



Graduate Council

MEMORANDUM

To: Dr. Jerome Gilbert – President

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

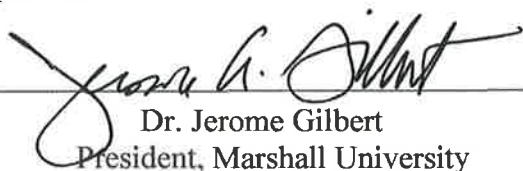
Date: November 10, 2016

Subject: **Approval of Graduate Council Minutes: October 28, 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.

Minutes approved.



Dr. Jerome Gilbert
President, Marshall University

11-22-16
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
Ms. Sonja Cantrell, Registrar's Office, Old Main, Huntington campus

MU Graduate Council Meeting Minutes October 28, 2016 Huntington Campus – John Spotts Room

Members Present: Allen, Anderson, Biros, Brammer, Christofero, De Bruin, Heaton, Howard, Lanham, Larsen, Lassiter, Lawrence, Mehta, Ross, Sollars, Trzyna (for Muellerleile)

Members Absent: Lawrence, Muellerleile, Vauth

Ex-Officio Members Absent: Pittenger, Eagle, Maher, Ormiston

Visitors: Tarter, Agesa, Welch, Landry

Agenda

Christofero	Announcements
Brammer	Approval of previous meeting Minutes (Attachment 1)
Christofero	Graduate faculty status candidates (Attachment 2)
Brammer	Academic Planning, Standards, & Policies (Attachment 3)
Heaton	Curriculum Committee (Attachment 4)
Anderson & Reynolds	Program Review
Lanham	Credentialing
Christofero	Miscellaneous Business of the Council

Please reserve these meeting dates:

- * December 2, 2016 – South Charleston – Thomas Boardroom
- January 27, 2016 – Huntington – TBD
- February 24, 2017 – South Charleston – Thomas Boardroom
- * March 31, 2017 – Huntington – John Spotts
- April 28, 2017 – South Charleston – Thomas Boardroom

* To assure committee members also enjoy their Thanksgiving and Spring breaks, curriculum requests are due three weeks before the posted meeting date rather than the normal two weeks. Please be sure your dean, faculty and college curriculum committee are aware of this.

Please remind your college and curriculum committee that beginning in January, requests are due by the first of the month for inclusion on that month's agenda.

Chair Christofero called the meeting to order at 1:00 PM.

The minutes of the September 30, 2016 GC meeting were **APPROVED**

GRADUATE FACULTY STATUS REQUESTS - APPROVED

ACADEMIC PLANNING, STANDARDS, & POLICY COMMITTEE

Brammer presented the items in Attachment 3. **APPROVED w/ minor edits**

CURRICULUM COMMITTEE

Heaton presented the items in Attachment 4. **APPROVED w/ minor edits**

PROGRAM REVIEW COMMITTEE

Anderson introduced Dr. Reynolds who presented instructions for reviewing programs this year. The schedule is as follows:

- Graduate Council members' reviews due by January Graduate Council meeting
- College revisions due back to Graduate Council by mid-January
- Programs to be sent reports by 12/9/2016 for revisions, if necessary
- Revised reports due back to Council by 12/16/2016
- Programs to send changes to Anderson

Programs under review and Reviewer Assignments:

Programs Under Review and Faculty Assignments			
Program	College	Faculty	Faculty
MS Adult and Technical Education	COEPD	Biros	Brammer
MA in Counseling	COEPD	Debruin	Mehta
MA in Psychology	COLA	Lanham	Larson
Psychology Doctorate (PsyD)	COLA	Sollars	Heaton
EdS in School Psychology	COLA	Howard	Allen
MA in Mathematics	COS	Howard	Allen
MS in Physical and Applied Sciences	COS	Sollars	Heaton
MS in Chemistry	COS	Lanham	Larson
MA in Elementary Education	COEPD	Anderson	Vauth
MA in Early Childhood Education	COEPD	Anderson	Vauth
MA in Secondary Education	COEPD	Anderson	Christofero
Educational Specialist (EdS)	COEPD	Biros	Brammer
MA in English (deferred from 2015-2016)	COLA	Debruin	Mehta

Note: Muellerleile not assigned due to personal emergency

CREDENTIALING COMMITTEE

Lanham reported that the Committee reviewed the credential files of **COLA and it is complete**. COE and COS are scheduled for Spring 2017.

