

12-1-2017

# The Minutes of the Marshall University Graduate Council Meeting, December 1, 2017

Marshall University Graduate Council

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## Graduate Council

### MEMORANDUM

To: Dr. Jerome Gilbert - President

/4

From: Dr. Tracy Christoforo - Chair, Graduate Council /C/

Date: December 14, 2017

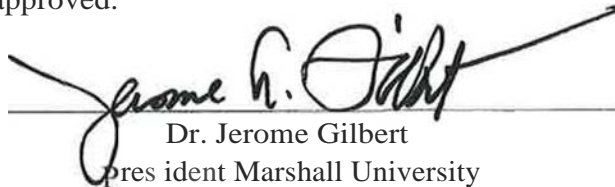
Subject: **Approval of Graduate Council Minutes: December 1, 2017**

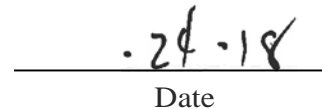
Attached are the minutes of the recent Graduate Council meeting for your review. Approval of these minutes will also serve as approval of curricular motions, graduate faculty status, etc.

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

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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. Tracy Christoforo with .pdf copies e-mailed to:

Dr. Tracy Christoforo, Chair, Graduate Council, [chri tofero@marsha ll.edu](mailto:chri tofero@marsha ll.edu)  
Dr. Cam Brammer, Secretary, Graduate Council, [brammer @marshal l.edu](mailto:brammer @marshal l.edu)  
Dr. David Pittenger, Dean, Graduate College. [pittengerd@ rmarshal l.edu](mailto:pittengerd@ rmarshal l.edu)  
Dr. Monica Brooks, Asst. VP Online Learning & Libraries, [brooks@mar hal l.edu](mailto:brooks@mar hal l.edu)  
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Dr. Sonja Cantrell, Registrar, [cantrell@marshall.edu](mailto:cantrell@marshall.edu)  
Dr. Sherri Smith, Associate VP for Academic Affairs, [smithsc@ marshall .edu](mailto:smithsc@ marshall .edu)  
:Ms. Sandee Lloyd, Graduate Dean's Office, [lloyd@marsha ll.ed u](mailto:lloyd@marsha ll.ed u)  
Mr. Adam Russell. Office of Academic Affairs. [ru . e 1158@mar hall.edu](mailto:ru . e 1158@mar hall.edu)

**MU Graduate Council Meeting Minutes - December 1, 2017**  
**South Charleston campus - Thomas Boardroom**

**Agenda**

<b>Name</b>	<b>Agenda items</b>
Christofero	Welcome
Brammer	Approval of previous meeting Minutes (Attachment 1)
Christofero	Graduate faculty status candidates (Attachment 2)
DeBruin	Academic Planning Committee (Attachment 3)
Howard for Lawrence	Curriculum Committee (Attachment 4)
Allen	Program Review
Lanham	Credentialing Committee
Pittenger / Howard	Interdisciplinary Programs
Christofero	Other Business

**Members:**

**Members Present:** Allen, Blough, Brammer, Campbell, Christofero, DeBruin, Heaton, Howard, Lanham, Larsen, Sollars , Sutphin

**Members Absent:** Davis, Lawrence, Muellerleile, Vauth

**Ex-Officio Members Present:** Pittenger

**Ex-Officio Members Absent:** Eagle, Ormiston, Maher

**Visitors:** Visitors did not sign in.

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

**Please reserve these meeting dates:**

- January 26, 2018 - Huntington John Spotts Room
- February 23, 2018 - South Charleston Thomas Boardroom
- March 30, 2018 - Huntington John Spotts Room
- April 27, 2018 - 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.

