



Graduate Council

MEMORANDUM

To: Mr. Brad D. Smith, President

From: Dr. D. Scott Davis, Graduate Council, Chair *Scott Davis*


Date: April 4, 2024

Subject: **Review of Graduate Council Minutes: March 29, 2024**

Attached are the minutes of the recent Graduate Council meeting for your review. Approval of these minutes will also serve as approval of graduate faculty status, etc. The meeting was held in a hybrid format in Drinko 349 and via TEAMS.

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

Minutes approved.



Mr. Brad D. Smith
President, Marshall University

4-8-24
Date

Note to Cora Pyles, Executive Assistant to the President:

Please return the signed original to Dr. Scott Davis davis1090@marshall.edu with .pdf copies e-mailed to:

Dr. Conrae Lucas-Adkins, Secretary, Graduate Council, lucas26@marshall.edu

Dr. Avinandan Mukherjee Provost, mukherjeea@marshall.edu

Dr. Carl Mummert, Assistant Provost, mummert@marshall.edu

Dr. Karen McComas, Interim Associate Provost, mcomas@marshall.edu

Dr. Julia Spears, Asst Provost of Online Education, spearsj@marshall.edu

Dr. Jerry Ross, Chief Enrollment Officer and VP of Enrollment Management,
jerry.ross@marshall.edu

Dr. Sonja Cantrell, Registrar, cantrell@marshall.edu

Dr. Mary Beth Reynolds, Associate VP Assessment reynoldm@marshall.edu

MU Graduate Council
MU Graduate Council Meeting Minutes
March 29, 2024
Hybrid Meeting – Drinko 349 + Teams

Members Present: Christofero, Davis, Egleton, Gardner, Heaton, Kimble, Larison, Lucas-Adkins, Meadows, Sardahi, Simonton, Thompson, Vauth

Members Absent: Beard, Vance

Ex-Officio Voting Members Present: Schulenberg

Ex-Officio Non-Voting Members Present: Mummert

Ex-Officio Non-Voting Members Absent: Maher, Mukherjee

Guests: Kelli A., E. Beeson, S. Cantrell-Johnson, R. Deal, K. DeTordo-Borda, L. Jennings, D.

Lockwood, W. Stites, L. Tolliver, T. Eagle, R. Jones, A. Mummert, D. Arthur, E. Blough, P. Georgel

FINAL Agenda

Davis	Welcome; Quorum; Approval of the Agenda
Davis/Lucas-Adkins	Approval of February 23, 2024, Minutes (Attachment #1)
Davis/Beard	Graduate Faculty Status Candidates (Attachment #2) (GC-24-03-01-CRC)
Vauth	Planning Committee Requests and Policies (Attachment #3) (GC-24-03-02-PC to GC-24-03-19-PC) Transfer Policy (GC-24-03-20-PC)
Egleton	Curriculum Committee Requests (Attachment #4) (GC-24-03-21-CC to GC 24-03-23-CC)
Beard	Credentialing Committee Report (Attachment #5) GC-24-03-24-CRC
Davis	Chairs Report <ul style="list-style-type: none"> • Graduate Student Success Workgroup • Graduate Professional Student Organization • Meeting with President Smith • Elections
Mummert	Graduate Studies Report (Attachment #6)
Schulenberg	Faculty Senate Report
Davis	Wrap up

Attachments

Attachment #1: Graduate Council Minutes, February 23, 2024

Attachment #2: Graduate Faculty Status Candidates

Attachment #3: Planning Committee Report

Attachment #4: Curriculum Committee Report

Attachment #5: Credentialing Committee Report

Attachment #6: Graduate Studies Report

Meeting Called to Order at 1:00 PM

WELCOME, INTRODUCTIONS, ANNOUNCEMENTS

MOTION TO APPROVE AGENDA w/ amendment APPROVED

- Planning Committee requests to move items 10-11 from March agenda to April agenda

MOTION TO APPROVE Feb. Meeting Minutes APPROVED
(See Attachment #1)

GRADUATE FACULTY STATUS

(See Attachment #2)

GC-24-03-01-CRC APPROVED

PLANNING COMMITTEE

(See Attachment #3)

Henning Vauth presented the committee report:

College of Liberal Arts requests

GC 24-03-02-PC

- GC approved the change to Master of Public Administration degree effective Fall 2024.

GC 24-03-03-PC

- GC approved the addition of the Nonprofit Leadership area of emphasis to the MPA effective Fall 2024.

GC 24-03-04-PC

- GC approved the addition of the Government and Private Sector Relations area of emphasis to the MPA effective Fall 2024.

GC 24-03-05-PC

- GC approved the addition of the Cybersecurity and Policy area of emphasis to the MPA effective Fall 2024.

GC 24-03-06-PC

- GC approved the addition of the Planning and Economic Development area of emphasis to the MPA effective Fall 2024.

College of Education and Professional Development requests

GC 24-03-07-PC

- GC approved the change to MA in Counseling to reflect 60 total hours, which includes 45 hours of core content courses and 15 hours of course credit in the designated area emphasis (either school counseling or mental health counseling) effective Fall 2024.

GC 24-03-08-PC

- GC approved catalog edits to reflect a previously approved course in School Counseling effective Fall 2024.

GC 24-03-09-PC

- GC approved the Accelerated Graduate Degree for Counseling effective Fall 2024 with the amendment to raise the required GPA from 2.75 to 3.3.

School of Pharmacy requests

GC 24-03-10-PC and GC 24-03-11-PC moved to April agenda.

College of Liberal Arts requests**GC 24-03-12-PC**

- GC approved change in CIP code for Communication Studies effective Fall 2024.

GC 24-03-13-PC

- GC approved the non-curricular changes to the MA in History (admissions date language and GRE requirement) effective Fall 2024.

College of Health Professions requests**GC 24-03-14-PC**

- GC approved non-curricular changes to admissions language for DNP effective Summer 2024.

GC 24-03-15-PC

- GC approved non-curricular change for removal of unnecessary program requirements for DNP effective Summer 2024.

GC 24-03-16-PC

- GC approved non-curricular changes to admissions language for DTP (eliminate need for Casper and GRE) effective Summer 2024.

GC 24-03-17-PC

- GC approved deletion of the Athletic Training area of emphasis for the MS in Exercise Science effective Summer 2024.

GC 24-03-18-PC

- GC approved non-curricular changes to admissions language in catalog for the new PhD in Engineering effective Fall 2024.

GC 24-03-19-PC

- Dr. Kimble summarized this request as a pathway for recruiting students directly from high school with changes to the prerequisites.
- Dr. Carl Mummert requested to see the Plan of Study showing courses that students would take for all 3 pathways: 1+4, 2+4, and 3+4. Dr. Kimble will provide this information to Dr. Mummert.
- GC approved this request contingent upon Dr. Mummert receiving the necessary information from Dr. Kimble.

Transfer Credit Policy

GC 24-03-20-PC

- Dr. Vauth presented the transfer policy with language adjustments to reflect the rights of individual programs 1) to not exceed 12 hours of transfer credit or one-third of the hours on the plan of study, whichever is higher, 2) establish stricter limits on number of transfer hours allowed, and/or 3) transfer credit hours per the documented requirements from their accrediting board.
- Dr. Lanai Jennings, director of school psychology program, explained importance of transferring credit hours per National Association of School Psychologists guidelines so students may earn their national certification. Being able to earn national certification attracts prospective students to the MU school psychology program.
- GC first approved motion to amend transfer credit policy to include all 3 points in the catalog's "clean version" with the proviso that implementation will be Spring 2025.
- GC approved transfer credit policy. "Clean" version is below:

Transfer of Graduate Credits

A student with an approved Plan of Study may transfer to Marshall University credit earned in graduate coursework completed at another accepted, accredited graduate institution provided that the courses are appropriate to the student's program, acceptable to the advisor and college dean, all earned grades are equivalent to *B* or better, and courses do not exceed the time limitation of seven years from the date of enrollment in the first graduate course (Marshall course or transferred course) to be applied toward meeting degree requirements of the student's program. For master's, education specialist, and doctoral degree programs, transfer credits may not exceed 12 hours or one-third of the hours on the plan of study, whichever is higher. For graduate certificate programs, transfer credits may not exceed 6 credit hours. Individual programs may establish stricter limits on the number of transfer hours allowed. Individual programs may also transfer credit hours per the documented requirements from their accrediting board. Exceptions to the limitation on the number of transfer hours must be approved by the Chief Academic Officer. Graduate credits transferred from other institutions will not become a part of the Grade Point Average recorded on the student's Marshall University transcript and will simply meet credit hour requirements toward graduation.

Proviso: Effective implementation Spring 2025

CURRICULUM COMMITTEE

(See Attachment #4)

Richard E. presented the report:

College of Liberal Arts

24-03-21-CC

- GC approved 13 new courses, 1 title change, 5 title and description changes, 3 description changes, and 1 course number and level change among Public Administration and Communication Studies programs.

College of Health Professions

24-03-22-CC

- GC approved 5 description changes for Nursing program.

College of Science

24-03-23-CC

- GC approved 2 new courses for Criminal Justice program.

CREDENTIALING COMMITTEE

(See Attachment #5 submitted by K. Beard)

- **24-03-24-CRC** Motion made and approved regarding item #4 on report.

The Credentialing Committee recommends that faculty (names provided to the Graduate Council Chair) in the Doctor of Engineering (Ph.D.) program be granted temporary doctoral graduate faculty status for the 2024-2025 academic year.

GRADUATE COUNCIL CHAIR UPDATES

Updates from Scott Davis:

- **Graduate Student Success Workgroup** Initial group meeting included: Kateryna Schray, Scott Davis, Conrae Lucas-Adkins, Joe Allwood, Kim Vance, Michelle Morrison, Lori Howard, & Billy Gardener. Discussed a less formal process for graduate students than undergrad. Current Center for Success can work with grad. students since they are doing this for undergrad. Next Tues. (April 2) Scott is meeting with President Smith and Provost Mukherjee about resources for graduate student success
- **Graduate Professional Student Organization** Group is working with Ginny Painter and reviewing exemplars from other institutions, the plan is to put together focus group in fall 2024 during Week of Welcome. Richard E. recommends representatives from both MA level and Doc level. Scott D. wants to also get reps. from across colleges
- **Elections** Colleges to have names of their GC representatives to Scott D. by April 1.

GRADUATE STUDIES REPORT

(See Attachment #6)

Carl M. presented his report:

Enrollment update

As of March 24, total graduate enrollment (headcount) for Spring 2024 is 3,018 students. This is a 3% increase from Spring 2023. Each of CAM, CECS, COB, COEPD, COHP, COLA, and COS has an increase in Spring 2024 compared to Spring 2023.

Looking ahead to Fall 2024, we are essentially even on a day-to-day basis compared to Fall 2023 applications at this point in Spring 2023. There is a slight decrease in the day-to-day number of overall graduate applications, which is primarily due to reporting differences with the MD program and with programs that have stopped admissions. However, the number of admitted students is up 12.5% overall on a day-to-day basis. It is still very early in the graduate admissions and enrollment cycle for Fall 2024.

Graduate enrollment is key to the success of our programs and the university. Many faculty and staff have contributed to the increase this year, and are working on enrollment at the program level for next year. At the University level, we anticipate renewing our contract with Anthology for enrollment coaching, possibly expanded in scope to handle inquiries at the graduate level.

Electronic Thesis / Dissertation (ETD) Update

The ETD Review Chair, Gena Chattin, shared a set of slides for faculty about the ETD review process. The slides are accessible at <https://tinyurl.com/coepdETD202403> and include a detailed explanation of the review process and criteria. If your college or program would like, Gena and I would be glad to set up a meeting to discuss the specific aspects of theses and dissertations related to your field.

A key take-away is that ETD review is a final verification of style, formatting, university requirements, IRB/IACUC validation and copyright issues before publication of the ETD; this review is not intended to serve as copy-editing. To make the review as quick and easy as possible, each student and ETD committee should ensure the ETD meets all scholarly, style, grammar, and formatting requirements before the ETD is sent for final review. The deadline for submitting an ETD for Spring 2024 is March 29. The deadline for submitting an ETD for Summer 2024 is June 28.

Catalog Editor and CIM implementation

Before spring break, we hosted a series of training sessions for CIM, the new curriculum management software. Several curricular items at graduate council have gone through this system in Spring 2024 on a pilot basis. We anticipate a full rollout in Fall 2024. A recording of the training will be posted soon, and the link to the video will be distributed to all faculty. As part of the transition of the catalog, the Registrar's Office has hired Jennifer Morgan, formerly in the Center for Teaching and Learning, as the Assistant Registrar for Academic Services and Catalog Editor. Ms. Morgan's first day in the new position is March 25.

