Marshall University

Marshall Digital Scholar

Graduate Council Minutes   Graduate Council

10-30-2020

The Minutes of the Marshall University Graduate Council Meeting, October 30, 2020

Marshall University Graduate Council

MARSHALL UNIVERSITY®

Graduate Council

MEMORANDUM

To: Dr. Jerome Gilbert – President

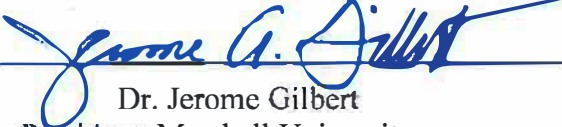From: Dr. Lori Howard – Chair, Graduate Council *Lori Howard*

Date: November 9, 2020

Subject: **Approval of Graduate Council Minutes: October 30, 2020**

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. Due to the health crisis, the meeting was held via Microsoft Teams.

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

Minutes approved.

_____   **11-19-2020**
Dr. Jerome Gilbert   Date
President, Marshall University

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, cantrel1@marshall.edu
         Dr. Sherri Smith, Associate VP for Academic Affairs, smithsc@marshall.edu
         Dr. Mary Beth Reynolds, Associate VP Assessment, reynoldm@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 Minutes -October 30, 2020
Virtual Meeting: Microsoft TEAMS

Members Present: Akinola, Allen, Beard, Blough, Christofero, Davis, Egleton, Heaton, Howard, Lanham, Lawrence, Lucas-Adkins, Wait
Members Absent: Thompson, Vauth
Ex-Officio Members Present: Pittenger, Taylor, Maher,
Ex-Officio Members Absent: N/A
Guests: Smith, Mukherjee, Alexander, Leonard, Dampier, Lankton, Archambault, Reynolds, Spradlin, Sammons, Lawani, Mollette

Agenda

Howard	Welcome, Introductions, Announcements • Student Representative to GC: Fatima Akinola
Lucas-Adkins	Approval of previous meeting Minutes (Attachment 1)
Howard	Graduate faculty status candidates (Attachment 2)
Lucas-Adkins	Planning Committee Report (Attachment 3)
Christofero	Curriculum Committee Report (Attachment 4)
Howard/Taylor	Administrative Restructuring/Graduate College
Lawrence	Program Review Report • Presentation by Dr. Mary Beth Reynolds (VP Assessment)/Quality Initiatives) • Assignments (Attachment 5-Separate file)
Heaton	Credentialing Committee Report
Howard	Updates and Announcements • Catalog/Forms (Courseleaf) • Graduate College Orientation-Sarah Mollette • Social Media

Sandee Lloyd Graduate College   lloyd@marshall.edu

Please reserve these meeting dates:

October	**10/30**
November	**11/20**
January	**1/29**
February	**2/26**
March	**3/26**
April	**4/30**

**At this time, all meetings will be held virtually due to social distancing requirements. All meetings will be held on a Friday at 1:00 p.m.

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. For example, October requests will be due to the Chair of Graduate Council on or before October 1.

Attachments:
1. Minutes of the September Meeting
2. Requests for Graduate Faculty Status
3. Planning Requests

4. Curriculum Requests

Meeting Called to Order 1:00 pm.

WELCOME, INTRODUCTIONS, ANNOUNCEMENTS
- Lori H. introduced Fatima Akinola as the newly elected graduate student representative to Graduate Council.

MINUTES OF PREVIOUS MEETINGS   APPROVED

(See Attachment 1)

GRADUATE FACULTY STATUS   APPROVED
(See Attachment 2)
- Tina A. asked why some faculty were listed more than once on the list. Lori H. said this was some type of glitch and that Brian Morgan is aware.

ACADEMIC PLANNING COMMITTEE

(See Attachment 3)

College of Engineering and Computer Science (COESC) and Lewis College of Business (LCOB)
Change in college offering the Information Systems, MS degree. Request is to change the degree program from COESC to LCOB, beginning Spring 2021.
- Both Deans present and shared rationale for the move. The program will be accredited if moved to LCOB, international recruiting will continue, and there is expertise in LCOB for the program.
- Letter from Provost in support of the move is on file.
- In preparation for the move, both colleges put together a Town Hall to explain merger and answer questions from students who would be affected. Assurances provided for May 2021 graduates. Nancy Lankton, Wes Spradlin, and Liz Alexander reviewed student files to facilitate on-time graduations.

