



Graduate Council

MEMORANDUM

To: Dr. Jerome Gilbert – President

From: Dr. Lori Howard – Chair, Graduate Council *LH*

Date: November 6, 2018

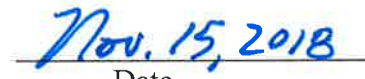
Subject: **Approval of Graduate Council Minutes: October 26, 2018**

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


Date

Note to Cora Pyles, Executive Assistant to the President: Please return the signed original to Dr. Lori Howard with .pdf copies e-mailed to:

Dr. Lori Howard, Chair, Graduate Council, howardl@marshall.edu
Dr. Conrae Lucas-Adkins, Secretary, Graduate Council, lucas26@marshall.edu
Dr. David Pittenger, Dean, Graduate College, pittengerd@marshall.edu
Dr. Monica Brooks, Asst. VP Online Learning & Libraries, brooks@marshall.edu
Dr. Tammy Johnson, Exec. Director of Admissions, johnson73@marshall.edu
Dr. Sonja Cantrell, Registrar, cantrell1@marshall.edu
Dr. Sherri Smith, Associate VP for Academic Affairs, smithsc@marshall.edu
Ms. Sandee Lloyd, Graduate Dean's Office, lloyd@marshall.edu
Mr. Adam Russell, Office of Academic Affairs, russell58@marshall.edu

MU Graduate Council Meeting – October 26, 2018 Huntington Campus – John Spotts Room

Members Present: Allen, Beard, Blough, Davis, Hanna, Heaton, Howard, Lanham, Lawrence, Lucas-Adkins, Sollars, Thompson

Members Absent: Georgel, McGhee, Vauth, Wait

Ex-Officio Members Present: Pittenger

Ex-Officio Members Absent: Maher, Taylor

Guests: Batar, Chaudri, Price, Pu, Reynolds, Somerviu, Yoo, Warbijudi

Agenda

Howard	Welcome, Introductions, Announcements
Lucas-Adkins	Approval of previous meeting Minutes (Attachment 1)
Howard	Graduate faculty status candidates (Attachment 2)
Lawrence	Planning Committee (Attachment 3)
Heaton	Curriculum Committee (Attachment 4)
Lanham/Reynolds	Program Review Committee/Overview of Process
Blough	Credentialing Committee
Howard/Pittenger	INTO Program/Working Committee

Please reserve these meeting dates:

- October 26, 2018 – Huntington John Spotts Room
- November 30, 2018 – South Charleston Thomas Boardroom
- January 25, 2019 – Huntington John Spotts Room
- February 22, 2019 – South Charleston Thomas Boardroom
- March 22, 2019 – Huntington John Spotts Room
- April 26, 2019 – South Charleston Thomas Boardroom

Reminder: All electronic and hard copy requests for Graduate Council must be received no later than the first day of the month in which Council meets. Requests for the November 30th meeting are due November 1st.

Attachments:

1. Minutes of the past meeting (Attachment 1)
2. Graduate Faculty Membership Requests (Attachment 2)
3. Planning Committee Requests (Attachment 3)
4. Curriculum Committee Requests (Attachment 4)

The meeting was called to order at 1:00PM.

MINUTES OF PREVIOUS MEETING

(See Attachment 1)

MOTION TO AMEND

Dr. Lawrence made motion to rescind approval of DNP from September meeting, because there is a need to discuss staffing of program with new provost. Motion to amend was seconded.

AMENDED SEPTEMBER MINUTES

(with rescinded DNP approval)

APPROVED

GRADUATE FACULTY CANDIDATES

(See Attachment 2)

APPROVED

ACADEMIC PLANNING COMMITTEE

(See Attachment 3)

APPROVED

Dr. Lawrence discussed form revisions that would include all required signatures. Dr. Yoo discussed new program in CITE and that no new faculty or resources from university will be needed for program at this time.

Committee discussed the need to ask proposed programs to demonstrate that there is a group of students that would make the program thrive.

