

LEARNING OPPORTUNITIES AND RESOURCES

Academic Advising

Sarah Davis, Director of Undergraduate Academic Advising,
304-696-2669

Chris Atkins, Director of University College, 304-696-3252
Smith Communications Building 212

advising@marshall.edu

www.marshall.edu/advising/ (<https://www.marshall.edu/advising/>)

The Office of Undergraduate Academic Advising coordinates advising practices and policies across all colleges. Each college has its own unique academic advising structure. All students are strongly encouraged to consult their dean's office for information regarding advisor assignments, curriculum requirements and support services.

The Office of Undergraduate Academic Advising also provides technological support for advising tasks including the coordination of EAB's Navigate advising platform, the Navigate App and Academic Planning. The Navigate advising platform allows coordination of student advising appointments and serves as a repository for appointment reports and notes on student/advisor interactions. The Navigate app puts the Marshall advising curriculum directly in the hands of the students. With tips and to-do's, in addition to other resources, the Navigate App serves as a resource in the student's pocket. These two platforms serve to enhance the advising experience for faculty, staff and students at Marshall University, providing the tools for effective coordination and support from faculty and staff and the resources to allow students to take ownership of and prepare for a successful college career.

Campuses and Centers

South Charleston Campus

100 Angus E. Peyton Drive

South Charleston, WV 25303-1600

304-746-2500

schas@marshall.edu

Marshall University's South Charleston campus is dedicated to making higher education opportunities more accessible to people living in the Kanawha Valley and surrounding counties. The South Charleston campus delivers general education core courses, special interest courses, and college courses in the high schools. We offer courses to meet the needs of traditional-age college students, nontraditional adult students, and accelerated high school students.

Regional Centers

Mid-Ohio Valley Center, Point Pleasant

304-674-7200

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

movc@marshall.edu

Erma Byrd Higher Education Center, Beckley

304-256-0266, ext 1.

Career Education

Cristina McDavid, Director

career@marshall.edu

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

The Office of Career Education assists students in all phases of professional development leading to a career including self-assessment of skills, interests, and career goals as well as exploring and declaring a major. Career Coaches also guide students in effective resume building and interviewing skills. In addition, students are offered practical, hands-on techniques for networking and searching for part-time, internship, and entry-level employment.

The office is located on the corner of 5th Avenue and 17th Street (Huntington).

Center for African American Students

East Hall 215/304-696-6705

polk4@marshall.edu

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

The Center for African American Students (CAAS), under the auspices of the Office of Intercultural Affairs, is a historically significant program that serves as a catalyst for involving and supporting the African or African American student's academic and personal success toward college graduation and an accomplished professional career in his/her chosen field of study.

The CAAS home provides a pleasant and centrally located office setting where students may relax, study, debate and connect with others. Everyone is welcome...and soon realize that the center is a "home away from home" to all students who enter.

Student Benefits

- Progressive academic and personal advising and problem solving
- Career and majors advising
- Mentoring services
- General guidance and crisis management
- University information and solution-oriented networking

The center has a vital role in the recruitment and retention of African American students through unique program offerings and programs for scholars. The CAAS often collaborates with the Office of Recruitment and various university colleges for the purpose of strengthening recruiting initiatives for African American students. This program provides administrative oversight for Black United Students and the Society of Black Scholars, and offers more than 30 programs and activities each academic year, which include the MU Annual Diversity Breakfast, Annual Outstanding Black High School Student Weekend, Women of Color Day, Donning of Kente, MU Unity Walk, Annual Diversity Plenary, African American History Bowl, Annual Soul Food Feast, lecture series, urban and cultural travel outings, and many others.

Center for Environmental, Geotechnical, and Applied Sciences

1207 Weisberg Applied Engineering Complex/304-696-4748

cegas@marshall.edu

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

The Center for Environmental, Geotechnical, and Applied Sciences was established in May 1993 through the cooperative effort of the presidents of Marshall University and West Virginia Graduate College. The goal of the center is to forge close working relationships among the business community, higher education institutions, and government agencies, in technology related endeavors. The center has been involved since its inception with educational offerings, research, service, and long-term planning for regional development.

