# MARSHALL UNIVERSITY®

## Graduate Council

## MEMORANDUM

To:    President Stephen J. Kopp

From:    Tracy Christofero – Chair, Graduate Council
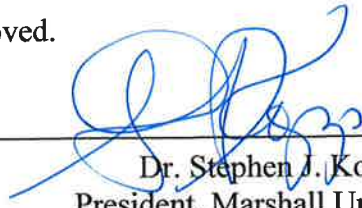
Date:    March 7, 2014

Subject:    **Approval of Graduate Council Minutes: February 28, 2014**
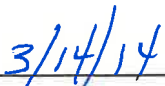
Attached are the minutes of the February 28th Graduate Council meeting for your review. Approval of these minutes will also serve as approval of curricular motions, graduate faculty status, etc.

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

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Minutes approved.

Dr. Stephen J. Kopp
President, Marshall University

3/14/14
Date

*Note to President's secretary:*
    Please return the signed original to Tracy Christofero with .pdf copies e-mailed to:

        Dr. Tracy Christofero, MUGC 328, South Charleston Campus
        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. Jennifer Lauhon, Office of Academic Affairs, Old Main, Huntington campus
        Ms. Crystal Stewart, Information Technology, Drinko 313A, Huntington campus

# Graduate Council Minutes
## February 28, 2014
### South Charleston – Thomas Boardroom

**Members Present:** Anderson, Edington, Swindell Brammer,
Christofero, Edington, Frank, Heaton, Karabetsos, Lankton,
Lassiter,Sollars, Spatig, Swindell, Trzyna, Watts
**Members Absent:** Larsen (excused), Morris, Kreig (excused)
**Ex-Officio Members Present:** Dean Eagle, Dean Pittenger
**Ex-Officio Members Absent:** Provost Ormiston, John Maher
**Guests:** Zach Garrett & Gary McIlvain; David Mallory & Dean Somerville

**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) |
| Watts | Academic Planning, Standards, & Policies (Attachment 3) |
| Anderson | Curriculum Committee (Attachment 4) |
| Swindell | Program Review & Assessment Committee |
| Edington | Credentialing Committee |
| Pittenger | Policy Recommendations (Attachment 5) |
| Christofero | Miscellaneous business of the Council |

2013-2014 Graduate Council Meetings – Please reserve these dates
- March 28, 2014 – Huntington – Don Morris E210
- April 25, 2014 – South Charleston – Thomas Boardroom

**Minutes of January 24, 2014 Graduate Council Meeting (Attachment 1) – Approved**

**Graduate Faculty Status Candidates (Attachment 2) – Approved** with
editorial change of addition of the name of the department of 'Criminal Justice'

**Academic Planning, Standards, & Policies (Attachment 3)**
Watts recommended the Intent to Plan for MS in Computer Science– **Approved**

Watts recommended the new catalog description for program in GLY/Physical
Sciences – **Approved**

**Curriculum Committee (Attachment 4)**
Anderson recommended to Table the following for clarification:
COEPD Course Changes #1, 2, and 3. Tabled by the committee for clarification

COHP #5 - 10 HS 512, 515, 525, 634, 645, 655
Approved from the November agenda

COHP Course Title Changes recommended for approval:
#11-16 PT 710, 731,732, 741, 750, 751  Approved

COHP Course Description Changes recommended for approval:
#17-20 HS 522, HS 510 to HS 609, HS 540 to HS 639, HS 579 to HS 679
Approved

COLA New Course Additions recommended for approval:
#21-23 from the November agenda HST 527, 547, 548 Approved with addition of
title of courses.

COLA #24 PSC 566 from the November agenda. Approved

COLA Course Title Changes, Credit Hours Changes, and Course Grading
Changes recommended for approval: #25-30 ENG 682, 683  Approved

COS New Course Additions recommended for approval: #31 and 32
PLS 505, 533  Motion by committee to Table—Approved

COS Course Description Change  recommended for approval: #33
MTH 589  Approved

COS Course Title Change recommended for approval: #34
MTH 589  Approved

COS Change in Catalog Description for a major recommended for approval:
#35 MA MTH – Approved

#36 Previously approved from Academic Planning

SOJMC Course Description and Title Changes recommended for approval:
Change title to "Narrative Reporting"
#37 and 38 JMC 606 – Approved

SOP New Course Addition Committee recommended to table until March: #39
PHAR 711 - Approved

SOP New Course Addition recommended for approval:#40-51
PHAR 721, 722, 731, 741, 751, 761, 801, 802, 815, 816, 817, 818 -Approved

**Program Review & Assessment Committee:**
Swindell thanked all members of Council for their work on reviews and reported that all reviews had been given to Dr. Marybeth Reynolds.

**Credentialing Committee:**
Edington reported that the Committee had completed the all but two colleges and those were to be completed by next meeting. The committee is going to develop a standardized letter to give to colleges when credentialing has been completed with satisfaction. It was discussed that not all colleges required everyone teaching graduate courses to be listed in the Redbook. The Committee will make a recommendation to Council so there is a common practice among colleges.

**Policy Recommendations (Attachment 5)**
Council decided that more information was needed before any action in editing and revising of the Graduate Catalog discussed by Dean Pittenger was taken..
**Motion to Table – Approved**

**Miscellaneous business of the Council – No Other Business**
Christofero stated it was time to start thinking about the Outstanding Graduate Advisors' awards. Pittenger reported that funds were received and he would follow-up on the amounts for these two awards.

**Christofero adjourned the meeting at 2:35 PM**

Submitted by Cam Brammer 3/6/14; Reviewed by Tracy Christofero 3/6/14

# Attachment 2

| Type | Faculty Member | College/School | Department/Division | Graduate Faculty Level | Term Start | Term Expires |
|---|---|---|---|---|---|---|
| Add | Bora, Dhruba | COS | Criminal Justice | Graduate | 01/29/14 | 01/29/19 |
| Add | Dragovich, Michael | CITE | Applied Science and Technology | Instructor | 07/17/14 | 07/17/16 |
| Add | Gardner, Billy | SOM | Forensic Science | Associate | 02/11/2014 | 02/11/2017 |
| Add | kelli, Williams | COHP | Dietetics | Graduate | 01/24/2014 | 01/24/2019 |
| Add | Kopchick, John | SOM | Anatomy & Pathology | Associate | 02/01/14 | 02/01/17 |
| Add | Levstein, Ian | SOM | Forensic Science | Associate | 2/11/2014 | 2/11/2017 |
| Add | Long, Timothy | SOP | Pharmaceutical Science & Research | Doctoral | 01/02/14 | 01/02/19 |
| Add | McCunn, Laura | COS | Chemistry | Graduate | 02/03/14 | 02/03/19 |
| Add | Rakus, John | COS | Chemistry | Graduate | 01/23/14 | 01/23/19 |
| Delete | DeTardo-Bora, Kimberly | COS | Criminal Justice | Graduate | 03/31/09 | 03/31/14 |
| Delete | Hand II, Leonard | SOM | Forensic Science | Instructor | 04/30/08 | 04/30/10 |
| Delete | Hayden, Jennifer | SOM | Forensic Science | Associate | 09/01/12 | 09/01/15 |
| Delete | Johnson, Rebecca | SOM | Forensic Science | Instructor | 02/01/11 | 02/01/13 |
| Delete | Kramer, James | SOM | Forensic Science | Associate | 08/30/09 | 08/30/12 |
| Delete | Rankin, John | SOM | Forensic Science | Graduate | 09/30/09 | 09/30/14 |
| Delete | Shepard, Ray | SOM | Forensic Science | Instructor | 07/31/09 | 07/31/11 |
| Delete | Stephen Lawson | COFA | Music | Graduate | February 1, 2011 | February 1, 2016 |
| Delete | Stephen, Michael | SOM | Forensic Science | Instructor | 07/01/11 | 07/01/13 |
| Edit | Chen, Yuanyuan | LCOB | FIN/ECN | Graduate | 03/27/13 | 03/27/18 |
| Edit | Claudio, Pier Paolo | SOM | Biochemistry & Microbiology | Doctoral | 1/1/14 | 12/31/16 |
| Edit | DeTardo-Bora, Kimberly | COS | Criminal Justice | Graduate | 1/29/14 | 1/29/19 |
| Edit | Holland, Pamela | COHP | Communication Disorders | Associate | 11/09/12 | 11/09/15 |
| Edit | Karim, Mohammad | LCOB | FIN/ECN | Graduate | 03/26/13 | 03/26/18 |
| Edit | Primerano, Donald | SOM | Biochemistry & Microbiology | Doctoral | 03/01/14 | 02/28/17 |

