

Minutes  
West Virginia University Faculty Senate  
Monday, December 9, 2019

1. Emily Murphy, Faculty Senate Chair, called the meeting to order at 3:18 p.m. in the Event Hall of the Law Center.

Members Present:

Andress, L.	Crichlow, S.	Hartnett, H.	Miltenberger, M.	Scaife, B.
Angeline, M.	Cronin, A.	Hauser, D.	Morris, A.	Schaeffer, P.
Ballard, D.	Cui, A.	Hessl, A.	Morris, T.	Schimmel, C.
Bastress, R.	Davis, D.	Hibbert, A.	Mucino, V.	Scott, D.
Bernardes, E.	DiBartolomeo, L.	Hildebrand, L.	Murphy, E.	Sealey, V.
Bhandari, R.	Dickman, B.	Hileman, S.	Nix, A.	Sims, J.
Morgan, J.	Elliott, E.	Holbein, M.	Nutter, R.	Singh-Corcoran, N.
Bonner, D.	Elswick, D.	Hornsby, G.	Ogden, L.	Soccorsi, A.
Bravo, G.	Evans, J.	Hutson, Z.	Olfert, M.	Sowards, A.
Bryner, R.	Famouri, P.	Jacobson, G.	Olson, K.	Tu, S.
Burnside, J.	Fleming, S.	Kitchen, S.	Perhinschi, M.	Utzman, R.
Burt, A.	Fraustino, J.	Kupec, J.	Phillips, T.	Valentine, K.
Butina, M.	Garofoli, G.	Mallow, J.	Plein, C.	Vanderhoff, J.
Chantler, P.	Geldenhuys, W.	Martucci, A.	Pyzdrowski, L.	Vercelli, M.
Chisholm, S.	Germana, M.	Matak, K.	Reddy, R.	Vona-Davis, L.
Clemmer, M.	Goodykoontz, E.	McCombie, R.	Rice, T.	Woloshuk, J.
Corio, E.	Haines, K.	McCrary, J.	Ryan, E.	Woods, S.
Costas, M.	Hardy, S.	McKibben, J.	Sand-Jecklin, K.	Young, S.
Cottrell, L.	Harrison, N.	McMillen, J.		

Members Excused:

Anderson, K.	Cohen, S.	Eubank, T.	Hudgins, C.	McCusker, B.
Arthurs, J.	Dietz, M.	Galvan-Turner, V.	Kolar, M.	Smith, M.
Bailey, K.	Donley, D.	Galvez, M.	Li, H.	Swager, L.
Benedito, V.	Downes, M.	Gilleland, D.	Lockman, J.	Toppe, M.
Bernstein, M.				

Members Absent:

Billings, H.	Feaster, K.	M'bayo, T.	Schaefer, G.	Wayne, S.
Bragg, R.	Hambrick, G.	Pradhan, T.	Sedney, C.	Welsh, A.
Eades, D.	Law, K.	Rakes, P.	Shapiro, R.	Zegre, N.
Estep, C.	Lieving, G.	Rowlands, A.	Watson, J.	

Faculty Senate Officers Present:

Hauser, D.	Hileman, S.	Murphy, E.	Nutter, R.	Singh-Corcoran, N.
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2. Chair Murphy moved for approval of the minutes from the Monday, November 11, 2019 meeting.  
Motion carried.
3. Provost Maryanne Reed provided an update on the dean searches. Four finalists came to campus in November for the Statler College dean position. Two of those people have been asked to return to meet with BOG members and others. She hopes to have a decision on the Statler position by the end of the calendar year. Searches for the Davis College and Extension deans are fully underway;

the jobs have been posted and the committees have been selected. She hopes to bring finalists to campus in late February or early March.

4. David Attis, Managing Director of Strategic Research with EAB, shared a presentation on The Changing Higher Education Landscape. He discussed the following key trends:

- Declining state support leads to greater tuition dependence.
- Fewer high school graduates increases competition.
- Greater student focus on return on investment.
- Mega-universities growing market share in adult and online.
- Pressure on the traditional individual investigator model of research.

5. Chair Murphy reported the following:

- Last month, she sent out the first Faculty Senate Recap to all faculty members. She has received a lot of wonderful emails thanking her for doing so, and has also received some great constructive criticism on how to make it more user/reader friendly, so she plans to incorporate those suggestions into this week's recap. She reminded everyone that for communication to be effective, it must be a two-way street, so please reach out to her or to one of our Faculty Senate Chairs if there is something that they could be doing more effectively, and remember that the New Business agenda item gives you the opportunity to present new ideas and concerns to Faculty Senate.
- Rob Alsop, Vice President for Strategic Initiatives, will be presenting an overview of the budget at our January 13 meeting. He did a similar presentation to the Board of Governors in November, and she thinks his presentation was very enlightening and will provide the Faculty Senate with a snapshot on how strategic decisions are made regarding things like tuition increases and faculty/staff raises, etc.

6. Ednilson Bernardes, Chair, Curriculum Committee, moved for approval of the following reports. Motion carried.

Annex I, New Courses Report.

Annex II, Course Changes, Deletions, and Adoptions Report.

Program Changes to the BS in Energy Land Management.

Program Changes to the Major in Entrepreneurship and Innovation.

The following report was submitted for information:

Annex III, Graduate Programs Report. Report filed.

7. Ashley Sowards, Chair, Teaching and Assessment Committee, moved for approval of the following reports. Motion carried.

Annex IV, Student Language Within Blue.

Annex V, SEI Student Email.

Annex VI, Faculty Email.

8. Lesley Cottrell, Chair of the Committee on Committees, Membership, and Constituencies, moved for approval of the following report. Motion carried.

Annex VI, Standing Committee Membership Changes.

9. Sustainability Committee – no report.
10. Faculty Representative to State Government – no report.
11. BOG Representative – no report.
12. New Business – none.
13. A motion was made and duly seconded to move the Faculty Senate into executive session under Chapter 6, Article 9A, Section 4 of the Code of West Virginia to avoid premature disclosure of an honorary degree. Motion carried.

Following the conclusion of executive session, the committee reconvened into open session. The executive session began at 4:43 p.m. and ended at 4:53 p.m.

A motion was made and duly seconded to rescind the vote from November 11, 2019 for one of the honorary degree candidates on the grounds that new information has come to light regarding his or her qualifications. The motion failed, by a vote of 38 in favor and 22 against, to achieve a two-thirds majority.
14. The meeting adjourned at 4:58 p.m. to reconvene on Monday, December 9, 2019.

