




Graduate Council

MEMORANDUM

To: Gary G. White – Interim President 

From: Tracy Christofero – Chair, Graduate Council

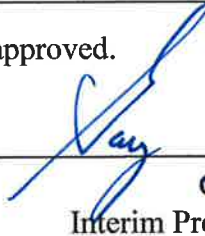


Date: October 6, 2015

Subject: **Approval of Graduate Council Minutes: September 2015**

Attached are the minutes of the September 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.

Gary G. White
Interim President, Marshall University

10/12/15
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
Mr. Tim Melvin, Office of Academic Affairs, Old Main, Huntington campus
Ms. Sandee Lloyd, Graduate Dean's Office, Old Main, Huntington campus
Ms. Crystal Stewart, Information Technology, Drinko 313A, Huntington campus
Ms. Tammy Johnson, Admissions, Old Main 102, Huntington campus

MU Graduate Council Meeting Minutes

September 25, 2015 - South Charleston campus – Thomas Boardroom

Members Present: Brammer, Christofero, DeBruin, Heaton, Howard, Lanham, Lassiter, Mehta, Sollars, Stickler, Swindell, Trzyna

Members Absent: Allen, Anderson, Buxton, Larsen,

Ex-Officio Members Present: Dean Pittenger

Ex-Officio Members Absent: Dean Eagle, Provost Ormiston, John Maher

Guests: Dennis Anderson, Richard Egleton, Peggy Proudfoot-Harmon

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

Agenda

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

2014 / 2015 Graduate Council Meetings – Please reserve these dates!

- October 30, 2014 – Huntington
- November 21, 2014 – South Charleston – Thomas Boardroom
- January 30, 2015 – Huntington
- February 27, 2015 – South Charleston – Thomas Boardroom
- March 27, 2015 – Huntington
- April 24, 2015 – South Charleston – Thomas Boardroom

Chair Christofero made introductions of new Council Members and guests.

Approval of previous meeting Minutes was called (Attachment 1)

Christofero – **Approved**

Approval of Graduate Faculty Requests was called (Attachment 2)

Christofero – **Approved**

Academic Planning, Standards, & Policies Committee – (Attachment 3)
 Committee recommends approval Brammer – **Approved**

Curriculum Committee (Attachment 4)
 Committee recommends approval Trzyna – **Approved**

Program Review & Assessment Committee –
 Committee Chair Howard has made assignments for program reviews.
 See below:

1. Important Dates:

Program Reports will be due to the Assessment office on 11/4.
 They will be available for Graduate Program Review on 11/4
 Graduate Program Review Reports will be due by 12/10.

2. The following are the Graduate Programs to be reviewed:

Program to be Reviewed	Graduate Faculty Assigned
Master of Science in Engineering (MSE)	Vincent Sollars Eric Lassiter
MS in Environmental Science	Susan Lanham Christopher Swindell
MS in Information Systems	Tina Allen Lisa Heaton
MS in Safety Technology	Glenn Anderson Saurabh Mehta
MS in Technology Management	Lisa Heaton Glenn Anderson
MS in Criminal Justice	Larry Stickler Eldon Larsen
MA in Journalism and Mass Communications	Tracy Christofero Vincent Sollars
MA in English	Lori Howard Nat DeBruin
MS in Sports Management	Eric Lassiter Sam Buxton
MS in Exercise Science	Eldon Larsen Christopher Swindell
MS in Health Information	Cam Brammer Susan Lanham
MS in Athletic Training	Wendy Trzyna Tina Allen

Link for Assessment Office Resources

<http://www.marshall.edu/assessment/Resources/AssessmentResources.aspx>

The Evaluator Checklist can be found here.

The Program Review Reports can also be found here.

Credentialing Committee – No Report

GA Committee; Thesis Review – Dean Pittenger requested the formation of a committee to review the allocation of GA positions. A committee will be arranged later.

Also, Dean Pittenger brought to the attention of Council the editing required of MA theses committee members. Dean Pittenger stated that the graduate office is receiving theses in less than ideal states! Council charged the Academic Planning, Standards, & Policies Committee to draft a statement about faculty participation and responsibilities on MA theses and Doctoral Dissertation committees. The committee will attempt a statement before the November meeting.