Center for Teaching and Learning

April Fugett, Interim Executive Director

109 Old Main/304-696-2206

ctl@marshall.edu

www.marshall.edu/ctl/ (<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, 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.

Writing Across the Curriculum

Georgianna Logan, Director

Gullickson Hall 100D

304-696-2683

www.marshall.edu/ctl/writing-across-the-curriculum/ (<http://www.marshall.edu/ctl/writing-across-the-curriculum/>)

All Marshall University undergraduates must take two courses with the Writing Intensive designation, sometimes called a WAC class. Created to reinforce writing skills in classes outside of English composition, writing intensive classes engage students directly in the subject matter of the course through a variety of activities that focus on writing as a means of learning. Some of these activities are informal, ungraded class exercises that teach (among other things) critical thinking, organization and synthesis of diverse elements, summarizing skills, and awareness among students of their own learning processes. Other activities, formal and graded, teach these same skills through careful revision and rethinking, peer evaluation, and reformulation into a finished product. These class projects use writing as a means of engaging the mind, body, and spirit of students in the activity of learning a particular subject matter. Writing intensive classes make students aware that writing is a necessary and frequently used skill no

matter what their occupation will be, and they prepare students for writing in their careers and in their personal and community lives.

Community-Based Learning

Penny L. Koontz, Director

Smith Hall 131B

304-696-3577

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

The Marshall University Community-Based Learning program 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.

Child Development Academy

520 22nd Street/304-696-5803

Susan Miller, Director

millers@marshall.edu

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

The Child Development Academy at Marshall University provides child care services to children of Marshall University students, faculty, staff and the greater community. It serves as a location for Marshall University undergraduate and graduate students participating in various clinical experiences as part of their academic program. The programs currently placing university students at the Child Development Academy are Early Education and Psychology. The facility was opened in August of 1999 and the construction was a joint venture of Marshall University and the City of Huntington.

Digital Media Services (formerly Instructional Television and Video Services)

Eric Himes, Director}

102B Communications Building/304-696-2974

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

ITVS@marshall.edu

Drinko Academy

Montserrat Miller, Executive Director
Old Main 211/304-696-3183

www.marshall.edu/drinko/ (<http://www.marshall.edu/drinko/>)
drinko@marshall.edu

The John Deaver Drinko Academy is devoted to enhancing public understanding of American institutions and the responsibilities of citizens to their society, particularly our sense of shared values and common purpose. The efforts of the Center are designed to counteract the erosion of our civil culture, evident in the steady decline of citizens' participation in voting and jury duty, despite an expansion of the franchise in the 20th Century and federal laws protecting voting rights. The Center is named for the late Dr. John Deaver Drinko, a 1942 Marshall graduate and senior managing partner of Baker & Hostetler, one of the nation's largest law firms. He and his wife, Elizabeth Gibson Drinko, were longtime significant supporters of academic programs at Marshall.

The heart of the Drinko Center is a core of several distinguished visiting professors who are given a great deal of latitude to create courses and engage in other educational and scholarly activities that address the mission of the Drinko Center. Along with the Distinguished Visiting Professors, faculty from various departments are appointed on a rotating basis as Drinko Academy Fellows.

Higher Education for Learning Problems (H.E.L.P.)

Hillary Adams, Director
Myers Hall/304-696-6316

help@marshall.edu
www.marshall.edu/help/ (<http://www.marshall.edu/help/>)Writing

Higher Education for Learning Problems (H.E.L.P.) Program was established in 1981. H.E.L.P. provides qualified college students who have Learning Disabilities and/or Attention Deficit Disorder (ADD) the rights they are guaranteed under Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. The program offers these services:

- Assessment to determine presence of LD and/or ADD.
- Tutoring by Graduate Assistants in coursework, note-taking, study skills, organization and memory improvement.
- Remediation in reading, math, spelling, and written language skills by Learning Disabilities Specialists.
- Liaison among professors, H.E.L.P., and students.
- Arrangement for accommodations in testing.
- Counseling for problems with self esteem and severe test anxiety.