Judy Hamilton  
Office Administrator

Title	College	Credits	Prerequisites	Catalog Description
* ASTR 250: Pulsar Search Collaboratory	AS	3	Consent.	Online data analysis of Green Bank Telescope (GBT) data as part of the PSC effort to discover pulsars and will acquaint students with the scientific method, the power of information technology, and basic astronomical concepts. It is open to high-school students and work will be done largely remotely.
* PSYC 726: Social Cognition	AS	3		Advanced integrative course that uses both cognitive and social psychological theories and methodologies to understand human behavior. Reviews the major theories of social cognition and how these theories can be used to explain human behavior across many domains. Contemporary and classic research supportive of these theories is reviewed.
* ACCT 520: Advanced Technology for Accounting	BE	3		The materials that will be covered are applicable to external auditing, internal auditing, financial accounting, and forensic accounting. The course covers the use of technology in matters related to the efficiency and effectiveness of the audit. Also covered is the use of technology in the accounting function since this function provides the source data and information for any audit.
* BADM 618: Macroeconomics and Managerial Economics	BE	4		This course combines Managerial Economics and Macroeconomics. Managerial Economics provides an understanding of using microeconomics theory for managerial decision-making, while Macroeconomics provides an understanding of how macroeconomic performance is measured, how monetary and fiscal policies influence macroeconomic performance, and how these affect everyday business decisions.
* FIN 315: Financial Data Analytics	BE	3	BCOR 340 with a minimum grade of C-	Use computers to analyze both simulated and real data using statistical methods. This course will provide a review of probability and statistical concepts, regression methods, and the application of Python in data analysis.
MKTG 415: Customer Relationship Marketing	BE	3	BCOR 350 with a minimum grade of C-.	An overview of customer relationship marketing (CRM) and CRM software and strategies to improve marketing effectiveness and efficiency covering one-on-one marketing, customer relationships, and managing internal and external quality to maximize customer satisfaction and firm profitability. Significant attention will be given the developing ethical and legal strategies. No technological background presumed.
* MKTG 435: Artificial Intelligence and Its Application in Marketing	BE	3	BCOR 350 with a minimum grade of C-.	This course provides an overview of artificial intelligence (AI) and how marketers utilize AI technologies to improve marketing effectiveness and efficiency. This course covers the role of facial recognition, machine learning and natural language processing in marketing. It is team taught with an outside practitioner; does not presume a technological background. Students will focus on the managerial implications of AI.
MKTG 445: Start Up Marketing Promotions	BE	3	BCOR 350 and MKTG 315 and MKTG 350 with a minimum grade of C- in all.	This is a 100% project-based experiential learning class that focuses on helping start-up companies with their marketing promotion campaigns. Students will work in small groups and work closely with owners of start-up companies to research, design, and implement promotion campaigns. This class covers new product introduction, customer generation, social media campaigns, and presentation to potential investors.

Title	College	Credits	Prerequisites	Catalog Description
* ORGL 305: Leader Self-Development	BE	3		This course provides an overview of different perspectives and approaches to Leader Self-Development. The overall objective of this course is the help students fully understand how to apply their greatest talents and strengths and to develop self-leadership capabilities in order to be more effective in leading others.
PALM 312: Phlebotomy	MED	1		Theory and practice of laboratory specimen processing and phlebotomy including venipuncture and capillary puncture.
PALM 322: Medical Biochemistry Laboratory	MED	1	PR or CONC: PALM 320	Fundamental techniques used in laboratory medicine for the testing of carbohydrates, enzymes, lipids, and proteins.
PALM 382: Medical Immunology Laboratory	MED	1	PR or CONC: PALM 380	Laboratory experiences in immunological and serological testing with an emphasis on the correlation between test results and disease states.
PALM 410: Molecular Diagnostics	MED	2	PR or CONC: PALM 412	Principles and procedures of molecular biology that aid in the diagnosis and prognosis of disorders and disease states.
PALM 412: Molecular Diagnostics Laboratory	MED	1	PR or CONC: PALM 410	Foundational molecular diagnostic testing and techniques with an emphasis on the correlation between test results and disease states.
PALM 422: Immunohematology Laboratory	MED	2	PR or CONC: PALM 420	Blood banking procedures and testing which will include blood group system identification, antibody detection and identification, quality control testing, and an introduction to immunohematology instrumentation.
PALM 432: Clinical Chemistry Laboratory	MED	2	PR or CONC: PALM 430	Principles and procedures of various tests performed in clinical chemistry with emphasis on quality control and correlation between test results and disease states.
PALM 442: Clinical Hematology Laboratory	MED	2	PR or CONC: PALM 440	Principles and procedures of hematology testing with an emphasis on the correlation between test results and disease states.
PALM 444: Hemostasis	MED	1	PR or CONC: PALM 446	Study of blood hemostasis including the coagulation cascade, principles of testing, hemostatic disorders and diseases, and the correlation between test results and disease states.
PALM 446: Hemostasis Laboratory	MED	1	PR or CONC: PALM 444	Principles and procedures of testing performed in hemostasis with emphasis on quality control and correlation between test results and disease states.
PALM 452: Clinical Microbiology Laboratory	MED	2	PR or CONC: PALM 450	Basic laboratory techniques of clinical microbiology, which includes conventional microscopic, cultural, and immunologic techniques used for the isolation and identification of microorganisms that are pathogenic to humans.
EPID 623: Epidemiology and Public Health Practice at the Health Department	SPH	3		An introduction to public health practice at the Health Department. The class will strengthen students' perspective and understanding of the work performed by epidemiologists at local and state health departments. Each class will cover a separate area of work for the Health Department. This class will consist of lectures, discussions, case based exercises and field experiences.
EPID 676: Spatial Epidemiology	SPH	3	EPID 675.	The purpose of this course is to provide students with technical training in spatial epidemiology. A wide range of statistical methods and software packages for analysis of areal and point data are covered. Instruction is focused on the practical application of methodologies and concepts in spatial epidemiology in public health research.

Title	College	Credits	Prerequisites	Catalog Description
OEHS 625: Advanced Toxicology	SPH	3	OEHS 622, BIOC 531, PCOL 547, PHYS 743 or consent.	This interdisciplinary course will provide detailed information about toxicology in the instructors areas of research.
PUBH 230: Introduction to Health Administration	SPH	3		Introduces core concepts in health administration, addressing the organization of health services, administrative theories and applications, performance improvement, decision-making, managing change, and professionalism/communication in healthcare and public health administration.
PUBH 337: Climate Change and Public Health	SPH	3		Anticipated changes from biodiversity loss, ozone depletion, the incidence of infectious diseases, extreme weather and climate events, ocean acidification, and sea level rise, among other concerns, will all have impacts on a wide range of human systems that affect health. Also addresses policies and technologies to reduce greenhouse gas emissions and the need for strategies for mitigation and adaptation.
PUBH 427: Introduction to Outbreak Investigation	SPH	3		Introduces the investigation of outbreaks and issues related to epidemiologic methods, surveillance, detection, and risk communication. Covers basic epidemiologic methods used to quantify and monitor potential outbreaks, data collection and management, coordination with community partners and communication to health service providers and members of the general community as part of a coordinated response.
PUBH 439: Financials Tools for Health Administration	SPH	3		This course introduces core concepts and tools for the financial management of healthcare organizations, including: financial management, operating revenue, working capital, and resource allocation. The critical context of health systems and health reform provides the guiding lens for the course.
PUBH 440: Health Systems Leadership	SPH	3		This course addresses the foundational principles of leadership, management, and collaboration for public health and healthcare settings. Topics addressed include situational and transformational leadership, leadership ethics, team leadership and self-leadership. Prepares students for entry-level leaderships roles in health services and public health organizations.
PUBH 464: Ethical, Legal and Financial Issues in Healthcare	SPH	3		Covers the rights, responsibilities and concerns of professionals working in the healthcare arena who are not providing direct patient care but who interact with both patients and other healthcare professionals. Focuses on the social, legal, ethical, and financial issues from the patient context. Includes basic information on concepts, terminology and processes pertaining to major forms of insurance, including eligibility, billing,

\* Proposal referred to Teaching and Assessment Committee for further review of syllabus.