The Catalog Editor will coordinate catalog edits as well as assisting with Degree Works and other related tasks. The Registrar's office has created a dedicated email address, catalog@marshall.edu, for catalog-related questions and concerns. This email address is shared by the Catalog Editor and others in the Registrar's Office to ensure that no requests are missed.

- Scott D. says good consultation needs to be provided to our colleagues regarding CIM submission, especially if decision is to transfer requests to CIM for fall 2024.
- Isaac L. said Elizabeth Hanrahan explained CIM to him and is willing to come to program meetings to help with explanations.
- Lisa H. suggested getting GC website updated with CIM, so programs will know what to use for fall 2024 submissions.

FACULTY SENATE REPORT

Shawn Schulenberg presented the following:

1. **Post-Tenure Review:** The administration is currently reviewing the financial impact of the proposal, modeling its impact on our budget. The current plan is to map this out over the next month and share the basics with deans for their input. The goal is to release the plan more widely in August for Townhalls and wider community feedback.
2. **One Marshall:** Jessica Buerck and I met with JSESOM Dean David Gozal and Darshana Shah to brainstorm ideas to identify pain points in shared governance between the main campus programs and the non-main campus programs. We identified several areas where some simple interventions could help. We hope to continue this conversation and extend it to other programs as well.
3. **AI Taskforce**
 - a. Cody Hall and Sarah Molette are coordinating university training. Be on the lookout at any time for this announcement. Julia Spears and Hilary Gibson are helping to arrange these into Microcredential sequences using the Marshall Skills Exchange. <https://www.marshall.edu/microcredentials/>. Thank you to Rick Weible, David Wiley, Jamie Maxwell, and Sarah Clemins for these trainings.
 - b. We're inventorying research and teaching practices right now, so expect to see some surveys soon in your inbox.
 - c. We will be leading some training sessions with the Cabinet and Board this summer.
4. **Legislative Session:** The WV legislative session ended since our last meeting. A sincere appreciate to the legislative affairs team, Sara Payne and Charlottee Weber, for their work in Charleston. I am proud of what they were able to accomplish.
5. **Senate and Standing Committee Elections:** Your academic units should be holding elections this month to fill the 2024-26 Faculty Senate and any standing committee vacancies. Please look out for this email. Election results are due to the Senate office on April 1, but this is our first year with the earlier deadline so we extended it to April 8 so that all units can hold their elections with integrity. The new senate will select its leadership on April 25.
6. **2024-25 Faculty Senate meeting dates** are set and posted on the website.

<p>Executive Committee Meetings – MSC SRC</p> <ul style="list-style-type: none"> • August 26, 2024 • September 16, 2024 • October 14, 2024 • November 11, 2024 • January 13, 2025 • February 10, 2025 • March 10, 2025 • April 14, 2025 	<p>Faculty Senate Meetings – Two locations</p> <ul style="list-style-type: none"> • September 5, 2024 - MSC BE5 • September 26, 2024 - MSC BE5 • October 24, 2024 – Don Morris • November 21, 2024 – Don Morris • January 23, 2025 – Don Morris • February 20, 2025 – Don Morris
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	<ul style="list-style-type: none">• March 27, 2025 – Don Morris• April 24, 2025 – Don Morris
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7. Upcoming Meetings/Events

- a. I'll be reporting at the MU BOG Meeting on April 10.
- b. Our last Executive Committee meeting as a Senate is scheduled for April 8, for items to be taken up at the April 18 Faculty Senate meeting. All recommendations and resolutions for those meetings are due today at senate@marshall.edu.
- c. General Faculty Meeting: Monday, April 15 at 4PM in Joan C. Edwards Playhouse. Please be sure to attend to congratulate the award winners (including the Rucker Award), retirees, an update on our strategic plan, and learn more about the administration's plan to implement pay raises in line with our strategic plan and the additional monies from the state of WV.

Meeting adjourned at 2:24 PM.

MU Graduate Council
MU Graduate Council Meeting Minutes
February 23, 2024
Hybrid Meeting – MSC 2w16-B + Teams

Members Present: Beard, Christofero, Davis, Egleton, Gardner, Heaton, Kimble, Larison, Lucas-Adkins, Meadows, Sardahi, Simonton, Thompson, Vauth

Members Absent: Vance

Ex-Officio Voting Members Present: Schulenberg

Ex-Officio Non-Voting Members Present: Maher, Mummert

Ex-Officio Non-Voting Members Absent: Mukherjee

Guests: Antonsen, Brooks, Cantrell-Johnson, Georgel, Johnson, McGuffey, Ross, A. Mummert, M.B. Reynolds, Stites, K. Adkins, Tolliver

FINAL Agenda

Davis	Welcome; Quorum; Approval of the Agenda
Davis/Lucas-Adkins	Approval of January 26, 2024 Minutes (Attachment #1)
Davis/Beard	Graduate Faculty Status Candidates (Attachment #2) (GC-24-02-01-CRC)
Vauth	Planning Committee Requests and Policies (Attachment #3) (GC-24-02-02-PC) Cross-Level Linked Courses Policy with Catalog Change (GC-24-02-03-PC) a. Catalog Change - Cross-Level Linked Courses Policy (GC-24-02-04-PC) b. Discussion Item: Transfer Policy
Egleton	Curriculum Committee Requests (Attachment #4) (GC-24-02-05-CC)
Larison	Program Review Recommendation (Attachment #5) (GC-24-02-06-PR)
Beard	Credentialing Committee Update
Gardner	Executive Committee Resolution (GC-24-02-07-EC) (Attachment #6)
Davis	Chairs Report <ul style="list-style-type: none"> • Graduate Student Success Workgroup • Engineering PhD - Graduate Chair Faculty • CIM update • Elections • March Meeting to be held in Drinko 349
Mummert	Graduate Studies Report (Attachment #7)
Schulenberg	Faculty Senate Report
Davis	Wrap up

All meetings will be Hybrid.

- March 29, 2024, Drinko 349S
- April 19, 2024, MSC 2w16-B

Attachments

Attachment #1: Graduate Council Minutes, January 26, 2024

Attachment #2: Graduate Faculty Status Candidates

Attachment #3: Planning Committee Report

Attachment #4: Curriculum Committee Report

Attachment #5: Program Review Committee Report

Attachment #6: Resolution

Attachment #7: Graduate Studies Report

Meeting Called to Order at 1:00 PM

WELCOME, INTRODUCTIONS, ANNOUNCEMENTS

MOTION TO APPROVE AGENDA

APPROVED

MOTION TO APPROVE Jan. Meeting Minutes

APPROVED

(See Attachment #1)

GRADUATE FACULTY STATUS

(See Attachment #2)

GC-24-02-01-CRC

APPROVED

PLANNING COMMITTEE

(See Attachment #3)

Henning Vauth presented the committee report:

College of Education and Professional Development request

GC 24-02-02-PC

- GC approved the catalog clarification for LS EdD admissions criteria. To clearly state that the LS EdD program does not offer provisional admission.

Cross-Level Linked Courses Policy (with catalog change)

GC 24-02-03-PC

- GC approved the Cross-Linked Courses Policy

GC 24-02-04-PC

- GC approved the catalog change for the Cross-Linked Courses Policy

Discussion Item: Transfer Credit Policy

Curriculum Committee had discussed the policy informally, and Richard E. presented the committee's issues:

- Individual programs retaining full rights to make decisions

- Programs faced with the decision to transfer clinical/research credits could have concerns because the work for the credit had not been observed by MU faculty.
- Would there be a reason to distinguish types of credit, i.e., clinical/research experiences vs. classroom-based experiences?

Other issues discussed included:

- Extending the acceptance of transfer credits beyond 7 years for extenuating circumstances, such as military service.

CURRICULUM COMMITTEE

(See Attachment #4)

Richard E. presented the report:

COHP

24-02-05-CC

- GC voted to approve HS 510 and HS 576 in the Kinesiology program.

PROGRAM REVIEW COMMITTEE

(See Attachment #5)

Isaac Larison presented the report:

24-02-06-CC

- GC voted to discontinue Bioinformatics Certificate program.

CREDENTIALING COMMITTEE

Update provided by Keith Beard:

- Asked members to remind constituents about Rucker Outstanding Advisor Award. Please send nominations to him by March 1.
- SOM, LCOB, and COHP graduate faculty status entries were reviewed. Deans are working on the corrections.

EXECUTIVE COMMITTEE RESOLUTION

(See Attachment #6)

B. Gardner presented the resolution for GSPA and made motion for approval:

GC-02-07- EC

- GC voted to approve resolution.

GRADUATE COUNCIL CHAIR UPDATES

Updates from Scott Davis:

- **Graduate Student Success Workgroup:** Meeting is scheduled for Friday, March 1. Discussion items will include: ways of improving grad student success, raising money to help students complete degrees
- **Engineering PhD - Graduate Chair Faculty:** This is similar situation as when DBA began, some faculty have no experience with chairing, so there will be a motion to allow temporary credentialing so faculty will get experience chairing dissertations
- **CIM update-** several items are coming through CIM in March. For the remainder of this year, GC will be using both CIM & paper

- **Elections** – Richard E has been re-elected to GC from SOM, Kimble re-elected for Pharmacy, Music will be different because Henning is ineligible to run (his 8 years are over)
- **March GC Meeting** to be held in Drinko 349

GRADUATE STUDIES REPORT

(See Attachment #7)

Carl M. presented his report:

Enrollment update

Our current graduate spring enrollment on February 16, 2024 is 2,862. Overall, 27% of Marshall's enrollment is at the graduate level. A more detailed set of statistics is attached to this report.

Graduate degree seeking students have increased 2.2% since Spring 2022. These students make up about 91% of our graduate student enrollment. There is a small decrease in non-degree graduate students so far, compared to last spring, although we expect some additional non-degree registrations in the second part of the semester.

There is a significant overlap between graduate and online education. Online graduate students make up 33% of all graduate students, and online graduate students make up 73% of all online students at Marshall.

I have been meeting with each dean to discuss the enrollment trends in their college and the specific needs and requests they have for Graduate Studies, Marketing, and other administrative offices. I am also investigating the decrease in non-degree students in more detail.

Graduate Expo

A graduate expo was held on February 6, 2024. Thank you to all the programs, faculty, and staff who attended. University Communications assisted with marketing, and many other offices contributed to the event. Drawing student attendance is still a challenge. We are considering whether a format change might be appropriate, instead of the current format. Thoughts and suggestions from programs and faculty are very welcome.

- Richard E. suggested modifications to Graduate Expo for next year, including: make it more accessible for people who are driving by (such as a set up by the fountain), consider scheduling the event in the fall, and consider adding "fun" element to attract students (such as MU's Jazz Ensemble could perform)

Plans of Study and Provisional Admissions

The Graduate Studies office is working with the college offices to ensure that all students have a plan of study and that provisionally admitted graduate students are fully admitted promptly.

- Each graduate student should submit a plan of study in their first semester. The plans go to the college offices who review and send them to the Registrar's office to file in Banner.
- Provisionally admitted students must be fully admitted no later than the 12th credit hour. To update the admission status, the program needs to request a credential sheet from Graduate Admissions, complete the form, and return it.

We have been working on a multi-semester plan to reduce the number of students who are out of sync with these requirements. There are reports in MU BERT to identify students who need a plan of study or need to be fully admitted.

Beginning this semester, the college offices are asked to place holds for students who need a plan of study, and the Graduate Studies office will place holds for students who need to be fully admitted. Graduate Studies has sent lists of students who need attention to the college offices. The goal is not to hold up students, but to help them complete the requirements and earn their degree.

FACULTY SENATE REPORT

Shawn Schulenberg presented the following:

1. Updates

- a. **AI Taskforce:** The taskforce is meeting every two weeks, and we have separated our work in four strategic priorities: Innovation in Teaching and Learning (Megan Marshall), Research Excellent and Impact (Bill Gardner), AI Technology and Infrastructure (Jodie Penrod), and Operational Efficiency and Compliance (Brian Morgan). We are working on several surveys to learn what faculty are doing in the areas of teaching and research to get some internal data. You should have received an email soliciting proposals for 1 of our 30 Microsoft CoPilot Pro licenses. A number of trainings are also forthcoming, with the first one a basic discussion of differences between chatbots: ChatGPT, Microsoft Copilot, Google Bard, Claude, Perplexity, and more.
- b. **Post-Tenure Review:** Discussions are continuing between the faculty and administration. We're hoping to present it to the Deans shortly for their review before sending it to all faculty.
- c. **General Education Review:** The General Education Review Committee has met a few times already and will be meeting every two weeks. At the first meeting, we talked about some general principles and timeline. The plan is to continue our work through next year and roll this out in Fall 2025.
- d. **One Marshall:** A strategic priority at the university is to work toward "One Marshall." I've been speaking with Jessica from the JSESOM about how we can do this better as an Executive Committee. Some initial topics include policy alignment across units. Where do policy distinctions make sense and where do they not? How can faculty, staff, and students who are mostly off the main campus feel more included in the main campus? Relevant for this body, how can we better create a pipeline from our undergraduate programs to our specialty graduate programs? We're still in the brainstorming stage so we welcome any ideas/suggestions.
- e. **Senate and Standing Committee Elections:** The Senate term is up June 30 so we will hold elections this spring. In addition, we will also be asking the Deans to hold elections for Standing Committees this spring so that we know the full 2024-25 standing committee members in advance. We want this because we want the standing committee to elect their officers in the spring. In the past, some did not hold elections until the fall, and it hurts their ability to get off the ground running.