**Attachments:**

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

**Minutes of the October 27, 2017 GC Meeting –**  
(See Attachment 1)      APPROVED

**Graduate Faculty Status Candidates –**  
(See Attachment 2)      APPROVED

**Academic Planning Committee –**  
(See Attachment 3)      APPROVED

**Curriculum Committee -**  
(See Attachment 4)      APPROVED

**Program Review –**  
Dr. Allen reminded everyone to get their reports in as soon as possible.

**Credentialing Committee –**  
No Report

**Interdisciplinary Programs –**  
Ors. Pittenger and Howard presented information from the continuing discussions regarding interdisciplinary programs. Progress is still being made.

**Meeting Adjourned 2:20 PM**

**Attachment 1**  
**MU Graduate Council PREVIOUS Meeting - October 27, 2017**  
**Huntington campus - John Spotts Room**

**The meeting will begin at 1:00 p.m. sharp and end no later than 3:00 p.m.**  
**Please advise Tracy Christofero if you will not be attending**

**Agenda:**

<b>Name</b>	<b>Agenda items</b>
Christofero	Welcome
Stephanie Hurley	INTO Executive Director (Did not come)
Brammer	Approval of previous meeting Minutes (Attachment 1)
Christofero	Graduate faculty status candidates (Attachment 2)
DeBruin	Academic Planning Committee (Attachment 3)
Lawrence	Curriculum Committee (Attachment 4)
Lanham	CredentialinQ Committee
Allen / Reynolds	Program Review
Pittenger/ Howard	Interdisciplinary Programs (Attachment 5)
Pittenger	New Request Approval Process

**Members:**

**Members Present:** Allen, Blough, Brammer, Campbell, Christofero, Davis, Heaton, Howard, Lanham, Larsen, Lawrence, Muellerleile, Sollars,

**Members Absent:** DeBruin, Sutphin, Vauth

**Ex-Officio Members Present:** Maher, Pittenger

**Ex-Officio Members Absent:** Eagle, Ormiston

**Visitors: Visitors did not sign in.**

**Please reserve these meeting dates:**

December 1, 2017 - South Charleston Thomas Boardroom

- January 26, 2018 - Huntington John Spotts Room
- February 23, 2018 - South Charleston Thomas Boardroom
- March 30, 2018 - Huntington John Spotts Room
- April 27, 2018 - 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, except for the December 1<sup>st</sup> meeting when requests are due on or before November 1<sup>st</sup>.

**Attachments:**

5. Minutes of the past meeting
6. Graduate Faculty Membership Requests
7. Academic Planning Requests
8. Curriculum Committee Requests
9. Interdisciplinary Programs

**Chair Christofero called the meeting to order at 1 PM.**

**Minutes of the September 29, 2017 GC meeting**

**APPROVED**

**APPROVED**

**Graduate Faculty Status Candidates**

**APPROVED**

**Academic Planning Committee**

**COB**

**Department: Management**

Degree Program: MS in Human Resource Management

Type of Change: Change

Credit Hours:

Effective Date: Fall 2018

**COEPD**

**Department: Counseling**

Degree Program: MA in Counseling

Type of Change: Policy Change

Credit Hours:

Effective Date: Spring 2018

**Department: Counseling**

Degree Program: MA in Counseling

Type of Change: Change of Admissions Policies

Credit Hours:

Effective Date: Spring 2018

**Curriculum Committee**

**APPROVED**

**CITE**

**Course Additions (2)**

**Department: Computer Science**

#/Title: CS 698 Internship

Description: Supervised work experience in computer science or related fields.

Prerequisites: Permission by Division Chair

First Offered: Spring 2018 (The form says Fall 2017)

Credit Hours: 1 - 3

Department: Information Systems

#/Title: IS 698 Internship

Description: Supervised work experience in information systems or related fields.

Prerequisites: Permission by Division Chair

First Offered: Spring 2018 (The form says Fall 2017)

Credit Hours: 1 - 3

## **COLA**

### **Course Additions (4)**

#### **Department: English**

**#/Title:** ENG 507 Writing, Editing and Doc Design

**Description:** Study of the principle of professional writing, editing, and document design.

**Prerequisites:** None

**First Offered:** Spring 2018

**Credit Hours:** 3

#### **Department: History**

**#/Title:** HST 517 U.S. West to 1900

**Description:** A study of the social, cultural, political, and economic history of the US West to 1900, along with the West's place in our public memory.