The meeting adjourned at 2:05 PM

Attachment 1

MU Graduate Council *PREVIOUS* Meeting Minutes South Charleston Campus – Thomas Board Room

Members Present: Allen, Anderson, Biros, Brammer, Christofero, Heaton, Howard, Lanham, Larsen, Lassiter, Lawrence, Mehta, Muellerleile, Vauth

Members Absent: De Bruin, Ross, Sollars

Ex-Officio Members Present: Dean Pittenger

Visitors: Feon Smith – ACE, COEPD; Jessi Hanna – ACE, COEPD;
Lori Ellison – Counseling, COEPD; Jamil Chaudri - CITE

Agenda

Christofero	Welcome, Introductions, Announcements
Brammer	Approval of previous meeting Minutes (Attachment 1)
Pittenger	State of the Graduate College (Attachment 2)
Brammer	Academic Planning, Standards, & Policies (Attachment 3)
Heaton	Curriculum Committee (Attachment 4)
Anderson	Program Review
Lanham	Credentialing
Christofero	Graduate faculty status candidates (Attachment 5)
Christofero	Miscellaneous Business of the Council

Please reserve these meeting dates:

- October 28, 2016 – Huntington – John Spotts
- * December 2, 2016 – South Charleston – Thomas Boardroom
- January 27, 2016 – Huntington – TBD
- February 24, 2017 – South Charleston – Thomas Boardroom
- * March 31, 2017 – Huntington – John Spotts
- April 28, 2017 – South Charleston – Thomas Boardroom

* To assure committee members also enjoy their Thanksgiving and Spring breaks, curriculum requests are due three weeks before the posted meeting date rather than the normal two weeks. Please be sure your dean, faculty and college curriculum committee are aware of this.

Chair Christofero called the meeting to order at 1:00 PM

The Minutes of the August 26, 2016 GC meeting were **APPROVED**.

Dean Pittenger presented the ‘State of the Graduate College’ report.

Discussion was regarding the levels of aid available to graduate students. The ‘Service’ Graduate Assistantship was abolished to allow for more fully funded assistant ships at other levels. Teaching assistants and research assistants received the largest levels of aid. (See full report in Attachment 2.)

ACADEMIC PLANNING, STANDARDS, & POLICY COMMITTEE

Chair Brammer of the Committee presented the items in Attachment 3. **APPROVED**
Minor edits made (See Attachment 3)

CURRICULUM COMMITTEE

Chair Heaton of the Committee presented the items in Attachment 4. **APPROVED**
Minor edits made (See Attachment 4)

PROGRAM REVIEW COMMITTEE

Chair Anderson reported that the Committee is waiting for the program reports to begin the reviews. They should be ready by November 1st. Chair Anderson is going to request Dr. Reynolds come to the next Council meeting to review instructions on reviewing programs.

CREDENTIALING COMMITTEE

Chair Lanham reported that the Committee reviewed the credential files of CITE and are working with the college to address discrepancies. The Committee is starting the review of COLA. COE and COS are scheduled for Spring 2017.

An Executive Session was called, Seconded and **APPROVED**

Secretary Brammer explained the boundaries of Executive Session to Council Members. Council returned from Executive Session.

A motion was made to disapprove the Graduate Level Application for Jamil Chaudri, Seconded and **APPROVED**

GRADUATE FACULTY STATUS

Chair Christofero presented the list of Candidates for Graduate Faculty Status and asked for Council Members to check list for duplications or missing information. Corrections made to a few. Motion to Approve, Seconded and Approved. Motion to Approve, Seconded and **APPROVED** (See Attachment 5)