Committee recommended approval of the move; **Motion was passed**

College of Engineering and Computer Science (COESC)
Requests for two Accelerated Masters Degree Programs, beginning in Spring 2021. Bachelor of Science in Civil Engineering (BSCE) and Bachelor of Science in Engineering, with Civil Engineering emphasis (BSE) to provide AMD for the Master of Science in Engineering, Civil and Environmental Engineering program.

Committee moved for approval of AMD programs; **Motion was passed**

College of Pharmacy (COP)
Non-curricular catalog changes requested for Master of Science/Master of Arts in Pharmaceutical Sciences, beginning Spring 2021: change to application dates, change in admissions process, and correction of typographical error to number of credit hours.

Committee moved for approval of non-curricular catalog changes; **Motion was passed**

CURRICULUM COMMITTEE
(See Attachment 4)
Lewis College of Business (LCOB)- One course addition (MGMT 578) and 6 changes of alpha designators to courses resulting from move of Information Systems, MS from COESC to LCOB.

Committee moved for approval; **Motion was passed.**

College of Science (COS)- Request for 10 courses to be added for new cybersecurity program that GC approved last year
- Isaac noted a few editorial changes needed
- Scott D. asked about anticipated enrollment for the courses. Sammons said there are 17 students in the program, so new courses will meet the minimum numbers.

Motion is amended- pending Isaac getting editorial changes- **approval is contingent upon Isaac's receipt of the editorial changes**

College of Liberal Arts (COLA) – Request for 1 course addition and 2 course title changes
- Dr. Leonard present, but no questions were asked

Committee recommends approval; **motion passed**

College of Health Professions (COHP)- One course title change requested.

Committee recommends approval; **motion passed**

Administrative Restructuring/Graduate College
Provost Taylor discussed changes in Grad College and continuity of operations. Budget cuts are an issue. Faculty, staff and administration are affected. Discussed how formerly filled positions' responsibilities are being redistributed. Plan is for Provost Taylor to pick up responsibilities of Graduate Dean with Sherri Smith's assistance- Provost Taylor's duties include: admissions, records, recruitment. Dissertations and Theses edits will be picked up by library- Monica Brooks.
- Scott asked where to send dismissals- send to both Provost Taylor & Sherri Smith
- Lori H. mentioned chain of command for the academic appeals with elimination of Graduate Dean position. Provost Taylor said that likely Sherri Smith will be the point of contact before him for these appeals
- Lori H. also mentioned late student applications for graduation- Provost Taylor said that he will work on that process
- Richard E. mentioned withdrawal of students and other forms that have to be signed by Dean. Now those will go to Provost Taylor. Provost Taylor is trying to get electronic process for signatures in place.
- Provost Taylor asked all GC members to submit list of problems they have encountered and submit to him, so he can address. Lori H. will collect those and deliver to Provost Taylor/Smith in next 2 weeks.

- Lori H. asked for follow up regarding "watch list." Deans have been provided list & many have formed committees to address issues. Goal is for all colleges to use the same process for addressing those courses. Mary Beth R. is working with WVU to review their methods for addressing these issues. Provost Taylor is encouraging recruitment of out of state students.
- Lori H. asked about future of graduate studies given elimination of Graduate Dean position. Provost Taylor emphasized the importance of research. Continued pursuit of R1 status. Provost Taylor recommends increasing doctoral programs- pulling together MA programs. Taylor talks about MU being "on the front end."

- Richard E. asked about how doctoral programs would be handled since class sizes are even smaller in those than the MA courses. Provost Taylor asked Dr. Dampier to speak to this- doctoral programs are supposed to be about research, so is the addition of significant numbers of courses really necessary? The specialization is done in research not coursework. Lori H. suggested having discussion at later time about doctoral programs and R1 status and European model. Provost Taylor talked about pulling back on MA programs and putting effort into doctoral programs.

Program Review Committee
Bonnie emailed assignments to GC members on an Excel spreadsheet.
Mary Beth Reynolds in attendance to discuss the new system. Says the system is not much different than last. All reviews will be published online, no pdfs.

