




Graduate Council

MEMORANDUM

To: Dr. Jerome Gilbert – President

From: Dr. Tracy Christofero – Chair, Graduate Council 

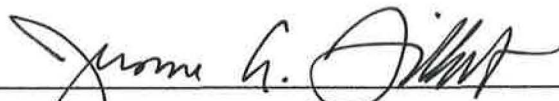
Date: August 31, 2016

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

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

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

Minutes approved.



Dr. Jerome Gilbert
President, Marshall University

9-28-16

Date

Note to President's secretary:

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

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

MU Graduate Council Meeting Minutes- August 26, 2016 Huntington Campus – John Spotts Room 1:00

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

Members Absent: Sollars

Ex-Officio Members Present: Dean Pittenger

Guests: None

Agenda

Christofero	Welcome, Introductions, Announcements (Attachment 1)
Brammer	Approval of previous meeting Minutes (Attachment 2)
Christofero	Graduate faculty status candidates (Attachment 3)
Christofero	Review committee assignments and functions
All	Elect committee chairs

Please reserve these meeting dates:

- September 30, 2016 – South Charleston – Thomas Boardroom (1st working mtg.)
- October 28, 2016 – Huntington – John Spotts
- * December 2, 2016 – South Charleston – Thomas Boardroom
- January 27, 2016 – Huntington – TBD
- February 24, 2017 – South Charleston – Thomas Boardroom
- * March 31, 2017 – Huntington – John Spotts
- April 28, 2017 – South Charleston – Thomas Boardroom

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

Chair Christofero called the meeting to order at 1:00

Christofero requested discussion regarding the due dates for requests to the Curriculum and Academic Planning subcommittees. After some discussion the following motion was made and approved:

Beginning January 2017, all Curriculum and Program requests are due on the 1st day of the month before the next meeting of Graduate Council. Graduate Council meets in January, February, March, April, September, October, and November [or December depending on the fall holiday break].

The April Graduate Council Meeting Minutes were approved. BOG Policy AA-20 was discussed as related to Graduate Faculty Status requests. Christofero said that the Redbook database was updated over the summer, so ending dates for some of the requests lacked expiration dates.

She will update those per the policy, and related that per Brian Morgan, the system should be fine now.

Requests for Graduate Faculty status were approved, except for Dr. Chaudri's (expired in 2014), pending review of his current CV and previous annual performance reviews. Dean Pittenger will request such from Dean Zatar.

Christofero discussed the methodology for making subcommittee assignments, i.e., members should not serve on the same subcommittee committee for more than two consecutive years; at least one member from the last year should continue on the committee to assure knowledge transfer; and Council member preference (a pre-meeting solicitation was distributed) was taken into consideration. Subcommittee assignments were distributed. Subcommittee members then elected their chair.

Academic Planning, Standards & Policies

Biros, John
Brammer, Cam (Chair)
DeBruin, Nat
Mehta, Saurabh

Credentialing

Lanham, Susan (Chair)
Larsen, Eldon
Ross, Jessica
Sollars, Vince

Curriculum

Lawrence, Bonita
Heaton, Lisa (Chair)
Howard, Lori
Vauth, Henning

Program Review & Assessment

Allen, Tina
Anderson, Glenn (Chair)
Muellerleile, Paige

Meeting Adjourned 2:30 PM

Submitted by Secretary Brammer 9/31/16 and reviewed/revised by Chair
Christofero 9/31/16