Jamil Chaudri addressed Council

The meeting adjourned at 2:50

Attachment 2

Graduate Faculty Status Requests - APPROVED

Type	Faculty Member	College / School	Department/Division	Graduate Faculty Level	Term Start	Term Expires
Add	Angus, Ryan	COLA	ENG	Graduate	08/22/2016	12/10/2021
Add	Dalton, Adam	CAM	School of Music	Associate	08/22/2016	12/13/2019
Add	Donahoe, Patrick	COB	ACC/LE	Graduate	08/22/2016	12/10/2021
Add	Goodman, Allyson	CAM	Journalism and Mass Communications	Associate	08/22/2016	12/13/2019
Add	Morgan, Brian	COS	CIT	Associate	08/22/2016	12/13/2019
Add	Ryan, Angus	COLA	ENG	Graduate	08/22/2016	12/10/2021
Add	Sameem, Mohammad Sediq	COB	FIN/ECN	Graduate	08/22/2016	12/10/2021
Edit	Barris, Jeremy	COLA	Philosophy	Associate	01/09/2012	05/08/2015
Edit	Coustasse-Hencke, Alberto	COB	MGT	Doctoral	08/22/2016	12/10/2021
Edit	Emmett, Dennis	COB	Management/Marketing /MIS	Doctoral	08/22/2016	12/10/2021
Edit	Fondren, Kristi	COLA	Sociology/Anthropology	Graduate	08/22/2016	12/10/2021
Edit	Hong, Hyo-Chang	COLA	English	Graduate	08/22/2016	12/10/2021
Edit	Konz, Suzanne	COHP	School of Kinesiology	Doctoral	08/22/2016	12/10/2021
Edit	Koontz, Penny	COLA	Psychology	Doctoral	08/22/2016	12/10/2021
Edit	Linz, Marianna	COLA	Psychology	Doctoral	08/22/2016	12/10/2021
Edit	Muellerleile, Paige	COLA	Psychology	Doctoral	08/22/2016	12/10/2021
Edit	Williams, Kathie	COLA	History	Graduate	08/22/2016	12/10/2021
Edit	Zhang, Shaorong	COB	LCOB	Graduate	08/22/2016	12/10/2021

Attachment 3 Academic Planning Program/Degree Requests

COLA:**APPROVED****Type of Change: Non-Curricular****Dept.: Sociology and Anthropology****Effective Date: Fall 2016**

Recommend approval of the change in the GRE requirements for the Sociology MA program.
Fall 2016

COEPD:

Request for change from a degree program to a certificate program for a pathway to licensure as a school superintendent. Supporting documentation and catalog edits were submitted for review.
Spring 2017 **COEPD withdrew this request until a later date.**

COHP:**APPROVED****Type of change: Adjustments in M.S. Degree in Biomechanics requirements****Department: SOK - Biomechanics****Degree Program: Biomechanics****Effective Date: Spring 2017**

Rationale: The MS in Biomechanics needs changing to reflect updated course names and descriptions (HS 615 and HS 635) as well as to add a new required course (HS 535). These changes increase the required course work credit hours from 21 credits to 24. The course names and descriptions were changed to eliminate confusion while providing better content information. The new required course is a MATLAB application and coding class specific to Biomechanics and human performance. Students need to be able to customize software to analyze the data collected. Potential Biomechanics employers require their employees to be able to perform this skill. Faculty have also developed two new elective courses for students to take (HS 578 and HS 595). The adjustments to the major will make our students more competitive and qualified for employment after graduation.

Rationale for Course Changes and Additions listed above:**Department: SOK – Biomechanics**

HS 535 - Biomechanical Instrumentation with Data
Procession in MATLAB (3) Type of Change: ADDITION -
Required

Rationale: Required course that will allow students to develop the skills necessary to manipulate and process biomechanical data by learning MATLAB coding. Students will continue to work on refining data collection skills in conjunction with the coding. Employers are looking for candidates with MATLAB coding skills.

HS 615 - Kinematic Analysis and Application
in Biomechanics. (3) Type of Change:
CHANGE - Required

Rationale: The changes in this required course help to differentiate it clearly from HS 635. The name change and improved course description help to clarify that this class will allow students to experience and develop the skills needed to effectively use kinematic research tools.

HS 635 - Kinetic Analysis and Application in
Biomechanics. (3) Type of Change:
CHANGE - Required

Rationale: The changes in this required course help to differentiate it clearly from HS 615. The name change and improved course description help to clarify that this class will allow students to experience and develop the skills needed to effectively use kinetic research tools.