**Prerequisites:** None

**First Offered:** Spring 2018

**Credit Hours:** 1 - 3

#### **Department: History**

**#/Title:** HST 549 World War I in Film

**Description:** This course explores the origins, course, and meaning of World War I (1914 - 1918) through the use of selected films and readings.

**Prerequisites:** None

**First Offered:** Fall 2018

**Credit Hours:** 3

#### **Department: History**

**#/Title:** HST 554 History of Ireland (The form needs the Alpha Designator)

**Description:** This course covers the history of Ireland from the Middle Ages to the Present

**Prerequisites:** None

**First Offered:** Spring 2018

**Credit Hours:** 3

## **SOM**

#### **Department: Clinical Translational**

**#/Title:** CTS 632 Qualitative Research

**Description:** This course offers approaches to designing and conducting qualitative health services research. Students will gain hands-on experience while carrying out a research project related to their area of interest.

**Prerequisites:** Consent of Instructor

**First Offered:** Spring 2018

**Credit Hours:** 1

### **Credentialing Committee**

Dr. Lanham reported that the committee had completed the reviews of the COB and COHP and all files were in order.

### **Program Review**

Ors. Allen and Reynolds presented the procedures to be followed for Program Reviews and assignments were passed out. Dr. Reynolds is going to email the review forms to all the Council Members.

### **Interdisciplinary Programs**

Ors. Pittenger and Howard presented information from the continuing discussions regarding interdisciplinary programs. There has been a bit of progress!

### **New Request Approval Process**

Dr. Pittenger reported the following: Due to the failure of the State to report certain documents to the Federal Government, all colleges and universities must now seek an additional approval for "Intent to Plan" requests, already a lengthy process. The additional step will be approval by the HEPC after approval by the Board of Governors before any new program can begin. This will probably delay the starting of a new program by at least 60 to 90 days.



## Attachment 2 - Approved

### Graduate Faculty Status Requests

Type	Faculty Member	College/School	Department	Graduate Faculty Level	Term Start	Term Expires
<u>Add</u>	Arneson, Ruthann	COEPD	Early Childhood Ed	Graduate	08/21/2017	12/09/2022
<u>Add</u>	Cordoba, Hilton	COLA	Geography	Graduate	01/08/2018	05/05/2023
<u>Add</u>	Day, Brian	COS	Chemistry/Physical Sciences	Graduate	08/21/2017	12/09/2022
<u>Add</u>	Day, Brian	COS	Chemistry	Associate	08/21/2017	12/11/2020
<u>Add</u>	Lee, Alexander	CAM	School of Music	Graduate	08/21/2017	12/09/2022
<u>Add</u>	Magnusson, Joni	COLA	English	Associate	01/08/2018	05/07/2021
<u>Add</u>	Marshall, Megan	COLA	English	Graduate	01/08/2018	05/05/2023
<u>Add</u>	Song, Tianyi	CITE	Computer Science	Graduate	08/21/2017	12/09/2022
<u>Add</u>	Wiggers, Anthony	COS	Biological Sciences	Associate	01/08/2018	05/07/2021
<u>Add</u>	Wiggers, Ernie	COS	Biological Sciences	Associate	01/08/2018	05/07/2021
<u>Delete</u>	Brown, Wyatt	COS	Criminal Justice & Criminology	Graduate	08/22/2016	12/10/2021
<u>Delete</u>	Crews, Gordon	COS	Criminal Justice	Graduate	06/25/13	06/25/18
<u>Delete</u>	Dameron, Samuel	COS	Criminal Justice	Associate	11/01/15	11/01/17
<u>Delete</u>	Flesher, Whitney	COS	Criminal Justice	Associate	08/26/14	08/26/17
<u>Edit</u>	Bingham, Edwin	CAM	Music	Graduate	01/08/2018	05/05/2023
<u>Edit</u>	Bryson, Kent	COS	Criminal Justice & Criminology	Associate	08/21/2017	12/11/2020
<u>Edit</u>	Castellani, Michael	COS	Chemistry	Graduate	08/21/2017	12/09/2022
<u>Edit</u>	Emmett, Mary	COB	Management/Marketing/MIS	Doctoral	08/21/2017	12/09/2022