CURRICULUM COMMITTEE

(See Attachment 4)

APPROVED

Discussion from College of Science that departments with programs similar to proposed programs be permitted to review and comment.

CREDENTIALING COMMITTEE

No business to report.

PROGRAM REVIEW

Dr. Lanham shared the schedule of programs to review with assigned Council members. Council asked to review assignments and inform Dr. Lanham should changes need to be made. Dr. Lanham will send the Program Review Evaluation Check Sheet to be used by each team. Reviews must be ready to vote on by Council at final January meeting. Reviews should be sent to program directors and copied to Dr. Lanham.

Dr. Reynolds provided handout with directions for accessing programs for review. Reviewers can use the pdf comment tool. Dr. Reynolds recommends comments be sent to programs by Dec. 15, so programs have time to address comments and return to Council by final January meeting.

OTHER BUSINESS DISCUSSED

1. Dr. Howard discussed upcoming survey about Strategic Plan that will be sent to Graduate Council members. Essential that all members respond to the survey. Deadline for completion is Friday, November 2.
2. Dean Pittenger discussed establishing a committee for INTO and requested that interested faculty contact him.
3. Two initiatives discussed by Dean Pittenger: 1) Initiative to automate curricular and noncurricular forms in order to make planning easier should be ready by Fall 2019; 2) Initiative to begin national campaign to advertise the university's online graduate programs.

The meeting was adjourned at 2:13PM.

Attachment 1

MU Graduate Council Meeting MINUTES– September 28, 2018

South Charleston Campus – Thomas Boardroom Room

Members Present: Allen, Davis, Beard, Blough, Hanna, Heaton, Howard, Lanham, Lawrence, Lucas-Adkins, McGhee, Sollars, Thompson, Vauth, Wait

Members Absent: Georgel

Ex-Officio Members Present: None

Ex-Officio Members Absent: Maher, Pittenger, Taylor

Guests: Dr. Tams, Dr. Welch, Dr. Appleton, Dr. Sammons

Agenda

Howard	Welcome, Introductions, Announcements
Lucas-Adkins	Approval of previous meeting Minutes (Attachment 1)
Howard	Graduate faculty status candidates (Attachment 2)
Lawrence	Planning Committee (Attachment 3)
Heaton	Curriculum Committee (Attachment 4)
Lanham	Program Review Committee
Blough	Credentialing Committee
Howard/Tams	Catalog and Archives

Please reserve these meeting dates:

- September 28, 2018 – South Charleston Thomas Boardroom (1st working mtg)
- October 26, 2018 – Huntington John Spotts Room
- November 30, 2018 – South Charleston Thomas Boardroom
- January 25, 2019 – Huntington John Spotts Room
- February 22, 2019 – South Charleston Thomas Boardroom
- March 22, 2019 – Huntington John Spotts Room
- April 26, 2019 – South Charleston Thomas Boardroom

Reminder: All electronic and hard copy requests for Graduate Council must be received no later than the first day of the month in which Council meets. Requests for the November 30th meeting are due November 1st.

Attachments:

5. Minutes of the past meeting
6. Graduate Faculty Membership Requests
7. Curriculum Committee
8. DNP Programs Across the Country (handout from College of Nursing; Planning Committee)

The meeting was called to order at 1:00PM.

MINUTES OF PREVIOUS MEETING **APPROVED**
(See Attachment 1)

GRADUATE FACULTY CANDIDATES **APPROVED**
(See Attachment 2)

ACADEMIC PLANNING COMMITTEE **APPROVED**
(See Attachment 3)

Drs. Welch and Appleton from Department of Nursing were present to address questions regarding addition of the New Degree for the DNP program.

CURRICULUM COMMITTEE **APPROVED**
(See Attachment 4)

CREDENTIALING COMMITTEE No business to report.