| Edit | Rankin, Gary | SOM | Pharmacology, Physiology & Toxicology | Doctoral | 2/1/14 | 1/31/17 |
|------|--------------|-----|---------------------------------------|----------|--------|---------|
| Edit | Valentovic, Monica | SOM | Pharmacology, Physiology & Toxicology | Doctoral | 03/01/14 | 02/28/17 |
| Edit | Wait, Isaac | CITE | Engineering & Computer Science | Graduate | 2/17/14 | 2/17/19 |
| Edit | Willis, William | LCOB | MGT/MKT/MIS | Associate | 04/04/13 | 04/04/16 |

# Attachment 3:
## Academic Planning, Standards, & Policies

### Intent to plan for MS in Computer Science

Department:
New Major or Degree:
Credit Hours:
Rationale:

Department: Weisberg Division of Computer Science
New Major or Degree: Master of Science in Computer Science (MSCS)
Credit Hours: 30.0
Rationale: According to a recent Forbes report, the occupation that created the most jobs is Software Development (Applications and System Software). A total of 70,872 new software engineering jobs have been added since 2010 (a 7% growth). Synergistic confluence of powerful desktop computers, multimedia-capable mobile devices and sensors, giga-pixel cameras, and social media is generating heterogeneous data whose volumes are unprecedented in scale and complexity -- Big Data. The latter is the next frontier for ground-breaking scientific discoveries, innovation, productivity, new products and services. The emergence of Big Data is contributing to even more rapid job growth in the CS field. Demand outstrips supply and salaries are increasing substantially. According to the United States Bureau of Labor Statistics, the average pay for software engineers is $90,530 a year, and the Bureau expects a 30% increase in the number of software developers by 2020 (relative to 2010 baseline). As impressive as the phenomenal growth of the Computer Science (CS), so much more is the demand on software professionals to stay abreast of the fast changing discipline. For this reason, a Bachelor's degree in Computer Science (BSCS) is often inadequate for advancing one's career. A large percentage of BSCS graduates pursue post BSCS; a Master of Science in Computer Science (MSCS) degree; graduate certificates in specialized areas of CS; or simply enroll in CS graduate courses as an effective means for continuing professional education. Given the above backdrop, introducing MSCS degree at Marshall is of strategic importance for the following reasons:
There is only one Computer Science Master's degree program for the entire state of West Virginia, which is offered by the West Virginia University. MSCS degree will significantly increase graduate student enrollment at Marshall, especially foreign students through both direct and INTO program channels (based on info from INTO recruiters from China and India). This is a direct consequence of current and future job growth rates in the US and globally. MSCS will enable introducing an Accelerated Masters Degree (AMD) program in Computer Science. AMD allows outstanding undergraduate students to complete a traditional four-year Bachelor's degree in Computer Science and then, with one additional year, earn a Master's degree. AMD will help attract even more undergraduate students to Marshall.

### New catalog course description for program in GLY/Physical Sciences

# Attachment 4:
## Graduate Curriculum Requests

COEPD

**NEW COURSE ADDITIONS:**

**COURSE CHANGES:**

**(1)**

| | |
|---|---|
| College: | COEPD |
| Department: | Adult & Technical Education |
| Major or Degree: | Ed.S. Adult Education |
| Type of Change: | Change |
| Rationale: | To align the EDS program In ATE with the other EDS programs in the College of Education and Professional Development. This change is brought about as a part of moving the supervision of the ATE program to Leadership Studies and makes use of core courses from other programs within the college. This change Is part of the BOG directive to reduce the number of programs to be more in line with the capacity of the limited number of faculty members in the program while still meeting the need for a post-masters program in ATE. |
| Contact: | Mike Cunningham, 304-746-1912 |

**(2)**

Catalog Change:

| | |
|---|---|
| College: | COEPD |
| Department: | Adult & Technical Education |
| Major or Degree: | Ed.S. Adult Education |
| Contact: | Mike Cunningham, 304-746-1912 |

ADMISSION REQUIREMENTS: Applicants must have a master's degree in an appropriate field. Applicants should follow the admissions process described in this catalog or at the Graduate Admissions website at www.marshall.edu/graduate/admlsslonsreguirements.asp

GRADUATION REQUIREMENTS: Students must apply for graduation by the published deadline in the semester they expect to graduate. All coursework included as part of a Plan of Study must not be more than seven years old at the time of graduation.

| COURSE NUMBER | Course Name | Credit Hours | Course Availability | Semester Taken | Grade |
|---|---|---|---|---|---|
| **Required ATE Courses** | | | | | |
| ATE 618 | Literature of Adult & Continuing Education | 3 | Summer | | |
| ATE 689 | Grant Writing | 3 | All | | |
| ATE 701 | Community & Technical College | 3 | Fall | | |
| ATE 703 | Applied Research In Career & Technical Center Teaching | 3 | Summer | | |
| ATE 723 | Perspectives & Strategies for Workforce Education | 3 | Summer | | |
| **Required Core Courses** | | | | | |
| LS 703 | Research Design | 3 | Fall | | |
| EDF 625 | Qualitative Research in Education | 3 | Fall | | |
| CIEC 700 | Technology and Education | 3 | Fall | | |
| EDF 711 | Survey Research in Education | 3 | Summer | | |
| CI 677 or HUM 604 | Writing for Publication Expository Writing | 3 | Spring | | |
| **Capstone Course** | | | | | |
| ATE 679 | Problem Report | 3 | Spring | | |
| | **TOTAL** | 33 | | | |

| Student | Date | Advisor | Date |
|---|---|---|---|
| DR. MICHAEL L. CUNNINGHAM, Program Director | Date | DR. TERESA EAGLE, Dean | Date |

**Ed.S. with Area of Emphasis in Adult and Technical Education**

**Program Description**

The program is designed to permit specialization in the field of Adult and Technical Education. Upon admission, the department will assign an advisor who will work with the student in developing an approved program. The program is considered approved when an agreement is signed by the student, advisor and one other member of the ATE program.