Application to H.E.L.P. must be made separately from application to the university and should be completed no fewer than six months in advance.

Honorary Societies

The following honorary and professional societies maintain active chapters on the Marshall campus. For contact information, call the Office of Student Organizations at 304-696-2283.

- Alpha Delta Sigma (advertising)
- Alpha Epsilon Delta (pre-medicine)

- Alpha Epsilon Rho (broadcasting)
- Alpha Kappa Delta (sociology)
- Alpha Phi Sigma (criminal justice)
- Alpha Psi Omega (theater)
- Beta Alpha Psi (accounting, finance, information systems)
- Beta Gamma Sigma (business)
- Delta Epsilon Chi (marketing education)
- Delta Omicron (music)
- Eta Sigma Phi (Classics)
- Gamma Beta Phi (honor, service)
- Gamma Theta Upsilon (geography)
- Kappa Delta Pi (education)
- Kappa Kappa Psi (band)
- Kappa Omicron Nu (family and consumer science)
- Kappa Omicron Phi (home economics)
- Lambda Alpha Epsilon (criminal justice)
- Lambda Pi Eta (communication studies)
- National Society of Collegiate Scholars (first and second Year honorary)
- Omicron Delta Epsilon (economics)
- Omicron Delta Kappa (leadership, scholarship)
- Phi Alpha Theta (history)
- Phi Eta Sigma (national freshman honorary)
- Phi Kappa Phi (all academic disciplines, junior/senior/graduate students)
- Pi Kappa Delta (forensics)
- Phi Theta Kappa (Community and Technical college)
- Pi Mu Epsilon (mathematics)
- Pi Omega Pi (office technology)
- Pi Sigma Alpha (political science)
- Psi Chi (psychology)
- Scabbard and Blade (military science)
- Sigma Delta Pi (Spanish)
- Sigma Theta Tau (Nursing)
- Sigma Tau Delta (English)
- Upsilon Pi Epsilon (computer science)

Housing and Residence Life

Mistie Bibbee, Director
Holderby Hall/304-696-6765
housing@marshall.edu

The Department of Housing and Residence Life is committed to the development and academic success of its students. Working in partnership with students and other members of the Marshall community, the Department of Housing and Residence Life is structured to provide a residential experience that supports and enhances students' learning, personal growth, and academic achievement. We foster and nurture inclusive communities, create social and educational opportunities to enhance student development, and provide each student with a safe, quality, living experience that supports the educational goals of the university.

Housing and Residence Life efforts are guided by several commitments to our students: to compliment and support the core academic mission of the university; to provide co-curricular learning

opportunities that support the classroom experience; to offer students a residential environment that values and supports diversity; to provide a residential environment that safeguards and augments all aspects of student wellness, including academic, physical, educational, emotional, cultural, and spiritual development and health; to establish a residential environment in which students explore their independence and interdependence, becoming part of a community in which they develop a better understanding of the impact of others on themselves, and their own impact on others; and to provide a dedicated and competent staff that will continually look for new and better ways to increase the efficiency of the department and the services we provide to our students.

Living on campus provides students with a unique living experience that cannot be found through living off campus. Housing and Residence Life continues to provide safe, supportive, and well-maintained residential environments which complement students' educational experiences during their stay here at Marshall.

Living-Learning Communities

Living-Learning Communities place students who share a common academic interest together on one floor of a residence hall. The students benefit not only from informal interaction with others who share their goals and interests, and who in many cases will also be in the same classes, but will also have opportunities to participate in informal activities planned by the faculty and residence hall staff and geared to their specific interests.

Students may find information on specific living-learning communities by calling 1-800-438-5391 or by visiting www.marshall.edu/housing (<http://www.marshall.edu/housing/>). Students may request to participate in a living-learning community along with their regular housing application, or submit the request separately if they have already applied for housing.

Information Resources and Customer Service

Jody Perry, Executive Director
122 Drinko Library /304-696-3226
Jody.perry@marshall.edu

Computing 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. University Computing 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 University Computing Facilities provide printing and scanning facilities. Other specialized facilities are available at selected sites.

