

ACADEMIC INFORMATION AND RESOURCES

Academic Affairs

Avinandan Mukherjee, Provost and Senior Vice President for Academic Affairs
Old Main 200

The Office of Academic Affairs has primary responsibility for supporting and pursuing the academic mission of the university.

Schools and Colleges

The university functions through these academic units:

- The College of Arts and Media
- The College of Business
- The College of Education and Professional Development
- The College of Engineering and Computer Sciences
- The College of Health Professions
- The Honors College
- The College of Liberal Arts
- The College of Science
- The Joan C. Edwards School of Medicine
- The School of Pharmacy
- Division of Aviation

Beckley Center

Marshall University also operates a center in the Beckley area that is part of the Erma Byrd Higher Education Center in Beaver. It serves primarily graduate students in Beckley, Bluefield, and other nearby areas.

Marshall University Beckley Regional Center
c/o Erma Byrd Higher Education Center
300 University Dr.
Beaver, WV 25813
304-256-0266

Libraries

Monica Brooks, Associate Vice President and Dean of University Libraries

University Libraries
306 Drinko Library/304-696-6474
library@marshall.edu
www.marshall.edu/library (<http://www.marshall.edu/library/>)

The Marshall University Library System consists of the John Deaver Drinko Library, the James E. Morrow Library, Health Science Library at Cabell Huntington Hospital, and the Library and Research Commons on the South Charleston campus. Together, the University Libraries' holdings support teaching and research needs, with close to 3 million total items (including government publications and audiovisual materials) and access to more than 50,000 periodical titles.

Students may use print and electronic books, periodicals, documents, CD-ROMS, videocassettes, sound recordings, electronic journals, online reference materials and microforms. Access to electronic resources and online research services is done via the University Libraries' web pages. Each library operates as part of the university system and provides unique service to the clientele and programs with which it is associated. The libraries play an essential role in the educational and research activities of the individual university programs. Using the library as a gateway, students have access to the tools to search multiple resources and obtain materials from a variety of sources. A dynamic interlibrary loan and document delivery program provides materials from other libraries in electronic format, often in a matter of hours. Courier services also enhance turnaround time and overcome geographical limitations.

The *John Deaver Drinko Library* is open 24/5 and houses more than 150,000 volumes, current print subscriptions, a computer lab, multimedia presentation facilities, an assistive technology center for the visually impaired, faculty and student instructional technology rooms, and a fully wired auditorium. Circulation, Reference, and Media are located in the Drinko Library, with extensive collections and a team of qualified personnel. The Drinko Library is a state-of-the-art facility which also houses University Computing Services and University Telecommunications.

The *James E. Morrow Library*, situated between Smith Hall and the Science Building, houses Special Collections, Government Documents, and shelving for over 300,000 volumes. Special Collections features the university archives, West Virginia Collection of state and regional materials, and the distinctive Hoffman and Blake collections. Government Documents, a federal depository collection, contains more than a million items and provides materials in electronic, microform, and paper formats.

The *Health Science Library*, specializing in medical resources for the schools of medicine and nursing, maintains a current collection of medical monographs, periodicals and electronic resources. Staff provide a variety of document delivery services and searches on medical-related databases. The library is located in the Robert C. Byrd Center for Rural Health, next to the Cabell-Huntington Hospital on Hal Greer Boulevard.

The *Library and Research Commons* on the South Charleston campus is located in the Robert C. Byrd Academic and Technology Center. This facility supports the undergraduate and graduate programs offered on this campus. Access to all Marshall Libraries electronic resources is available, along with a professional staff to assist students and faculty with their information and research needs. Items held in the libraries on the Huntington campus can be retrieved through a daily courier service and by the electronic transmission of journal articles between the sites. The Library and Research Commons is also the site on the South Charleston campus for taking Marshall photo IDs. For details on services and hours, go to the South Charleston library's home page at www.marshall.edu/musclibrary (<http://www.marshall.edu/musclibrary/>).

Center for Teaching and Learning

April Fugett, Interim Executive Director

www.marshall.edu/c (<http://www.marshall.edu/catl/tl>) (<http://www.marshall.edu/ctl/>)

The mission of the Center for Teaching and Learning (CTL) is to empower faculty in their teaching and research by cultivating a

campus culture that values pedagogical, disciplinary, and program-based inquiry in support of student learning. More specifically, CTL provides opportunities for faculty to engage with, and develop, the instruments of teaching and learning (e.g., curricula and pedagogy) and the processes of teaching and learning (e.g., data-driven teaching strategies, 2017-18 Undergraduate Catalog Learning Opportunities and Resources 55 reflective and metacognitive practices). In addition to professional development opportunities, the center administers the annual faculty awards, conducts classroom observations, directs a New Faculty Orientation program, hosts an annual teaching conference, and maintains a library of resource books related to a variety of teaching and learning topics. Housed within CTL are the Writing Across the Curriculum and Community-Based Learning programs.