**Admission Requirements, M.S.**

Applicants must have a master's degree from a regionally accredited institution and work experience that provides an applicable background for the program. Applicants should follow the admissions process described in this catalog or at the Graduate Admissions website at *www.marshall.edu/graduate/admissionsrequirements.asp*.

**Program Requirements**

All programs must be completed in seven years from admittance and conform to the following standards:

1. Completion of a minimum of ~~36~~ 33 hours of planned, approved graduate study with a 3.25 GPA, including the following:

Core ~~c~~Coursework ..............................................................................................................~~21~~15

(NOTE: credit will not be approved for courses used in a master's program)

~~Minor field (approved area of specialization)..........................................................................6~~

Adult and Technical Education Coursework...................................................................15

Research Component (ATE ~~677 or equivalent course by approval~~679)...............................3

~~Applied Research (Thesis, 6 hours) ..................................................................................6~~

TOTAL HOURS............................................................................~~36~~33

2. A Plan of Study will be sent to the student at the time of admission. Changes in required courses and the choice of any elective courses must be approved, and signed off by the advisor on the office copy of the Plan of Study. The Plan of Study is a student's "blueprint" for completing graduation requirements.

~~3. Completion of a comprehensive oral examination covering the coursework and thesis. The examination will be administered by three full-time ATE faculty members selected by the student.~~

**(3)**

| | |
|---|---|
| College: | COEPD |
| Department: | Adult & Technical Education |
| Degree: | Ed.S. Community & Technical College Studies |
| Type of Change: | Deletion |
| Rationale: | The EdS in Community College offered by the ATE program is intended for the same students as a program housed in the Leadership Studies Program; the EDS in Community College Administration. Since both of these programs are administratively housed within the LS/ATE program within COEPD , this arrangement is not an efficient model or wise use of scarce faculty resources. In another action request the remaining EdS in the ATE program is being revised to use a common core from the COEPD EdS program. These two actions will make the ATE program much more efficient and easier to communicate to prospective students. |
| Contact: | Mike Cunningham, 304-746-1912 |

COHP

## NEW COURSE ADDITIONS:

**(4)**

| | |
|---|---|
| College/School: | COHP |
| Department: | PT |
| New Course Number and Title: | PT 798 - Independent Study |
| New Catalog Description: | |

Independent study of a specific nature under the supervision of a qualified faculty member. Hours of credit are determined by the magnitude of the project (PR: permission of Chair of School of Physical Therapy)

| | |
|---|---|
| Prerequisites: | Permission of Chair of School of PT |
| Credit Hours: | 1 - 4 |
| Comments: | Contact Pam Holland (304-696-2985). |

**(5)**

| | |
|---|---|
| College/School: | COHP |
| Department: | SOK |
| Course Number and Title: | HS 512 – Practical and Emergency Techniques in Athletic Training |
| Catalog Description: | Taping, bracing, spine boarding, airway and oxygen administration, and other advanced emergency and practical care techniques used in athletic training. (PR: program admission; CR: HS522) |
| Prerequisites: | Program Admission |
| First Term Offered: | Fall 2015 |
| Credit Hours: | 3 |
| Comments: | Zach Garrett, MS, MHA, ATC  (304-696-2924). |

**(6)**

| | |
|---|---|
| College/School: | COHP |
| Department: | SOK |
| Course Number and Title: | HS 515 – Athletic Training Clinical Experience I |
| Catalog Description: | To begin developing athletic training evaluation and treatment skills under the direction of a BOC certified Athletic Trainer. Requires 150 clinical hours. (CR: HS522) |
| Prerequisites: | Program Admission |
| First Term Offered: | Fall 2015 |
| Credit Hours: | 2 |
| Comments: | Zach Garrett, MS, MHA, ATC  (304-696-2924). |

**7)**

| | |
|---|---|
| College/School: | COHP |
| Department: | SOK |
| Course Number and Title: | HS 525 – Athletic Training Clinical Experience II |
| Catalog Description: | To continue developing athletic training evaluation and treatment skills under the direction of a BOC certified Athletic Trainer. Requires 150 clinical hours. (PR: HS 515) |
| Prerequisites: | HS 515 |
| First Term Offered: | Spring 2016 |
| Credit Hours: | 2 |
| Comments: | Zach Garrett, MS, MHA, ATC  (304-696-2924). |

**(8)**

| | |
|---|---|
| College/School: | COHP |
| Department: | SOK |
| Course Number and Title: | HS 634 - Athletic Training Externship |
| Catalog Description: | Approved allied health externship supervised by an MD, EMT, PT, PA, or ATC. Requires 225 clinical hours, of which 75+ must be in a non-orthopedic setting. (PR: HS525, program persmission) |
| Prerequisites: | HS 525; program permission |
| First Term Offered: | Summer 2016 |
| Credit Hours: | 3 |
| Comments: | Zach Garrett, MS, MHA, ATC  (304-696-2924). |

**(9)**

| | |
|---|---|
| College/School: | COHP |
| Department: | SOK |
| Course Number and Title: | HS 645 - Athletic Training Externship III |
| Catalog Description: | To continue developing athletic training evaluation and treatment skills under the direction of a BOC certified athletic trainer and/or other qualified allied health professionals. |
| Prerequisites: | passing HS 525 and 150 clinical hours |
| First Term Offered: | Fall 2016 |
| Credit Hours: | 2.0 |
| Comments: | Zach Garrett, MS, MHA, ATC  (304-696-2924). |

**(10)**

| | |
|---|---|
| College/School: | COHP |
| Department: | SOK |
| Course Number and Title: | HS 655 – Athletic Training Externship IV |
| Catalog Description: | Capstone clinical experience supervised by an MD, PT, PA, or ATC at an approved site.  Requires 150 clinical hours. |
| Prerequisites: | HS 579 enrollment and passing HS 545 |
| First Term Offered: | Spring 2017 |
| Credit Hours: | 2.0 |
| Comments: | Contact Zach Garrett, MS, MHA, ATC  (304-696-2924). |

## COURSE CHANGES:

**(11)**

| | |
|---|---|
| Type of change request: | COURSE TITLE CHANGE/COURSE DESCRIPTION CHANGE/CREDIT HOUR CHANGE |
| College/School: | COHP |
| Department: | PT |
| Course Number and Title: | PT 710 - Intro to Human Movement |

**Old Catalog Description:**

Lecture and laboratory introducing students to basic histology of connective, nervous, epithelial and muscle tissue utilized in human movement and to palpations skills of tissues utilized in movement.

**New Catalog Description:**

Lecture and laboratory introducing students to basic histology of connective, nervous, epithelial and muscle tissue utilized in human movement, palpations skills, goniometry and manual muscle testing.

**Old Credit Hours:**          2
**New Credit Hours:**          3
Comments:                      Contact Penny Knoll (304-696-5614).