Computer Accounts

As a Marshall student, you automatically have a MUNet generated for you. Students attending Orientation are provided their MUNet account usernames and passwords. Students may also receive their login credentials by taking your Marshall University ID to the Information Technology Service Desk located on the first floor of the Drinko Library, or the South Charleston Information Technology office. Students may

also look up MUNet usernames and change passwords by visiting www.marshall.edu/id (<http://www.marshall.edu/id/>).

Information Technology Service Desk

The IT Service Desk is located on the first floor of the Drinko Library. Co-Located with the MUID office, the Service Desk provides 24 hour support for your technology needs. The Service Desk is available via

- telephone (304-696-3200),
- email (ITServiceDesk@marshall.edu),
- WebChat (www.marshall.edu/it/ (<http://www.marshall.edu/it/>)) or
- walk-up service in the Drinko Library.

Information Technology Office

305 Drinko Library/304-696-3900

cio@marshall.edu

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

The Marshall University Information Technology office is located in the third floor administrative suite of the Drinko Library. Information Technology (IT) is committed to improving the efficiency and effectiveness of every aspect of technology throughout Marshall University by promoting and supporting Information Technology applications as a means of enhancing teaching/learning and administrative operations. The IT Office integrates instructional technology, web delivery methods, and computing resources for all Marshall University campuses and centers. This office leads the development of an integrated information technology environment. By actively aiding and enhancing the academic and support activities of the University, IT delivers support and services that help faculty, staff, and students achieve Marshall University technology goals.

Information Technology Infrastructure and Enterprise Applications

it@marshall.edu

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

The administrative offices are located on the fourth floor of the Drinko Library on the Huntington Campus.

Online Support

At the IT website, students and staff can find the most up-to-date information. IT exists to provide information, facilitate communications with its customers, and provide a secure source for downloading software. One example of downloadable software is the free anti-virus software, which the university licenses for all users; other software is available. Go there and get yours now at www.marshall.edu/it (<http://www.marshall.edu/it/>).

MUNet

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 UCS web site at www.marshall.edu/it (<http://www.marshall.edu/it/>). The same VPN software allows users to connect to the MUWireless 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 at <https://www.marshall.edu/it/wifi-map/>.

Servers and Systems

Central timeshare and server facilities include more than 250 servers and systems, running Microsoft Windows Server and Red Hat Enterprise Linux. These systems provide timeshare, file, print, database, email, Library, and web based services to the MUNet community. A wide variety of software products are available to MUNet users including administrative software based on Ellucian's BANNER products, office automation products (word processors, spreadsheets, electronic mail, document production, electronic filing, calendar/time management, and other groupware functions), computer instruction, programming languages, query/data base packages, electronic reference databases, presentation products, courseware delivery, and electronic publishing packages.

Intercultural Affairs

Shaunte Polk, Director
East Hall 233 / 304-696-6705

Marshall University established the Division of Multicultural Affairs in 1989. By weaving it into the mission of the institution, Marshall University affirmed its commitment to an environment of teaching and learning which recognizes and welcomes diversity of race, color, sex, sexual orientation, age, religion, national origin, marital status, political and ethnic backgrounds. Consistent with its awareness of different people, backgrounds and cultures, and now known as Intercultural Affairs, the office is committed to developing the potential of all students by creating and maintaining an environment that promotes and fosters a multicultural, international, global community. Intercultural Affairs is organized to provide underrepresented populations with programs that enhance knowledge, skills and awareness to function in a complex global society.

The Office of Intercultural Affairs Strives to...

- Create and maintain an environment that promotes cross-cultural understanding.
- Ameliorate and eliminate barriers to students, faculty, and staff interactions across racial, ethnic and cultural boundaries.
- Increase the number of underrepresented groups as undergraduate, professional and graduate students from the four (4) federally recognized minority groups (African American, Native American, Hispanics and Asian Americans).
- Recruit and retain underrepresented racial minorities and diverse populations as members of the faculty, staff, administration and student populations.
- Promote a multicultural presence throughout the university to include but not limited to: university governance, college & department committees, and administration.
- Improve the campus climate to foster nurturing, acceptance, and respect of diverse individuals.
- Support and maintain programs which present a variety of cross-cultural opportunities for all constituents of Marshall University.