PROGRAM REVIEW No new business to report

OTHER BUSINESS DISCUSSED

4. Dr. Tams discussed timeline for listing new faculty in Graduate Catalogue. Dr. Tams sends a preview of upcoming year's catalogue out in March. Graduate status must be given before someone can be listed as new faculty, and Graduate Council does not meet during summer. Dr. Davis presented idea of a "fast track" for faculty to be granted status when they are only teaching graduate classes. Discussions will continue in future meetings.
5. Dr. Howard proposed archiving minutes of Graduate Council on Digital Scholar. All Council members agreed to this proposal.
6. Dr. Howard discussed upcoming survey about Strategic Plan that will be sent to Graduate Council members. Essential that all members respond to the survey.

The meeting was adjourned at 2:43PM.

Attachment 2

Type	Faculty Member	College/School	Department/Division	Graduate Faculty Level	Term Start	Term Expires
Add	Davis, Tiffany	SOP	Pharmacy Practice, Administration, and Research	Graduate	1/14/2019	
Add	Misiti, Jenna	COB	Management	Graduate	8/20/2018	12/8/2023
Add	Perkins, Ashley	Please Select	Pharmacy Practice, Administration, and Research	Associate	1/14/2019	5/6/2022
Add	Singh, Soudamani	SOM	Clinical and Translational Sciences	Graduate	8/20/2018	12/8/2023
Add	Todd, Beth	SOP	Pharmacy Practice, Administration, and Research	Graduate	1/14/2019	
Add	Yan, Yanling	SOM	Clinical and Translational Sciences	SOM	8/20/2018	12/10/2021
Edit	Bailey, Charles	CAM	Journalism and Mass Communications	Graduate	8/20/2018	12/8/2023
Edit	Brozik, Dallas	COB	Finance/Economics	Graduate	8/20/2018	12/8/2023
Edit	Corrigan, Michael	COEPD	CIF	Graduate	8/20/2018	12/8/2023
Edit	Dalton, Adam	CAM	Music	Associate	6/4/2018	
Edit	Drost, John	COS	Mathematics	Associate	5/7/2018	5/28/2021
Edit	Hannah, Jessi	COEPD	ACE	Doctoral	5/15/2017	
Edit	Karim, Mohammad	COB	FIN/ECN	Graduate	8/20/2018	12/8/2023
Edit	Kim, Jung Han	SOM	Biomedical Sciences	SOM	8/20/2018	12/10/2021
<u>Edit</u>	Liu, Jian	CITE	Applied Science and Technology	Graduate	8/20/2018	12/8/2023
Edit	Lockwood, Debra	COEPD	Special Ed	Graduate	8/20/2018	12/8/2023
Edit	Rollins, Anna	COLA	English	Associate	8/20/2018	12/10/2021
-						
Edit	Santanam, Nalini	SOM	Biomedical Sciences	SOM	1/8/2018	5/7/2021

Edit	Schray, Kateryna	COLA	English	Graduate	8/20/2018	12/8/2023
Edit	Smith, Feon	COEPD	ACE	Graduate	8/20/2018	12/8/2023
Edit	Squire, Walter	COLA	English	Graduate	6/4/2018	
Edit	Van Kirk, John	COLA	English	Graduate	7/10/2018	

Attachment 3 Academic Planning Committee Agenda

Graduate College

Department: Graduate College

Type of Change: Non-curricular

Department: The Graduate College

Degree Program: The Graduate College

Effective Date: Fall 2019

Rationale:

The Graduate College offers two forms of accelerated graduate degree options. Both allow qualified seniors to enroll in graduate course during their final year. The options allow students to complete both the undergraduate and graduate degrees in less time and at a lower cost.

The first is the “3+2” option offered by the College of Business that allows students to “double count” up to nine hours of course work for the undergraduate and graduate degrees.

The second is the “Accelerated Master’s Program” that allows students to count 12 hours of graduate courses as electives for the undergraduate degree.

We have no option for an accelerated doctoral degree. Therefore, I propose the following:

- 1) Allow all graduate programs to use the 3+ model, the accelerated degree model, or a combination of both. Doing so will allow departments to control their students' undergraduate and graduate experiences while offering them the option to complete the degrees in less time.

- 2) Allow all baccalaureate to master's degree option to share 12 hours in common.