Type	Faculty Member	College/School	Department	Graduate Level	Term Start	Term Expires
<a href="#">Edit</a>	Gillespie, Emily	COS	BSC	Graduate	08/21/2017	12/09/2022
<a href="#">Edit</a>	Goel, Dawn	COLA	Psychology	Doctoral	08/21/2017	12/09/2022
<a href="#">Edit</a>	Gratchev, viateneslav	COLA	Modern Languages	Graduate	08/21/2017	12/09/2022
<a href="#">Edit</a>	Hapney, Terry	CAM	Journalism and Mass Communications	Graduate	01/08/2018	05/05/2023
<a href="#">Edit</a>	Hood, Gwenyth	COLA	English	Graduate	08/21/2017	12/09/2022
<a href="#">Edit</a>	Jung, JiYoon	COS	Mathematics	Graduate	08/21/2017	12/09/2022
<a href="#">Edit</a>	Lewis, Daniel	COLA	English	Associate	08/21/2017	12/11/2020
<a href="#">Edit</a>	Lillvis, Kristen	COLA	English	Graduate	08/21/2017	12/09/2022
<a href="#">Edit</a>	McKinney, Ralph	COB	Management/Marketing/MIS	Doctoral	05/08/2017	06/03/2022
<a href="#">Edit</a>	Morrisette, Jason	COLA	Political Science	Graduate	08/21/2017	12/09/2022
<a href="#">Edit</a>	Oberly, Ralph	COS	Physics & Physical Science	Graduate	08/21/2017	12/09/2022
<a href="#">Edit</a>	Rucker, Nathan	COLA	English	Associate	08/21/2017	12/11/2020
<a href="#">Edit</a>	Smith, Elizabeth	CAM	Music	Graduate	01/08/2018	05/05/2023
<a href="#">Edit</a>	Steele, Kristin	COLA	English	Associate	08/21/2017	12/11/2020
<a href="#">Edit</a>	Szwilski, Anthony	CITE	Applied Science & Technology	Graduate	08/21/2017	12/09/2022
	Hoey, Brian	COLA	Sociology & Anthropology	Graduate	08/15/2017	08/15/2022

## **Attachment 3 - Approved**

### **Academic Planning Requests**

**URL is for Full Academic Planning Requests available at**

<http://www.marshall.edu/graduate-council/upcoming-proposals/>

### **COLA**

**Department: Political Science**

Degree Program: Masters in Public Administration

Type of Change: Change in Admission Requirements

Credit Hours:

Effective Date: Fall 2018

Rationale: Standardized tests (GRE, GMAT and MAT) are often cost prohibitive for students. Our Admissions Committee believes that the other applications documents required for consideration to enter our program are sufficient and that eliminating the requirement of the standardized test will enable more students to apply to the MPA program.

**Department: Humanities**

Degree Program: MA in Latin

Type of Change: Deletion

Credit Hours:

Effective Date: Spring 2018

Rationale: Enrollment in the program has been very small for many years. There have been no majors enrolled in the program since Fall 2014 and the program has not produced any graduates since 2012

## **Attachment 4 -Approved**

### **Curriculum Requests**

**URL is for Full Curriculum Requests available at <http://www.marshall.edu/graduate-council/upcoming-proposals/>**

#### **College of Information Technology and Engineering Course Change (1)**

**APPROVED**

Change: Title and Description

Department: Weisberg Division of Engineering / Electrical Engineering Program

#/Title (old): EE 639 / Distributed Power Systems

#/Title (new): CE 639 / RenewableDistributedGeneration (This is the latest title I have on a new form. The title will have to be abbreviated.)