HS 578 - Biomechanics:
Research Practicum. (3)

Type of Change:

Addition - Elective

Rationale: This course will allow the student to work within the lab developing collaborative skills working with all projects occurring with the labs. The student will be responsible for assisting in all aspects of the research process. The student will be responsible for developing, collecting, processing, analyzing, and submitting a project for presentation or publication as part of a study currently being conducted within the lab.

HS 595 - Trends in
Biomechanical Analysis

II. (3) Type of Change:

Addition - Elective

Rationale: The purpose of this course is to expose the student to the research process as it pertains to the field of biomechanics. This course will allow the student to work within the lab developing an independent project. The student will be responsible for all aspects of the research process. The student will be responsible for developing, collecting, processing, analyzing, and submitting a project for presentation or publication as part of their project.

Type of change: Non-curricular

Depart.: Nursing

Degree Program: Nursing

Effective Date: Spring 2017

Rationale: Up-dates to catalog reflecting changes in Pre- and Co-requisites for classes in the program.

SOP:

APPROVED

Type of change: Non-curricular

Depart.: Pharmacy

Degree Program: PharmD

Effective Date: Spring 2017

Request for new dual degree program (PHARMD-MPH) to school offerings. Catalog updates to recognize the dual degree offering.

Type of change: New Degree

Depart.: School of Pharmacy

Degree Program: Masters of Science in Pharmaceutical Sciences

Credit Hours: 46-51 (depending upon MS or MA options)

Effective Date: Summer 2017

Rationale: The graduate program in Pharmaceutical Sciences aims to provide students with the training and skills required to prepare them for careers in academia, pharmaceutical industry, or public/private research institutions. This program involves an intensive curriculum consisting of didactic courses and research. The program goals are: (1) to attract highly qualified graduate students in West Virginia; (2) to provide comprehensive multidisciplinary training and research opportunities to the students enrolled in the program; (3) to enrich the educational opportunities of students in the PharmD. program by providing well trained and highly motivated graduate teaching assistants; (4) to provide highly trained and versatile scientists to meet the needs of the growing biotechnology sector in West Virginia; and (5) to gain national recognition for the Marshall University through the future accomplishments of our graduates in the field of pharmaceutical sciences.

Type of change: Catalog Description Changes for Masters of Science in Pharmaceutical Sciences**Dept.: School of Pharmacy****Degree Program: Masters of Science in Pharmaceutical Sciences****Effective Date: Summer 2017****New Description:** Program Description

The Department of Pharmaceutical Sciences at the Marshall University School of Pharmacy Master of Science (M.S.) (thesis and non-thesis options) degrees with a major in Pharmaceutical Sciences. Students may complete the requirements for a M.S. under a faculty mentor in areas ranging from cellular and molecular pharmacology to antibiotic formulation and methods of drug delivery.

The M.S.(Thesis) degree in Pharmaceutical Sciences is preparation for further study or employment requiring pharmaceutical research experience and requires a thesis. An M.S .student must be mentored by a faculty member, so applicants are encouraged (but not required) to contact potential faculty advisors about research projects and graduate assistantships prior to application for admission. Information about faculty may be accessed through the School of Pharmacy website ([www.http://www.marshall.edu/pharmacy/academic-departments/pharmaceuti cal-sciences-and-researchl](http://www.marshall.edu/pharmacy/academic-departments/pharmaceutical-sciences-and-research/)) .The M.S.(non-thesis) degree does not require a thesis and allows students to strengthen their education in Pharmaceutical Sciences through the completion of advanced coursework and a research program

COHP:**APPROVED****Type of Change: Graduate Intent to Plan—New Degree****Dept. or College: School of Nursing****Degree Program: Doctor of Nursing Practice (DNP)****Effective Date: Fall 2018**

The committee requested more information about the need for a DNP, the cost, and resources needed before any recommendation could be given. Drs. Welch and Landry presented the need and justification to Council at the October meeting. Following their presentation, a motion was made to approve, 2nd and Approved

Attachment 4 Curriculum Requests

College of Business

APPROVED

Course Change (1)

Change: Title, Number, Catalog Description

Department: Finance & Economics

Course: (old) FIN 665 Portfolio Theory and Capital Markets

Course: (new) FIN 623 Investments

Rationale: (title) The current title does not reflect what should be taught in this class. The Capital Markets part should not be the main emphasis of this class, but should be taught in more depth in another graduate finance course FIN 627 Financial Institutions and Markets. The title 'Investments' is more commonly used in most finance programs.