Marshall University Intercultural Affairs comprises the Center for African American Students, the Lesbian, Gay, Bisexual, Transgender, Queer/Questioning+ office, and the International Students office. Each department is further broken down into individual units responsible

for a host of programs and initiatives that contribute to Marshall University Intercultural Affairs' primary objectives.

Programs and Initiatives

Dr. Martin Luther King, Jr. Annual Recognition

The Annual Dr. Martin Luther King, Jr. Celebration was first established in 1994 as an opportunity for Marshall University and the Tri-State community to reaffirm Dr. King's dream of an America where principles of social justice and racial equality reign supreme over the archaic attitudes of intolerance and hate. The celebration recognizes the life and legacy of the late civil rights leader and social justice advocate.

Social Justice

Social Justice permeates all aspects of the university and is a key component to its function. Toward that end, Intercultural/Social Justice projects, for example, provide opportunities for faculty, staff, and student organizations to develop Marshall University as a multicultural campus in the quest for social justice. Since 1990, Marshall University Intercultural Affairs has funded projects in research, curriculum development, seminars, workshops, conferences and visiting professorships. The common theme of these projects is the promotion of intercultural understanding, pluralism and diversity awareness throughout the Marshall community.

The Health Sciences and Technology Academy (HSTA)

The Health Sciences and Technology Academy (HSTA) was launched in Cabell and Lincoln counties in 2003 with the collaboration of Marshall University Intercultural Affairs and College of Science. HSTA is intended to increase students' competitiveness in science and mathematics while promoting multicultural sensitivity, study skills, communication skills, technological literacy and community leadership. In addition to financial support, HSTA stimulates interest in postsecondary health science degrees. Operating solely in West Virginia, HSTA provides enrichment programs to students in minority and lower-socioeconomic groups in grades 8-12 with the focused attention of the HSTA local community governing board staff, volunteers, teachers and field experts.

Intercultural Leadership Ambassadors

The Intercultural Leadership Ambassadors are a group of select, trained peer educators comfortable with their own diversity. The selected Multicultural Leadership Ambassadors serve as the "official student voice" for the Division of Intercultural Affairs.

The Ambassadors promote diversity throughout campus through presentations designed to educate the audience and heighten awareness on issues of inclusion. The Ambassadors comprise diverse students representing a broad range of cultures.

Marshall University Chancellor's Scholars Program

The Chancellor's Scholar's Program (CSP) is designed to recruit, educate and graduate underrepresented minority doctoral students. The program is focused on targeted recruitment and retention of underrepresented minority groups, specifically African American, Hispanic/Latino American, Native American and Asian American doctoral-level students. Program participation is determined through a formal application process.

The Ivy Academy

The Ivy Academy at Marshall University, sponsored in partnership with Alpha Kappa Alpha Sorority, Inc., is a one-day interactive leadership conference designed to empower young women in high school. The Ivy Academy provides participants with the leadership, self-esteem

and motivational skills necessary for college and life success. Academy participants are treated to an information fair, workshops, forums and a keynote address. The Ivy Academy is held biennially, every odd year.

The Louis Stokes Alliance for Minority Participation (LSAMP)

The Louis Stokes Alliance for Minority Participation is a program funded by a National Science Foundation grant. Its purpose is to increase the number of minority students who successfully complete baccalaureate degrees in science, technology, engineering, and math (STEM) fields. The long-term goal of the program is to increase the minority presence of Ph.D.'s in STEM faculty positions.

Visiting Intercultural Scholar in Residence

Visiting Scholars in Residence provide the opportunity for the Marshall University community to learn from experts in various fields. These scholars are accomplished professionals and bring a wealth of experience to the classroom and other campus and community venues.