**(12)**
Type of change request:        COURSE TITLE CHANGE/COURSE DESCRIPTION
                               CHANGE
College/School:                COHP
Department:                    PT
Course Number and Title:       PT 731 - Clinical Skills I
**Old Catalog Description:**
Lecture and laboratory covering basic evaluation skills including clinical decision making, history taking, postural and functional assessment, surface palpation, manual muscle testing, and goniometric measurement.


**New Catalog Description:**
Theory/practice of essential physical therapy skills, including clinical decision making, interview, postural and functional assessment, safe patient handling techniques of positioning, bed mobility, transfers, and use of assistive devices.

Comments:                      Contact Penny Knoll (304-696-5614).
Recommendation:                approve


**(13)**
Type of change request:        COURSE TITLE CHANGE/COURSE
                               DESCRIPTION CHANGE
College/School:                COHP
Department:                    PT
Course Number and Title:       PT 732 - Clinical Skills II
Old Catalog Description:
Theory and practice of clinical decision making, modalities, and safe patient handling techniques of positioning, bed mobility, transfers, and use of assistive devices.


New Catalog Description:
Theory and practice of essential physical therapy skills, including therapeutic massage, electrotherapeutic modalities, physical agents and mechanical modalities.

Old Credit Hours:              3
New Credit Hours:              2
Comments:                      Contact Penny Knoll (304-696-5614).


**(14)**
Type of change request:        COURSE TITLE CHANGE/COURSE
                               DESCRIPTION CHANGE/CREDIT HOUR
                               CHANGE
College/School:                COHP
Department:                    PT
Course Number and Title:       PT 741 - Medical Pathology I
Old Credit Hours:              1
New Credit Hours:              2
Comments:                      Contact Penny Knoll (304-696-5614).
Recommendation:                approve

**(15)**

| | |
|---|---|
| Type of change request: | COURSE TITLE CHANGE/COURSE DESCRIPTION CHANGE |
| College/School: | COHP |
| Department: | PT |
| Course Number and Title: | PT 750 - Foundations of Physical Therapy |

**Old Catalog Description:**

Introduces students to medical terminology, historical foundations, and contemporary practice of physical therapy, traditional and emerging roles and responsibilities and professional behaviors of the physical therapist.

**New Catalog Description:**

Introduces students to medical terminology, historical foundations, and contemporary practice of physical therapy, traditional and emerging roles and responsibilities and professional behaviors of the physical therapist and issues of self-awareness and communications.

Comments:                                    Contact Penny Knoll (304-696-5614).


**(16)**

| | |
|---|---|
| Type of change request: | COURSE TITLE CHANGE/COURSE DESCRIPTION CHANGE |
| College/School: | COHP |
| Department: | PT |
| Course Number and Title: | PT 751 - Professional Practice I |

**Old Catalog Description:**

Development of cultural competence, analysis and practice of communications skills including patient-therapist interaction, documentation, professionalism, group dynamics and leadership to assume roles of practitioner, instructor, supervisor, and leader.

**New Catalog Description:**

Development of cultural competence, analysis and practice of communications skills including documentation, professionalism, group dynamics and leadership to assume roles of practitioner, instructor, supervisor, and leader.

| | |
|---|---|
| Old Credit Hours: | 3 |
| New Credit Hours: | 2 |
| Comments: | Contact Penny Knoll (304-696-5614). |
| Recommendation: | approve |


**(17)**

**COURSE DESCRIPTION CHANGE**

| | |
|---|---|
| Department: | School of Kinesiology |
| Course Number and Title: | HS522 Prevention, Care, and Treatment of Athletic Injuries |
| Rationale: | In 2012, the national accrediting agency (CAATE) updated its list of required skills and competencies and mandatory patient population exposures. As such, new material was added to the existing core content of this course. The catalog description change reflects the broader scope of this combined material and recognition of injuries in the general population. |
| Course Description (old) | This course is designed to prepare the athlete for competition, the prevention and protection of the athlete from accidents, the etiology, examination and immediate care of the athlete, and the |

Course Description: (new)                   rehabilitation of the athlete following injury.
Orthopedic skills and procedures used by athletic
trainers to assess patients to determine baseline
physical and fitness data and the best course of
action for injury prevention, treatment, and
rehabilitation.

**COURSE TITLE CHANGE**

| | |
|---|---|
| College/School: | COHP |
| Course Number and Title: | HS522 Prevention, Care, and Treatment of Athletic Injuries |
| Department: | School of Kinesiology |
| Current Course Number/title: | HS522 Prevention, Care, and Treatment of Athletic Injuries |
| New Course Title: | HS522 Orthopedic Skills and Procedures |
| Rationale: | In 2012, the national accrediting agency (CAATE) updated its list of required skills and competencies and mandatory patient population exposures. As such, new material was added to the existing core content of this course. The name change reflects the broader scope of this combined material and recognition of injuries in the general population. |
| Catalog Description: | Orthopedic skills and procedures used by athletic trainers to assess patients to determine baseline physical and fitness data and the best course of action for injury prevention, treatment, and rehabilitation. |
| Comments: | Zach Garrett, MS, MHA, ATC  (304-696-2924). |

**(18)**
**COURSE NUMBER CHANGE**

| | |
|---|---|
| Department: | School of Kinesiology |
| Course Number and Title: (old) | HS 510 Organization and Administration in Athletic Training |
| Course Number and Title: (new) | HS 609 Organization and Administration in Athletic Training |
| Rationale: | The course is designed to investigate current trends in administration and organization in the field of athletic training, and to investigate laws and billing/diagnosis codes associated with the profession. |
| Catalog Description: | This course will investigate current trends in administration and organization in the field of athletic training. Focus will be placed on current state/federal practice laws and the financial management of running an athletic training clinic. |
| Credit Hours: | 3 |

**COURSE DESCRIPTION CHANGE**

| | |
|---|---|
| Department: | School of Kinesiology |
| Course Number and Title: | HS609 Organization and Administration in Athletic Training |
| Rationale: | In 2012, the national accrediting agency (CAATE) updated its list of required skills and competencies and mandatory patient population exposures. As such, new material was added to the existing core content of this course. The catalog description change reflects the broader scope. |

| | |
|---|---|
| Course Description: (old) | This is a course that investigates current trends in administration and organization in the field of athletic training. |
| Course Description: (new) | This course will investigate current trends in administration and organization in the field of athletic training. Focus will be placed on current state/federal practice laws and the financial management of running an athletic training clinic. |

**(19)**
## COURSE NUMBER CHANGE

| | |
|---|---|
| Department: | School of Kinesiology |
| Course Number and Title: (old) | HS 540 Health Assessment for the Athletic Trainer |
| Course Number and Title: (new) | HS 639 Health Assessment for the Athletic Trainer |
| Rationale: | The course is designed to study common general medical problems and illnesses common with athletics and physically active individuals while utilizing evidence based medicine. |
| Catalog Description: | This course will investigate common general medical conditions and illnesses in relation to athletics and physically active individuals while utilizing evidence based medicine. |
| Credit Hours: | 3 |