Rationale: (number) The current number is not consistent with the typical sequence of finance courses in the graduate curriculum.

Description: (old) A study of modern portfolio theory and capital market theory as applied to portfolio management. Real-world considerations are introduced through case studies and management of simulated portfolios.

Description: (new) A study of fundamental investment principles, modern portfolio theory, and portfolio formation process and the evaluation of portfolio performance.

Rationale: (description) The current description is too narrow in scope and does not include all the major topics to be taught in this class.

College of Information Technology and Engineering - TABLED then pulled by the college

Course Changes (2)

Change: Grading and Description

Course: ~~CS 690 Capstone Experience~~

Department: ~~Computer Science~~

Grading: ~~P/F to Graded~~

Rationale: ~~To motivate students, the grade system change is needed from P/F to regular five letter grading (A, B, C, D, F)~~

Description: ~~(old) Develop expertise in an emerging area of computer science through guided study under faculty mentorship~~

Description: ~~(new) Develop real world software systems. Students are typically organized into teams that contribute to a significant software development project.~~

Rationale: ~~The course format is changed from individual project to group project to prepare students better in real world projects at their graduation by improving communication, team work, leadership skills, etc. through the course. This is a graded course.~~

Change: Grading and Description

Course: ~~IS 691 Comprehensive Project~~

Department: ~~Computer Science~~

Grading: ~~CR/NC to Graded~~

Rationale: ~~To motivate students, the grade system change is needed from P/F to regular five letter grading (A, B, C, D, F)~~

Description: ~~(old) Develop expertise in an emerging area of information systems through guided study under faculty mentorship. (PR: Permission of instructor)~~

Description: ~~(new) Develop real world information systems. Students are typically organized into teams that contribute to a significant system development project.~~

Rationale: ~~The course format is changed from individual project to group project to prepare students better in real world projects at their graduation by improving communication, team work, leadership skills, etc. through the course.~~

Catalog Change:**Catalog Description:**

Develop real world information systems. Students are typically organized into teams that contribute to a significant information system development project. Students must deliver an oral presentation and documentation of their project. Project work requires effort equivalent to a 3 CR course and is typically completed during the last semester of study.

In Degree Requirements section of the Information System program in the catalog, replace "TE 699 Comprehensive Project – after completion of min. 27 hours" line with "IS 691 Comprehensive Project – after completion of min. 27 hours" in required courses.

note: This is a change from CR/NC to graded course

College of Liberal Arts**APPROVED**

Course Additions (3)

Department: Communication Studies
 Course: CMM 680 Grantwriting for Nonprofits
 Description: Provides a communication framework for analyzing a nonprofit agency; identifies search methods for locating federal, state and foundation grants; reviews the steps in grantwriting; matches the needs of the nonprofit organization with the grantfunder; and synthesizes the material required to write a successful grant.
 Prerequisites: None
 First Offered: Fall 2017
 Credits: 3

Department: History
 Course: HST 507 History of Sexuality
 Description: Examines the history of sexuality in North America in the context of cultural, legal, economic, political and social history from the 16th century to the present.
 Prerequisites: NONE
 First Offered: Spring 2017
 Credits: 3

Department: Sociology & Anthropology
 Course: SOC 551 Science Knowledge and Technology
 Description: Studies science knowledge and technology as a human endeavor. Examines the processes and products, controversies, social impacts, interactions between science and other social institutions like religion and politics.
 Prerequisites: none
 First Offered: Spring 2017
 Credits: 3

College of Pharmacy**APPROVED**

Course Addition

Department: Pharmacy Practice, Administration, and Research
 Course: PHAR 732 Clinical Aspects of Prescription Medications
 Description: A discussion of the clinical aspects of medications will be covered with an emphasis on 1) pharmaceutical calculations and 2) analysis of the differences between various drugs and drug classes.
 Prerequisites: P-3 status
 First Offered: Spring 2017
 Credits: 3