2. Upcoming Meetings/Events

- a. Our next Executive Committee meeting is scheduled for March 4, for items to be taken up at the March 14 Faculty Senate meeting. All recommendations and resolutions for those meetings are due at senate@marshall.edu by February 23.
 - i. The Faculty Personnel Committee has submitted a number of recommendations already so be on the lookout.
- b. General Faculty Meeting: Monday, April 15 at 4PM in Joan C. Edwards Playhouse.

Meeting adjourned at 2:03 PM.

ATTACHMENT #2
February 23, 2024
(GC-24-02-01-CRC)

TYPE	FACULTY MEMBER	E-MAIL	COLLEGE/SCHOOL	DEPARTMENT/DIVISION	GRADUATE FACULTY LEVEL	TERM START	TERM EXPIRES
ADD	Adams, Rebecca	GOBLE9@marshall.edu	COHP	Communication Disorders	Graduate	01/08/2024	05/15/29
ADD	Amin, Arm	amina@marshall.edu	SOP	School of Pharmacy	Graduate	01/08/2024	05/15/29
ADD	Capino, Amanda	capino@marshall.edu	SOP	School of Pharmacy	Graduate	01/08/2024	05/15/29
ADD	Jones, Brandon	jonesbra@marshall.edu	COHP	School of Kinesiology	Graduate	01/08/2024	05/15/29
ADD	Kestner-Kingery, Latrice	kestnerl@marshall.edu	COEPD	counseling	Associate	01/08/2024	05/15/27
ADD	King, Tricia	king639@marshall.edu	COEPD	ACE	Associate	01/08/2024	05/15/27
ADD	Lopuch, Jeremy	lopuch@marshall.edu	COEPD	Special Education	Associate	01/08/2024	05/15/27
ADD	Miyakuni, Rieko	miyakuni1@marshall.edu	COEPD	Counseling	Associate	01/08/2024	05/15/27
ADD	Sparks, Jennifer	bledsoe14@marshall.edu	SOP	School of Pharmacy	Graduate	01/08/2024	05/15/29
ADD	Spurlock, Eric	spurlock85@marshall.edu	COHP	Social Work	Associate	01/08/2024	05/15/27
ADD	Sturgis, Pamela	sturgis2@marshall.edu	COHP	Social Work	Associate	01/08/2024	05/15/27
ADD	Wooart, Anthony	woarta@marshall.edu	COHP	Public Health	Graduate	01/08/2024	05/15/29
EDIT	Angelini, Erin	angelinie@marshall.edu	COHP	School of Physical Therapy	Graduate	01/08/2024	05/15/29
EDIT	Baker, Jennifer	jen.baker@marshall.edu	COHP	Communication Disorders	Associate	01/08/2024	05/15/27
EDIT	Cottrell, Jodi	cottrellj@marshall.edu	COHP	Communication Disorders	Associate	01/08/2024	05/15/27
EDIT	Dean, Shae	powers4@marshall.edu	COHP	Communication Disorders	Associate	01/08/2024	05/15/27
EDIT	Harris, Shikeal	Shikeal.Harris@marshall.edu	COHP	Communication Disorders	Associate	01/08/2024	05/15/27
EDIT	Holland, Pamela	holland@marshall.edu	COHP	Social Work	Graduate	01/08/2024	05/15/29
EDIT	Kestner-Kingery, Latrice	kestnerl@marshall.edu	COEPD	Communication Disorders	Graduate	01/08/2024	05/15/29
EDIT	Nelson, David	nelsond@marshall.edu	COHP	Counseling	Associate	08/23/2021	12/15/24
EDIT	Petty, Erin	bass18@marshall.edu	COHP	Social Work	Graduate	01/08/2024	05/15/29
EDIT	Rutherford, Kelly	davis139@marshall.edu	COHP	Communication Disorders	Associate	08/20/2024	12/15/27
EDIT	Stotts, Diana	stotts@marshall.edu	COHP	Communication Disorders	Graduate	01/08/2024	05/15/29
EDIT	Timmons, Mark	timmonsm@marshall.edu	COHP	Nursing	Associate	08/20/2024	12/15/27
EDIT			COHP	School of Kinesiology	Graduate	08/20/2024	12/15/29

ATTACHMENT #3
Planning Committee Report
February 23, 2024

College of Education and Professional Development (GC-24-02-02-PC)

Non-Curricular Change

Department: LS/ACE/SPSY

Degree Program: LS EdD

Type of Change: Admissions Criteria Change (Clarification)

Effective: Summer 2024

Rationale: To clearly state that the LS EdD program does not offer provisional admission

Planning Committee recommends approval.

<https://www.marshall.edu/graduate-council/files/GC-February-2024-Planning-and-Curricular-Requests.pdf>

Policy on Cross-Level Linked Courses (GC-24-02-03-PC)

Track Changes Version

The Graduate Council supports the limited use of Cross-Level Linked Courses (CLLC). Cross-Level Linked Courses refer to two courses, one undergraduate and one graduate, which are offered concurrently, in the same place, with the same instructor. Cross-Level Linked Courses supported by the Graduate Council include 400/500 and 400/600 courses. The Graduate Council does not recognize or support 300/600 level courses after the spring 2024 semester. The Graduate Council encourages the general practice of having separate and distinct undergraduate and graduate courses that are not linked in most circumstances but recognizes that CLLCs may be used on a limited basis if measures are in place that identify how the undergraduate and graduate courses differ. As such, the two courses must have a separate syllabus and address all the following:

1. The graduate course must result in a deeper understanding of the course material compared to the undergraduate course with which it is Cross-level Linked.
2. The graduate course assignments must differ from those of the undergraduate course in quality/depth/rigor, and quantity. This could include a difference in reading assignments, course textbooks, projects, or assignment scope.
3. The graduate course should include greater opportunities for independent study.
4. The graduate course must have learning objectives that are written with a higher level of expectation (e.g., Bloom's Taxonomy). For instance, a greater focus on analysis, evaluation, and creation.
5. The assessment or evaluation of student performance (e.g., examination, written assignments, presentations, applied projects) should be different both qualitatively and quantitatively.
6. Course outcomes should reflect a clear distinction of academic preparation of the graduate students compared to the undergraduate students.
7. The graduate course must be commensurate in academic rigor with other graduate-level courses offered by the program or department.
8. Prerequisites should be appropriate for each course.

The existing CLLC's may continue to run through Spring 2025; however, a continuation of these CLLCs after that time will require Graduate Council approval. All requests for new Cross-Level Linked Courses will require submission of *GC#11 Cross-Level Linked Courses Addition* form and both syllabi, which clearly address the above requirements. The program must also provide a rationale for why Cross-Level Linked Courses are required and why distinct undergraduate and graduate courses are not practical.

Requests for CLLCs will follow the normal approval process for course additions (i.e., approval by the Department Chairperson, Register, College Curriculum Committee, and the Graduate Council); however, the Graduate Council Chairperson and the Assistant Provost for Graduate Studies may collectively approve short-term (one academic year) emergency requests. New course requests must be submitted on the Graduate Council *GC#11 Cross-Level Linked Course Addition* request form. **Cross-Level Linked Courses may include 300/500, 400/500, and 400/600 levels.**

~~Departments are not permitted to offer more than 25% of their graduate courses as 400/600 Cross-Level Linked Courses.~~

Clean Version

Policy on Cross-Level Linked Courses

The Graduate Council supports the limited use of Cross-Level Linked Courses (CLLC). Cross-Level Linked Courses refer to two courses, one undergraduate and one graduate, which are offered concurrently, in the same place, with the same instructor. Cross-Level Linked Courses supported by the Graduate Council include 400/500 and 400/600 courses. The Graduate Council does not recognize or support 300/600 level courses after the spring 2024 semester. The Graduate Council encourages the general practice of having separate and distinct undergraduate and graduate courses that are not linked in most circumstances but recognizes that CLLCs may be used on a limited basis if measures are in place that identify how the undergraduate and graduate courses differ. As such, the two courses must have a separate syllabus and address all the following:

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2. The graduate course assignments must differ from those of the undergraduate course in quality/depth/rigor, and quantity. This could include a difference in reading assignments, course textbooks, projects, or assignment scope.
3. The graduate course should include greater opportunities for independent study.
4. The graduate course must have learning objectives that are written with a higher level of expectation (e.g., Bloom's Taxonomy). For instance, a greater focus on analysis, evaluation, and creation.
5. The assessment or evaluation of student performance (e.g., examination, written assignments, presentations, applied projects) should be different both qualitatively and quantitatively.
6. Course outcomes should reflect a clear distinction of academic preparation of the graduate students compared to the undergraduate students.
7. The graduate course must be commensurate in academic rigor with other graduate-level courses offered by the program or department.
8. Prerequisites should be appropriate for each course.

The existing CLLC's may continue to run through Spring 2025; however, a continuation of these CLLCs after that time will require Graduate Council approval. All requests for new Cross-Level Linked Courses will require submission of *GC#11 Cross-Level Linked Courses Addition* form and both syllabi, which clearly address the above requirements. The program must also provide a rationale for why Cross-Level Linked Courses are required and why distinct undergraduate and graduate courses are not practical.

Requests for CLLCs will follow the normal approval process for course additions (i.e., approval by the Department Chairperson, Register, College Curriculum Committee, and the Graduate Council); however, the Graduate Council Chairperson and the Assistant Provost for Graduate Studies may collectively approve short-term (one academic year) emergency requests. New course requests must be submitted on the Graduate Council *GC#11 Cross-Level Linked Course Addition* request form. Cross-Level Linked Courses may include 300/500, 400/500, and 400/600 levels.

Catalog changes for cross-linked courses proposal

Marshall University Graduate Council

February 16, 2024

[Current catalog language from the Graduate Catalog](#)

Course Numbering

Graduate courses numbered 500-599 may be similar to certain undergraduate 400-499 series courses and may meet jointly. A Marshall University course taken at the 500 level will not meet degree requirements if it was already taken at the 400 level. Courses numbered 600-699 and 700-899 are open only to graduate students. Exceptions to this policy sometimes are granted to seniors with excellent academic records. See [Undergraduate Enrollment in Graduate Courses](#).

[Updated language](#)

Course Numbering

Graduate courses numbered 500-699 may be similar to certain undergraduate 300-499 series courses and may meet jointly. A Marshall University course taken at the graduate level will not meet degree requirements if it was already taken at the undergraduate level. Courses numbered ~~600-699 and~~ 700-899 are open only to graduate students. Exceptions to this policy sometimes are granted to seniors with excellent academic records. See [Undergraduate Enrollment in Graduate Courses](#).

[New clean version](#)

Course Numbering

Graduate courses numbered 500-699 may be similar to certain undergraduate 300-499 series courses and may meet jointly. A Marshall University course taken at the graduate level will not meet degree requirements if it was already taken at the undergraduate level. Courses numbered 700-899 are open only to graduate students. Exceptions to this policy sometimes are granted to seniors with excellent academic records. See [Undergraduate Enrollment in Graduate Courses](#).

Graduate Transfer Credit Catalog Change

Discussion Item

Current Catalog Language

Transfer of Graduate Credits

A student with an approved Plan of Study may transfer to Marshall University credit earned in graduate coursework completed at another accepted, accredited graduate institution provided that the courses are appropriate to the student's program, acceptable to the advisor and college dean, all earned grades are equivalent to *B* or better, and courses do not exceed the time limitation of seven years from the date of enrollment in the first graduate course (Marshall course or transferred course) to be applied toward meeting degree requirements of the student's program. On the master's and education specialist level, transfer credits may not exceed 12 hours. For graduate certificate programs, transfer credits may not exceed 6 credit hours. Graduate credits transferred from other institutions will not become a part of the Grade Point Average recorded on the student's Marshall University transcript and will simply meet credit hour requirements toward graduation.