To: Faculty Senate Executive Committee  
 From: Ednilson Bernardes, Chair, Senate Curriculum Committee Date:  
 November 18, 2019  
 Re: Course Changes, Deactivations, & Adoptions Report

Code	Field	Old Value	New Value
ADPR 421	Subject Code	STCM - Strategic Communication	ADPR - Advertising and Public Relations
	Course Code	STCM 421	ADPR 421
ADPR 438	Subject Code	STCM - Strategic Communication	ADPR - Advertising and Public Relations
	Catalog Prerequisites	JRL 101 and (ADV 201 or ADV 215 or PR 215 or STCM 215) with a minimum grade of C- in each.	JRL 101 and (ADV 201 or ADV 215 or PR 215 or STCM 215 or ADPR 215) with a minimum grade of C- in each.
	Course Code	STCM 438	ADPR 438
	Justification for Course Change	Required prereq grades have been changed to C- to conform with college requirements. DM Changes to course description were made so word choice was more clear and to better reflect course content (per DM). RLB 2/21/19	Changing from STCM to ADPR
ADPR 439	Subject Code	STCM - Strategic Communication	ADPR - Advertising and Public Relations
	Catalog Prerequisites	JRL 101 and (PR 215 or ADV 201 or ADV 215 or STCM 215) with a minimum grade of C- in each.	JRL 101 and (PR 215 or ADV 201 or ADV 215 or STCM 215 or ADPR 215) with a minimum grade of C- in each.
	Course Code	STCM 439	ADPR 439
ADPR 452	Subject Code	STCM - Strategic Communication	ADPR - Advertising and Public Relations
	Catalog Prerequisites	JRL 101 and JRL 215 and (PR 215 or ADV 215 or STCM 215) with a minimum grade of C- in each.	JRL 101 and JRL 215 and (PR 215 or ADV 215 or STCM 215 or ADPR 215) with a minimum grade of C- in each.
	Course Code	STCM 452	ADPR 452
	Justification for Course Change	Required prereq grades have been changed to C- to conform with college requirements. DM	Changing from STCM to ADPR and incorporating appropriate PRs
ADPR 457	Subject Code	STCM - Strategic Communication	ADPR - Advertising and Public Relations
	Catalog Prerequisites	STCM 421 and (ADV 315 or PR 324) with a minimum grade of C- in each.	STCM 421 and (ADV 315 or PR 324 or STCM 315) with a minimum grade of C- in each.
	Course Code	STCM 457	ADPR 457
	Justification for Course Change		Changing from STCM to ADPR and updating PRs
ADPR 459	Subject Code	STCM - Strategic Communication	ADPR - Advertising and Public Relations
	Catalog Prerequisites	STCM 315 and STCM 421 with a minimum grade of C- in each.	(ADV 315 or PR 324 or STCM 315) and (STCM 421 or ADPR 421) with a minimum grade of C- in each.
	Course Code	STCM 459	ADPR 459
	Justification for Course Change	Required prereq grades have been changed to C- to conform with college requirements. DM	Revised from STCM to ADPR

\* Proposal referred to Teaching and Assessment Committee for further review of syllabus.

Code	Field	Old Value	New Value
BADM 611	Justification for Course Change	3	2
			<p>This course was changed as part of our College's major transformation of the Online Hybrid MBA program. Given the evolving and crowded online MBA space, recent declines in our application pool, and changing business landscape, our online MBA curriculum committee conducted a careful self-study over the past several months. This committee's charge was to 1) identify threats in the market that affect our ability to successfully recruit and enroll top-notch students, 2) assess the overall need and demand (especially as it relates to our institutional mission), 3) review the program's curriculum to ensure that it is continuing to meet its original goals, and 4) identify innovative ways to improve the curriculum offerings to be a greater asset to our students. The Committee determined that elements of this course could be eliminated without impacting quality and rigor of the class, which resulted in a reduction of one-credit hour. In short, the course's prior content focused on material that wasn't part of modern day MBA curricular needs.</p>
BADM 612	Justification for Course Change	3	2
			<p>This course was changed as part of our College's major transformation of the Online Hybrid MBA program. Given the evolving and crowded online MBA space, recent declines in our application pool, and changing business landscape, our online MBA curriculum committee conducted a careful self-study over the past several months. This committee's charge was to 1) identify threats in the market that affect our ability to successfully recruit and enroll top-notch students, 2) assess the overall need and demand (especially as it relates to our institutional mission), 3) review the program's curriculum to ensure that it is continuing to meet its original goals, and 4) identify innovative ways to improve the curriculum offerings to be a greater asset to our students. The Committee determined that elements of this course could be eliminated, which resulted in a reduction of one-credit hour. In short, the course's content focused on material that wasn't part of modern day MBA curricular needs.</p>

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Code	Field	Old Value	New Value
BADM 652	Credit Hours	3	2
	Justification for Course Change		This course was changed as part of our College's major transformation of the Online Hybrid MBA program. Given the evolving and crowded online MBA space, recent declines in our application pool, and changing business landscape, our online MBA curriculum committee conducted a careful self-study over the past several months. This committee's charge was to 1) identify threats in the market that affect our ability to successfully recruit and enroll top-notch students, 2) assess the overall need and demand (especially as it relates to our institutional mission), 3) review the program's curriculum to ensure that it is continuing to meet its original goals, and 4) identify innovative ways to improve the curriculum offerings to be a greater asset to our students. The Committee determined that elements of this course could be eliminated, which resulted in a reduction of one-credit hour. In short, the course's content focused on material that wasn't part of modern day MBA curricular needs.