Libraries and Online Learning

Monica Brooks, Dean of University Libraries

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library@marshall.edu

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

University Libraries

The Marshall University Library System consists of the John Deaver Drinko Library, the James E. Morrow Library, the Health Science Library at the Cabell-Huntington Hospital, and the South Charleston campus library. 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 accomplished through 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 South Charleston Library 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 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 (www.marshall.edu/musclibrary) (<http://www.marshall.edu/musclibrary/>).

Online Learning

MUOnline: Blackboard Learn is the electronic course delivery software used to power the online system and its peripheral programs. Housing approximately 600 fully online courses, with up to 250 active sections per term, and serving close to 15,000 students annually, this program strives to meet student needs by facilitating faculty development and supporting quality, affordable, and convenient distance education courses and programs.

Online Learning: The Marshall University distance education program is supported by four Instructional Design specialists and a team of well-trained students developers who aid faculty in developing and delivering online and hybrid courses. In addition to development support, the MUOnline Instructional Designers center staff also provide regular training and workshop opportunities to faculty who participate in any aspect of online course delivery and support.

The **Online Learning Instructional Design Center**, located in the Drinko Library room 235, provides teaching and learning with technology training and online course development support for Marshall University's faculty and staff. This unit provides the hardware, software, networking and technological assistance and support to assist faculty with online courses and traditional course supplements. Faculty interested in developing an online course or in using an online course section as a supplement to a hybrid or face-to-face class, simply submit an online form to launch their project and obtain the checklist and paperwork to initiate the development and review process. Complete information about teaching online and using technology in general for instruction is provided along with a user group seminar series to allow faculty to present and share their online courses materials, lesson plans, and projects.

Online course development is facilitated and approved by faculty peers. In 2011, Marshall became an institutional subscriber to the nationally recognized Quality Matters program and began providing the "Applying the Quality Matters Rubric" training on the Huntington

and South Charleston campuses and online. QM is a faculty-centered, peer review process that is designed to certify the quality of online and blended courses in reference to course design and course outcomes alignment. QM is the baseline for internal online course reviews, QM is a leader in quality assurance for online education and has received national recognition for its scalable, peer-based approach and continuous improvement in online education and student learning.

Currently, Library and Online Learning faculty and staff provide support for a multi-campus copyright education program designed to keep faculty apprised of appropriate use of copyrighted materials provided in a variety of formats in both face-to-face and online courses. Members of the team stay abreast of national shifts in copyright interpretation, field questions from the university community, make referrals to University Counsel when appropriate, and provide support for university policies that ensure compliance with Title 17 of the US Code and the TEACH Act.

Marshall University Foundation, Inc.

Ronald Area, Chief Executive Officer

Foundation Hall/304-696-6264; Toll-free: 1-866-308-1346

www.marshall.edu/foundation/ (<http://www.marshall.edu/foundation/>)
foundation@marshall.edu

The **Marshall University Foundation, Inc.** was established in 1947, as a non-profit, tax-exempt, educational corporation. In the spirit of philanthropy and through a commitment to education, the foundation solicits, receives, manages and administers gifts on behalf of Marshall University. It is a public charity under Section 501(c)(3) of the Internal Revenue Service.

The foundation, in collaboration with Marshall's Office of Development, secures private financial support for the university and encourages greater participation by alumni. The Brad D. Smith Foundation Hall, home of the Erickson Alumni Center, is located at the intersection of 5th Avenue and John Marshall Drive. The building opened in February of 2010.

Math Placement Examinations

University College

Smith Communications Building 212/304-696-3169

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

Required pre-requisites for math courses vary based on the individual course. The prerequisite for each course is noted in the Courses of Instruction section in this catalog. Students who do not meet the prerequisites for their required math course may challenge their placement by taking an exam administered by University College in Smith Communications Building, Room 212. To schedule an exam and obtain information to prepare for the exam, please call 304-696-3169 or visit the University College website at www.marshall.edu/uc (<http://www.marshall.edu/uc/>).