Revised Language with Markup

Transfer of Graduate Credits

A student with an approved Plan of Study may transfer to Marshall University credit earned in graduate coursework completed at another accepted, accredited graduate institution provided that the courses are appropriate to the student's program, acceptable to the advisor and college dean, all earned grades are equivalent to *B* or better, and courses do not exceed the time limitation of seven years from the date of enrollment in the first graduate course (Marshall course or transferred course) to be applied toward meeting degree requirements of the student's program. ~~On the master's and education specialist level, transfer credits may not exceed 12 hours.~~ For master's, education specialist, and doctoral degree programs, transfer credits may not exceed 12 hours or one-third of the hours on the plan of study, whichever is higher. For graduate certificate programs, transfer credits may not exceed 6 credit hours. Individual programs may establish stricter limits on the number of transfer hours allowed. Exceptions to the limitation on the number of transfer hours must be approved by the Chief Academic Officer. Graduate credits transferred from other institutions will not become a part of the Grade Point Average recorded on the student's Marshall University transcript and will simply meet credit hour requirements toward graduation.

New Language - Clean Version

Transfer of Graduate Credits

A student with an approved Plan of Study may transfer to Marshall University credit earned in graduate coursework completed at another accepted, accredited graduate institution provided that the courses are appropriate to the student's program, acceptable to the advisor and college dean, all earned grades are equivalent to *B* or better, and courses do not exceed the time limitation of seven years from the date of enrollment in the first graduate course (Marshall course or transferred course) to be applied toward meeting degree requirements of the student's program. For master's, education specialist, and doctoral degree programs, transfer credits may not exceed 12 hours or one-third of the hours on the plan of study, whichever is higher. For graduate certificate programs, transfer credits may not exceed 6 credit hours. Individual programs may establish stricter limits on the number of transfer hours allowed. Exceptions to the limitation on the number of transfer hours must be approved by the Chief Academic Officer. Graduate credits transferred from other institutions will not become a part of the Grade Point Average recorded on the student's Marshall University transcript and will simply meet credit hour requirements toward graduation.

ATTACHMENT #4
Curriculum Committee Report
February 23, 2024

(GC-24-02-05-CC)

HS 510 Organ & Admin Kines

Department: Kinesiology (Health Science)

Course Number and Title: HS 510: Organization and Administration in Kinesiology

Catalog Description: This course investigates current trends in administration and organization in Kinesiology. Areas considered include but are not limited to policy planning, leadership, ethics, management, and current organizational trends in Kinesiology.

Prerequisites: None

First Term Offered: Fall 2025

Credit Hours: 3

Voted to Approve

HS 576 Seminar in Sports

Department: Kinesiology (Health Science)

Course Number and Title: HS 576: Seminar in Sports

Science Catalog Description: This course examines concepts related to acquiring, analyzing, and interpreting data relevant to human performance outcomes within sport, exercise, tactical operations, and medical return to play.

Prerequisites: None

First Term Offered: Fall 2025

Credit Hours: 3

Voted to Approve

<https://www.marshall.edu/graduate-council/files/GC-February-2024-Planning-and-Curricular-Requests.pdf>

ATTACHMENT #5
Program Review Committee
February 23, 2024

(GC-24-02-06-PRC)

Bioinformatic Certificate

Recommendation #5 – Discontinue the program after all students have completed the program. Multiple red flags in necessity, adequacy, and viability.

Rationale - the Bioinformatics Certificate Program has been available to students since 2013. However, only one student has enrolled in the program and no students have completed the certificate. Assessment data for the program does not exist and the program has not been reviewed.

ATTACHMENT #6
Executive Committee
February 23, 2024
(GC-24-02-07-EC)

Marshall University Graduate Council Resolution

Subject: Exploration and Development of a Graduate and Professional Student Association (GPSA) at Marshall University

WHEREAS, the Marshall University Graduate Council is dedicated to fostering the academic and professional development of graduate and professional students;

WHEREAS, a recent survey conducted by the Graduate Council indicates a clear need and desire among graduate and professional students for the establishment of a GPSA;

WHEREAS, recognizing the potential of a GPSA to enhance the overall graduate and professional student experience, foster collaboration, and address the unique needs and concerns of graduate students;

WHEREAS, the establishment of a Graduate and Professional Student Association aligns seamlessly with Marshall University's commitment to creating a supportive and enriching environment for all members of the academic community;

WHEREAS, President Brad Smith has consistently demonstrated support for initiatives aimed at enhancing the educational experience and well-being of students at Marshall University;

THEREFORE, BE IT RESOLVED that the Marshall University Graduate Council formally requests President Brad Smith or his designee to explore the development and implementation of a Graduate and Professional Student Association at Marshall University.

BE IT FURTHER RESOLVED that the Graduate Council recommends the formation of a collaborative work group, consisting of representatives from various academic organizations, including the Office of Intercultural & Student Affairs, Office of Graduate Studies, Student Government Association, and representative graduate student leaders. This work group will collaborate with the administration in drafting a comprehensive proposal for the establishment and structure of the Graduate and Professional Student Association.

BE IT FINALLY RESOLVED that the Graduate Council affirms its commitment to actively participate in the planning and implementation phases of the Graduate and Professional Student Association to ensure its success and effectiveness in promoting the interests of graduate students at Marshall University.

This resolution shall take effect upon approval by the Marshall University Graduate Council.

GRADUATE COUNCIL CHAIR APPROVED BY THE GRADUATE COUNCIL

_____ DATE _____

DISAPPROVED BY THE GRADUATE COUNCIL

_____ DATE _____

UNIVERSITY PRESIDENT

READ: _____ DATE _____

COMMENTS: _____

ATTACHMENT #7

Graduate Studies Report

February 23, 2024

Graduate Studies report for Graduate Council

To: Graduate Council

From: Carl Mummert, Assistant Provost for Graduate Studies

Date: February 16, 2024

Enrollment update

Our current graduate spring enrollment on February 16, 2024 is 2,862. Overall, 27% of Marshall's enrollment is at the graduate level. A more detailed set of statistics is attached to this report.

Graduate degree seeking students have increased 2.2% since Spring 2022. These students make up about 91% of our graduate student enrollment. There is a small decrease in non-degree graduate students so far, compared to last spring, although we expect some additional non-degree registrations in the second part of the semester.

There is a significant overlap between graduate and online education. Online graduate students make up 33% of all graduate students, and online graduate students make up 73% of all online students at Marshall.

I have been meeting with each dean to discuss the enrollment trends in their college and the specific needs and requests they have for Graduate Studies, Marketing, and other administrative offices. I am also investigating the decrease in non-degree students in more detail.

Graduate Expo

A graduate expo was held on February 6, 2024. Thank you to all the programs, faculty, and staff who attended. University Communications assisted with marketing, and many other offices contributed to the event. Drawing student attendance is still a challenge. We are considering whether a format change might be appropriate, instead of the current format. Thoughts and suggestions from programs and faculty are very welcome.

Plans of Study and Provisional Admissions

The Graduate Studies office is working with the college offices to ensure that all students have a plan of study and that provisionally admitted graduate students are fully admitted promptly.

- Each graduate student should submit a plan of study in their first semester. The plans go to the college offices who review and send them to the Registrar's office to file in Banner.
- Provisionally admitted students must be fully admitted no later than the 12th credit hour. To update the admission status, the program needs to request a credential sheet from Graduate Admissions, complete the form, and return it.

We have been working on a multi-semester plan to reduce the number of students who are out of sync with these requirements. There are reports in MU BERT to identify students who need a plan of study or need to be fully admitted.

Beginning this semester, the college offices are asked to place holds for students who need a plan of study, and the Graduate Studies office will place holds for students who need to be fully admitted. Graduate Studies has sent lists of students who need attention to the college offices. The goal is not to hold up students, but to help them complete the requirements and earn their degree.

Graduate Studies Statistics at a Glance

As of 2/16/2024

2,862

Total graduate students

27.0 %

Graduate enrollment at MU

940

E-Campus graduate students

Enrollment trends

	Spring 2022	Spring 2023	Spring 2024	Change S22-> S24	Change S23-> S24
Total graduate students	3,103	2,937	2,862	-17.6%	-2.6%
<i>Degree seeking (non-MD)</i>	2,334	2,246	2,296	-1.6%	2.2%
Master's and EdS	1,718	1,645	1,684	-11.9%	2.4%
Research Doctorate	163	182	200	56.3%	9.9%
Professional Doctorate (Non-MD)	453	419	412	-15.4%	-1.7%
Professional Doctorate (MD)	304	317	291	-7.9%	-8.2%
Non-degree	465	374	275	-41%	-26%

ATTACHMENT #2

March 29, 2024

(GC-24-03-01-CRC)

TYPE	FACULTY MEMBER	E-MAIL	COLLEGE/ SCHOOL	DEPARTMENT/DIVISION	GRADUATE FACULTY LEVEL	TERM START	TERM EXPIRES
ADD	Cecchetti, Alfred	cecchetti@marshall.edu	COB	Health Informatics	Graduate	01/08/2024	05/15/29
ADD	Gillman, Richard	gillman5@marshall.edu	COEPD	Adult and Continuing Education	Graduate	01/08/2024	05/15/29
ADD	Hoskins, Lisa	hoskins6@marshall.edu	COEPD	Curriculum and Instruction	Associate	01/08/2024	05/15/27
ADD	Jackson, Jennifer	MCNUTT1@marshall.edu	COEPD	Curriculum and Instruction	Associate	01/08/2024	05/15/27
ADD	Justice, Talena	justice187@marshall.edu	COHP	Social Work	Associate	01/08/2024	05/15/27
ADD	Luma, Margaret	yelencsics@marshall.edu	COEPD	Curriculum and Instruction of Reading	Associate	01/08/2024	05/15/27
ADD	Ocanas, Monique	ocanas@marshall.edu	COEPD	Counseling	Associate	01/08/2024	05/15/27
ADD	Patra, Prabir	ptrap@marshall.edu	CECS	Biomedical Engineering	Graduate Chair	01/08/2024	05/15/29
ADD	Pierce, Calisa	perce14@marshall.edu	COEPD	Leadership Studies	Associate	01/08/2024	05/15/27
ADD	Polk, Emilee	polk9@marshall.edu	COEPD	Curriculum and Instruction	Associate	01/08/2024	05/15/27
ADD	Racer, Deanna	racer10@marshall.edu	COEPD	Curriculum and Instruction of Reading	Associate	01/08/2024	05/15/27
ADD	Radenheimer, Lynn	radenheimer@marshall.edu	COEPD	Counseling	Associate	01/08/2024	05/15/27
ADD	Reed, Elizabeth	sutfin@marshall.edu	COEPD	School Psychology	Associate	01/08/2024	05/15/27
ADD	Rees, Kathy	rees11@marshall.edu	COEPD	Master of Arts in Teaching	Associate	01/08/2024	05/15/27
ADD	Samples, Amy	warnert10@marshall.edu	COEPD	Curriculum and Instruction	Associate	01/08/2024	05/15/27
ADD	Shaya, Barbara	shaya@marshall.edu	COEPD	Counseling	Associate	01/08/2024	05/15/27
ADD	Stark-Fenton, Laura	starkfenton1@marshall.edu	COEPD	Literacy Education	Associate	01/08/2024	05/15/27
ADD	Steele, David	steele@marshall.edu	COB	Marketing, MIS/BNT	Associate	01/08/2024	05/15/27
ADD	Stotts, Michelle	stotts5@marshall.edu	COB	Management/Marketing	Graduate	01/10/2022	05/15/27
ADD	Urecki, Chava	urecki1@marshall.edu	COEPD	Counseling	Associate	01/08/2024	05/15/27
ADD	Yuan, Huanshu	yuanh@marshall.edu	COEPD	Curriculum and Instruction	Graduate	01/08/2024	05/15/29
DELETE	Arneson, Ruthann	arneson1@marshall.edu	COEPD	Early Childhood Ed	Graduate^	08/21/2017	12/09/2022
DELETE	Banks, Tamara	banks5@marshall.edu	COEPD	Counseling	Instructor	01/13/2020	05/06/2022
DELETE	Banks, Tamara	banks5@marshall.edu	COEPD	Counseling	Associate	08/21/2023	12/15/26
DELETE	Begley, Richard	begley@marshall.edu	CECS	Engineering	Graduate^	01/14/2019	01/14/2024
DELETE	Bender, Tim	bender10@marshall.edu	COHP	Dietetics	Associate^	01/14/2019	05/06/2022
DELETE	Bethel, Charles	bethel3@marshall.edu	COEPD	Leadership Studies	Doctoral	08/21/2017	12/09/2022
DELETE	Chapman, Sarah	sncchapm2@gmail.com	COEPD	Special Education	Instructor	08/23/2021	12/08/2023
DELETE	Childress, Ronald	rchildress@marshall.edu	COEPD	Elem/Sec Ed	Doctoral	01/14/2019	1/14/2024
DELETE	Clendinning, Chava	haas22@marshall.edu	COEPD	Counseling	Instructor	08/23/2021	12/08/2023
DELETE	Cole, Alan	cole8@marshall.edu	COEPD	Counseling	Instructor	08/26/2019	12/10/2021
DELETE	Cole, Alan	cole8@marshall.edu	COEPD	Counseling	Instructor	08/26/2019	12/10/2021