* BCOR 340	Full Title	Business Finance	Principles of Finance
	Transcript Title	Business Finance	Principles of Finance
	Course is Variable Credit	Yes	No
	Credit Hours	0 or 3	3
	Catalog Description	Activities of the finance manager in the planning, acquisition, and administration of funds used in a business enterprise.	Time Value of Money is applied to decision making in business and personal finance. Additionally, students learn common valuation techniques and financial planning.
	Catalog Prerequisites	ACCT 202 and ECON 202 and (ECON 225 or STAT 211) with a minimum grade of C- or better.	
	Justification for Course Change		JTFJ: To improve course outcomes for all students, the Finance UCC sought to redesign the content and objectives of this course. Expanding the scope of the content and the direction of its instruction to include a significant amount of personal finance material we hope that this will improve student performance by making the quantitative material personally relevant to the students. Additional items were noted to need updating in making this entry: (1) the course title no longer reflected the content, it was made more general as 'Principles of Finance'; (2) the course was scheduled as a variable credit-hour course, this was incorrect: it was set to a non-variable 3 credit hour course; (3) the catalog description was out of date and did not describe content in the course--it was updated accordingly; (4) to reflect the new objectives these were updated. Objectives have been previously approved by the FIN-UCC. (5) A new reference syllabus has been provided where it was previously missing. (6) Pre-reqs were removed as it was determined that they were no longer relevant in the way the course is being taught at this time.

\* Proposal referred to Teaching and Assessment Committee for further review of syllabus.

Code	Field	Old Value	New Value
BIOL 320	Credit Hours	2	3
	Effective Term		Fall 2020
	Justification for Course Change		Course Change: Petition for course to change from 2-credits to 3-credits. Although contact hours in the form of guided classroom instruction for the course has not changed (still 2 hours and 50 minutes per week), updated instructional techniques have been implemented which increase the number of hours students spend on the course outside of the classroom. In this writing intensive research capstone, students design and complete research projects. Recently, weekly videos and reading assignments, with associated quizzes that students must complete before entering the lab to perform their research each week have been implemented. During class time, students learn how to write, how to better their research projects, and how to select and perform proper data analysis/statistics. Outside of class, students use open lab time to perform that research and data analysis. Outside work is estimated to easily average 6 hours per week.
BIOL 321	Credit Hours	2	3
	Catalog Prerequisites		BIOL 221.
	Justification for Course Change		Petition for course to change from 2-credits to 3-credits. Although contact hours in the form of guided classroom instruction for the course has not changed (still 2 hours and 50 minutes per week), the course has evolved to offer opportunities for out-of-classroom experiences which increase the number of hours students spend on the course each week. In this writing intensive research capstone, students design and complete research projects. During class time, students learn how to improve their written communication skills, how to select and perform proper data analysis/statistics, and receive individualized advice on how to better their self-derived research projects. Outside of class, students use open lab time to independently perform that research and data analysis. Outside work is estimated to now easily average 6 hours per week.

\* Proposal referred to Teaching and Assessment Committee for further review of syllabus.

Code	Field	Old Value	New Value
BIOS 601	Catalog Description	CoReq: BIOS 602. Introduces parametric and nonparametric statistical methodology, including descriptive measures, elementary probability, estimation, hypothesis testing, confidence intervals, common nonparametric methods, and base contingency table analysis. Empirically demonstrates underlying theory.	Introduces parametric and nonparametric statistical methodology, including descriptive measures, elementary probability, estimation, hypothesis testing, confidence intervals, common nonparametric methods, and base contingency table analysis. Empirically demonstrates underlying theory. This course also introduces students to the use of statistical software to perform basic analyses.
	Credit Hours	3	4
	Justification for Course Change		BIOS 601 and BIOS 602 are delivered entirely online, with BIOS 602 serving as the lab section for BIOS 601. To enhance instruction and reduce burden on both students and faculty, we are proposing this revision to BIOS 601 to allow for a single, unifying course. The learning objectives and activities from BIOS 602 will be fully integrated into BIOS 601 and the credit hours combined for a single, 4-credit course (as opposed to a 3-credit BIOS 601 and 1-credit BIOS 602). These changes are reflected in the new BIOS 601 course syllabus.
ENDO 681	Credit Hours	1	2
	Catalog Description	This course aims to provide the first year Endodontic residents with foundational knowledge in endodontic diagnosis, treatment planning, treatment procedures, prognosis and contemporary research prior to starting patient care in the graduate endodontics clinic.	The aim of this course is to provide first year Endodontic residents with foundational knowledge in endodontic diagnosis, treatment planning, treatment procedures, prognosis and contemporary research prior to starting patient care in the graduate endodontics clinic.
	Justification for Course Change		Changing this course from 1 credit to 2 credit hours is requested because additional literature topics have been included and students are devoting a minimum of two hours per week to this seminar.
EXPH 386	Catalog Prerequisites	((BIOL 101 through BIOL 104) or (BIOL 115 and BIOL 117)) and CHEM 115 and PHYS 101.	((BIOL 101 through BIOL 104) or (BIOL 115 and BIOL 116 and BIOL 117 and BIOL 118)) and CHEM 115 and CHEM 115L and PHYS 101 with a minimum grade of C- in all.
	Justification for Course Change		Correction of prerequisite courses minimum grade point average requirement.

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Code	Field	Old Value	New Value
EXPH 672	Course is Repeatable	No	Yes
	Catalog Prerequisites	EXPH 370, and EXPH 371, consent.	Consent.
	Course is Variable Credit	No	Yes
	Total Credits:		18
	Maximum Attempts:		17
	Justification for Course Change		The change(s) being requested are to make this course a repeatable course with a maximum number of attempts of 6 and a total number of credits being 18. Students complete their professional field placement to gain clinical experience at different locations in different semesters. Currently DegreeWorks will only count one semester's credits of the EXPH 672 course since the course was listed as a non - repeatable course. This change will allow DegreeWorks to recognize more than one semester for EXPH 672 Professional Field Placement. Additionally EXPH 370 and 371 are being removed as prerequisite courses as these are no longer courses within the Exercise Physiology graduate program. No other changes are being requested.
* FIN 411	Catalog Description	Examines derivatives markets with an emphasis on options. Introduces the concept of arbitrage and the implications for derivatives equilibrium pricing. Applications of derivatives in financial risk management.	Examines derivatives markets and introduces the concept of arbitrage with the implications for derivatives equilibrium pricing. Also covers applications of derivatives in financial risk management.
	Justification for Course Change		Adjustments made to the course description to reflect true coverage of the course.
GEOG 603	Catalog Prerequisites	GEOG 602 or consent.	GEOG 601.
	Justification for Course Change		Right now we are not teaching 602 anymore and 602 is focusing on research proposal writing which should follow 603 and not viceversa. 601 is necessary to access 603.
HIST 101	Full Title	Western Civilization: Antiquity to 1600	European History: Antiquity to 1600
	Transcript Title	W Civilization:Antiquity-1600	European Hist: Antiquity-1600
	Catalog Description	(HIST 101 does not have to precede HIST 102.) A survey of the major developments in Western civilization beginning with the ancient Mediterranean world and concluding with Reformation Europe.	(HIST 101 does not have to precede HIST 102.) A survey of the major developments in European history beginning with the ancient Mediterranean world and concluding with Reformation Europe.
	Justification for Course Change	â€œTransitioning course from GEC to GEFâ€	"Transitioning course from GEC to GEF."