Attachment 1

GRADUATE COUNCIL MEMBERSHIP 2016 - 2020

Phone	Name / email	College	Term Expires
CHAIR			
2078	Christofero, Tracy (christofero@marshall.edu)	CITE	2018
VICE-CHAIR			
2026	Heaton, Lisa (heaton@marshall.edu)	At-Large	2020
SECRETARY			
2810	Brammer, Cam (brammer@marshall.edu)	COLA	2018
MEMBERS			
746-8958	Allen, Tina (allenti@marshall.edu)	COEPD	2018
2305	Anderson, Glenn (andersonh@marshall.edu)	SOP	2020
	Ross, Jessica (jessica.ross@live.marshall.edu)	Student Rep	2017
3524	DeBruin, Nat (debruin@marshall.edu)	Library	2018
1941	Biros, John (biros@marshall.edu)	At-Large	2020
2076	Howard, Lori (howardl@marshall.edu)	At-Large	2018
2666	Lanham, Susan (lanham53@marshall.edu)	COB	2020
2047	Larsen, Eldon (larsene@marshall.edu)	At-Large	2018
3040	Lawrence, Bonita (lawrence@marshall.edu)	COS	2020
7357	Sollars, Vincent (sollars@marshall.edu)	SOM	2020
2771	Muellerleile, Paige (muellerleile@marshall.edu)	FS Chair	2020
	Vauth, Henning (vauth@marshall.edu)	COAM	2020
EX-OFFICIO, NON-VOTING MEMBERS			
8924	Eagle, Teresa (thardman@marshall.edu)	COEPD Dean	
4748	Maher, John (maherj@marshall.edu)	VP Research	
3716	Ormiston, Gayle (ormiston@marshall.edu)	Sr. VP Academic Affairs	
2818	Pittenger, David (pittenger@marshall.edu)	Graduate Dean	

Approved

Attachment 2

MU Graduate Council *PREVIOUS* Meeting Minutes

April 29, 2016

Thomas Boardroom – South Charleston Campus

Members Present: Allen, Anderson, Brammer, Christofero, De Bruin, Heaton, Howard, Lanham, Larsen, Lassiter, Stickler, Sollars, Swindell, Trzyna,

Members Absent: Mehta, Buxton

Ex-Officio Members Present: Dean Eagle, Dean Pittenger

Guests: Jessica Ross, Lori Ellison, Margie McInerney, Deanna Mader

Agenda

Christofero	Welcome, Introductions, Announcements
Christofero	Approval of previous meeting Minutes (Attachment 1)
Christofero	Report of graduate faculty status candidates (Attachment 2)
Brammer	Academic Planning, Standards, & Policies (Attachments 3)
Trzyna	Curriculum Committee (Attachment 5)
Howard	Program Review & Assessment Committee
Swindell	Credentialing Committee
Christofero	Miscellaneous Business of the Council Officer Elections

Chair Christofero called the meeting to order at 1:00 once a quorum was reached

Chair Christofero asked for a motion to approve minutes from April 1, 2016
APPROVED

Chair Christofero asked for a motion to approve Graduate Faculty Requests
APPROVED with the deletion of Vincent Munster SOM and inclusion of late requests

Academic Planning, Standards & Policies Committee – Approved

Chair Brammer's recommendation of **Attachment 3**

Curriculum Committee – Approved

Chair Trzyna's recommendation of **Attachment 4**

Program Review & Assessment Committee -

Chair Howard reported that the committee completed all the program review work for the academic year.

Credentialing Committee -

Chair Swindell reported that the committee will finish their required reviews (CAM, COB, SOP, SOM) by the end of the semester.

Miscellaneous Business of Council - Chair Christofero reported that the officers for next year are:

Tracy Christofero – Chair

Cam Brammer – Secretary

Vice Chair to be appointed by Chair Christofero

Meeting Adjourned 2:35 PM

Approved except for Chaudri, Jamil

Attachment 3 Graduate Faculty Status Requests

Please review BOG Policy AA-20

<http://www.marshall.edu/graduate-council/files/2012/11/MUBOG-AA-20-GraduateFacultyMembership.pdf>