TYPE	FACULTY MEMBER	E-MAIL	COLLEGE/ SCHOOL	DEPARTMENT/DIVISION	GRADUATE FACULTY LEVEL	TERM START	TERM EXPIRES
DELETE	Corrigan, Michael	corrigan@marshall.edu	COEPD	CIF	Graduate^	08/20/2018	12/08/2023
DELETE	Corrigan, Michael	corrigan@marshall.edu	COEPD	CIF	Graduate^	08/20/2018	12/08/2023
DELETE	Davis, Elbert	davis513@marshall.edu	COEPD	Elem/Sec Ed	Associate^	08/24/2020	12/08/2023
DELETE	Debela, Nega	debela1@marshall.edu	COEPD	Elem/Sec Ed	Graduate^	08/22/2022	12/09/2027
DELETE	DellaMea, Monica	dellamea2@marshall.edu	COEPD	UTE	Graduate	08/21/2023	12/15/28
DELETE	DellaMea, Monica	dellame2@marshall.edu	COEPD	UTE	Graduate	08/21/2023	12/15/28
DELETE	Ghomian, Taher	ghomian@marshall.edu	CECS	Engineering	Graduate^	01/10/2022	05/15/2027
DELETE	Hayslette, Amy	amy.megrew@k12.vv.us	COEPD	Special Education	Instructor	08/26/2019	12/10/2021
DELETE	Lee, Sanghoon	leesan@marshall.edu	CECS	Computer Science	Graduate^	08/26/2019	08/26/2024
DELETE	Nichols, Andrew	andrew.nichols@marshall.edu	CECS	Engineering	Graduate^	01/10/2022	05/15/2027
EDIT	Alzarad, Ammar	alzarad@marshall.edu	CECS	Engineering	Graduate Chair	01/08/2024	05/15/29
EDIT	Bailey, Bonnie	philli32@marshall.edu	COEPD	counseling	Associate	01/08/2024	05/15/27
EDIT	Bender, Timothy	bender10@marshall.edu	COHP	Dietetics	Graduate	01/08/2024	05/15/29
EDIT	Britcher, Trinia	BRITCHER@marshall.edu	COEPD	Special Ed	Associate	01/08/2024	05/15/27
EDIT	Chapman, Sarah	BECKETT25@marshall.edu	COEPD	Special Education COEPD	Associate	01/08/2024	05/15/27
EDIT	Chapman, Sarah	BECKETT25@marshall.edu	COEPD	Special Education COEPD	Associate	08/21/2023	12/15/26
EDIT	Childress, Ronald	rchildress@marshall.edu	COEPD	Elem/Sec Ed	Doctoral	01/08/2024	
EDIT	Chowdhury, Sudipta	chowdhury.s@marshall.edu	CECS	Mechanical and Industrial Engineering	Graduate Chair	01/08/2024	05/15/29
EDIT	Corrigan, Michael	corrigan@marshall.edu	COEPD	Curriculum, Instruction, and Foundations	Graduate	01/08/2024	05/15/29
EDIT	Corrigan, Michael	corrigan@marshall.edu	COEPD	Curriculum, Instruction, and Foundations	Graduate	01/08/2024	05/15/29
EDIT	Dampier, David	dampierd@marshall.edu	CECS	Computer Science	Graduate Chair	01/08/2024	05/15/29
EDIT	Daneker, Darlene	daneker@marshall.edu	COEPD	Counseling	Graduate	08/21/2023	12/15/28
EDIT	Daneker, Darlene	daneker@marshall.edu	COEPD	Counseling	Graduate	08/21/2023	12/15/28
EDIT	Gardner, Terina	miller1107@marshall.edu	COEPD	Counseling	Associate	01/08/2024	05/15/27
EDIT	Johnson, Jennifer	johnsonjen@marshall.edu	COHP	School of Kinesiology	Graduate	01/08/2024	05/15/29
EDIT	Lassiter, Luke	lassiter@marshall.edu	COEPD	Curriculum and Instruction	Graduate Chair	01/08/2024	05/15/29
EDIT	McIntosh, James	mcintoshj@marshall.edu	CECS	Mechanical and Industrial Engineering	Graduate	01/08/2024	05/15/29
EDIT	Michaelson, Greg	michaelson@marshall.edu	CECS	Engineering	Graduate Chair	01/08/2024	05/15/29
EDIT	Narman, Husnu	Narman@marshall.edu	CECS	Computer Science	Graduate Chair	01/08/2024	05/15/29
EDIT	Nosoudi, Nasim	nosoudi@marshall.edu	CECS	BME	Graduate Chair	01/08/2024	05/15/29
EDIT	Prewitt, Mindy	allenger1@marshall.edu	COEPD	Literacy Education	Graduate	01/08/2024	05/15/29
EDIT	Sardahi, Yousef	sardahi@marshall.edu	CECS	Weisberg Department of Mechanical Engineering and Industrial Engineering	Graduate Chair	01/08/2024	05/15/29
EDIT	Shafer, Sherri	shafer27@marshall.edu	COEPD	Leadership Studies	Associate	01/08/2024	05/15/27
EDIT	Smith, Feon	smithf@marshall.edu	COEPD	ACE	Graduate	01/08/2024	05/15/29
EDIT	Sochor, Chris	huff18@marshall.edu	COEPD	Leadership Studies	Graduate Chair	01/08/2024	05/15/29
EDIT	Wahjudi, Paulus	wahjudi@marshall.edu	CECS	Computer Sciences and Electrical Engineering	Graduate Chair	01/08/2024	05/15/29

TYPE	FACULTY MEMBER	E-MAIL	COLLEGE/ SCHOOL	DEPARTMENT/DIVISION	GRADUATE FACULTY LEVEL	TERM START	TERM EXPIRES
EDIT	Zhu, Pingping	zhup@marshall.edu	CECS	Computer Science	Graduate Chair	01/08/2024	05/15/29

ATTACHMENT #3
Planning Committee Report
March 29, 2024

College of Liberal Arts

(GC-24-03-02-PC)

Addition, Deletion, or Change of a Major or Degree

Department: Public Administration

Degree Program: M.P.A.

Type of Change: Change

Effective: Effective Fall 2024

Rationale: The Master of Public Administration and those considering the degree desire a more modern, comprehensive curriculum that prepares them for the job market with a focus on the specific skills shown in the proposed areas of emphasis. Our proposed changes are thoughtfully designed to provide students with a comprehensive and practical skill set that are highly relevant in today's competitive job market. This program aims to equip students with valuable skills and abilities, including grant writing and proposal development, financial analysis and budget management, data analysis and statistical interpretation, case studies in managerial decision-making, and policy implementation and evaluation.

(GC-24-03-03-PC)

Addition, Deletion, or Change of an Area of Emphasis

Department: Public Administration

Degree Program: M.P.A.

Area of Emphasis: Nonprofit Leadership

Type of Change: Addition

Effective: Fall 2024

Rationale: The introduction of the Nonprofit Leadership emphasis in our MPA program is imperative, responding to the significance of the nonprofit sector in contemporary public administration. This emphasis aligns with industry standards, addressing the evolving expectations for MPA graduates. Our long-standing collaboration with departments, particularly the Leadership Studies Program, ensures the seamless integration of approved courses, enriching the curriculum. The expansion of courses within this emphasis caters to the demand for specialized skills, preparing graduates for impactful roles in nonprofit leadership. By creating this emphasis, we foster the development of adept and ethical leaders in the nonprofit sector.

(GC-24-03-04-PC)

Addition, Deletion, or Change of an Area of Emphasis

Department: Public Administration

Degree Program: M.P.A.

Area of Emphasis: Government Relations

Type of Change: Addition

Effective: Fall 2024

Rationale: The introduction of the Government and Private Sector Relations emphasis in our MPA program is a strategic response to evolving industry standards and employer expectations. Recognizing the increasing importance of professionals skilled in navigating the dynamic interplay between government and the private sector, this emphasis addresses a critical knowledge gap. By aligning our curriculum with industry imperatives, we aim to equip graduates with nuanced insights into collaboration, regulatory frameworks, and policy intersections. This emphasis not only meets the growing demand for such expertise but also positions our graduates as valuable contributors, well-prepared for many career roles.

(GC-24-03-05-PC)

Addition, Deletion, or Change of an Area of Emphasis

Department: Public Administration

Degree Program: M.P.A.

Area of Emphasis: Cybersecurity and Policy

Type of Change: Addition

Effective: Fall 2024

Rationale: The introduction of the Cybersecurity and Policy emphasis in our MPA program responds to the imperative need for professionals well-versed in the intersection of cybersecurity and policy. Industry standards highlight the critical demand for experts who can navigate evolving cyber threats and contribute to effective policy responses. This emphasis ensures students acquire a specialized skill set encompassing cybersecurity strategy, risk management, and policy development. By aligning our curriculum with industry expectations, we aim to produce graduates ready to safeguard sensitive information, mitigate cyber threats, and contribute to the resilience and security of public institutions in a rapidly evolving digital landscape.

(GC-24-03-06-PC)

Addition, Deletion, or Change of an Area of Emphasis

Department: Public Administration

Degree Program: M.P.A.

Area of Emphasis: Planning and Economic Development

Type of Change: Addition

Effective: Fall 2024

Rationale: The incorporation of an emphasis in Planning and Economic Development in our MPA program is a strategic response to industry demands. Recognizing the critical need for professionals with expertise in urban planning and economic policies, this emphasis equips graduates with comprehensive skills in sustainable development. It addresses a significant gap in specialized knowledge, ensuring our graduates are well-prepared for roles requiring a nuanced understanding of community development. By aligning with industry imperatives, our curriculum aims to produce professionals capable of contributing to the sustainable growth of communities and regions, meeting the evolving challenges and expectations.

College of Education and Professional Development (3)

(GC-24-03-07-PC)

Addition, Deletion, or Change of a Major or Degree

Department: Counseling

Degree Program: M.A. in Counseling

Type of Change: Change

Effective: Effective Fall 2024

Rationale: The M.A. in Counseling requires a minimum of 60 credit hours total for completion, which includes 45 credit hours of core courses and 15 hours of courses in the designated area of emphasis (either school counseling or clinical mental health counseling).

(GC-24-03-08-PC)

Addition, Deletion, or Change of an Area of Emphasis

Department: Counseling

Degree Program: M.A. in Counseling

Area of Emphasis: School Counseling

Type of Change: Change

Effective: Fall 2024

Rationale: Making edits to reflect previously approved new course.

(GC-24-03-09-PC)

Accelerated Graduate Degree

Department: Counseling

Major or Degree: M.A. in Counseling

Effective: Fall 2024

Rationale: This accelerated graduate degree would benefit students by reducing barriers to graduate school and time to degree, thus helping them enter the workforce more quickly with less debt burden and a high standard of education. The collaboration between psychology and counseling departments makes sense because we are already allied professions with similar training pathways, but the specific requirements for state licensure forces some students to choose one pathway over another. This AGD would provide more transparency and support in students' decision-making process.

School of Pharmacy (2)

(GC-24-03-10-PC)

Addition, Deletion, or Change of a Major or Degree

Department: School of Pharmacy

Degree Program: M.A. Pharmaceutical Sciences

Type of Change: Change

Effective: Fall 2024

Rationale: Updates to graduate catalog and to program plan of study.

(GC-24-03-11-PC)

Addition, Deletion, or Change of a Major or Degree

Department: School of Pharmacy

Degree Program: M.S. Pharmaceutical Sciences

Type of Change: Change

Effective: Fall 2024

Rationale: Update of course catalogue to current plan of study and information.

College of Liberal Arts (Teams Submissions)

(GC-24-03-12-PC)

Addition, Deletion, or Change of a Major or Degree

Department: Communication Studies

Degree Program: M.A. Communication Studies

Type of Change: Change

Effective: Effective Fall 2024

Rationale: Currently the CIP code for CMM Studies is classified as an English and Composition program (23.1304). To better align our CIP Code to our program / curriculum content, other peer institutions, and other HEPC governed institutions, we are requesting the CIP be changed to 09.0101 (Communication Studies). The faculty in our department have doctoral degrees in Communication Studies and teach Communication Studies courses. We do not offer any courses in English, literature, or composition. Our students graduate with a transcript and degree that say "Communication Studies."

On the HEPC website, all other Communication Studies programs in West Virginia are included in the 09 code. Marshall is the only Communication Studies department with a 23 designation. Records from the HEPC also show that our department was assigned a 09 code from 1969-1990.

(GC-24-03-13-PC)

Non-curricular Change

Department: History

Degree Program: M.A. in History

Effective Date: Spring 2024

Rationale:

The History Department wants to delete the existing language setting forth when applications for admission are due. It is confusing and has led some potential applicants to mistakenly believe that they had missed the deadline for admission.