## COURSE DESCRIPTION CHANGE

| | |
|---|---|
| Department: | School of Kinesiology |
| Course Number and Title: | HS639 Health Assessment for the Athletic Trainer |
| Rationale: | In 2012, the national accrediting agency (CAATE) updated its list of required skills and competencies and mandatory patient population exposures. As such, new material was added to the existing core content of this course. The catalog description change reflects the broader scope. |
| Course Description: (old) | A study of common problems and illnesses of athletes and other physically active individuals and the proper methods of evaluating these complaints. |
| Course Description: (new) | This course will investigate common general medical conditions and illnesses in relation to athletics and physically active individuals while utilizing evidence based medicine. |

**(20)**
## COURSE NUMBER CHANGE

| | |
|---|---|
| Department: | School of Kinesiology |
| Course Number and Title: (old) | HS 579 Trends in Athletic Training |
| Course Number and Title: (new) | HS 679 Trends in Athletic Training |
| Rationale: | The course is designed to enhance students knowledge in evidence based practice by utilizing decisions made in current clinical practice. The class will incorporate research papers/presentations to enhance learning outcomes. |
| Catalog Description: | To provide an in-depth analysis of current trends with regard to evidence based practice, current practice position statements, and current research methods being utilized in athletic training. |
| Credit Hours: | 3 |

COURSE DESCRIPTION CHANGE

| | |
|---|---|
| Department: | School of Kinesiology |
| Course Number and Title: | HS679 |
| Rationale: | In 2012, the national accrediting agency (CAATE) updated its list of required skills and competencies and mandatory patient population exposures. As such, new material was added to the existing core content of this course. The catalog description change reflects the broader scope. |
| Course Description: (old) | To provide an in-depth analysis of current trends with regard to administration, liability and insurance. In addition, will cover current standards in surgery, rehabilitation and evaluation of sports related injuries. |
| Course Description: (new) | To provide an in-depth analysis of current trends with regard to evidence based practice, current practice position statements, and current research methods being utilized in athletic training. |

COLA

## NEW COURSE ADDITIONS:

**(21)**

| | |
|---|---|
| College/School: | COLA |
| Department: | History |
| Course Number and Title: | HST 527 |
| Catalog Description: | This course explores the Second World War. It probes the nexus of diplomacy, politics, ideology, military strategy and operations, economics, and technological innovation that generated a truly global "total war". |
| Prerequisites: | None |
| First Term Offered: | undecided |
| Credit Hours: | 3.0 |
| Comments: | full syllabus attached |
| | Contact – Phillip Rutherford, 304-696-2719 |

**(22)**

| | |
|---|---|
| College/School: | COLA |
| Department: | History |
| Course Number and Title: | HST 547 |
| Catalog Description: | This course explores the nature and importance of empire through the reading of key texts and the study of selected films. |
| Prerequisites: | None |
| First Term Offered: | Spring 2015 |
| Credit Hours: | 3.0 |
| Comments: | full syllabus attached, syllabus states that a selected bibliography is attached, when the form requires a complete bibliography. |
| | Contact – William Palmer, 304-696-2720 |

**(23)**

| | |
|---|---|
| College/School: | COLA |
| Department: | History |
| Course Number and Title: | HST 548 |
| Catalog Description: | This course explores selected aspects of British history through the study of films and key texts. |
| Prerequisites: | none |
| First Term Offered: | Spring 2015 |
| Credit Hours: | 3.0 |
| Comments: | Assessment mechanisms are not included in the syllabus, nor is a grading system. |
| | Contact – William Palmer, 304-696-2720 |

**(24)**

| | |
|---|---|
| College/ School | COLA |
| Department | Political Science |
| Course Number and Title: | PSC 566: Appalachian Politics |
| Catalog Description: | Explores Appalachia as both a geographical region and a political construct, focusing on how politics shapes regional identity and the region's relationship to the United States |
| Prerequisites: | None |
| First Term Offered: | Spring 2013 |
| Credit Hours: | 3.0 |
| Comments: | Okay except missing some signatures |
| | Contact – George Davis, 304-696-2766 |

**COURSE CHANGES:**

**(25)**
**COURSE TITLE CHANGE**

| | |
|---|---|
| College/ School | COLA |
| Department: | English |
| Current Course Number/Title: | ENG 682: M.A. Graduate Portfolio |
| New Course Number/Title: | ENG 682: Portfolio |
| Rational: | Align with departmental capstone language |
| | Catalog Description: Extensive revision and creation of new original writing for the purposes of demonstrating knowledge and ability, as well as preparing students for further graduate study or the job market. |

**(26)**
**COURSE CREDIT HOUR CHANGE**

| | |
|---|---|
| College/ School | COLA |
| Department: | English |
| Current Course Number/Title: | ENG 682: M.A. Graduate Portfolio |
| Current credit hours: | hrs. |
| New credit hours: | 1-9 hrs. |
| Rationale: | Change is necessary for TAs who have completed course work to enroll in nine hours while completing portfolio. Only 3 hours will be applied to degree as in the past. |

**(27)**
COURSE GRADING CHANGE
College/ School                 COLA
Department:                             English
Current Course Number/Title:    ENG 682: M.A. Graduate Portfolio
Current course grading system:  Letter grade
New course grading system:              Credit/No Credit
Rationale:                              Align with disciplinary norms
Contact person:                 Kristen Lillvis (66269)


**(28)**
COURSE TITLE CHANGE
College/School:                 COLA
Department:                             English
Department:                             English
Current Course Number/Title:    ENG 683: M.A. Comprehensive Exams
New Course Number/Title:                ENG 683: Comprehensive Exams
Rational:                               Align with departmental capstone language
Catalog Description:                    Preparation and extensive reading for exams in
                                        three areas of study. Students are expected to
                                        demonstrate expertise in these three areas through completion
                                        of essay exams.


**(29)**
COURSE CREDIT HOUR CHANGE
College/School:                 COLA
Department:                             English
Current Course Number/Title:    ENG 683: M.A. Comprehensive Exams
Current credit hours:                   3 hrs.
New credit hours:                       1-9 hrs.
Rationale:                              Change is necessary for TAs who have completed
                                        course work to enroll in nine hours while completing
                                        comprehensive exams. Only 3 hours will be applied to degree
                                        as in the past.


**(30)**
COURSE GRADING CHANGE
College/School:                 COLA
Department:                             English
Current Course Number/Title:    ENG 683: M.A. Comprehensive Exams
Current course grading system:  Letter grade
New course grading system:              redit/No Credit
Rationale:                              Align with disciplinary norms
Contact person:                 Kristen Lillvis (66269)

COS

## NEW COURSE ADDITIONS:

**(31)**

| | |
|---|---|
| Type of Change Requested: | COURSE ADDITION |
| College/School: | COS |
| Department: | IST/NRRM |
| Course Number and Title: | PLS 505 – Park/Recreation Ecology |
| Catalog Description: | The course is designed to help students identify and evaluate the level of resource impact, understand factors that cause resource impacts, and suggest appropriate management actions to minimize impacts under given conditions. |
| Prerequisites: | N/A |
| First Term Offered: | Fall 2013 |
| Credit Hours: | 3 hours |
| Contact: | Contact Person – Min Kook Kim (x63748) |