No further Business –
Meeting Adjourned 2:20 PM

Attachment 2

Graduate Faculty Status Requests

Add	Jones, Cynthia	SOP	Pharmacy Practice, Administration, and Research	Graduate	10/1/2015	10/1/2020
Add	Khan, Faruk	SOP	Pharmaceutical Science and Research	Doctoral	10/1/2015	10/1/2020
Add	Rabe, Robert	CAM	Journalism and Mass Communications	Graduate	12/12/2015	12/12/2020
Add	Dasgupta, Priya	CITE	Applied Science and Technology	Graduate	9/7/2015	9/7/2020
Add	Malik, Haroon	CITE	Computer Science	Graduate	9/7/2015	9/7/2020
Add	Lau, Wai Kwan	COB	Management	Graduate	8/30/2015	8/30/2020
Add	Sollosy, Marc	COB	Management	Doctoral	8/30/2015	8/30/2020
Add	Frank, Susan	COHP	Communication Disorders	Graduate	6/9/2014	6/9/2019
Add	Harlow, Kelly	COHP	Communication Disorders	Graduate	6/9/2014	6/9/2019
Add	Leonard, Patricia	COHP	Communication Disorders	Graduate	3/24/2014	3/24/2019
Add	Twietmeyer, Gregg	COHP	School of Kinesiology	Graduate	3/10/2014	3/10/2019
Add	Atkins, Melissa	COLA	Psychology	Doctoral	8/31/2015	8/31/2020
Add	Lumpkin, Britton	COLA	English	Associate	8/22/2013	8/22/2016
Add	Patnaik, Sumeeta	COLA	English	Graduate	9/10/2015	9/10/2020
Edit	Brammer, Camilla	COLA	Communication Studies	Graduate	9/1/2015	9/1/2020
Edit	Djietror, Godwin	COLA	Geography	Graduate	9/14/2015	9/14/2020
Edit	Howerton, Dawn	COLA	Psychology	Doctoral	4/22/2015	4/22/2020
Edit	Lillvis, Kristen	COLA	English	Graduate	12/1/2012	12/1/2017
Edit	Perkins, Caroline	COLA	Classics	Graduate	9/2/2015	9/2/2020
Edit	Gardner, Billy	COS	Forensic Science	Associate	9/21/2015	9/21/2018
Edit	Levstein, Ian	COS	Forensic Science	Associate	2/11/2014	2/11/2017
Edit	Staton, Pamela	COS	Forensic Science	Doctoral	10/1/2013	10/1/2018
Edit	Waugh, Lauren	COS	IST	Associate	9/9/2015	9/9/2018
Edit	Williamson, Misty	COS	Forensic Science	Associate	6/30/2013	6/30/2016
Edit	Kim, Jung Han	SOM	Pharmacology, Physiology & Toxicology	Doctoral	10/1/2015	9/30/2018
Add	Babcock, Charles	SOP	Pharmacy Practice, Administration, and Research	Graduate	10/1/2015	10/1/2020

Add	Hay, Abigail	SOP	Pharmacy Practice, Administration, and Research	Graduate	10/1/2015	10/1/2020
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Attachment 3: Academic Planning Requests----Approved

The Academic Planning Committee recommends the following for Approval:

Health Care Administration Course: Curriculum Change

Proposal for **HCA 695 Capstone**
Remove the course **MGT 699 Capstone**

The proposed course is more health care relevant.

Athletic Training Program: Curriculum Change

Proposed change in wording from 'Entry-level Masters in Athletic Training' to **Professional Masters in Athletic Training**

This wording better aligns with the accepted nomenclature of the Commission on Accreditation of Athletic Training Education (CAATE).

Master of Social Work: Request to ADD a Major

The following classes are to be offered with the Approved Degree: MS in Clinical and Translational Science:

- 1) CTS 600 – Epidemiology and Biostatistics in Medical Research;
- 2) CTS 610 – Study Design and Applied Statistics in Medical Research;
- 3) CTS 614 – Online survey tools, relational and data warehousing, and data manipulation;
- 4) CTS 620 – Basic Clinical Research Operations;
- 5) CTS 625 – Clinical Research Operations Lab;
- 6) CTS 630 – Fundamentals of Team Science;
- 7) CTS 635 – Writing and Peer Review Of Scientific Publications;
- 8) CTS 640 – Clinical Trials journal club;
- 9) CTS 650 – Rural clinic experience;
- 10) CTS 660 – Molecular phenotype of the Appalachian disorders

Attachment 4: Graduate Curriculum Requests ---Approved

The complete proposals are available on the Graduate Council website. Click on "Proposals/Agendas".

COLLEGE OF BUSINESS

Course Additions:

Department: Accountancy and Legal Environment

Course Number and Title: ACC 640 Forensic Accounting: Civil Litigation

Catalog Description: This course involves the examination of various services provided by financial experts during the litigation process and the financial theory and methodology behind analytic and damage Issues In civil litigation.

Prerequisites: Admission to MS Accountancy or ACC 613

First Term Offered: Spring 2016

Credit Hours: 3

COEPD

Course Additions:

Department: Leadership Studies

Course Number and Title: LS 635 Organizational Theory

Catalog Description: This course analyzes leadership theories and their application to leadership and management in nonprofit and public sector organizations.

Prerequisites: None

First Term Offered: Spring, 2016

Credit Hours: 3

Course Changes:

Department: Counseling

Changes to the course title, description and catalog description

1) Current Course Number/Title (existing): COUN 684 Advanced Techniques in Treatment of Trauma and Loss

Course Title (new) (same number): COUN 684 Treating Complex Trauma & Loss

Rationale: The focus of the course is less about distinguishing basic from advanced techniques than it is about treating the conditions needing advanced techniques. The title change more accurately reflects the course content.