- Two links to complete the review of a program. Both are for the same review, although both links are needed. Review sheet link is at top of page
- At Faculty Senate website, you can find the Evaluator form as a Word doc. Form
- Dept. Reviews- short, some do not include information on the general link and that is fine
- Watch for links in the reports- links open more cleanly than attachments
- Every dept. will have a corresponding program review
- If self-studies are available, they should be uploaded
- Bonnie mentioned capacity for a class should be pedagogically-based and not on numbers of seats available.
- **Dec. 4th these reviews are due back to the programs for feedback (this is because their revisions are due to GC by Jan 15**
- Lori asked Mary Beth to come back to a later meeting (NOV) to discuss Viability
- Mary Beth will send all links to Bonnie on Wed. 11/4
- Read these as if you are a peer reviewer (sound science)- so if you feel info needs to be stronger then mention it. Bonnie says if you see the program is proactively doing things, then point those out too.

Credentialing Committee

Lisa H. presented the pilot review from last meeting. Used TEAMS for COEPD as pilot. Lisa demonstrated the channels and files that were set up.
- Dean Eagle gave positive feedback. Making channels private helps with confidentiality. No concerns were given by the person who uploaded the files.
- Richard E. asked- are there limits to number files that can be uploaded? Lisa said Sharepoint is backup and does not know of any limit.
- **Credentialing committee asked permission to proceed in this process for storage of committee records; Motion passed.**
- Richard E. also asked if email could come not only to Deans but as well as to those in the college who do the work (designees). Lisa asked if people could give her the names of those designees from each dept.

Updates and Final Announcements
- Lori H. wants Sarah Mollette thanked for all of the work on Grad. Orientation. Will ask her back to future meeting
- New forms will come along with the new catalog. Will be at least year for electronic signatures and when it happens that will be great. But, during the transition time, there will be issues.
- Social media account is available.
- Lori H. offers to help manage the workloads, and she understands the demands placed upon all. Reminds everyone to take care of themselves.

Adjourn 2:57pm

Attachment 1
MU Graduate Council Meeting Minutes -September 25, 2020
Virtual Meeting- Microsoft Teams

Members Present: Allen, Beard, Blough, Christofero, Davis, Egleton, Heaton, Howard, Lanham, Lawrence, Lucas-Adkins, Thompson, Vauth, Wait
Members Absent: Georgel
Ex-Officio Members Present: Maher
Ex-Officio Members Absent: Pittenger, Taylor
Guests: Smith-Branch, Reynolds, Lent, Jennings-Knott

Agenda

Howard	Welcome, Introductions, Announcements
Lucas-Adkins	Approval of previous meeting Minutes (Attachment 1) Approved
Howard	Graduate faculty status candidates (Attachment 2) Approved
Lucas-Adkins	Planning Committee Report
Christofero	Curriculum Committee Report
Lawrence	Program Review Report
Heaton	Credentialing Committee Report
Howard	Updates and Announcements • Title IX • GA Student Rep • Catalog • Other

Sandee Lloyd Graduate College   lloyd@marshall.edu

Please reserve these meeting dates:
October   **10/30**
November   **11/20**
January   **1/29**
February   **2/26**
March   **3/26**
April   **4/30**
**At this time, all meetings will be held virtually due to social distancing requirements. All meetings will be held on a Friday at 1:00 p.m.

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. For example, October requests will be due to the Chair of Graduate Council on or before October 1.

Attachments:
5. Minutes of the past August meeting
6. Requests for Graduate Faculty Status
7. Planning Requests
8. Curriculum Requests
9. Recommendation from Program Review Committee regarding low enrollment courses.

Meeting Called to Order 1:00 pm.

WELCOME, INTRODUCTIONS, ANNOUNCEMENTS

MINUTES OF PREVIOUS MEETINGS   **APPROVED**

(See Attachments 1)

- Tracy requested spelling correction to her last name- "Christofero" for future agenda and publications from GC.

GRADUATE FACULTY STATUS   **APPROVED**

(See Attachment 2)

ACADEMIC PLANNING COMMITTEE

(See Attachment 3)

Accelerated Master's Degree Programs
The Department of Computer Sciences and Electrical Engineering request AMD program proposals for MS Computer Science, MS Cybersecurity, and MS Data Sciences.