The History Department wants to delete the requirement that applicants submit GRE scores. This requirement stops some competent applicants from applying and we believe that the GRE is not particularly effective at predicting who will be successful in earning a degree.

College of Health Professions (Teams Submissions)

(GC-24-03-14-PC)

Non-curricular Change

Department: Nursing

Degree Program: Doctor of Nursing Practice (DNP)

Effective Date: Summer 2024

Rationale:

Erroneous information related to admission requirements for the Doctor of Nursing (DNP) program. Admission criteria was expanded to consider students with a Masters of Science in Nursing (MSN) degree, not only Nurse Practitioner students. This change was not reflected in the DNP Program Description in MU Graduate Catalog. In addition, not all part-time students will complete within three (3) years.

(GC-24-03-15-PC)

Non-curricular Change

Department: Nursing

Degree Program: Doctor of Nursing Practice (DNP)

Effective Date: Summer 2024

Rationale:

The removal of unnecessary program requirements for the Doctor of Nursing Practice (DNP-) degree listed in MU Graduate Catalog.

(GC-24-03-16-PC)

Non-curricular Change

Department: School of Physical Therapy

Degree Program: Doctor of Physical Therapy

Effective Date: Summer 2024

Rationale:

The Doctor of Physical Therapy (DPT) program in the School of Physical Therapy is seeking to revise its admission criteria by eliminating the need for Casper and GRE scores. This move reflects a broader trend among graduate programs, including those offering the DPT degree, to do away with the GRE requirement. The goal is to alleviate the application work load for DPT candidates, stay in line with prevailing admission patterns in physical therapy, and ultimately increase the pool of applicants for the DPT program.

(GC-24-03-17-PC)

Addition, Deletion, or Change of an Area of Emphasis

Department: School of Kinesiology

Degree Program: M.S. Exercise Science

Area of Emphasis: Athletic Training

Type of Change: Deletion

Effective: Summer 2024

Rationale: This area of emphasis is no longer utilized with the development of the Professional MS in AT program.

College of Engineering and Computer Science (Teams Submission)

(GC-24-03-18-PC)

Non-curricular Change

Department: CECS

Degree Program: PhD in Engineering

Effective Date: Fall 2024

Rationale:

We request the following adjustments to the catalog language for the new Ph.D. program in Engineering [GTG0] to streamline the admissions process:

- To make the GRE optional for all applicants (this is to correct an unenforceable mechanism in the current language that waived the GRE for Marshall students but required it for non-Marshall applicants).
- To allow other options besides the two listed in the original proposal for meeting English proficiency standards.
- To require applicants to submit a C.V. and statement of purpose (i.e., to clarify an applicant's the applicant's desired research area and to facilitate assigning an advisor whose expertise aligns with the applicant's chosen field of study).

School of Pharmacy (Teams Submission)

(GC-24-03-19-PC)

Non-curricular Change

Department: School of Pharmacy

Degree Program: Doctor of Pharmacy (PharmD)

Effective Date: Fall 2024

Rationale: Addition of additional pathway for admission. Adding accelerated pathways for highly qualified students (1+4, 2+4, 3+4).

Transfer Policy

(GC-24-03-20-PC)

Current Catalog Language

Transfer of Graduate Credits

A student with an approved Plan of Study may transfer to Marshall University credit earned in graduate coursework completed at another accepted, accredited graduate institution provided that the courses are appropriate to the student's program, acceptable to the advisor and college dean, all earned grades are equivalent to *B* or better, and courses do not exceed the time limitation of seven years from the date of enrollment in the first graduate course (Marshall course or transferred course) to be applied toward meeting degree requirements of the student's program. On the master's and education specialist level, transfer credits may not exceed 12 hours. For graduate certificate programs, transfer credits may not exceed 6 credit hours. Graduate credits transferred from other institutions will not become a part of the Grade Point Average recorded on the student's Marshall University transcript and will simply meet credit hour requirements toward graduation.

Revised Language with Markup

Transfer of Graduate Credits

A student with an approved Plan of Study may transfer to Marshall University credit earned in graduate coursework completed at another accepted, accredited graduate institution provided that the courses are appropriate to the student's program, acceptable to the advisor and college dean, all earned grades are equivalent to *B* or better, and courses do not exceed the time limitation of seven years from the date of enrollment in the first graduate course (Marshall course or transferred course) to be applied toward meeting degree requirements of the student's program. ~~On the master's and education specialist level, transfer credits may not exceed 12 hours.~~ For master's, education specialist, and doctoral degree programs, transfer credits may not exceed 12 hours or one-third of the hours on the plan of study, whichever is higher. For graduate certificate programs, transfer credits may not exceed 6 credit hours. Individual programs may establish stricter limits on the number of transfer hours allowed. Individual programs may also transfer credit hours per the documented requirements from their accrediting board. Exceptions to the limitation on the number of transfer hours must be approved by the Chief Academic Officer. Graduate credits transferred from other institutions will not become a part of the Grade Point Average recorded on the student's Marshall University transcript and will simply meet credit hour requirements toward graduation.

New Language - Clean Version

Transfer of Graduate Credits

A student with an approved Plan of Study may transfer to Marshall University credit earned in graduate coursework completed at another accepted, accredited graduate institution provided that the courses are appropriate to the student's program, acceptable to the advisor and college dean, all earned grades are equivalent to *B* or better, and courses do not exceed the time limitation of seven years from the date of enrollment in the first graduate course (Marshall course or transferred course) to be applied toward meeting degree requirements of the student's program. For master's, education specialist, and doctoral degree programs, transfer credits may not exceed 12 hours or one-third of the hours on the plan of study, whichever is higher. For graduate certificate programs, transfer credits may not exceed 6 credit hours. Individual programs may establish stricter limits on the number of transfer hours allowed. Individual programs may also transfer credit hours per the documented requirements from their accrediting board. Exceptions to the limitation on the number of transfer hours must be approved by the Chief Academic Officer. Graduate credits transferred from other institutions will not become a part of the Grade Point Average recorded on the student's Marshall University transcript and will simply meet credit hour requirements toward graduation.

ATTACHMENT #4
Curriculum Committee
March 29, 2024

We have a mixture of CIM and traditional applications

CIM:

COLA -13 new courses

Traditional:

COLA - 1 title change, 5 title and description changes, 3 description changes, 1 course number and level change

COHP – 5 description changes

COS – 2 new courses

CIM

COLA (GC-24-03-21-CC)

New Course Proposal

Date Submitted: Thu, 25 Jan 2024 15:09:14 GMT

Viewing: PADM 533: Public Policy Development

Last edit: Thu, 08 Feb 2024 20:21:20 GMT

Changes proposed by: Damien Arthur (arthur133)

Course Data

Alpha Designator: PADM - Public Administration

Department: Political Science

College: College of Liberal Arts

Course Number: 533

Is this course split level? e.g. there will be, or there is an existing, course at the Undergraduate/Graduate level that will be taught together with this course.

Yes

Split Level Course: PSC 433 - Public Adm & Policy Dev

Academic Level: Graduate (02)

Effective Term: Fall 2024

Course Title: Public Policy Development

Course Description: An examination of alternative theoretical approaches to the study of policy and administration and their implications for the use of policy to shape administrative practice.

Credit Hours: 3

Rationale for a new course, projected semester enrollment, etc.

It is important to note that this modification solely involves the alpha designator, and all other aspects of the course, including content, structure, and instructional methodologies, remain unchanged. The transition is part of a broader initiative to enhance the efficiency of our academic operations, improve cross-departmental communication, and ensure a smoother experience for both faculty and students. We appreciate your understanding and flexibility during this transition period. The adjustments are designed to optimize our educational processes and better serve the needs of our academic community.

Vote Approve

New Course Proposal

Date Submitted: Fri, 09 Feb 2024 15:45:27 GMT

Viewing: PADM 552 : Public Personnel

Last edit: Fri, 09 Feb 2024 15:45:26 GMT

Course Data

Alpha Designator: PADM - Public Administration

Department: Political Science

College: College of Liberal Arts

Course Number: 552

Is this course split level? e.g. there will be, or there is an existing, course at the Undergraduate/Graduate level that will be taught together with this course.

Yes

Split Level Course: PSC 452 - Public Personnel Admin

Academic Level: Graduate (02)

Effective Term: Fall 2024

Course Title: Public Personnel

Course Description: Survey of Public Personnel Management with particular attention on various facets of the merit system concept. Psychological and human relations aspects of the work situation and supervisor-subordinate interaction emphasized.

Credit Hours: 3

Rationale for a new course, projected semester enrollment, etc.

It is important to note that this modification solely involves the alpha designator, and all other aspects of the course, including content, structure, and instructional methodologies, remain unchanged. The transition is part of a broader initiative to enhance the efficiency of our academic operations, improve cross-departmental communication, and ensure a smoother experience for both faculty and students. We appreciate your understanding and flexibility during this transition period. The adjustments are designed to optimize our educational processes and better serve the needs of our academic community.

Vote Approve

New Course Proposal

Date Submitted: Thu, 25 Jan 2024 15:13:45 GMT

Viewing: PADM 553 : Public Finance Management

Last edit: Thu, 25 Jan 2024 15:13:44 GMT

Course Data

Alpha Designator: PADM - Public Administration

Department: Political Science

College: College of Liberal Arts

Course Number: 553

Effective Term: Fall 2024

Course Title: Public Finance Management

Course Description: Study of organization, administration, and accountability in the management of public funds, with emphasis on the political decision making processes of budget formulation, representation, and execution.

Credit Hours: 3

Rationale for a new course, projected semester enrollment, etc.

It is important to note that this modification solely involves the alpha designator, and all other aspects of the course, including content, structure, and instructional methodologies, remain unchanged. The transition is part of a broader initiative to enhance the efficiency of our academic operations, improve cross-departmental communication, and ensure a smoother experience for both faculty and students. We appreciate your understanding and flexibility during this transition period. The adjustments are designed to optimize our educational processes and better serve the needs of our academic community.

Vote Approve

New Course Proposal

Date Submitted: Thu, 25 Jan 2024 15:17:16 GMT

Viewing: PADM 604 : Data Driven Decision-Making

Last edit: Thu, 25 Jan 2024 15:17:15 GMT

Course Data

Alpha Designator: PADM - Public Administration

Department: Political Science

College: College of Liberal Arts

Course Number: 604

Effective Term: Fall 2024

Course Title: Data Driven Decision-Making

Course Description: Understanding data for effective decision-making. Explore methods of analysis, extract insights, and measure the impact of data-driven outcomes for organizations. Teaches technical skills for data gathering, management, and visualization.

Credit Hours: 3

Rationale for a new course, projected semester enrollment, etc.

It is important to note that this modification solely involves the alpha designator, and all other aspects of the course, including content, structure, and instructional methodologies, remain unchanged. The transition is part of a broader initiative to enhance the efficiency of our academic operations, improve cross-departmental communication, and ensure a smoother experience for both faculty and students. We appreciate your understanding and flexibility during this transition period. The adjustments are designed to optimize our educational processes and better serve the needs of our academic community.

Vote Approve

New Course Proposal

Date Submitted: Thu, 25 Jan 2024 15:18:53 GMT

Viewing: PADM 616 : PADM Scope and Practice

Last edit: Thu, 25 Jan 2024 15:18:52 GMT

Course Data

Alpha Designator: PADM - Public Administration

Department: Political Science

College: College of Liberal Arts

Course Number: 616

Academic Level: Graduate (02)

Effective Term: Fall 2024

Course Title: PADM Scope and Practice

Course Description: Capstone Experience: Navigate advanced topics in ethics, professional standards, and public management. Explore foundational theories, scope, and contemporary trends while drafting your MPA portfolio—a culmination of your academic MPA journey.

Credit Hours: 3

Rationale for a new course, projected semester enrollment, etc.

It is important to note that this modification solely involves the alpha designator, and all other aspects of the course, including content, structure, and instructional methodologies, remain unchanged. The transition is part of a broader initiative to enhance the efficiency of our academic operations, improve cross-departmental communication, and ensure a smoother experience for both faculty and students. We appreciate your understanding and flexibility during this transition period. The adjustments are designed to optimize our educational processes and better serve the needs of our academic community.

Vote approve

New Course Proposal

Date Submitted: Thu, 25 Jan 2024 15:58:17 GMT

Viewing: PADM 618 : Debates in Public Admin

Last edit: Thu, 25 Jan 2024 15:58:16 GMT

Course Data

Alpha Designator: PADM - Public Administration

Department: Political Science

College: College of Liberal Arts

Course Number: 618

Academic Level: Graduate (02)

Effective Term: Fall 2024

Course Title: Debates in Public Admin

Course Description: Explore the complexities of public administration through critical examination and debates. Analyze emerging issues, dilemmas, and controversies to develop a nuanced understanding of contemporary management challenges and solutions.