\* Proposal referred to Teaching and Assessment Committee for further review of syllabus.

Code	Field	Old Value	New Value
HIST 102	Full Title	Western Civilization: 1600 to Present	European History since 1600
	Transcript Title	W Civilization:1600-Present	European History since 1600
	Catalog Description	(HIST 102 may precede HIST 101.) A survey of major developments in Western civilization from 1600 to the present with attention to Europe's emerging industrial society and changing role in world affairs.	(HIST 102 may precede HIST 101). A survey of major developments in European history since 1600 with attention to Europe's emerging industrial society and changing role in world affairs.
LAW 757	Catalog Description	(May be repeated for a maximum of 2 credit hours.) Legal research, writing, and editing involved in the production for publication of analytical and scholarly commentary on the law. Enrollment is limited to third-year students who are members of the West Virginia Law Review.	Legal research, writing, and editing involved in the production for publication of analytical and scholarly commentary on the law. (May be repeated for a maximum of 2 credit hours.)
	Catalog Prerequisites	Student in college of law.	Students in college of law.
	Justification for Course Change		Course description has been changed to reflect that membership in Law Review is open to both second and third-year law students.
* MIST 450	Catalog Prerequisites	MIST 320 and MIST 351.	MIST 320 and MIST 351 and MIST 352.
	Justification for Course Change	We are adding MIST 320 as a prerequisite for the course, as taking MIST 320 prior to the course will help in the students ability to be successful in MIST 450.	We are adding MIST 352 as a prerequisite to the course, correcting an oversight in the prerequisites. Students usually take MIST 352 in their junior year, and MIST 450 in their senior year. We assumed that this was required, but a student out of sequence this semester alerted us to the fact that this is not the case. MIST 352 should be a prerequisite for MIST 450, as students require programming knowledge in MIST 450.
* MKTG 389	Catalog Prerequisites	MKTG 380 with a minimum grade of C-.	BCOR 350 with a minimum grade of C-.
	Justification for Course Change		Prerequisites are being updated to assist students with degree progression.
MKTG 440	Catalog Prerequisites		BCOR 350 with a minimum grade of C-.
	Justification for Course Change		Another prerequisite was previously removed. That course had BCOR 350 as a prerequisite. Adding BCOR 350 to this course.

\* Proposal referred to Teaching and Assessment Committee for further review of syllabus.

Code	Field	Old Value	New Value
MKTG 474	Full Title	Outside Case Competition	Integrated Promotions Campaign
	Catalog Description	Working with a small team, students participate in an outside case competition with a prominent commercial and government client.	Students will work in teams to prepare a complete advertising/marketing and IMC recommendation for a real company with a defined marketing/integrated promotions need. The emphasis will be on developing sound strategies and rationales, solid creative and multiple media executions and professional quality work.
	Catalog Prerequisites	MKTG 325 with a minimum grade of C-.	MKTG 380 and MKTG 389 and MKTG 475 with a minimum grade of C- in all.
	Justification for Course Change		The title and course description has been updated to better reflect the growing need of the course. In the past, students participated in outside case competitions. Now students are working with companies to prepare a complete marketing/integrated promotions campaign. An internal competition is held.
MUSC 111	Catalog Description	(Not open to music majors). Introductory course designed to develop an appreciation and understanding of the significance of music as a fine art, and to help the student develop intelligent listening habits.	Introductory course designed to develop an appreciation and understanding of the significance of music and to help the student develop intelligent listening habits.
	Justification for Course Change	transition from GEC to GEF	We would like to open this course to majors.
NSG 627	Full Title	Research and Systematic Analysis	Evidence Based Practice
	Catalog Description	An overview of research methods, evidence and epidemiological and statistical measures used in advanced practice nursing.	An analysis of the application of research to guide the advanced practice nurse in evidence-based nursing practice.
	Transcript Title	Research/Systematic Analysis	Evidence Based Practice
	Credit Hours		5
	Catalog Prerequisites	NSG 622.	PR or CONC: NSG 625.
	Justification for Course Change		This course was previously used in a stand alone MSN program that was not offered for a few years when the program was changed to a BSN to DNP program. The BSN to DNP program was recently differentiated, and are now offered as two stand alone programs (MSN and DNP). The course will now be used in the stand alone MSN program and has been updated with content required to meet the MSN advance practice requirements.

\* Proposal referred to Teaching and Assessment Committee for further review of syllabus.

Code	Field	Old Value	New Value
* NSG 709	Catalog Description	Explore information technologies used in acute and outpatient health settings and describe methods of utilization of technology for practice improvement and patient outcomes management.	Explore information technologies used in point-of-care inpatient and outpatient health settings and describe methods of utilization of technology for practice improvement, quality, and safety.
	Justification for Course Change		This course was previously used in the BSN to DNP program. The BSN to DNP program was recently differentiated, and is now offered as two stand-alone programs (MSN and DNP). The course will be used in the stand-alone MSN program and has been updated with content required to meet the MSN advanced practice requirements.
PALM 100	Full Title	Medical Laboratory Science	Introduction to Laboratory Medicine
	Catalog Description	Introduction to the profession of medical laboratory science and medical laboratory specialties. (Pass/Fail grading only).	Introduces two laboratory medicine tracks (Histotechnology and Medical Laboratory Science) and provides students with an opportunity to interact with faculty members, students within, and graduates of both tracks.
	Transcript Title	Medical Laboratory Science	Intro. to Laboratory Medicine
	Justification for Course Change		Change in course name and description is needed to be consistent with current professional terminology.
PALM 101	Full Title	Medical Laboratory Science 2	Laboratory Medicine Pathways
	Catalog Description	Continuation of PALM 100. (Pass/Fail grading only).	Focuses on available careers and graduate school opportunities thus allowing students to meet professionals who have expanded upon their background in Histotechnology or Medical Laboratory Science.
	Justification for Course Change		Change in course name and description is needed to be consistent with current professional terminology.
PALM 201	Full Title	Basic Medical Laboratory Science	Laboratory Medicine Applications
	Catalog Description	Basic techniques for the medical science laboratory and current issues related to the medical laboratory science profession. (Pass/Fail grading only).	An introduction to common test procedures in Histotechnology and Medical Laboratory Science that will provide students with basic laboratory skills while exposing them to a variety of laboratory medicine disciplines and test methodologies.
	Transcript Title	Basic Medical Lab Science	Lab Medicine Applications
	Justification for Course Change		Change in course name and description is needed to be consistent with current professional terminology.
PALM 303	Full Title	Clinical Lab Applications	Laboratory Methods
	Catalog Description	Lectures and laboratory experience on laboratory safety, measurement, use and maintenance of laboratory equipment, preparation, and storage of reagents and solutions, and basic laboratory techniques.	Fundamental theoretical methods and procedures used in laboratory medicine, which include laboratory safety, patient safety, HIPAA, specimen integrity and collection, microscopy, and laboratory math.
	Credit Hours	2	1
	Justification for Course Change		Changes are based on recommendations from recent external academic program review and to meet accreditation standards.