Rationale: The new course title will be "Renewable Energy and Distributed Generation". Distributed generation is a (are?) small power generation sources that are integrated at the distribution level. They are generation sources not power sources. Therefore, the new course title would be more accurate in representing the course description. Many universities across the US offer the same course under the title of renewable energy and distributed generation.

Catalog Desc: This course covers the fundamentals of energy and sustainability; power efficiency; hydro, wind, solar, fuel systems; converters and controllers for integration of renewable energy sources; smart grid, hybrid generation systems.

#### **Lewis College of Business Course Additions (2)**

**APPROVED**

Department: Management

#/Title: MGT 677 / Design and Management of Supply Chain

Description: This course is a study of efforts to optimize actions of manufacturers, suppliers, distributors, retailers and other selected modes in their endeavor to serve the ultimate customers.

Prerequisites: None

First Offered: Spring 2018

Credit Hours: 3

Department: Marketing, MIS and Entrepreneurship

#/Title: MIS 650 - 651 Special Topics

Description: A formal study of Management Information Systems topics of current interest.

Prerequisites: Permission of the division head and full M.B.A. admission

First Offered: Spring 2018

Credit Hours: 1 - 4

College of Science **APPROVED**

**Course Deletions (4)**

Department: Physics / Physical Sciences

#/Title: PHY 562 / Nuclear Chemistry and Physics

Rationale: This course is not offered any more by the Department of Physics because there is no faculty available to teach it.

Department: Physics / Physical Sciences

#/Title: PHY 563 / Nuclear Physics Lab

Rationale: This course is not offered any more by the Department of Physics because there is no faculty available to teach it.

Department: Physics / Physical Sciences

#/Title: PHY 644 / Atomic Physics

Rationale: This course is not offered anymore by the Department of Physics because there is no faculty available to teach it.

Department: Physics / Physical Sciences

#/Title: PHY 616 / X-ray Diffraction

Rationale: This course is not offered any more by the Department of Physics because there is no faculty available to teach it.

**Course Changes (2) APPROVED**

Change: Credit Hour

Department: Physics

#/Title: PHY 600 / Electricity & Magnetism

Rationale: In a one semester 3 hour course (I was given permission to change the word from sequence to course), time does not usually allow for an introduction to collision and radiation of moving charges and other radiation problems. Increasing the lecture by 33% (3 to 4 hours) should now allow for these topics to be included and considered in some depth.

Credit Hours: Current - 3

Credit Hours: New - 4

Change: Credit Hour

Department: Physics

#/Title: PHY 608 / Statistical Mechanics

Rationale: In a one semester 3 hour course (I was given permission to change this word from sequence to course), time does not usually allow for an introduction to Bose Gas, Bose Condensation and Superfluid Problems. Increasing the lecture time by 33% (3 to 4 hours) should now allow for these topics to be included and considered in some depth. Credit Hours:

(Old) 3

Credit Hours: Current - 3

Credit Hours: New - 4

## Course Additions

Department: Physics

#/Title: PHY 544 / Advanced Laboratory

Description: Developments in producing and detecting correlated photon pairs has enabled implementation of undergraduate laboratories demonstrating fundamental quantum mechanical principles. This laboratory also incorporates fundamental solid state and materials science experiments.

Prerequisites: PHY 546 - Math Methods 2

First Offered: Spring 2018

Credit Hours: 2

Department: Physics

#/Title: PHY 645 / Methods of Mathematical Physics

Description: This course will review and develop theories of real and complex analysis, group theory, tensors, special functions, differential and integral transforms, emphasizing their application to electrodynamics, quantum, statistical mechanics, etc.

Prerequisites: None

First Offered: Spring 2018

Credit Hours: 4