Credit Hours: 3

Rationale for a new course, projected semester enrollment, etc.

It is important to note that this modification solely involves the alpha designator, and all other aspects of the course, including content, structure, and instructional methodologies, remain unchanged. The transition is part of a broader initiative to enhance the efficiency of our academic operations, improve cross-departmental communication, and ensure a smoother experience for both faculty and students. We appreciate your understanding and flexibility during this transition period. The adjustments are designed to optimize our educational processes and better serve the needs of our academic community.

Vote Approve

New Course Proposal

Date Submitted: Thu, 25 Jan 2024 15:59:18 GMT

Viewing: PADM 620 : Comparative Public Admin

Last edit: Thu, 25 Jan 2024 15:59:18 GMT

Course Data

Alpha Designator: PADM - Public Administration

Department: Political Science

College: College of Liberal Arts

Course Number: 620

Academic Level: Graduate (02)

Effective Term: Fall 2024

Course Title: Comparative Public Admin

Course Description: This course will serve as an introduction to the comparative study of public administration. Students will be exposed to key areas of comparative research, including different methods used for analysis.

Credit Hours: 3

Rationale for a new course, projected semester enrollment, etc.

It is important to note that this modification solely involves the alpha designator, and all other aspects of the course, including content, structure, and instructional methodologies, remain unchanged. The transition is part of a broader initiative to enhance the efficiency of our academic operations, improve cross-departmental communication, and ensure a smoother experience for both faculty and students. We appreciate your understanding and flexibility during this transition period. The adjustments are designed to optimize our educational processes and better serve the needs of our academic community.

Vote Approve

New Course Proposal

Date Submitted: Fri, 09 Feb 2024 15:48:25 GMT

Viewing: PADM 621 : City Management

Last edit: Fri, 09 Feb 2024 15:48:24 GMT

Course Data

Alpha Designator: PADM - Public Administration

Department: Political Science

College: College of Liberal Arts

Course Number: 621

Academic Level: Graduate (02)

Effective Term: Fall 2024

Course Title: City Management

Course Description: Exploration of policy challenges in metropolitan areas, examining structures, exploring alternatives, and evaluating outcomes. Gain insights into the multifaceted dynamics of city management and decision-making.

Credit Hours: 3

Rationale for a new course, projected semester enrollment, etc.

It is important to note that this modification solely involves the alpha designator, title, and all other aspects of the course, including content, structure, and instructional methodologies, remain unchanged. The transition is part of a broader initiative to enhance the efficiency of our academic operations, improve cross-departmental communication, and ensure a smoother experience for both faculty and students. We appreciate your understanding and flexibility during this transition period. The adjustments are designed to optimize our educational processes and better serve the needs of our academic community.

Vote Approve

New Course Proposal

Date Submitted: Fri, 09 Feb 2024 15:51:48 GMT

Viewing: PADM 627 : Leaders and Innovators

Last edit: Fri, 09 Feb 2024 15:51:47 GMT

Course Data

Alpha Designator: PADM - Public Administration

Department: Political Science

College: College of Liberal Arts

Course Number: 627

Academic Level: Graduate (02)

Effective Term: Fall 2024

Course Title: Leaders and Innovators

Course Description: A comprehensive exploration of influential figures shaping U.S. public administration. It explores both prominent and lesser-known individuals and their intellectual contributions that define the American tradition of public administration.

Credit Hours: 3

Rationale for a new course, projected semester enrollment, etc.

It is important to note that this modification solely involves the alpha designator, title, and all other aspects of the course, including content, structure, and instructional methodologies, remain unchanged. The transition is part of a broader initiative to enhance the efficiency of our academic operations, improve cross-departmental communication, and ensure a smoother experience for both faculty and students. We appreciate your understanding and flexibility during this transition period. The adjustments are designed to optimize our educational processes and better serve the needs of our academic community.

Vote Approve

New Course Proposal

Date Submitted: Fri, 09 Feb 2024 15:54:53 GMT

Viewing: PADM 632 : Nonprofit Management

Last edit: Fri, 09 Feb 2024 15:54:52 GMT

Course Data

Alpha Designator: PADM - Public Administration

Department: Political Science

College: College of Liberal Arts

Course Number: 632

Is this course split level? e.g., there will be, or there is an existing, course at the Undergraduate/Graduate level that will be taught together with this course.

Yes

Split Level Course: PSC 432 - Nonprofit Management

Academic Level: Graduate (02)

Effective Term: Fall 2024

Course Title: Nonprofit Management

Course Description: This course examines the principles and applied practices of nonprofit administration including theories of nonprofit formation, fundraising appeals, grant writing, executive leadership, marketing, budgeting, and strategic management.

Credit Hours: 3

Rationale for a new course, projected semester enrollment, etc.

It is important to note that this modification solely involves the alpha designator, title, and all other aspects of the course, including content, structure, and instructional methodologies, remain unchanged. The transition is part of a broader initiative to enhance the efficiency of our academic operations, improve cross-departmental communication, and ensure a smoother experience for both faculty and students. We appreciate your understanding and flexibility during this transition period. The adjustments are designed to optimize our educational processes and better serve the needs of our academic community

Vote Approve

New Course Proposal

Date Submitted: Fri, 09 Feb 2024 15:52:20 GMT

Viewing: PADM 650 : Administrative Law

Last edit: Fri, 09 Feb 2024 15:52:19 GMT

Course Data

Alpha Designator: PADM - Public Administration

Department: Political Science

College: College of Liberal Arts

Course Number: 650

Is this course split level? e.g. there will be, or there is an existing, course at the Undergraduate/Graduate level that will be taught together with this course.

Yes

Split Level Course: PSC 450 - Administrative Law

Academic Level: Graduate (02)

Effective Term: Fall 2024

Course Title: Administrative Law

Course Description: A study of the basic legal framework of administrative organization, including the problems of administrative discretion, rulemaking and adjudication, regulatory agencies, and administrative responsibility in the democratic state.

Credit Hours: 3

Rationale for a new course, projected semester enrollment, etc.

It is important to note that this modification solely involves the alpha designator, and all other aspects of the course, including content, structure, and instructional methodologies, remain unchanged. The transition is part of a broader initiative to enhance the efficiency of our academic operations, improve cross-departmental communication, and ensure a smoother experience for both faculty and students. We appreciate your understanding and flexibility during this transition period. The adjustments are designed to optimize our educational processes and better serve the needs of our academic community.

Vote Approve

New Course Proposal

Date Submitted: Fri, 09 Feb 2024 15:53:15 GMT

Viewing: PADM 654 : Public Organizations

Last edit: Fri, 09 Feb 2024 15:53:14 GMT

Course Data

Alpha Designator: PADM - Public Administration

Department: Political Science

College: College of Liberal Arts

Course Number: 654

Is this course split level? e.g., there will be, or there is an existing, course at the Undergraduate/Graduate level that will be taught together with this course.

Yes

Split Level Course: PSC 454 - Politics of the Workplace

Academic Level: Graduate (02)

Effective Term: Fall 2024

Course Title: Public Organizations

Course Description: A study of the contributions of the behavioral sciences to the study of organizations with stress on such concepts as leadership, motivation, power conflict, organizational design and decision making.

Credit Hours: 3

Rationale for a new course, projected semester enrollment, etc.

It is important to note that this modification solely involves the alpha designator, title, and all other aspects of the course, including content, structure, and instructional methodologies, remain unchanged. The transition is part of a broader initiative to enhance the efficiency of our academic operations, improve cross-departmental communication, and ensure a smoother experience for both faculty and students. We appreciate your understanding and flexibility during this transition period. The adjustments are designed to optimize our educational processes and better serve the needs of our academic community.

Vote Approve

New Course Proposal

Date Submitted: Thu, 25 Jan 2024 16:00:07 GMT

Viewing: PADM 660: Policy Analysis

Last edit: Thu, 25 Jan 2024 16:00:06 GMT

Course Data

Alpha Designator: PADM - Public Administration

Department: Political Science

College: College of Liberal Arts

Course Number: 660

Academic Level: Graduate (02)

Effective Term: Fall 2024

Course Title: Policy Analysis

Course Description: Development of theoretical and methodological skills in the analysis of public problems and the use of policy in problem solving.

Credit Hours: 3

Rationale for a new course, projected semester enrollment, etc.

It is important to note that this modification solely involves the alpha designator, and all other aspects of the course, including content, structure, and instructional methodologies, remain unchanged. The transition is part of a broader initiative to enhance the efficiency of our academic operations, improve cross-departmental communication, and ensure a smoother experience for both faculty and students. We appreciate your understanding and flexibility during this transition period. The adjustments are designed to optimize our educational processes and better serve the needs of our academic community

Vote Approve

Traditional Applications COLA

Course Changes

CMM 501 – Title and Description Change

COURSE DESCRIPTION CHANGE

Department Communication Skills

Course Number and Title: CMM 501 Organization Communication

Rationale: The revised course description more accurately captures the content that has been taught in the class for years. The change in description is not substantial enough to change the curriculum.

Course Description (old): Investigation of information flow in organizations with emphasis on identifying communication problems.

Course Description (new): Study of communication processes in business and professional settings and how applying organizational communication theory and research can address the current issues and problems that organizations experience.

Catalog Description: Study of communication processes in business and professional settings and how applying organizational communication theory and research can address the current issues and problems that organizations experience.

COURSE TITLE CHANGE

Department: Communication Studies

Current Course Number/Title: CMM 501 Organization Communication

New Course Title: CMM 501 Organizational Communication

Rationale: The course title was changed for conciseness and clarity.

Catalog Description: Study of communication processes in business and professional settings and how applying organizational communication theory and research can address the current issues and problems that organizations experience.

Vote approve

CMM 508 Leadership & Group Comm

Title and Description Change

COURSE DESCRIPTION CHANGE

Department Communication Skills

Course Number and Title: CMM 508 Leadership & Group Comm

Rationale: The revised description includes more detail of the content that has been taught in the class for years. It also reflects an increased attention to ethics which we are integrating into our curriculum more.

Course Description (old): A study of the variables affecting, and affected by, the communication process in small groups, with particular emphasis upon leadership variables.

Course Description (new): Study of the role of communication leaders in fostering ethical communication climates in personal, professional, and civic contexts through effective and inclusive decision-making, problem-solving, and interpersonal or group interactions.

Catalog Description: Study of the role of communication leaders in fostering ethical communication climates in personal, professional, and civic contexts through effective and inclusive decision-making, problem-solving, and interpersonal or group interactions.

COURSE TITLE CHANGE

Department: Communication Studies

Current Course Number/Title: CMM 508 Leadership & Group Comm

New Course Title: Leadership Comm & Ethics

Rationale: The course title was changed to distinguish it more from CMM 315 Group Communication and to highlight the focus on ethics.

Catalog Description: Study of the role of communication leaders in fostering ethical communication climates in personal, professional, and civic contexts through effective and inclusive decision-making, problem-solving, and interpersonal or group interactions.

Vote approve

CMM 556 Computer-Mediated Comm
Change in course number

COURSE DESCRIPTION CHANGE

Department: Communication Studies

Course Number and Title: CMM 556 Computer-Mediated Comm

Rationale: The revised course description more accurately captures the content that has been taught in the class for years. The change in description is not substantial enough to change the curriculum.

Course Description (old): This course explores the impact of computer-mediated communication on human organization.

Course Description (new): Study of the characteristics and functionality of new and emerging communication technologies. Students will apply theory and research to understand communication technology's effects on the self, others, and society.

Catalog Description: Study of the characteristics and functionality of new and emerging communication technologies. Students will apply theory and research to understand communication technology's effects on the self, others, and society.

COURSE NUMBER CHANGE

Department: Communication Studies

Current Course Number/Title: CMM 556 Computer-Mediated Comm

New Course Number: 6## (registrar can assign based on availability)

Rationale: Changing the course number from 456 to 6### reflects an increase in rigor. As noted in the proposed course description, students will focus more on applying "theory and research to understand communication technology" than "exploring the impact of computer-mediated communication." To do this, students will engage more with primary source materials and academic journals, which warrants increasing the course number to the 600 level.

Catalog Description: This course explores the impact of computer-mediated communication on human organization.

Credit Hours: 3

COURSE TITLE CHANGE

Department: Communication Studies

Current Course Number/Title: CMM 556 Computer-Mediated Comm

New Course Title: Communication & Technology

Rationale: The course title was changed for conciseness and clarity.

Catalog Description: This course explores the impact of computer-mediated communication on human organization.

Vote approve

CMM 601 Prob & Meth Com Research

COURSE DESCRIPTION CHANGE

Department: Communication Studies

Course Number and Title: CMM 601 Prob & Meth Com Research

Rationale: The revised course description more accurately captures the content that has been taught in the class for years. The change in description is not substantial enough to change the curriculum.