- Discussion from Richard Egleton that a "fail-safe" method should be considered for candidates in the AMD, meaning if they are not successful in graduate courses they will still receive undergraduate degree.
- Lisa Heaton mentioned consultation with undergraduate advisors is a part of AMD in Early Childhood but not sure if this is standard practice for all programs.
- Scott Davis suggested Planning Committee discuss this issue as well as how to market AMD programs to students and report back to GC.

Committee moves for **approval of the AMD program proposals; Motion is passed**.

College of Medicine
Committee moves for approval of non-curricular change to admissions for the Medical Sciences MS Program; **All approved and motion is passed.**

College of Education and Professional Development
Committee moves for approval of non-curricular change to plan of study for School Psychology EdS Program; **All approved and motion is passed.**

Committee moves for approval of all requests from ACE, including non-curricular changes to catalog concerning admissions. **Motion is passed**
- Feon Smith-Branch discussed the approval of admissions changes by GC in 2016/17 but that these changes were never reflected in catalog revisions. Goal is for all changes to be updated in catalog according to the non-curricular forms submitted in September 2020.

CURRICULUM COMMITTEE
(See Attachment 4)

College of Education and Professional Development
Committee recommended approval of counseling course addition (COUN 690) tabled from April 2020 for approval. All necessary documents were submitted. **Motion passed by all.**

Committee recommended approval of school psychology course addition (SPSY 710) with first course being offered Summer I 2021. **Motion passed by all.**

Committee recommended non-curricular change to plan of study for school psychology. **Motion passed by all.**

PROGRAM REVIEW COMMITTEE
(Attachment 5)
Bonnie presented a proposed statement on behalf of Program Review Committee as follows:

The program review committee recommends that all courses with an average enrollment over the last 5 years of less than 8 will be identified for the "watch list" of courses to be sent to the Provost and Deans for follow up action. The courses to be reviewed will be at the 600 level and **should not** include: studio, independent studies, internships, third party contracts, student teaching, thesis, dissertation, practicums, or other similar types of courses.

This proposal was based on the work from summer meetings and analysis of data enrollment sheets. The eliminated courses were selected, because they were intended to be individualized e.g. independent studies, internships, practicum, thesis, etc.. Also 3rd party contracts not included.

Discussion from GC Members:
- Henning asked for exclusions MUS 680 and 699 because those are individual lessons. (These courses should have been taken out already since they are like those mentioned above. Committee agreed to remove)

- Lisa H. noticed CIRG 643 Practicum was on the list; Lori T 680 HST is internship (committee agreed to remove those)

- Lisa found another course that seemed to be out of its college- COUN 630 listed as HP and not COEPD- Lori H. will check because courses were run by college

Discussions from GC Members regarding wording of section/courses and idea of counting some sections as one class due to virtual delivery:

- Tracy asked about Tech. Mgt. being on current list but not on initial list; Susan L. said it was her error and TM should have been on both lists. Tracy says that the TM courses should meet the 8 or above requirement- The sections could actually be counted as one class, because they are taught by one instructor at the same time. Had to have 2 sections of the same course since international students were not permitted to be in an online course. Tracy proposed change in language of this proposal from "courses" to "sections"

- Lisa- mentioned that Tracy and others are following directions from Dr. Brook's office about creating the afore mentioned new sections. Do not think we should be put on a watch list if following what we were told to do.

- Tracy recommended that her courses and Lisa's be taken off list now. The issue, though, is getting Deans to have conversations about their courses. Susan expressed reluctance to remove the virtual courses inclusively, because some courses, even when sections are combined, may not total 8. Susan reminded everyone that no one is in trouble with watch list.

- One idea is for virtual sections should be starred because of the specific rules that apply to them- keep issue of faculty stress down and to remove them from the watch list

- Tina- looking at courses or sections; suggested a wording change

- Lori H. said the issue is program review timeline, so need to get approval now to move forward with the program reviews this year.

- Henning asked if Provost sees list before Deans and answer is yes. 281 courses are on the list.

- Scott said details are important but we need to be somewhat vulnerable so decisions can be made that affect the university as a whole. Lori just reminded that the issue of virtual courses should be attended to now.