\* Proposal referred to Teaching and Assessment Committee for further review of syllabus.

Code	Field	Old Value	New Value
PALM 304	Credit Hours	3	4
	Justification for Course Change		Based on student feedback, more instructor guided microscopic instruction is needed to improve student learning; therefore, an additional credit hour is needed (change from 3 to 4 credit hours).
PALM 320	Full Title	Basic Clinical Biochemistry	Medical Biochemistry
	Catalog Description	Introduction to basic biochemistry and human metabolism of amino acids, proteins, enzymes, carbohydrates, liquids, and nucleotides. Molecular biology and applications to the clinical laboratory are included.	Overview of basic concepts in biochemistry and cell biology with application of these principles to human metabolism in health and disease.
	Credit Hours	0 or 3	3
	Catalog Prerequisites		PR or CONC: PALM 322
	Justification for Course Change		Changes are based on recommendations from recent external academic program review and to meet accreditation standards.
PALM 350	Full Title	Clinical Laboratory Mycology	Clinical Mycology & Parasitology
	Catalog Description	How to isolate and identify the more commonly encountered pathogenic fungi as well as those fungi frequently seen as laboratory contaminants. The course will include basic taxonomy, isolation procedures, and identifying characteristics.	Study of clinically significant fungi and parasites that will include the morphological characteristics, pathogenicity, epidemiological characteristics, and laboratory testing.
	Course Code	PALM 310	PALM 350
	Course Number	310	350
	Transcript Title	Clinical Laboratory Mycology	Clinical Mycology & Parasit.
	Credit Hours	1	2
Justification for Course Change		Changes are based on recommendations from recent external academic program review and to meet accreditation standards.	
PALM 360	Full Title	Clinical Microscopy	Urinalysis and Body Fluids
	Catalog Description	The analysis of body fluids (urine, fluids, etc.) for abnormalities.	Comprehensive study of the renal system and bodily fluids including principles and methods of testing and associated disorders or diseases.
	Course Code	PALM 470	PALM 360
	Course Number	470	360
	Catalog Prerequisites		PR or CONC: PALM 362
Justification for Course Change		Changes are based on recommendations from recent external academic program review and to meet accreditation standards.	

\* Proposal referred to Teaching and Assessment Committee for further review of syllabus.

Code	Field	Old Value	New Value
PALM 362	Catalog Description	PR OR CONC: PALM 470 or Consent. Clinical Laboratory principles and procedures used in analysis of urine and body fluids.	Practice of analyzing urine and other body fluids with an emphasis on the correlation between test results and disease states.
	Course Code	PALM 472	PALM 362
	Course Number	472	362
	Catalog Prerequisites		PR or CONC: PALM 360
	Justification for Course Change		Changes are based on recommendations from recent external academic program review and to meet accreditation standards.
PALM 380	Full Title	Introduction to Immunology	Medical Immunology
	Catalog Description	Lectures in basic immunology, with emphasis on its structure and function. antigens, antibodies, and complement will be discussed and related to immune disorders and simple immunological tests.	Comprehensive study of the immune system including principles of immunological and serological procedures, immunological disorders and diseases, and correlation between test results and disease states.
	Transcript Title	Introduction to Immunology	Medical Immunology
	Credit Hours	1	3
	Catalog Prerequisites		PR or CONC: PALM 382
Justification for Course Change		Combines 2 existing lecture courses (PALM 380 Introduction to Immunology, 1 credit hour and PALM 480 Clinical Immunology, 2 credit hours) into one 3 credit hour lecture course. Changes are based on recommendations from recent external academic program review and to meet accreditation standards.	
PALM 401	Full Title	Phlebotomy	Phlebotomy Practicum
	Catalog Description	Clinical laboratory practice, including venipuncture, finger sticks, and heel sticks; isolation, universal precautions and other safety techniques are included.	Supervised practicum in which students will integrate practice and theory of phlebotomy in a health care setting and will be exposed to the scope of work found in phlebotomy and specimen processing department.
	Transcript Title	Phlebotomy	Phlebotomy Practicum
	Catalog Prerequisites	PALM 303.	
	Justification for Course Change		Changes are based on recommendations from recent external academic program review and to meet accreditation standards.
PALM 420	Full Title	Immunology and Blood Banking	Immunoematology
	Catalog Description	Lectures on immunoematology and blood banking theory and practice.	Primary principles and practices of blood banking which includes blood group systems, antibody detection and identification, compatibility testing, quality control requirements, instrumentation, blood transfusion, donor selection, and component preparation.
	Catalog Prerequisites		PR or CONC: PALM 422
	Justification for Course Change		Changes are based on recommendations from recent external academic program review and to meet accreditation standards.

\* Proposal referred to Teaching and Assessment Committee for further review of syllabus.

Code	Field	Old Value	New Value
PALM 430	Full Title	Clinical Chemistry 2	Clinical Chemistry
	Catalog Description	Continuation of PATH 329, includes laboratory practice in methods of measurement.	Theory of routine and specialized clinical chemistry laboratory testing, which will include quality assurance, laboratory test principles and methodologies, and correlation between test results and disease states.
	Transcript Title	Clinical Chemistry 2	Clinical Chemistry
	Catalog Prerequisites	PALM 329.	PR or CONC: PALM 432
	Justification for Course Change		Combining two courses (PALM 329 Clinical Chemistry 1, 2 credit hour lecture course and PALM 430 Clinical Chemistry 2, 3 credit hour lecture/lab course) into one 3 credit hour lecture course. Changes are based on recommendations from recent external academic program review and to meet accreditation standards.
PALM 440	Catalog Description	Lectures in hematologic theory and practice, including coagulation and body fluids laboratory.	Study of formed elements of blood including test principles and methodologies, associated disorders and diseases, and the correlation between test results and disease states.
	Catalog Prerequisites		PR or CONC: PALM 442
	Justification for Course Change		Combining of two courses (PALM 340 Introduction to Hematology, 3 credit hour lecture/lab course and PALM 440 Clinical Hematology, 3 credit lecture/lab course) into one 3 credit hour lecture course. (A new hematology laboratory course, hemostasis lecture course, and hemostasis laboratory course are being proposed.) Changes are based on recommendations from recent external academic program review and to meet accreditation standards.
PALM 450	Catalog Description	Presentation and discussion of methodologies employed in the processing of clinical microbiology specimens, isolation, and identification of clinically significant microorganisms, and determination of antimicrobial susceptibilities with laboratory.	Study of medically significant microbiology, including normal flora and pathogens, microbial physiology, interactions between host and pathogenic microorganisms, and the clinical and epidemiological consequences of these interactions.
	Catalog Prerequisites		PR or CONC: PALM 452
	Justification for Course Change		Changes are based on recommendations from recent external academic program review and to meet accreditation standards.