Type	Faculty Member	College/School	Department/Division	Graduate Faculty Level	Term Start	Term Expires
Add	Brunty, Joshua	COS	Forensic Science & CJ	Graduate	09/21/15	09/21/20
Add	Early, Sherry	COEPD	Leadership Studies	Graduate	08/22/2016	12/10/2021
Add	Gresham, Chelsea	SOP	Pharmacy Practice, Administration, and Research	Graduate	08/22/2016	12/10/2021
Add	Rudolph, Michael	SOP	Pharmacy Practice, Administration, and Research	Associate	08/22/2016	12/13/2019
Add	Spatig, Linda	COEPD	CIF Emeritus	Doctoral	08/22/2016	12/10/2021
Delete	Angel, Bob	COEPD	Special Ed	Graduate	11/05/10	11/05/15
Delete	Blanco, Harold	COEPD	CIF	Graduate	06/01/12	06/01/17
Delete	Bogan, Jane	COEPD	Special Ed	Graduate	10/23/14	10/23/19
Delete	Brookshire, Michael	LCOB	Finance/Economics	Graduate	06/30/14	05/31/19
Delete	Brown, Ashley	SOP	Dept. of Pharmacy Practice, Administration, & Research	Doctoral	02/01/15	02/01/20
Delete	Eash, Violette	COEPD	Counseling	Graduate	08/31/13	08/31/15
Delete	Esque, Nadezhda	COEPD	Elem/Sec Ed	Associate	09/12/11	09/12/13
Delete	Gillette, Christopher	SOP	Pharmacy Practice, Administration, and Research	Graduate	11/30/12	11/30/17
Delete	Kravchak, Richard	CAM	Music and Theatre	Graduate	08/26/2013	08/26/2018
Delete	Loughman, Zachary	COS	Biological Sciences	Associate	10/10/12	10/10/15
Delete	Rabe, Rob	CAM	Journalism and Mass Communications	Graduate	12/12/2012	12/12/2015
Delete	Ricky Weible	LCOB	Management/Marketing/MIS	Graduate	10/31/10	10/31/15
Delete	Rubin, Gerald	COS	Mathematics	Associate	03/05/13	03/05/16
Delete	Sheehy, Mike	CAM	Journalism and Mass Communications	Associate	12/12/2012	12/12/2017
Delete	Wray, Robert	CAM	Music	Associate	8/25/14	8/25/17
Edit	Aluthge, Ariyadasa	COS	Mathematics	Associate	08/24/2015	12/12/2018
Edit	Backus, Melinda	COEPD	CIF	Graduate	08/22/2016	12/10/2021
Edit	Brooks, Clayton	COS	Mathematics	Graduate	09/23/14	09/23/19
Edit	Burck, Andrew	COEPD	Counseling	Graduate	08/24/2015	12/11/2020
Edit	Burton, Lisa	COEPD	Counseling	Graduate	08/22/2016	12/10/2021
Edit	Chaudri, Jamil	CITE	Engineering & Computer Science	Graduate	06/06/2016	
Edit	Daneker, Darlene	COEPD	Counseling	Graduate	08/22/2016	12/10/2021
Edit	Debela, Nega	COEPD	Elem/Sec Ed	Doctoral	08/22/2016	12/10/2021
Edit	Dozier, Janet	COEPD	Early Childhood Ed	Doctoral	08/24/2015	12/11/2020
Edit	Gracfe, David	COS	IST	Associate	05/31/16	05/31/18
Edit	Harvison, Peter	SOM	Pharmacology, Physiology, Toxicology	Associate	06/06/2016	
Edit	Hermon, David	COEPD	Counseling	Graduate	08/22/2016	12/10/2021
Edit	Hollandsworth, Sue	COEPD	Elem/Sec Ed	Associate	08/24/2015	12/12/2018
Edit	Martino, Ronald	COS	Geology	Graduate	10/23/14	10/23/19
Edit	McCumbee, William	SOM	Pharmacology, Physiology & Toxicology	Graduate	06/06/2016	
Edit	Meisel, Edna	COEPD	Elem/Sec Ed	Doctoral	08/22/2016	12/10/2021
Edit	Olson, LeVene	COEPD	ATE	Graduate	06/23/11	06/23/16
Edit	Saunders, Martin	CAM	Music	Graduate	09/01/16	08/31/21
Edit	Smith, Carol	COEPD	Counseling	Graduate	08/22/2016	12/10/2021
Edit	Stroebe, Sandra	COEPD	School Psych	Graduate	08/22/2016	12/10/2021
Edit	Watts, Louis	COEPD	Leadership Studies	Doctoral	06/08/2015	