New language for Program Review Committee's statement revised with input from GC members:

The program review committee of the Graduate Council recommends that all courses with one or more sections and average enrollment per course section over the last 5 years of less than 8 will be identified for the "watch list" of courses to be sent to the Provost for follow up action. Note that some courses include both virtual and in-person sections taught at the same time. The courses to be reviewed will be at the 600 level and should not include: studio, independent studies, internships, third party contracts, student teaching, thesis, dissertation, practicums, or other similar types of courses

Program Committee made motion for new language in statement above be passed.

Tracy Christofero, Lisa Heaton, and Henning Vauth abstained from vote. All others voted in favor of motion: Motion Passed

CREDENTIALING COMMITTEE

Lisa presented issues regarding paper files needing to be reviewed and matched with what is online. Dr. Eagle and Lisa spoke about feasibility of getting the materials online. Lisa asked if Council would consider giving Credentialing Committee permission to review one college online and then report back to GC about process in October.

Richard asked if new ones could be sent via pdf, online data base for the scanned copies,

Lisa was thinking that a TEAM be created that addresses Grad Faculty Status. Make each College a private channel. Would need to ensure confidentiality. Tracy expressed concern that if GC houses info then they will become solely responsible ensuring credentials and Deans will relinquish it. Discussed when this had

happened in past. Policy is that GC has the Deans do the work. Richard suggested that coversheet with Dean's signature on it be attached to verify that Dean has reviewed it.

Lisa requests permission to try with one college and then report back to GC in Oct.

Motion made by Lisa that CC be allowed to pilot with one college for the review of credentialing files. All voted in favor; **Motion passed**

ANNOUNCEMENTS:

Title 9- Suggested changes were all appropriate

GA student rep- 11 nominated, Thursday Oct. 1 Lori will know who the rep is

Working to get catalog cleaned up. Let Sue Tams know about changes (Please note that cannot change admissions as part of copy edit. Admissions must be approved by GC as non- curricular request)

Lori Howard-thanks all for the work and summer work.

Meeting adjourned: 2:36PM

Attachment 2
Graduate Faculty Status Requests

Type	Faculty Member	College	Department/Division	Graduate Faculty Level	Term Start	Term Expires
Add	Al-Aqtash, Raid	COS	Math	Graduate	8/24/2020	12/6/2025
Add	Dooley, Jerry	COEPD	Counseling	Instructor	8/24/2020	12/9/2022
Add	Perry, Allyson	COEPD	C&I	Instructor	8/24/2020	12/9/2022
Add	Vance, Kimberly	COEPD	Counseling	Instructor	8/24/2020	12/9/2022
Edit	Bailey, Catherine	COEPD	School Psychology	Instructor	8/24/2020	12/9/2022
Edit	Burck, Andrew	COEPD	Counseling	Graduate	8/24/2020	12/6/2025
Edit	Damron, Eugenia	COEPD	Leadership Studies	Doctoral	8/24/2020	12/6/2025
Edit	Damron, Eugenia	COEPD	Leadership Studies	Doctoral	8/24/2020	12/6/2025
Edit	Davis, Elbert	COEPD	Elem/Sec Ed	Associate	8/24/2020	12/8/2023
Edit	Davis, Elbert	COEPD	Elem/Sec Ed	Associate	8/24/2020	12/8/2023
Edit	Davis, Elbert	COEPD	C&I	Associate	8/24/2020	12/8/2023
Edit	Gallagher, Brian	SOP	Dept. of Pharmacy Practice, Administration, and Research	Graduate	8/24/2020	12/6/2025
Edit	Heaton, Lisa	COEPD	C&I	Doctoral	8/24/2020	12/6/2025
Edit	Heaton, Lisa	COEPD	Elem/Sec Ed	Doctoral	8/24/2020	12/6/2025
Edit	Heaton, Lisa	COEPD	Elem/Sec Ed	Doctoral	8/24/2020	12/6/2025
Edit	Hovious, Meredith	COEPD	C&I	Instructor	8/24/2020	12/9/2022
Edit	Johnson, Kelli	COEPD	LS	Instructor	8/24/2020	12/9/2022
Edit	Johnson, Kelli	COEPD	LS	Instructor	8/24/2020	12/9/2022
Edit	McAleer, Jeremy	SOP	Dept. of Pharmaceutical Science and Research	Graduate	8/24/2020	12/6/2025
Edit	McFall, Kimberly	COEPD	C&I	Doctoral	8/24/2020	12/6/2025
Edit	Pu, Cong	CECS	Computer Science	Graduate	8/24/2020	12/6/2025
Edit	Rankin, Gary	SOM	Biomedical Sciences	SOM	8/24/2020	12/8/2023
Edit	Salameh, Saleem	CECS	Engineering	Instructor	8/24/2020	12/9/2022
Edit	Shah, Darshana	SOM	Biomedical Sciences	SOM	8/24/2020	12/8/2023
Edit	Vickers, Melanie	COEPD	Leadership Studies	Instructor	8/24/2020	12/9/2022
Edit	Watts, Louis	COEPD	Leadership Studies	Instructor	8/24/2020	12/9/2022