**(32)**

| | |
|---|---|
| Type of Change Requested: | COURSE ADDITION |
| College/School: | COS |
| Department: | Department of Integrated Science & Technology / Natural Resources & Recreation Management |
| Course Number and Title: | PLS 533 GIS/RS in Natural Resources |
| Catalog Description: | Focusing on natural resource management, the course will explore techniques and procedures required for spatially explicit data analysis in parks and protected areas. |
| Prerequisites: | N/A |
| First Term Offered: | Spring 2014 |
| Credit Hours: | 3 hours |
| Contact: | Contact Person – Min Kook Kim (x63748) |

## COURSE CHANGES:

**(33)**

| | |
|---|---|
| Type of Change Requested: | COURSE DESCRIPTION CHANGE |
| Department: | Mathematics |
| Type of Change Requested: | COURSE NUMBER CHANGE |
| Course Number and Title: | MTH 589 ITA Seminar |
| Rationale: | This course is taken by graduate mathematics students, including all mathematics Graduate Assistants. When the course was originally developed, the title was chosen because all mathematics graduate assistants were Teaching Assistants, but this is no longer the case. Moreover, in the time since the course was created, its content has been revised to serve the needs of mathematics graduate students generally, not only Teaching Assistants. The revised title and description clarify the current nature of the course. |

| | |
|---|---|
| Course Description (old): | An introduction to techniques of teaching mathematics with emphasis on lower-level mathematics courses. |
| Course Description (new): | A seminar on topics relevant to graduate students in mathematics, including college-level teaching, conducting research, professional ethics, and mathematics careers. This course does not satisfy any degree requirements. |
| Contact: | Dr. Alfred Akinsete, 304 696 6010 |

**(34)**

| | |
|---|---|
| Type of Change Requested: | COURSE TITLE CHANGE |
| Department: | Mathematics |
| Current Course Number/Title: | MTH 589 ITA Seminar |
| New Course Title: | Graduate Mathematics Seminar |
| Rationale: | This course is taken by graduate mathematics students, including all mathematics Graduate Assistants. When the course was originally developed, the title was chosen because all mathematics graduate assistants were Teaching Assistants, but this is no longer the case. Moreover, in the time since the course was created, its content has been revised to serve the needs of mathematics graduate students generally, not only Teaching Assistants. The revised title and description clarify the current nature of the course. |
| Catalog Description: | An introduction to topics relevant to graduate students in mathematics, including college-level teaching, conducting research, professional ethics, and mathematics careers. This course does not satisfy any degree requirements. |
| Contact: | Dr. Alfred Akinsete, 304 696 6010 |

**REQUEST FOR GRADUATE ADDITION, DELETION, OR CHANGE OF A MAJOR OR DEGREE**

**(35)**

| | |
|---|---|
| Department: | MATHEMATICS |
| Major or Degree: | M.A. Mathematics |
| Type of Change:<br>(addition, deletion, change) | Change in Curriculum |
| Rationale: | About 50% of our graduate students take thesis option. However, the number of credit hours for thesis does not count towards the required 18 credit hours of 600 level courses for graduation. Thesis option is additional work for students. The other option is to take the comprehensive oral examination. The current graduate program requirements do not offer any incentive for doing a thesis rather than taking an oral exam. Without changes in this requirements, the proportion of students interested in thesis would |

dwindle. A credit of not more than 3 hours of thesis towards graduation requirements will address this problem and encourage students to do research.

Contact: Dr. Alfred Akinsete, 304 696 6010

### 3. Current Catalog Description

Insert the Current Catalog Description and page number from the latest catalog for entries you would like to change. (May attach separate page if needed)

2013-2014 Catalog (Print Edition), Page 179-180

Degree Requirements:

A Plan of Study approved by the department/program and the graduate dean must be filed in the Graduate College office before the student registers for the 12th semester hour.

For graduation, a student is required to pass at least 36 approved credit hours, of which 18 credit hours must be at the 600 level. These 18 credit hours may include Special Topics, but neither Thesis nor Independent Study. A maximum of 6 credit hours of Thesis shall count toward the 36-hour requirement. Students must pass or be exempted from each of MTH 528 – Advanced Calculus II, MTH 546 – Probability and Statistics II, and MTH 552 – Modern Algebra II. Students may choose either to write and defend an acceptable thesis or pass a comprehensive oral examination. Teaching Assistant Seminar hours do not count toward graduation.

The specific coursework requirements for the program are:

• 18 credit hours of 600-level courses, excluding Thesis and Independent Study.

• 18 additional credit hours at the 500-level or higher, which will include MTH 528, 546, and 552 unless exempted. These additional credit hours may also include an optional 6 credit hours at the 500-level or higher from another department at Marshall offering a graduate program as a minor.

### 5. *New* Catalog Description

Insert a 'clean' copy of your proposed description, i.e., no strikethroughs or highlighting included. This should be what you are proposing for the new description. (May attach separate page if needed)

Degree Requirements:

A Plan of Study approved by the department/program and the graduate dean must be filed in the Graduate College office before the student registers for the 12th semester hour. For graduation, a student is required to pass at least 36 approved credit hours, of which 18 credit hours must be at the 600 level. These 18 credit hours may include Special Topics, not more than 3 credit hours of Thesis (for student taking the thesis option), but not Independent Study. Students must pass or be exempted from each of MTH 528 – Advanced Calculus II, MTH 546 – Probability and Statistics II, and MTH 552 – Modern Algebra II. Students may choose either to write and defend an acceptable thesis or pass a comprehensive oral examination. Teaching Assistant Seminar hours do not count toward graduation.

The specific coursework requirements for the program are:

• 18 credit hours of 600-level courses, including not more than 3 credit hours of Thesis, but excluding Independent Study.

• 18 additional credit hours at the 500-level or higher, which will include MTH 528, 546, and 552 unless exempted. These additional credit hours may also include an optional 6 credit hours at the 500-level or higher from another department at Marshall offering a graduate program as a minor.

## REQUEST FOR GRADUATE NON-CURRICULAR CHANGES

(36)

| | |
|---|---|
| Department: | GLY /Physical Sciences |
| Major/Degree: | PHYSICAL AND APPLIED SCIENCE, M.S. |
| Request type: | Catalog description change |
| Contact: | William L. Niemann, Ph.D., 304-696-6721 |
| Rationale: | Provides greater detail for program requirements. |

*To be added after current catalog description:*

Admission Requirements

a. Applicants must have an undergraduate Grade Point Average (GPA) of 3.0 or higher on a 4.0 scale in their major;

b. Applicants with a GPA between 2.5 and 3.0 in their major may be provisionally admitted to the program with the unanimous approval of Geology Faculty

c. Applicants who do not meet Marshall's requirements for a B.S. in Geology may be required to take additional courses (as determined by the Geology Faculty), in addition to graduate coursework, to provide an adequate foundation in the area of emphasis. The foundation courses may be undergraduate courses.

Program Requirements

1. The M.S. candidate must pass a qualifying examination during the first eight weeks of their first semester of graduate work. The exam will be administered orally by the Geology faculty and will be coordinated by the student's thesis advisor. The candidate will be allowed two attempts to pass the qualifying exam. If the candidate fails to pass the qualifying exam after two attempts, the candidate must withdraw from the program at the end of his/her first semester and may not re-enter the program until the following academic year.