Course Description (new): This course focuses on the treatment of complex trauma and loss, through investigation of trauma

Rationale: The slight modification of the catalog description emphasizes phasic treatment (the current best practice for complex trauma), and implications for complex cases.

Course Description (old): *This course focuses on advanced treatment of trauma and loss through investigation of trauma theory, evidence-based treatment and interventions, and applied practice. (PR: COUN 556 and COUN 682)*

Catalog Description (new): This course focuses on the treatment of complex trauma and loss, through investigation of trauma theory, phases of post-traumatic recovery, evidence-based treatment, and practice implications for complex cases. (PR: COUN 556 and COUN 682)

Catalog Description (old): *This course focuses on advanced treatment of trauma and loss through investigation of trauma theory, evidence-based treatment and interventions, and applied practice. (PR: COUN 556 and COUN 682)*

COS

Course Additions:

Department: Forensic Science

1) Course Number and Title: FSC 646 Forensic Laboratory Management

Catalog Description:

This course provides a foundation in management theory, principles & application necessary for forensic scientists who aspire to assume future positions as crime lab supervisors, managers, technical leaders, quality managers, directors or other roles as leaders in their field. This course addresses management theory as well as its practical application to the crime laboratory setting from an ISO/IEC 17025 perspective.

Prerequisites: N/A

First Term Offered: Spring 2016

Credit Hours: 2

2) Course Number and Title: FSC 641 Firearms and Toolmarks Technical Assistance Program II (TAP)

Catalog Description:

This course provides an enhanced learning experience designed to reduce the time to competency typical of the knowledge required component of a firearms examiner training program. FSC 641 is the second of two firearms and toolmarks examiner training courses.

Prerequisites: FSC 640

First Term Offered: Spring 2016

Credit Hours: 1

3) Course Number and Title: FSC 640 Firearms and Toolmarks Technical Assistance Program I (TAP)

Catalog Description:

This course provides an enhanced learning experience designed to reduce the time to competency typical of the knowledge required component of a firearms examiner training program. FSC 640 is the first of two firearms and toolmarks examiner training courses.

Prerequisites: N/A

First Term Offered: Fall 2016

Credit Hours: 1

4) Course Number and Title: FSC 642 DNA Technical Assistance Program I (TAP)

Catalog Description:

The goal of the DNA Technical Assistance Program (DNA TAP) is to prepare select students for placement in host forensic laboratories for validation and evaluation research studies. The student undergoes accelerated lectures and intense hands-on laboratory exercises including analytical procedures, instrument training, and data analysis.

Prerequisites: N/A

First Term Offered: Fall 2016

Credit Hours: 2

5) Course Number and Title: FSC 645 Technical Assistance Program II (TAP)

Catalog Description: The goal of the DNA Technical Assistance Program (DNA TAP) is to prepare select students for placement in host forensic laboratories for validation and evaluation research studies. The student undergoes accelerated lectures and intense hands-on laboratory exercises including analytical procedures, instrument training, and data analysis.

Prerequisites: FSC 642

First Term Offered: Spring 2016

Credit Hours: 2

6) Course Number and Title: FSC 636 Mobile Phone Forensics

Catalog Description: This course addresses the complexity and structure of modern smart phones and focuses on data evidence storage and extraction for criminal case investigations.

Prerequisites: N/A

First Term Offered: Spring 2016

Credit Hours: 2

COLLEGE OF HEALTH PROFESSIONS

Course Additions:

Department: Exercise Science

Course Number and Title: ESS 542 Strength and Conditioning

Catalog Description: Delivery of strength and conditioning principles related to musculoskeletal movement and the utilization of energy systems for the development and administration of sport-based exercise programs.

Prerequisites: HS 365

First Term Offered: Spring 2016

Credit Hours: 3

COEPD

NON-CURRICULAR ITEMS

Department: Counseling

Type of change request: Changes to catalog description

Department: Counseling

Degree Program: MA

Effective date: Fall 2016

Rationale for Program changes:

The Counseling Program is preparing a self-study process for national accreditation from the Council for Accreditation of Counseling and Related Education Programs (CACREP). In light of the accreditation's standards, we are adjusting our policies and procedures that currently are not met. Making the following changes to our department policies reflect the CACREP standards for accredited programs. These will need to be placed in the department's catalog description to inform students and prospective students of these updated requirements.

In particular:

CACREP Standard Section 1 L: "Entry-level admissions decision recommendations are made by the academic unit's selection committee and include consideration of each applicant's (1) relevance of career goals, (2) aptitude for graduate-level study, (3) potential success in forming effective counseling relationships, and (4) respect for cultural differences."

We are revising our admission procedures to align with the criteria in this standard.

CACREP Standard Section 4 F: "The counselor education program faculty systematically assess each student's progress throughout the program by examining student learning in relation to a combination of knowledge and skills. The assessment process includes the following: (1) Identification of key performance indicators of student learning in each of the eight core areas and in each student's respective specialty area...."

We are adding a nationally normed comprehensive exam as a key assessment point.

New catalog description:

Catalog description has been modified to reflect the changes noted above.