Attachment 3
Academic Planning Committee Requests
October 2020

College of Engineering and Computer Science (COESC) and Lewis College of Business (LCOB)
Type of Request: Non-curricular change- Change in college offering the Information Systems, MS degree. Request is to change the degree program from COESC to LCOB.
Starting Date: Spring 2021
Rationale: This change will increase sufficiency and save costs in providing a MS in Information Systems degree program. There will be concerted effort to increase enrollment and create energy with the college's Management Information Systems undergraduate major, e.g. a 3 + 2 offering in the future. This change is in the best interests of each college, the university as a whole, for the following reasons: 1) The LCOB already has an undergraduate major in MIS. The major is part of the Dept. of Marketing, MIS, and Entrepreneurship which is one of the four departments of the college; 2) The LCOB has numerous faculty with expertise in information systems and related areas. Associate Dean Nancy Lankton actively publishes in the information systems field.

Lewis College of Business (LCOB)
Department/Program: MS Information Systems
Type of Request: Request for Graduate Addition
Starting Date: Spring 2021
Rationale: This change will increase sufficiency and save costs in providing a MS in Information Systems degree program. There will be concerted effort to increase enrollment and create energy with the college's Management Information Systems undergraduate major, e.g. a 3 + 2 offering in the future. This change is in the best interests of each college, the university as a whole. The LCOB has numerous faculty with expertise in information systems and related areas. Some faculty teach information systems-related courses across the college and Associate Dean Nancy Lankton actively publishes in the information systems field.

College of Engineering and Computer Science (COESC)
Department: Civil Engineering
Type of Request: Accelerated Master's Degree Program Proposal (BSCE and MSE)
Starting Date: Spring 2021
Rationale: Improved career prospects for graduating students and an expanded range of elective course options will arise from an AMD program linking the undergraduate Bachelor of Science in Civil Engineering (BSCE) and the graduate Master of Science in Engineering, Civil and Environmental Engineering major (MSE). Increased enrollment in graduate courses is also anticipated. The AMD will allow BSCE students to take up to 4 graduate courses in lieu of existing undergraduate degree requirements.

College of Engineering and Computer Science (COESC)
Department: Civil Engineering
Type of Request: Accelerated Master's Degree Program Proposal (BSE and MSE)
Starting Date: Spring 2021
Rationale: Improved career prospects for graduating students and an expanded range of elective course options will arise from an AMD program linking the undergraduate Bachelor of Science in Engineering, with Civil Engineering area of emphasis (BSE) and the graduate Master of Science in Engineering, Civil and Environmental Engineering major (MSE). Increased enrollment in graduate courses is also anticipated. The AMD will allow BSE students to take up to 4 graduate courses in lieu of existing undergraduate degree requirements.

College of Pharmacy (COP)
Department/Division: Pharmaceutical Sciences & Research
Degree Program: Master of Science/Master of Arts in Pharmaceutical Sciences
Type of Request: Non-Curricular Catalog Change
Starting Date: Spring 2021 (Email from Dr. Rorabaugh confirming starting date will be Spring 2021 as opposed to Fall 2020 as listed on the form)
Rationale: The application dates are being changed to April 1 (for fall matriculation) and Oct. 1 (for spring matriculation). The previous date July 1 was too late to accommodate international applicants who need to acquire visas and meet other immigration requirements. The additional deadline of Oct. 1 will enable students to matriculate in either the fall or spring semesters. Changes in the admissions process (2 recommendations rather than 3; GRE scores are now optional rather than admission requirements) are intended to minimize barriers to the application process. The change in the number of credit hours during spring year 1 semester corrects a typographical error.