2. Following successful completion of the qualifying exam, and prior to the end of the first semester of graduate work, the candidate must submit to the Graduate College a Plan of Study approved by the Geology faculty. The Plan must include a total of at least 32 hours, at least 16 of which must be earned in classes numbered 600 or above. In addition, the curriculum must include at least 12 hours of 500-600 level geology courses. A maximum of six hours may be taken as thesis credit.

3. Following approval of the Plan of Study, the candidate must form a thesis committee with the mutual consent of his/ her advisor, and nominated faculty. The committee will consist of at least three faculty members with graduate status, at least two of whom are faculty members from the Geology Department. All faculty members on the committee must hold a terminal degree in their field. If agreed by the candidate and his/her advisor, a person from outside the university and familiar with the thesis topic, such as a professional from government or industry, may be added to the committee as an ex-officio member. (Any exofficio members of the committee will not participate in the qualifying exam).
4. The candidate must submit a thesis proposal by the end of his/her second semester. This document will contain an introduction to the thesis subject, with a clear statement of the significance of the work to be done. Sufficient background on the topic and a proposed plan of research methods to complete the thesis are also required.

5. The candidate will be evaluated by a letter grade in all graduate coursework with the exception of the 6 hours of thesis work, which will be evaluated by a CR/NC grade. No candidate will earn his/her degree unless he/she obtains a "CR" grade for the thesis.

6. The candidate should submit an application for graduation to the Graduate College at the beginning of the semester in which he/she plans to graduate.

7. Upon completion of his/ her thesis work, the candidate will submit a draft of the thesis to his/her advisor. Once the draft thesis has been approved by the advisor, the candidate will submit the draft thesis to his/her thesis committee.

8. The candidate must orally present and successfully defend his/her thesis before his/her thesis committee. The oral presentation will not exceed 45 minutes, and will be open to the public. The subsequent question and answer session by the committee will focus solely on the candidate's research, and will be closed to the public. Upon completion of the Q & A session (which should not last more than 45 minutes), the candidate will be asked to leave the room, while the committee members deliberate. The candidate's thesis advisor

~~will communicate the results of deliberation to the candidate. Should the candidate not pass his/ her thesis defense, he/she will be allowed two more attempts at defending the thesis. Should the candidate be unsuccessful in defending the thesis after the third attempt, he/she will be removed from the M.S. in Physical and Applied Science. Conference or meeting presentations will not substitute for the oral defense.~~

~~9. The candidate must submit a final copy of his/her thesis with all revisions requested by the committee members to the committee for final approval. Once the committee approves the thesis, the candidate will be given permission to upload a pdf version of the thesis on the Graduate College ETD Administrator website. The candidate's advisor is responsible for proof-reading this version to ensure that it is identical to the version approved by his/her thesis committee.~~

## SOJMC

## COURSE CHANGES:

**(37)**

| | |
|---|---|
| Type of change request: | COURSE DESCRIPTION CHANGE |
| Department: | SOJMC |
| Course Number and Title: | JMC 606 Depth Reporting |
| Rationale: | New description better accommodates web and mobile storytelling tools used for in-depth narrative reporting. |
| Course Description (old): | Depth reporting of social and environmental activities and problems, with emphasis on thorough research and documentation. Articles will be submitted for publication. |
| Course Description: (new) | In-depth narrative reporting, with emphasis on thorough research, documentation and use of multimedia storytelling tools for publication. |
| Catalog Description: | In-depth narrative reporting, with emphasis on thorough research, documentation and use of multimedia storytelling tools for publication. |
| Contact | Rebecca Johnson, 304-696-2726 |

**(38)**

| | |
|---|---|
| Type of change request: | COURSE TITLE CHANGE |
| Department: | SOJMC |
| Current Course Number/Title: | JMC 606 Depth Reporting |
| New Course Title: | JMC 606 Narrative ~~Storytelling~~ Reporting |
| Rationale: | Title reflects the growth in long-form narrative storytelling form increasingly used by news organizations. Also, it better fits the New Media graduate program recently approved by the graduate council. |
| Description: | In-depth narrative reporting, with emphasis on thorough research, documentation and use of multimedia storytelling tools for publication. |
| Contact | Rebecca Johnson, 304-696-2726 |

SOP

**NEW COURSE ADDITIONS:**

**(39)**

| | |
|---|---|
| Department: | SOP |
| Course Number and Title: | PHAR 711 Medication Therapy Management |
| Catalog Description: | The student will learn to resolve medication-related problems to reduce costs and improve outcomes. |
| Prerequisites: | P3 standing |
| FirstTerm Offered: | Fall2014 |
| Credit Hours: | 1 |
| Contact: | Glenn Anderson – 62305 |

**(40)**

| | |
|---|---|
| Department: | SOP |
| Course Number and Title: | PHAR 721 Therapeutics 7: Special Populations |
| Catalog Description: | This course will emphasize the unique needs and differences in therapeutic recommendations for patients at the extremes of ages, diverse cultural backgrounds, and those with co-morbidities and other health conditions. |
| Prerequisites: | P-3 Standing |
| First Term Offered: | Spring 2015 |
| Credit Hours: | 2 |
| Contact: | Glenn Anderson – 62305 |

**(41)**

| | |
|---|---|
| Department: | SOP |
| Course Number and Title: | PHAR 722 Pharmacy Practice Management Ill: Patient Safety |
| Catalog Description: | Further professional development in the management of patient safety policies and procedures. Areas covered include: robotics, medication reconciliation, discharge planning, risk management, and other methods of improving patient safety. |
| Prerequisites: | P3-Standing |
| FirstTerm Offered: | Fall 2014 |
| Credit Hours: | 2 |
| Contact: | Glenn Anderson – 62305 |

**(42)**

| | |
|---|---|
| Department: | SOP |
| Course Number and Title: | Phar 731 Case Studies |
| Catalog Description: | Students will apply the principles of patient care, practice management, and public health to drug therapy issues through student-centered, problem-based instructional processes. |
| Prerequisites: | P3 standing |
| FirstTerm Offered: | Spring 2015 |
| Credit Hours: | 3 |
| Contact: | Glenn Anderson – 62305 |

**(43)**

| | |
|---|---|
| Department: | SOP |
| Course Number and Title: | PHAR 741 Therapeutics 5- Endocrine diseases, genitourinary diseases, and reproduction |
| Catalog Description: | Students will learn about the therapeutic use of medication and non-medication interventions for both treatment and prevention of endocrine diseases, genitourinary diseases, and reproduction (including conception and disease processes). Exploration of normal human physiology, disease pathophysiology, and the pharmacologic and chemical properties of medications will precede discussions of therapeutic use. This course will emphasize performance of the activities of the pharmacist as a health care provider. Activities emphasized include patient assessment, consultation, monitoring, communication, drug effectiveness (safety, interactions, and adverse events) and the professional and legal dynamics encountered in pharmacy practice. |
| Prerequisites: | P3-Standing |
| FirstTerm Offered: | Fall 2014 |
| Credit Hours: | 4 |
| Contact: | Glenn Anderson – 62305 |