- 3) Allow departments to offer a baccalaureate to doctoral degree as outlined in (1) and allow 18 hours in common.

College of Health Professions

Department: School of Nursing

Type of Change: Non-curricular

Department: Biomechanics - SOK

Degree Program: MS Biomechanics

Effective Date: Fall 2019

Rationale:

The rationale for the changes to MS Biomechanics admission standards are to

- 1) Ensure candidates have an appropriate background for the MS Biomechanics degree, and
- 2) Ensure competitiveness within the program.

(Please see Edits to Current Description:)

Computer Information Technology and Engineering

Department: Computer Science

New Major or Degree: Master of Science in Cybersecurity

Credit Hours: 30

Type of Change: Addition

Starting Date: Spring 2019

Rationale:

We have seen a huge increase in cyber-related incidents, including big data breaches, physical infrastructure tampering, ransomware, and others. As cybersecurity continues to be a primary challenge, the market and need of cybersecurity professionals are growing at an astonishing rate. According to the Bureau of Labor Statistics, there are currently more than 200,000 unfilled cybersecurity positions in US alone and the rate of growth for jobs is projected at 37 percent from 2012-2022, much faster than the average (7 percent) for all occupations. At this rate, the United States is on a pace to hit half-million or more unfilled cybersecurity positions by 2021. It is clear that there is a strong need and job market for cybersecurity professions, locally, nationally and internationally. Along with the B.S. in Computer and Information Security program in the Weisberg Division of Computer Science, the proposed program will educate students to better understand, prevent, mitigate and respond to cybersecurity threats and produce graduates who will fill the workforce needs in this growing field. The proposed program will also strengthen existing related programs creating exciting new path in education and research. As attached, the intent to plan of the proposed program was approved by graduate council and Board of Governors in SP in 2018.

Attachment 4

Curriculum Committee Agenda

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College of Information Technology and Engineering

Course Addition – CYBR 500 Computer Security Design

Department: Computer Science
Course #/Title: CYBR 500 Computer Security Design
Catalog Description: The course covers technical and analytical skills to implement comprehensive computer security that encompass designing secure systems, information security, protecting information assets, managing computer security, risk mitigation strategies, incident response.
Prerequisites: None
First Term: Fall 2019
Credit Hours: 3

Course Addition – CYBR 510 Introduction to Cybersecurity

Department: Computer Science
Course #/Title: CYBR 510 Introduction to Cybersecurity
Catalog Description: This course provides an overview of the cybersecurity field, the basic foundations of the current technology and its impacts along with the predominant threat components and remediation.
Prerequisites: None
First Term: Spring 2019
Credit Hours: 3

Course Addition – CYBR 530 Cybersecurity Policies and Management

Department: Computer Science
Course #/Title: CYBR 530 Cybersecurity Policies and Management
Catalog Description: The course covers risk management, integrating continuous monitoring and real-time security solutions with information systems to improve situational awareness and deployment of countermeasures.
Prerequisites: None
First Term: Spring 2019
Credit Hours: 3

Course Addition – CYBR 535 Cyber Risk

Department: Computer Science
Course #/Title: CYBR 535 Cyber Risk
Catalog Description: The functions and purposes of the latest developments in cybersecurity are covered. Topics include design, implementation, and testing industrial networks and applications to ensure their security and reliability.
Prerequisites: CYBR 510
First Term: Fall 2019
Credit Hours: 3

Course Addition – CYBR 542 Cyber Operations

Department: Computer Science
Course #/Title: CYBR 542 Cyber Operations
Catalog Description: Study of various concepts and aspects in choosing, deploying, supporting, troubleshooting, and securing various local and distributed components of a cyber operation.
Prerequisites: CYBR 530
First Term: Fall 2019
Credit Hours: 3