Attachment 4
Curriculum Requests
October 2020

College of Business (COB)
Course Additions (1)
Department: Management
Course Number and Title: MGMT 578/Import Export Management
Description: Students will learn the general and specific information relevant to conducting import/export business to/from the United States to different parts of the world.
Prerequisites: None
First Offered: Spring 2021
Credit Hours: 3

Course Changes (6)
Change: Change of alpha-designator
Department: MMIS
Course Number and Title (old):   IS 600 – Management Information Systems
Course Number and Title (new): MIS 600 – Management Information Systems
Rationale: Change in College from College of Engineering and Computer Services to Lewis College of Business (LCOB)
Catalog Desc: This course examines personal, work group, and enterprise information systems with respect to their value, their components, and the processes of developing them.
Credit Hours: 3

Change: Change of alpha-designator
Department: MMIS
Course Number and Title (old):   IS 605 – Systems Analysis and Design
Course Number and Title (new): MIS 605 – Systems Analysis and Design
Rationale: Change in College from College of Engineering and Computer Services to Lewis College of Business (LCOB)
Catalog Desc: This course focuses on analysis and design of information systems. Topics include system development approaches, UML design, system integration, service-oriented architecture information foundation. (PR: Admission to program)
Credit Hours: 3

Change: Change of alpha-designator
Department: MMIS
Course Number and Title (old):   IS 621 – Information Structures I
Course Number Title (new): MIS 621 – Information Structures I
Rationale: Change in College from College of Engineering and Computer Services to Lewis College of Business (LCOB)
Catalog Desc: Representation and manipulation of numeric and non-numeric information, linear lists, strings, multilinked structures; sorting and searching; storage management; data structures in programming languages. Relevant aspects of discrete mathematics.
Credit Hours: 3

Change: Change of alpha-designator

Department: MMIS
Course Number and Title (old): IS 623 – Database Management
Course Number and Title (new): MIS 623 – Database Management
Rationale: Change in College from College of Engineering and Computer Services to Lewis College of Business (LCOB)
Catalog Desc: Review of information structures and of relationships among data elements and objects. Relational database theory; design and organization of databases, retrieval structures, and query mechanics.
Credit Hours: 3

Change: Change of alpha-designator
Department: MMIS
Course Number and Title (old): IS 647 – IT Disaster Recovery and Planning
Course Number and Title (new): MIS 647 – IT Disaster Recovery and Planning
Rationale: Change in College from College of Engineering and Computer Services to Lewis College of Business (LCOB)
Catalog Desc: This course provides the skills necessary to manage IT disaster recovery planning. The course focuses on the protection of information. Students will analyze risk, design a plan and explore available technologies. (PR: Instructor permission)
Credit Hours: 3

Change: Change of alpha-designator
Department: MMIS
Course Number and Title (old): IS 665 – Health Care Enterprise Information Systems
Course Number and Title (new): HIN 665 – Health Care Enterprise Information Systems
Rationale: Change in College from College of Engineering and Computer Services to Lewis College of Business (LCOB)
Catalog Desc: A hands-on introduction to using a health care enterprise information system providing students opportunity to work with elements of an EIS.
Credit Hours: 3

College of Science (COS)
Course Additions (10)
Department: Forensic Science
Course Number and Title: CFS 500 – Intro to Digital Forensics
 Description: Introduces students to core digital forensic concepts, including data storage, imaging, the digital forensics process, common Windows artifacts, and the fundamentals of the forensic examination of digital media using Access Data.
 Prerequisites: N/A
First Offered: Spring 2021
Credit Hours: 3

Course Number and Title: CFS 545 – Mobile & Web Pen Testing
Description: Students will learn the advanced skills and techniques required to test mobile and web applications. This advanced pen-testing course uses a combination of lecture, real-world experiences, and hands-on exercises.
Prerequisites: N/A
First Offered: Spring 2021
Credit Hours: 3

Course Number and Title: CFS 548 – Multimedia Forensics
Description: Course will introduce principles of multimedia forensics (images, audio & video) and their application to cyber forensics. Practical forensics enhancement, analysis, and reporting tools and techniques are covered.
Prerequisites: N/A
First Offered: Spring 2021
Credit Hours: 3