Community-Based Learning

Sandra Kemper, Director

304-696-3577

www.marshall.edu/cbl (<http://www.marshall.edu/cbl/>)

Marshall University Community-Based Learning assists faculty, students, and community partners in course-specific collaborations that connect learning objectives to public service and civic engagement. The combination of Community-Based Learning and academic theory enhances personalized education for students and creates opportunities to connect key course concepts with relevant real-world experiences. Engaging the community empowers students as learners, teachers, achievers, and leaders as students can make a more meaningful and long-term impact on Marshall University and in the community. CBL will empower students who want to become more involved with the community and who wish to learn in an interactive, transformative environment. Community-Based Learning is a mechanism by which the university mission is enhanced. A course in which all learning is passive memorization and library research will not create an environment wherein students can reach their full learning potential. Therefore, the inclusion of CBL in coursework enhances student research skills and offers them an opportunity to participate in community transformations. CBL coursework provides an element of pedagogy that propels students towards future successes. Participating in Community-Based Learning courses also provides students with the tools they need to be successful in the working world, providing resume-building opportunities and potential contacts for employment.

Information Technology

Jodie Penrod, Chief Information Officer

www.marshall.edu/it (<http://www.marshall.edu/it/>)

On the Huntington campus the Marshall University Information Technology (IT) administrative offices are located on the third floor of the Drinko Library and the Information Technology Services Desk is located on the first floor. On the South Charleston campus, all computing services are located on the second floor of the Administration Building. The mission of Information Technology is to "provide and create an evolving, innovative and integrated stable information technology environment that enables students, faculty, and staff to achieve the Marshall University goals."

Information Technology Facilities

Information Technology manages a number of computing facilities that provide access to MUNet-connected workstations for the campus community. Information Technology managed public computers,

including those in the Drinko 24-Hour Study Center, will always have the latest versions of software available. Information Technology facilities are currently available in Corbly Hall, Harris Hall, Smith Hall, the Drinko Library and Information Technology Center in Huntington and in the administration and academic buildings in South Charleston. All Information Technology facilities provide printing and scanning facilities. Other specialized facilities are available at selected sites.

Information Technology Policies

Policies regarding computer use are available online at www.marshall.edu/it/itc/policies/ (<https://www.marshall.edu/it/itc/policies/>).

Computer Purchases

Recommendations on student computer purchases are available online at www.marshall.edu/it/recommendations (<http://www.marshall.edu/it/recommendations/>).

E-Mail (see also myMU)

New students are automatically assigned a Marshall University e-mail account. NOTE: All official university e-mail will be sent to your Marshall University e-mail address.

Marshall University student e-mail, Office 365, offers the latest web-based communication and collaboration tools available from Microsoft including the ability to create and edit Microsoft Word, PowerPoint, Excel and OneNote documents using your favorite web browser. Students are provided 25 GB storage per mailbox, improved calendar sharing, web conferencing for online meetings with audio and video, desktop sharing, and virtual whiteboard. Full access details are available at www.marshall.edu/it (<http://www.marshall.edu/it/>).

Information Security

Recommendations on student computer and information security are available online at www.marshall.edu/infosec (<http://www.marshall.edu/infosec/>).

Information Technology Service Desk

The IT Service Desk is located on the first floor of the Drinko Library on the Huntington Campus and the second floor of the Administration Building on the South Charleston campus.

You can always get updated information on the main university IT page located at www.marshall.edu/it (<http://www.marshall.edu/it/>) or by contacting the IT Service Desk at itservicedesk@marshall.edu or by calling 304-696-3200.

MUNet and WiFi

MUNet is a fiber optic 10 GigE and 1 GigE backbone connecting all campus buildings throughout the campus. The network provides 10/100/1000M connectivity for voice, video and data across a copper infrastructure. MUNet is linked to the Internet via redundant high-speed digital MPLS service. MUNet can also be accessed from off campus through free virtual private networking (VPN) software available on the IT website. The same VPN software allows users to connect to the MU WiFi network when on campus in the vicinity of a wireless network access point. Wireless 802.11a/b/g/n connectivity is available throughout campus and current coverage levels are available on the IT website at www.marshall.edu/it/student-guide (<http://www.marshall.edu/it/student-guide/>).

myMU Portal

The web portal, myMU, lets Marshall students look at their university records and financial information, stay connected with others and make new connections. Using the many tools available on the portal, students can view and update their personal information, register for classes, check grades, get transcripts, pay bills and even apply for financial aid. Course tools allow students to communicate with their instructors and classmates. Students can send and receive e-mail, create their own personal address books and access and manage their personal and course calendars. They can even create special calendars and task reminders using the portal. In addition, it allows students to track their degree progress, their Blackboard course assignments and will warn them of any type of hold on their records. Another function of myMU is group communities, similar to Facebook. Students are able to create, manage and join electronic communities for clubs and groups. The Announcement Channel on the myMU homepage lets students stay up to date with campus announcements, news and messages from their colleges. To use myMU, students must know their Marshall University network (MUNet) login credentials.

International Student Services

Jerry Ross, Chief Enrollment Officer and Vice President of Enrollment Management

www.marshall.edu/iss (<http://www.marshall.edu/iss/>)

The Office of International Student Services was established in 1993. Its mission is to assist in globalizing Marshall University and the surrounding community through a coordinated effort. The following programs are coordinated by the office: International Students and Scholars Program, Study Abroad Programs, China Projects, and global academic partnerships and agreements.