Course Addition – CYBR 615 Cybersecurity Vulnerability Assessment

Department: Computer Science
Course #/Title: CYBR 615 Cybersecurity Vulnerability Assessment
Catalog Description: This course focuses on the complete cycle of enterprise security from identifying vulnerabilities, detecting application exploitation and post exploitation mitigations and analysis for an enterprise-level cyber infrastructure.
Prerequisites: None
First Term: Fall 2019
Credit Hours: 3

Course Addition – CYBR 620 Cyberwarfare

Department: Computer Science
 Course #/Title: CYBR 620 Cyberwarfare
 Catalog Description: The course covers both offensive and defensive techniques pertaining to cybersecurity from techniques to find vulnerabilities and analyze the likelihood of an attack to developing solutions to secure cyber infrastructure.
 Prerequisites: None
 First Term: Spring 2019
 Credit Hours: 3

Course Addition – CYBR 625 Applied Cryptography

Department: Computer Science
 Course #/Title: CYBR 625 Applied Cryptography
 Catalog Description: This course introduces fundamentals of cryptography, including classical cyphers, Shannon's perfect secrecy, DES, AES, public-key crypto (RSA), as well as advanced cryptographic schemes.
 Prerequisites: None
 First Term: Spring 2020
 Credit Hours: 3

Course Addition – CYBR 680 Research in Cybersecurity

Department: Computer Science
 Course #/Title: CYBR 680 Research in Cybersecurity
 Catalog Description: This course covers various research methods and current significant findings in the field of cybersecurity.
 Prerequisites: CYBR 510
 First Term: Fall 2019
 Credit Hours: 3

Course Addition – CYBR 681 Thesis

Department: Computer Science
 Course #/Title: CYBR 681 Thesis
 Catalog Description: Investigate a research problem of theoretical interest and practical value under mentorship of a cybersecurity faculty.
 Prerequisites: CYBR 680
 First Term: Fall 2019
 Credit Hours: 3

Course Addition – CYBR 685 Independent Study

Department: Computer Science
 Course #/Title: CYBR 685 Independent Study
 Catalog Description: Faculty supervised, individualized course of study.
 Prerequisites: None
 First Term: Spring 2019
 Credit Hours: 1-4

Course Addition – CYBR 698 Internship

Department: Computer Science
 Course #/Title: CYBR 698 Internship

Catalog Description: Supervised work experience in Cybersecurity.
Prerequisites: Permission by Chair
First Term: Spring 2019
Credit Hours: 1-6

Course Addition – SFT 561 Workers Compensation

Department: Applied Science & Technology
Course #/Title: SFT 561 Workers Compensation
Catalog Description: Introductory principles of workers' compensation and how it relates to the safety professional.
Prerequisites: None
First Term: Spring 2019
Credit Hours: 3

Course Change – Title (SFT 599)

Department: Applied Science & Technology
Old #/Title: SFT 599 Occupational Safety Program Management
New #/Title: SFT 599 Development & Management of Occupational Safety Program
Rationale: After reviewing the course content, the faculty felt that the new course title is more appropriate and is consistent with similar courses at other institutions.
Catalog Description: A study of safety programs at the state and local levels including the administrative, instructional, and protective aspects of a comprehensive safety program in schools, occupations, home and public.

Course Change -- Title (SFT 610)

Department: Applied Science & Technology
Old #/Title: SFT 610 Philosophical and Psychological Concepts of Occupational Safety and Health
New #/Title: SFT 610 Introduction to Professional Safety and Health
Rationale: After reviewing the course content, the faculty felt that the new course title is more appropriate and is consistent with similar courses at other institutions.
Catalog Description: An analysis of the educational philosophies and the application of these philosophies to occupational safety. A study of the effect of occupational safety on modern living.