\* Proposal referred to Teaching and Assessment Committee for further review of syllabus.

Code	Field	Old Value	New Value
PR 324	Catalog Description	Writing, design, graphics, and desktop publishing as major tools of public relations practitioners and planners.	Employs strategy and writing to engage various public relations audiences through the development of communications tactics such as social media releases, social media plans, media advisories, press releases, public service announcements, speeches and broadcast writing. Some sections are offered as formal service learning opportunities.
	Catalog Prerequisites	PR 319 or JRL 319.	JRL 215 and (ADPR 215 or PR 215 or STCM 215) with a minimum grade of C- in each.
	Justification for Course Change		Updated course description and changed prerequisites to provide students with additional flexibility in their major course progression.
* PUBA 755	Catalog Prerequisites		PUBA 750.
PUBH 233	allcodes	PUBH 460	PUBH 233
	Catalog Prerequisites	PUBH 360 and PUBH 361.	
	Justification for Course Change		As part of our annual program assessment, we discovered that 1) the course content and activities were not at a 400 level (meaning this switch to a 200 level did not generate changes to the course syllabus) and that this course provided foundational knowledge that we expected our students to have before their senior year, but did not. It therefore impeded their ability to be successful in other courses. So we have move it to a 200 level so that students get this information and knowledge earlier in their course of studies.
PUBH 400	Full Title	Field Placement and Capstone Preparation Seminar	Field Placement Preparation Seminar
	Transcript Title	Field Plac & Capstone Prep Sem	Field Placement Prep Seminar
	Justification for Course Change		Removed capstone preparation since this no longer makes sense to include in this course.

\* Proposal referred to Teaching and Assessment Committee for further review of syllabus.

Code	Field	Old Value	New Value
PUBH 458	Catalog Description	This course will teach the students the principles, concepts, and methods of general epidemiology, and how to apply them to the study of the distribution and causes of mental disorders in populations.	Students apply principles and methods of general epidemiology to the study of mental disorders. Provides updated scientific information regarding the epidemiology and risk factors of major psychiatric disorders such as anxiety, mood, psychotic, personality, drug and alcohol use disorders and the increased prevalence of mental disorders, cost of mental health care, and its burden on society. (co-list with 658)
	Course Code	PUBH 586	PUBH 458
	Justification for Course Change		With the current opioid epidemic and increasing mental health rates, we want to expand enrollment in this course due to its important content. Our best opportunity to do this was to split this course so that it is offered at both the graduate and undergraduate levels. We updated the course description and learning outcomes also.
PUBH 481	Full Title	Public Health Field Experience and Capstone	Public Health Field Experience
	Transcript Title	PH Field Experience & Capstone	PH Field Experience
	Credit Hours	6	4
	Catalog Description	Students complete a 75 hour group project with a local agency, supervised by a community partner. The capstone portion includes reflective journal essays, meetings to discuss observations and connections to program skills and knowledge, and a poster presentation to stakeholders.	Students complete a 75 hour prearranged experiential learning placement that is planned, supervised, and evaluated for credit with a local public or community health agency. Students will develop and complete outcomes and an output or product that is detailed in an affiliation agreement. Reflective journal essays and meetings to discuss observations, successes and challenges are scheduled at strategic times during
	Catalog Prerequisites	PUBH 480.	PUBH 400.
	Will this course be taught as a Capstone?	Yes	No
	Justification for Course Change		In an attempt to be consistent across our programs, we have removed the capstone elements from this course into a separate course (PUBH 489, course submitted in CIM). The remaining requirements are consistent with previous course requirements. While we were revising this component, we revised the course description and outcomes to better represent the experience.

\* Proposal referred to Teaching and Assessment Committee for further review of syllabus.

Code	Field	Old Value	New Value
PUBH 486	Full Title	Patient Navigator Experiential Agency Rotations and Capstone	Patient Navigation Agency Rotation
	Transcript Title	PN Exp Agency Rotation & Capst	Patient Navigation Agency Rota
	Credit Hours	6	4
	Catalog Description	Students complete three rotations, two in health-related agencies and one with a community health worker, supervised by a mentor (patient navigator, community health worker or care coordinator). Each placement comprises 25 hours (total of 75 hours). Capstone portion includes reflective journal essays, meetings to discuss observations and connections to program skills and knowledge and a poster presentation to various stakeholders.	Students complete a 75 hour prearranged placement that is planned, supervised, and evaluated for credit with a clinical or health-related agency or office. Students will develop and complete outcomes that are detailed in an affiliation agreement. Reflective journal essays and meetings to discuss observations, successes and challenges are scheduled at strategic times during the semester.
	Catalog Prerequisites	PUBH 460 and PUBH 461.	PUBH 400
	Will this course be taught as a Capstone?	Yes	No
	Justification for Course Change		In an attempt to be consistent across our programs, we have removed the capstone elements from this course into a separate course (PUBH 489, course submitted in CIM). The remaining requirements are consistent with previous course requirements. While we were revising this component, we revised the course description and outcomes to better represent the experience.

## Course Deactivations

Course Code	Course Title
HN&F 612	Maternal and Child Nutrition
ENTR 415	Entrepreneurship in Action
ENTR 489	Student Business Plan Competition

## Course Adoptions

Course Code & Title	Course Description	Campus Requesting Course
COUN 240 : Introduction to Addiction Studies	Overview of core concepts related to substance use and substance use disorders. Topics include the history of drug use/addiction, effects on societal members, pharmacology of common psychoactive drugs, theories of addiction, treatment approaches, mutual support, recovery and relapse.	PSC
ENGL 252: Poetry	Appreciation and enjoyment of poems through critical and analytical reading. Studies in the various types of poetry, and of the language, imagery, and techniques of poetic expression.	WVU, PSC

TO: Faculty Senate Executive Committee  
FROM: Ednilson Bernardes, Chair, Faculty Senate Curriculum Committee  
DATE: November 18, 2019  
RE: Graduate program reviews from Graduate Council October 17, 2019

1. Program proposals

- a. **New degree and major in** MS Athletic Training (key 1187)
  - Graduate Council Action: Passed
  
- b. **New Areas of Emphasis (AoE)** for PhD in Political Science: American Politics (1191), Comparative Politics (1192), and Public Policy (1193), and International Politics (1194)
  - Graduate Council Action: Passed
  
- c. **Program changes** in MS Agricultural and Extension Education (1139)
  - Graduate Council Action: Passed
  
- d. **New major intent to plan** MBA Healthcare (1199)
  - Graduate Council Action: Passed

## Survey Welcome Message

Dear Student,

As part of WVU's focus on high-quality education and improving student learning experiences, we ask you to complete an evaluation of instruction survey for each course. Anonymous results are provided to the instructor only after final grades have been submitted.

