate Faculty Level	Term Start	Term Expires
Add	Bieniek, Ronald	CITE	Engineering	Graduate	12/01/15	12/01/20
Add	Fan, Xiaojuan	COS	Physics	Graduate	01/12/16	01/12/21
Add	Gang, Chen	CITE	Engineering	Graduate	12/06/15	12/06/20
Add	Hijazi, Iyad	CITE	Engineering	Graduate	12/15/15	12/15/20
Add	Sadique, Sarder	CITE	Engineering	Graduate	11/23/15	11/23/20
Add	William, Ford	CITE	Engineering	Graduate	12/3/15	12/3/20
Delete	Gruetter, Carl	SOM	Pharmacology, Physiology & Toxicology	Graduate	05/01/14	05/01/16
Delete	Jackman, Susan	SOM	Biochemistry & Microbiology	Graduate	04/01/14	03/31/16
Delete	Sanyal, Suman	COS	Mathematics	Associate	10/28/13	10/28/16
Edit	Blough, Eric	SOM	Pharmacology, Physiology & Toxicology	Doctoral	03/31/15	03/31/18
Edit	Egleton, Richard	SOM	Pharmacology/Physiology & Toxicology	Doctoral	11/01/15	10/31/18
Edit	Fenger, Terry	SOM	Forensic Science	Graduate	12/4/15	12/4/20
Edit	Hardman, Elaine	SOM	Biochemistry & Microbiology	Doctoral	03/31/15	03/31/18
Edit	Harrison-Pitaniello, Marcia	COS	Biological Sciences	Doctoral	01/20/16	01/20/21
Edit	Hubbard, John	COS	Chemistry	Graduate	01/14/16	01/14/21
Edit	Lankton, Nancy	LCOB	Accounting/Legal Environment	Graduate	11/30/15	11/30/20
Edit	McInerney, Margie	LCOB	Management/Marketing	Doctoral	11/30/15	11/30/20
Edit	Miller, Montserrat	COLA	History	Graduate	09/29/14	09/29/19
Edit	Muslin, Ivan	LCOB	Management/Marketing/MIS	Doctoral	10/30/15	10/30/20
Edit	Powell, Jeffrey	COLA	Philosophy	Graduate	11/30/13	11/30/18
Edit	Richards-Waugh, Lauren	SOM	Biomedical Sciences	Associate	01/01/16	12/31/18



<b>Type</b>	<b>Faculty Member</b>	<b>College/School</b>	<b>Department/Division</b>	<b>Graduate Faculty Level</b>	<b>Term Start</b>	<b>Term Expires</b>
Edit	Sarra, Scott	COS	Mathematics	Graduate	01/15/16	01/15/21
Edit	Schulenberg, Shawn	COLA	Political Science	Graduate	11/05/14	11/05/19
Edit	Shao, Dale	LCOB	Management/Marketing	Graduate	11/30/15	11/30/20
Edit	Subedi, Deepak	LCOB	Management/Marketing/MIS	Graduate	02/28/15	02/28/20
Edit	Tate, Uday	LCOB	Management/Marketing	Graduate	11/30/15	11/30/20
Edit	Trowbridge, David	COLA	History	Graduate	10/08/14	10/08/19
Edit	Warner, Jamie	COLA	Political Science	Graduate	09/29/14	09/29/19
Edit	Yu, Hongwei	SOM	Biochemistry & Microbiology	Doctoral	03/31/15	03/31/18



## Attachment 3 .....Approved Graduate Curriculum Requests

Complete proposals are available on the Graduate Council Website. Click "Proposals/Agendas": <http://www.marshall.edu/graduate-council/agendas/>

### Course Additions:

College: **COEPD**  
 Department: Counseling  
 Course Number and Title: COUN 685 Military Culture and Treatment of Veterans  
 Catalog Description: This course is designed to introduce students to the nature of military culture, the unique challenges of deployment and re-entry for both military personnel and their families, and various mental health best practices specific to those affected with combat-related PTSD, TBI, and other traumatic injury.

*Note: 1-syllabus course discription not the same as shown here; 2-learning objectives in GC form and sylalbus do not match; 3- No course outline provided in GC form or w/i syllabus*

Prerequisites/Corequisites: COUN 682  
 First Term Offered: Spring 2017  
 Credit hours: 3  
 Contact: Lori Ellison 304-746-2086

College: **COHP**  
 Department: Exercise Science  
 Course Number and Title: ESS 542 Principles of Strength and Conditioning  
 Catalog Description: Delivery of strength and conditioning principles related to musculoskeletal movement and the utilization of energy systems for the development and administration of sport-based exercise programs. Emphasis will be on understanding how to effectively create a scientifically sound exercise program for athletes and general populations in the areas of flexibility, powerlifting, Olympic weightlifting, and speed and agility.

Prerequisites/Corequisites: HS365/ESS543  
 First Term Offered: Spring 2016  
 Credit hours: 3  
 Contact: Robert Powell, Ph.D. 304-696-2513

**Attachment 4 .....Approved**

\* See Notes regarding MS Criminal Justice and MS Technology Management

**Programs Reviewed**

<b>Program Reviewed</b>	<b>Graduate Faculty Assigned</b>	<b>Recommendation / Program Review Committee Recommendation</b>
Master of Science in Engineering (MSE)	Vincent Sollars Eric Lassiter	Continuation at Current Level Approval
MS in Environmental Science	Susan Lanham Christopher Swindell	Continuation at Current Level Approval
MS in Information Systems	Tina Allen Lisa Heaton	Continuation at Current Level Approval
MS in Safety Technology	Glenn Anderson Saurabh Mehta	Continuation at Current Level Approval
MS in Technology Management	Lisa Heaton Glenn Anderson	Requested Resource Development (Dean) Recommended
MS in Criminal Justice	Larry Stickler Eldon Larsen	Requested Resource Development (Denied) Approved for Continuation at Current Level
MA in Journalism and Mass Communications	Tracy Christofero Vincent Sollars	Continuation at Current Level Approval
MS in Sports Management	Eric Lassiter Sam Buxton	Continuation at Current Level Approval
MS in Exercise Science	Eldon Larsen Christopher Swindell	Continuation at Current Level Approval
MS in Health Information	Cam Brammer Susan Lanham	Continuation at Current Level Approval
MS in Athletic Training	Wendy Trzyna Tina Allen	Continuation at Current Level Approval