Course Description (old): An introduction to graduate studies, including clinical and research applications; quantitative and qualitative research methodology; critical analysis of clinical instruments and research literature.

Course Description (new): Study of how basic quantitative research methods such as surveys, content analysis, and experiments are used to understand, explain, and analyze communication processes.

Catalog Description: Study of how basic quantitative research methods such as surveys, content analysis, and experiments are used to understand, explain, and analyze communication processes.

COURSE TITLE CHANGE

Department: Communication Studies

Current Course Number/Title: CMM 601 Prob & Meth Com Research

New Course Title: Quantitative Research in Comm

Rationale: The course title was changed for clarity.

Catalog Description: Study of how basic quantitative research methods such as surveys, content analysis, and experiments are used to understand, explain, and analyze communication processes.

Vote approve

CMM 602 Comm Consult Strategies

Title Change

COURSE TITLE CHANGE

Department: Communication Studies

Current Course Number/Title: CMM 602 Comm Consult Strategies

New Course Title: CMM 602 Communication & Consulting

Rationale: The course title was changed for conciseness and clarity.

Catalog Description: An in-depth analysis of diagnostic and intervention strategies employed by communication consultants. Strategies include communication network analysis, communication process

observation and consultation, communication role and norm negotiation, and team building.

Vote approve

CMM 605 Qual Research Methods

Course Description and Title Change

COURSE DESCRIPTION CHANGE

Department: Communication Studies

Course Number and Title: CMM 605 Qual Research Methods

Rationale: The revised course description more accurately captures the content that has been taught in the

class for years. The change in description is not substantial enough to change the curriculum.

Course Description (old): This course provides an introduction to qualitative research methods and their

application in communication studies.

Course Description (new): Study of how qualitative research methods such as participant observation, interviewing, focus groups, and ethnography can be used to understand the role of communication in constructing social realities.

Catalog Description: Study of how qualitative research methods such as participant observation, interviewing, focus groups, and ethnography can be used to understand the role of communication in constructing social realities.

COURSE TITLE CHANGE

Department: Communication Studies

Current Course Number title: CMM 605 Qual Research Methods

New Course Title: CMM 605 Qualitative Research in Comm

Rationale: The course title was changed for conciseness and clarity.

Catalog Description: Study of how qualitative research methods such as participant observation, interviewing, focus groups, and ethnography can be used to understand the role of communication in constructing social realities.

Vote approve

CMM 606 Study Communication Thry

COURSE DESCRIPTION CHANGE

Department: Communication Studies

Course Number and Title: 606 Study Communication Thry

Rationale: The revised course description more accurately captures the content that has been taught in the class for years. The change in description is not substantial enough to change the curriculum.

Course Description (old): An extensive investigation into the major concepts of contemporary communication theory.

Course Description (new): Study of the philosophical foundations, theoretical perspectives, and historical development of the communication discipline and how communication theories are developed, analyzed, evaluated, and applied.

Catalog Description: Study of the philosophical foundations, theoretical perspectives, and historical development of the communication discipline and how communication theories are developed, analyzed, evaluated, and applied.

COURSE TITLE CHANGE

Department: Communication Studies

Current Course Number/Title: CMM 606

New Course Title: Engaging Comm Theories

Rationale: The course title was changed for clarity.

Catalog Description: Study of the philosophical foundations, theoretical perspectives, and historical development of the communication discipline and how communication theories are developed, analyzed, evaluated, and applied.

Vote approve

CMM : 680 Grantwriting-Nonprofits

COURSE DESCRIPTION CHANGE

Department: Communication Studies

Course Number and Title: 680 Grantwriting-Nonprofits

Rationale: The revised course description more accurately captures the content that has been taught in the class for years. The change in description is not substantial enough to change the curriculum.

Course Description (old): Provides a communication framework for analyzing a nonprofit agency; reviews the steps in grant writing; matches the needs of the nonprofit organization with the grant funder; and synthesizes the material required to write a successful grant.

Course Description (new): Provides a communication framework for analyzing a nonprofit organization; reviews the steps in grant writing; matches the nonprofit organization's needs with the grant fund; and examines the material required to write a successful grant.

Catalog Description: Provides a communication framework for analyzing a nonprofit organization; reviews the steps in grant writing; matches the nonprofit organization's needs with the grant fund; and examines the material required to write a successful grant.

COURSE TITLE CHANGE

Department: Communication Studies

Current Course Number/Title: CMM 680 Grantwriting-Nonprofits

New Course Title: CMM 680 Grant Writing for Nonprofits

Rationale: The course title was changed for conciseness and clarity.

Catalog Description: Provides a communication framework for analyzing a nonprofit organization; reviews the steps in grant writing; matches the nonprofit organization's needs with the grant fund; and examines the material required to write a successful grant.

Vote approve

COHP (GC-24-03-22-CC)

NUR 704 Leadership Role

COURSE DESCRIPTION CHANGE

Department: Nursing

Course Number and Title: NUR 704 Leadership Role

Rationale: We changed the admission criteria to accept nurse administrator (NA) and nurse educator (NE) students to this program. Historical perspectives about nursing / nurse practitioner role has been covered in BSN and MSN programs.

Course Description (old) Focuses on theories and principles of communication, leadership, interprofessional collaboration, change management, and systems thinking to improve outcomes. Provides historical perspective of nursing/nurse practitioner role and their evolution.

Course Description: (new) Focuses on theories and principles of communication, leadership, interprofessional collaboration, change management, and systems thinking to improve outcomes.

Catalog Description: Focuses on theories and principles of communication, leadership, interprofessional collaboration, change management, and systems thinking to improve outcomes.

Vote approve

NUR 800 DNP Project I

COURSE DESCRIPTION CHANGE

Department: Nursing

Course Number and Title: NUR 800 DNP Project I

Rationale: Students will be doing a evidence based practice (EBP) project (not a QI change project). Each course comprises the steps to complete that project.

Course Description (old) Use technology to improve learning and understand models of health care systems. Application of theory, review of literature and population data to frame QI project. to drive cost-effective care.

Course Description: (new) Application of theory, review of literature and population data to frame evidence based practice (EBP) project.

Catalog Description: Application of theory, review of literature and population data to frame evidence based practice (EBP) project.

Vote approve

NUR 804 DNP Project II

COURSE DESCRIPTION CHANGE

Department: Nursing

Course Number and Title: NUR 804 DNP Project II

Rationale: Students will be doing a evidence based practice (EBP) project (not a QI change project). Each course comprises the steps to complete that project.

Course Description (old) Promote quality and safety in the development of a QI change project. Use theories, methods and evidence to develop a QI change project implementation plan and obtain baseline data.

Course Description: (new)Use theories, methods and evidence to develop evidence based practice (EBP) project implementation plan.

Catalog Description: Use theories, methods and evidence to develop evidence based practice (EBP) project implementation plan.

Vote approve

NUR 808 DNP Project III

COURSE DESCRIPTION CHANGE

Department: Nursing

Course Number and Title: NUR 808 DNP Project III

Rationale: Students will be doing a evidence based practice (EBP) project (not a QI change project). Each course comprises the steps to complete that project.

Course Description (old)Promote quality and safety in the development of a QI change project. Use theories, methods and evidence to develop a QI change project implementation plan and obtain baseline data.

Course Description: (new)Use theories, methods and evidence to develop evidence based practice (EBP) project implementation plan.

Catalog Description: Use theories, methods and evidence to develop evidence based practice (EBP) project implementation plan.

Vote approve

NUR 808 DNP Project IV

COURSE DESCRIPTION CHANGE

Department: Nursing

Course Number and Title: NUR 812 DNP Project IV

Rationale: Students will be doing a evidence based practice (EBP) project (not a QI change project). Each course comprises the steps to complete that project.

Course Description (old)Apply theory and scientific practice to complete, evaluate and disseminate QI change project findings and improvement plan.

Course Description: (new)Apply theory and evidence-based practice principles to complete, evaluate and disseminate evidence based practice (EBP) project findings.

Catalog Description: Apply theory and evidence-based practice principles to complete, evaluate and disseminate evidence based practice (EBP) project findings.

Vote approve

COS (GC-24-03-23-CC)

CJCFS

Course addition

Department: Criminal Justice, Criminology, and Forensic Sciences

Course Number and Title: CJ 528

Catalog Description: Presentation of the practice of qualitative research including the philosophical underpinnings of qualitative research, research questions and design, ethics, and data analysis.

Prerequisites: None

First Term Offered: Fall 2025

Credit Hours: 3

Vote Approve

Department: Criminal Justice, Criminology, and Forensic Sciences

Course Number and Title: CJ 529: Environmental Criminology

Catalog Description: Explores theoretical, methodological, and practical approaches about environmental crime from a critical lens.

Prerequisites: None

First Term Offered: Fall 2025

Credit Hours: 3

Vote Approve

Courses submitted via CIM

ATTACHMENT #5
Credentialing Committee Report
March 29, 2024

1. Graduate Faculty Status audits for the 3 colleges for 2023-2024 have been completed. There were a total of 60 files randomly selected and reviewed from the College of Business; College of Health Professions; School of Medicine. Deans and office staff have been contacted about any concerns/issues found for them to be corrected.

2. Next year the audit needs to occur for:
College of Engineering and Computer Science;
College of Liberal Arts;
College of Science

3. Rucker Advising Award was made to the following recipients:
Robert (Bob) Deal – Huntington
Yvonne Skoretz - SC

4. The committee would like to make the following motion:

GC-24-03-24-CRC

The Credentialing Committee recommends that faculty (names provided to the Graduate Council Chair) in the Doctor of Engineering (Ph.D.) program be granted doctoral graduate faculty status for the 2024-2025 academic year.

Rationale: This is a similar situation that occurred last year with the new Doctorate in Business Administration degree. Since Engineering (PhD) would be a new program, this will give the faculty who have limited graduate committee experience a grace period to serve as doctoral committee chairs.

Submitted by Keith W. Beard

ATTACHMENT #6

Graduate Studies Report

March 29, 2024

Graduate Studies report for Graduate Council (Draft)

To: Graduate Council
From: Carl Mummert, Assistant Provost for Graduate Studies
Date: March 25, 2024

Enrollment update

As of March 24, total graduate enrollment (headcount) for Spring 2024 is 3,018 students. This is a 3% increase from Spring 2023. Each of CAM, CECS, COB, COEPD, COHP, COLA, and COS has an increase in Spring 2024 compared to Spring 2023.

Looking ahead to Fall 2024, we are essentially even on a day-to-day basis compared to Fall 2023 applications at this point in Spring 2023. There is a slight decrease in the day-to-day number of overall graduate applications, which is primarily due to reporting differences with the MD program and with programs that have stopped admissions. However, the number of admitted students is up 12.5% overall on a day-to-day basis. It is still very early in the graduate admissions and enrollment cycle for Fall 2024.

Graduate enrollment is key to the success of our programs and the university. Many faculty and staff have contributed to the increase this year, and are working on enrollment at the program level for next year. At the University level, we anticipate renewing our contract with Anthology for enrollment coaching, possibly expanded in scope to handle inquiries at the graduate level.

Electronic Thesis / Dissertation (ETD) Update

The ETD Review Chair, Gena Chatten, shared a set of slides for faculty about the ETD review process. The slides are accessible at <https://tinyurl.com/coepdETD202403> and include a detailed explanation of the review process and criteria. If your college or program would like, Gena and I would be glad to set up a meeting to discuss the specific aspects of theses and dissertations related to your field.

A key take-away is that ETD review is a final verification of style, formatting, university requirements, IRB/IACUC validation and copyright issues before publication of the ETD; this review is not intended to serve as copy-editing. To make the review as quick and easy as possible, each student and ETD committee should ensure the ETD meets all scholarly, style, grammar, and formatting requirements before the ETD is sent for final review.

The deadline for submitting an ETD for Spring 2024 is March 29. The deadline for submitting an ETD for Summer 2024 is June 28.

Catalog Editor and CIM implementation

Before spring break, we hosted a series of training sessions for CIM, the new curriculum management software. Several curricular items at graduate council have gone through this system in Spring 2024 on a pilot basis. We anticipate a full rollout in Fall 2024. A recording of the training will be posted soon, and the link to the video will be distributed to all faculty.

As part of the transition of the catalog, the Registrar's Office has hired Jennifer Morgan, formerly in the Center for Teaching and Learning, as the Assistant Registrar for Academic Services and Catalog Editor. Ms. Morgan's first day in the new position is March 25.

The Catalog Editor will coordinate catalog edits as well as assisting with Degree Works and other related tasks. The Registrar's office has created a dedicated email address, catalog@marshall.edu, for catalog-related questions and concerns. This email address is shared by the Catalog Editor and others in the Registrar's Office to ensure that no requests are missed.