College of Education and Professional Development

Course Change -- Title/Description/Credit Hours (CI 630)

Department: Curriculum & Instruction
Old Course#/Title: CI 630 Practicum in Kindergarten Education
New Course#/Title: CI 630 Practicum in Early Childhood Education
Rationale: Title change to reflect the new course description requiring both pre-kindergarten and/or kindergarten experiences, which are part of early childhood education.
Old Catalog: Supervised experience in teaching kindergarten with a concurrent seminar in organization and administration.
New Catalog: Supervised experience in teaching pre-kindergarten and/or kindergarten.
Rationale: Course is currently described as a kindergarten practicum, however, it requires both pre-K and K experience. The description should indicate that students are getting experience at the pre-K level as well. Concurrent seminar is no longer required.
Old Credit Hours: 1-4
New Credit Hours: 1-3
Rationale: The related degree is 36 hours. All other courses in the program are 3 credit hours. There is no reason for students to register for 4 hours.

College of Health Professions

Course Addition -- HP 610 Data Analytics Tools for Healthcare

Department: Health Informatics
Course #/Title: HP 610 Data Analytics Tools for Healthcare
Catalog Description: Data analytic tools useful in healthcare data analysis and healthcare administrative decision-making including health data analysis, Visualization, and reporting techniques.
Prerequisites: Graduate Status
First Term: Spring 2019
Credit Hours: 3

Course Addition -- HS 657 Advanced Training/Certifications

Department: SOK – Athletic Training
Course #/Title: HS 657 Advanced Training/Certifications
Catalog Description: This course allows the student to participate in advanced training and certification courses such as the Functional Movement Screening, Performance Enhancement Specialist, and others that may be offered each year.
Prerequisites: Instructor Permission
First Term: Spring 2019
Credit Hours: 1-3

Course Addition -- PH 657 Public Health Program Evaluation

Department: Public Health
Course #/Title: PH 657 Public Health Program Evaluation
Catalog Description: This course deals with the application of research methods to evaluate public health programs and health services.
Prerequisites: PH 621
First Term: Spring 2019
Credit Hours: 3

Course Addition -- PH 663 Health Behavior

Department: Public Health
Course #/Title: PH 663 Health Behavior
Catalog Description: This course introduces students to the models of health behavior as it applies to public health.
Prerequisites: None
First Term: Spring 2019
Credit Hours: 3

College of Liberal Arts

Course Change – Title/Description (ENG 508)

Department: English
Old Course #/Title: ENG 508 Advanced Expository Writing
New Course #/Title: ENG 508 Writing in the Digital World
Rationale: The UCC approved the same title change for the corresponding undergraduate course (ENG 408). Since the courses are taught concurrently, we would like to make sure the title is the same for both levels. Additionally, the course is currently being taught with an emphasis on writing in the digital world. This title change will allow the title to match the content and be more comprehensible to students who have no tread the course description.
Old Catalog: Development and refinement of writing skills—description, organization, and style—with an emphasis on informative and explanatory genres.
New Catalog: Development of writing skills and strategies with an emphasis on digital texts and genres.
Rationale: The course will continue to focus on the development of writing skills in exploratory and informative genres, but the change to the description will more accurately reflect the digital writing the class covers. The UCC has approve this change (408).

Course Change – Credit Hours (GEO 531)

Department: Geography
Course #/Title: GEO 531 Principles of Remote Sensing and Photogrammetry
Change: from 3 to 4 credit hours
Rationale: The course has lecture/lab format similar to other 4 hour geospatial technology courses that are lecture/lab such as GEO526 (4 credits), GEO529 (4 credits), GEO530 (4 credits), GEO540 (4 credits), BSC510 (4 credits) and BSC511 (4 credits). The course has always had workloads comparable to those 4 credit hours courses, but this change of credit hours will also add a semester project to the course material. See attached syllabi.
Catalog Descriptions: Scientific study of the earth using images and data captured using satellite- or aircraft-borne sensors, with emphasis on issues of acquisition, photogrammetric interpretation, spatial analysis, and application.

College of Science

Course Addition -- CJ 515 Rural Criminology

Department: Criminal Justice
Course #/Title: CJ 515 Rural Criminology
Catalog Description: Critical analysis of rural crime and the criminological sub-field of rural criminology. Examines the economic, racial, and cultural conditions in rural America which reproduce exploitive economies and overall destructive behaviors.
Prerequisites: None
First Term: Spring 2019
Credit Hours: 3