Course Number and Title: CFS 561 – Applied Cyber Warfare
Description: Latest developments and advancements in cyber warfare facing nation-state and non-nation-state actors.
Prerequisites: N/A
First Offered: Spring 2021
Credit Hours: 3

Course Number and Title: CFS 562 – Network Forensics
 Description: Examination of techniques and tools used to investigate, search, collect, analyze, and report on network based breaches and events.
Prerequisites: N/A
First Offered: Spring 2021
 Credit Hours: 3

Course Number and Title: CFS 564 – Network Security & Cyber Crime
 Description: Examines fundamental security concepts, protocols, and procedures commonly in use today. Topics include governance, access control, cryptography, physical security, security architecture, and application development security.
Prerequisites: N/A
First Offered: Spring 2021
Credit Hours: 3

Course Number and Title: CFS 567 – Mobile Device Forensics
Description: Identification, preservation, collection, analysis, and reporting techniques and tools used in the forensic examination of mobile devices such as mobile phones, tablets, and GPS units.
Prerequisites: N/A
First Offered: Spring 2021
Credit Hours: 3

Course Number and Title: CFS 665 – Cyber Sec loT & ICS
Description: Students will learn the tools and techniques to defend loT and ICS systems that run the Power Grid and other critical systems.
Prerequisites: N/A
First Offered: Spring 2021
Credit Hours: 3

Course Number and Title: CFS 670 – Practicum
Description: This capstone course is the culminating experience for the Master's Degree in Cyber Forensics and Security. This course builds on the concepts covered within the program of study.
Prerequisites: N/A

First Offered: Spring 2021
Credit Hours: 3 – 6

Course Number and Title: CFS 690 – Capstone
Description: Students will learn the tools and techniques to defend IoT and ICS systems that run the Power Grid and other critical systems.
Prerequisites: N/A
First Offered: Spring 2021
Credit Hours: 3

College of Liberal Arts (COLA)
Course Additions (1)
Department: Geography
Course Number and Title: GEO 527/Principles of GIS 2
Description: Students apply GIS principles and techniques to geoprocess and manipulate geographic data, including topics such as geodatabase management, python scripting, model building, web mapping and data services, and spatial analysis
Prerequisites: GEO523 or GEO526 or GEO529 or GEO 530 or NRRM533 or NRE523 or permission
First Offered: Summer 2021
Credit Hours: 4

Course Change (2)
Change: Course Title Change and Course Description Change
Department: Geography
Course Number and Title (old): GEO 529/Principles of GIS 2 – Vector Analysis
Course Number and Title (new): GEO 529 Location Analysis and GIS
Rationale: We are splitting the material from the old GEO 529 into two courses. The title better describes the change in course emphasis.
Course Description (old) The old course was a continuation of material from GEO526 Principles of GIS and covered additional principles that are broadly applicable across disciplines with a few exercises in vector analysis.
Course Description: (new) The new GEO529 course will focus on one type of vector analysis using GIS, specifically location intelligence, which is a new, hot field in the discipline. The new GEO529 will also cover location theory, a necessary building block before using GIS as a tool to perform the location analyses.
Catalog Desc: Concepts, models, and methods of geographic location analysis of natural resources extraction, manufacturing, services, retail and market area analytics, and logistics using GIS. (PR: one of GEO523, GEO 526, GEO527, GEO530, NRRM533, NRE523 or permission)

Change: Course Title Change, Course Description Change, Course Credit Hour Change
Department: Geography
Course Number and Title (old): GEO 679/Applied Project
Course Number and Title (new): GEO 679 Portfolio and Career Profile
Rationale: Better reflects change in course emphasis
Catalog Desc: Students compile a Portfolio of work completed during the degree program, complete a written Exam project, and create/enhance their Career Profile.
Credit Hours (old) 1-3
Credit Hours (new) 1-4

College of Health Professions (COHP)
Course Change (1)
Change: Course Title Change and Course Description Change
Department: Physical Therapy
Course Number and Title (old): PT 710/Introduction to Human Movement
Course Number and Title (new): PT 710/Clinical Skills I
Rationale: The change in the course title will better reflect course content and the intent of the course, and improve the curricular alignment with other clinical skill courses.
Catalog Desc: Lecture and laboratory introducing students to basic histology of connective, nervous, epithelial and muscle tissue utilized in human movement, palpation, goniometry, and manual muscle testing.