Honest, professional, and constructive feedback is expected. **Comments that violate the Student Conduct Code may result in follow-up from the Office of Student Conduct.**

Because your responses are important, you will receive reminders until you complete the surveys or until the surveys close. You will NOT receive reminders once you have submitted all of your surveys.

You may skip any question that you do not wish to answer. You may also select "Not Applicable" if the question is not relevant to your course or experience.

Please click the "Submit" button after you complete each survey to begin the next one. If you are unable to complete a survey in one session, click the "Save" button before exiting.

If you have questions, comments, or concerns, please submit a ticket at [ITS Service Desk](#).

Sincerely,  
Faculty Senate Teaching and Assessment Committee  
West Virginia University

## Survey Thank You Message

Thank you for completing this survey.

\$(Please click here to go back to your list of evaluation surveys.)\$

Sincerely,  
Student Evaluation of Instruction Team  
West Virginia University

## Student Invitation Email

Subject:  
SEI of Instruction Surveys Now Available

Dear [R\$FN] [R\$LN],

Each semester students are given the opportunity to provide their instructors with feedback for the courses in which they are enrolled. Your perspective is highly valued because you are best able to inform your instructors about your learning experience, which is used by instructors as they design the course for future semesters and which is reviewed when instructors are evaluated.

Use the [link](#) below to access your course evaluation forms. We ask that you provide a fair and honest assessment of your learning experience in these courses. We strongly encourage you to include comments. Your individual identification will not be kept with the data or included in survey results.

[Click here to complete your course evaluations.](#)

If you have difficulties accessing the link above, you may access your surveys by logging into eCampus or logging in at <http://it.wvu.edu/sei>.

Please respond as soon as possible. The survey will close at the end of finals or earlier if scheduled by your instructor. If you have any problems accessing the survey, please submit a ticket at [ITS Service Desk](#).

Sincerely,  
Faculty Senate Teaching and Assessment Committee  
West Virginia University

### **Student Reminder Email**

Subject:  
Reminder! SEI of Instruction Survey is Open

Dear [R\$FN] [R\$LN],

We have not yet received your survey responses, and WVU greatly values your perspective. Please take a few minutes to complete the student evaluation of instruction for each class in which you are enrolled.

Use the [link](#) below to access your course evaluation forms. Your individual identification will not be kept with the data or included in survey results.

[Click here to complete your course evaluations.](#)

If you have difficulties accessing the link above, you may access your surveys by logging into eCampus or logging in at <http://it.wvu.edu/sei>.

The surveys will close at the end of finals or earlier if scheduled by your instructor. If you have any problems accessing the survey, please submit a ticket at [ITS Service Desk](#).

Sincerely,  
Faculty Senate Teaching and Assessment Committee  
West Virginia University

### **Student 2<sup>nd</sup> Reminder Email**

Subject:  
Final Reminder! SEI of Instruction is Closing

Dear [R\$FN] [R\$LN],

We have not yet received your survey responses, and WVU greatly values your perspective. Please take a few minutes to complete the student evaluation of instruction for each class in which you are enrolled.

Use the [link](#) below to access your course evaluation forms. Your individual identification will not be kept with the data or included in survey results.

[Click here to complete your course evaluations.](#)

If you have difficulties accessing the link above, you may access your surveys by logging into eCampus or logging in at <http://it.wvu.edu/sei>.

The surveys will close at the end of finals or earlier if scheduled by your instructor. If you have any problems accessing the survey, please submit a ticket at [ITS Service Desk](#).

Sincerely,  
Faculty Senate Teaching and Assessment Committee  
West Virginia University

Raise your voice! We're listening.



[R\$FN], your voice matters!

Hello, [R\$FN].

Now is your opportunity to evaluate your courses and instructors! Your feedback is important. Sharing a fair and honest assessment of your learning experience has never been easier.

**Online evaluations are currently available for the following courses:**

Course	Instructor	Evaluation End
\$CRSNAME	R\$LN	\$CACRSEND

[EVALUATE MY COURSES](#)



*It's super easy.*

Complete your course evaluations on campus, at home, or on the go! The online evaluation system is easy to use and mobile-friendly.



*It's anonymous to your instructor.*

Instructors can view anonymized evaluations only after all grades are finalized and posted.

Honest, professional, and constructive feedback is expected.

**Comments that violate the Student Conduct Code may result in follow-up from the Office of Student Conduct.**



*We're listening.*

Your feedback directly informs WVU course offerings and course content. Feedback is also important for evaluating your instructor's performance and will impact WVU's faculty hiring and promotion decisions.

### **Important Dates**

You can evaluate your courses anytime between now and [S\$CACRSEND]. This is your chance to make your voice heard, so complete your evaluations soon!

### **Questions?**

If you have any problems accessing the survey, please submit a ticket at the [ITS Service Desk](#).

Your course evaluations will close on [S\$CACRSEND], so complete your course evaluations soon. Your voice matters!

**[EVALUATE MY COURSES NOW](#)**

Sincerely,

Student Evaluation of Instruction Team  
West Virginia University

Raise your voice! We're listening.



[R\$FN], time to manage your SEI surveys!

Hello, [R\$FN].

It is the time to personalize your SEI survey(s)! At this time, you can select additional questions from our question bank and write in your own custom SEI questions. You can also decide how to deliver your SEI surveys by setting your own delivery schedule, running a manual survey in class, and monitoring your response count as surveys are completed.

**Customization and Management is currently available for the following course(s):**

Course
[S\$CACRSNAME]

[ACCESS MY DASHBOARD](#)

	
<p><i>It's super easy.</i></p>	<p><i>It's protected.</i></p>
<p>Within the SEI system, you can personalize questions, change the survey delivery mode and adjust the survey open/close dates for student responses. For more information on the SEI system and process, please submit a ticket at the <a href="#">ITS Service Desk</a></p>	<p>Student responses are anonymous to the instructor. As an instructor, you can view the students anonymized evaluation reports only after all grades are finalized. For more information on the SEI system and process, please submit a ticket at the <a href="#">ITS Service Desk</a></p>

### **Important Dates**

You may begin to personalize and manage your evaluations at any time. Personalization will remain available until the surveys open to the students. At that time no further changes can be made to the survey content. For a full list of Task availability (such as setting when your survey opens or closes), please visit [SEI Task Timeline](#) The sooner you start your personalization, the more time you have to ask questions if you need assistance. Please complete your personalization soon!

### **Questions?**

If you have any problems accessing the survey, please submit a ticket at the [ITS Service Desk](#).

[\*\*ACCESS MY DASHBOARD  
NOW\*\*](#)

Sincerely,

Student Evaluation of Instruction Team  
West Virginia University

**Standing Committee Membership Changes 2019-2020**

<b>Last Name</b>	<b>First Name</b>	<b>Constituency</b>	<b>Current Senator</b>	<b>Committee</b>
Hardy	Steven	School of Medicine	yes	Curriculum