**(44)**

| | |
|---|---|
| Department: | SOP |
| Course Number and Title: | PHAR 751 Neurologic and psychiatric diseases |
| Catalog Description: | Students will learn treatment and prevention of neurological and psychiatric diseases including the physiology, pathophysiology, pharmacology and therapy. This course emphasizes the pharmacist as a health care provider. |
| Prerequisites: | P3 status |
| First Term Offered: | Fall 2014 |
| Credit Hours: | 5 |
| Contact: | Glenn Anderson – 62305 |

**(45)**

| | |
|---|---|
| Department: | SOP |
| Course Number and Title: | PHAR 761 Hematology, oncology, nutrition, hepatic and musculoskeletal disorders |
| Catalog Description: | Students will learn treatment/ prevention of heme-one, nutrition, hepatic and musculoskeletal diseases including the pathophysiology, pharmacology and therapy. This course emphasizes the pharmacist as a health care provider. |
| Prerequisites: | P3 status |
| First Term Offered: | Spring 2014 |
| Credit Hours: | 6 |
| Contact: | Glenn Anderson – 62305 |

**(46)**

| | |
|---|---|
| Department: | SOP |
| Course Number and Title: | PHAR 801 Special Topics I |
| Catalog Description: | An opportunity for individual students to gain advanced experiences in practice, research, or service. Students will identify a faculty mentor and jointly develop individualized learning outcomes and a learning plan. |
| Prerequisites: | P1 or greater standing in the School of Pharmacy with good academic standing. Development of a learning plan(see appendix) with learning outcomes must accompany request for enrollment. Learning plan requires approval of the Associate Dean of Academic and Curricular Affairs. |
| First Term Offered: | Summer 2014 |
| Credit Hours: | 1 to 6 |
| Contact: | Glenn Anderson – 62305 |

**(47)**

| | |
|---|---|
| Department: | SOP |
| Course Number and Title: | PHAR 802 Special Topics II |
| Catalog Description: | An opportunity for students to didactically explore advanced topics within the profession of pharmacy. |
| Prerequisites: | P3 standing |
| First Term Offered: | Summer 2014 |
| Credit Hours: | 1 to 6 |
| Contact: | Glenn Anderson – 62305 |

**(48)**

| | |
|---|---|
| Department: | SOP |
| Course number and title: | PHAR 815 Ambulatory Care Skills (IPPE 5) |
| Catalog Description: | Introduces pharmacist student to the ambulatory care setting. Student will demonstrate the ability to develop a therapeutic plan that includes the selection of appropriate drug therapy based on patient characteristics |
| Prerequisites: | P3 Standing |
| First term offered: | Fall 2014 |
| Credit hours: | 1 |
| Contact: | Glenn Anderson – 62305 |

**(49)**

| | |
|---|---|
| Department: | SOP |
| Course Number and Title: | PHAR 816 Inpatient Clinical Skills |
| Catalog Description: | The Pharmacist Student will individualize patient therapy and recommend dose adjustment as indicated, assess and apply laboratory information, demonstrate the ability to develop and initiate a therapeutic plan, critical thinking and problem solving, select appropriate drug therapy based on patient characteristics. |
| Prerequisites: | P3 standing |

First Term Offered:                     Fall 2014
Credit Hours:                           1
Contact:                                Glenn Anderson – 62305


**(50)**
Department:                             SOP
Course Number and Title:                PHAR 817 Introductory Pharmacy Practice
                                        Experiences in Practice Management (IPPE 7)
Catalog Description:                    Pharmacy management practice in a supervised
                                        setting. Students are exposed to the to the role
                                        and responsibilities of a pharmacy team leader,
                                        manager, or director and the application of
                                        management strategy, tools, and responsibilities.
Prerequisites:                          P3 Status
Co-requisite:                           Intern Licensure per policy
First Term Offered:                     Fall 2014
Credit Hours:                           1
Contact:                                Glenn Anderson – 62305


**(51)**
Department:                             SOP
Course Number and Title:                PHAR 818 Introductory Pharmacy Practice
                                        Experiences in Education (IPPE 8)
Catalog Description:                    The Pharmacist Student will develop and present
                                        continuing education programs or active
                                        learning exercises, apply instructional as well as learning
                                        techniques, and demonstrate mentoring skills. Course Goal:
                                        Provide front line
                                        experience & exposure to the responsibility of
                                        teaching, scholarship, & service demanded of an
                                        academic career. Reinforce professionalism
                                        through faculty mentorship.
Prerequisites:                          P3 standing, Intern Licensure per policy
FirstTerm Offered:                      fall 2014
Credit Hours:                           1 (one)

# Attachment 5:

MEMORANDUM
To: Dr. Tracy M.Christofero, Chair, Graduate Council
From: Dr. David J. Pittenger, Associate VP and Dean of the Graduate College
Date: February 18, 2014

RE: Matters related to the editing and revision of the Graduate Catalog

At the last meeting of the Graduate Council, you asked that I revise the format for course lists presented in the various Program Descriptions in the Graduate Catalog. Indeed, there is much variability within the catalog in how courses are listed. As I began to review the matter, I discovered that this inconsistency is a symptom of a larger problem as we have an inefficient workflow that slows the revision of the catalog, creates inconsistencies, and creates opportunities for error.

Most changes to the Graduate Catalog occur when graduate programs make changes to the curriculum. Proposals are posted on the College's SharePoint site for review and revision, as necessary. Once the Graduate Council issues its approval, the minutes are submitted to the president for approval. With this final step, the revision to the Catalog begins. It is at this point that problems arise. The following is a brief list of factors that create problems.

1) The minutes are inconsistent in providing complete documentation regarding the changes to be made. Often the minutes refer to an approval but do not include the text of the changes to be made, referring only to a SharePoint site to which the catalog editor does not have access. Although it is possible to request the information from the department in question, this defeats the purpose of using what is approved for the catalog update, since there is no way to compare them.
2) The documents that are attached are often not in a computer format that can be readily transferred to the software used to edit the catalog. The PDF documents, while the most appropriate for posting on the Web, are often not editable, and when they are, the text still requires considerable effort to edit and causes errors because of image-to-text conversions.
3) The text that programs submit often has errors in grammar and format.
4) Departments often request the Catalog's editor to make changes to the program description noting a change in the department's policies. Unless the correction fixes a typographical, spelling, or grammatical error, the requested change has not been approved by the Graduate Council.

I believe we can remedy these problems with dispatch. To begin, we can use MSWord rather than PDF. Su Tams and I agree that it will be easier if we have

faculty use MSWord files as this will make the editing process more efficient. As the forms were created in MSWord we can post those on the College's web page in short order.

A second step will be to create a central archive of all approved revisions that will be accessible by the Catalog's editor, Registrar, members of the Graduate Council, and select members of the administration. Recently, the Provost created a SharePoint site which will serve as the archive for all policies, procedures, and other documents related to Academic Affairs. Within this site, we can create a specific archive for all Graduate Council curricular matters. The Graduate College will continue to maintain its archives (paper copies and electronic files). The Academic Affairs archive will archive the final drafts of documents, in MSWord format, that the Graduate Council has approved. In general, the primary steps will be:

1) Department submits to Graduate Council action items using the appropriate MSWord forms.
2) Graduate Council subcommittee(s) post forms on Graduate Council SharePoint site for review by members of Graduate Council.
3) Graduate Council reviews recommended proposals. The review process may require departments to resubmit forms with revised language.