National Scholarships

Heather Smith, Program Manager

Old Main 230E/304-696-3169

ons@marshall.edu (Mallory.carpenter@marshall.edu)

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

The Office of National Scholarships helps students across the university apply to nationally competitive scholarships such as the Rhodes, Fulbright, Goldwater, and Truman. The office assists with scholarship selection, application review, and interview preparation. Available scholarships can fund summer opportunities, study abroad programs, graduate school, or more. Students that actively engage with the application process for nationally competitive scholarships will:

- Enhance and strengthen their relationships with faculty members;
- Clarify their own personal and professional goals;
- Improve skills in writing that are vital for graduate school applications, cover letters, and resumes;
- Learn what separates them as an individual from their peers;
- Gain confidence in themselves from completing a sophisticated application process.

Although not required, appointments are encouraged.

National Student Exchange

Robin Taylor, Academic Advisor

**University College, Smith Communications Building 212
304-696-5819**

NSE@marshall.edu

www.marshall.edu/uc/national-student-exchange/ ([http://](http://www.marshall.edu/uc/national-student-exchange/)

www.marshall.edu/uc/national-student-exchange/)

The National Student Exchange (NSE) program is a consortium of four-year colleges and universities in the United States, its territories and two universities in Canada that have joined together for the purpose of exchanging students. The NSE is the only program of its kind in the country and serves as a national resource for inter-institutional study throughout the United States. NSE offers study opportunities at diverse university settings and provides access to a wide array of courses and programs. The program features a tuition reciprocity system which allows students to attend their host institution by paying the normal tuition/fees of their home campus. Travel, housing, and daily living expenses are additional costs.

Work completed while on exchange at the host campus is brought back to the home institution and credited to the student's degree program. Advance approval is required. Students may choose a semester or year-long exchange. The deadline for applications is February 15th of every year for priority placements. If room is still available, students can apply after the deadline with permission from the NSE Coordinator. Application information is available in University College.

Orientation

Sherri L. Stepp, Associate Dean of Undergraduate Studies

Smith Communications Building 211

304-696-2354; (1-800-438-5392)

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

New Student Orientation Programs are conducted during the summer to help freshmen, transfer students, and their parents learn more about Marshall and meet students, staff, faculty, and administrators. During the Orientation programs, students and parents will learn about campus services, extracurricular activities, and community life. Students will meet with a representative from their academic college to discuss academic programs, academic advising, and other college-

specific information. All newly admitted students who have submitted their Enrollment Deposit will be eligible to register for Orientation. All new students are expected to attend this important first step into college life at Marshall University.

Pre-Law Education

Patricia Proctor, J.D., Pre-Law Advisor

The American Bar Association does not recommend a particular major for those who wish to pursue a degree in law, and there is no specific major which law schools prefer. Students should major in something that will help them develop skills which will be valuable to them as law students and legal practitioners. Any major that will enable students to develop skills in analytical thinking and communication, especially writing, is a good pre-law major. Regardless of the major, students should choose electives that will facilitate critical understanding of economic, political and social institutions. Because a lawyer must be able to communicate effectively, students should emphasize communicative skills. Also a knowledge of elementary accounting is desirable and highly recommended, as is a course in logic.

Prospective law school applicants should:

- consult as soon as possible, preferably during their first semester, with Professor Proctor for further information and advice;
- register for the June or October (preferably) or the December administration of the Law School Admission Test (LSAT) and apply for law school admission during the fall of their senior year in college. (Full LSAT information and registration materials are in the Law School Admission Bulletin, which is available at the Simon Perry Center for Constitutional Democracy.)

Pre-Medical/Pre-Dental Education

Students who wish to prepare themselves for any of the professions in medicine (Chiropractic, Podiatry, Osteopathy, Medicine or Dentistry) must meet certain basic requirements. They may major in any subject. Most pre-professional students typically major in one of the sciences but it is not necessary. Most medically related postgraduate programs require a bachelor's degree that includes two years of chemistry, one year of biology, one year of math, one year of English and one year of physics.

For more information, see "Pre-Professional Health Care Studies, Interdisciplinary Minor" (<http://catalog.marshall.edu/undergraduate/programs-az/science/preparation-professional-careers-health-care-professions/>) at the end of the College of Science section of this catalog. Moreover, students can stop by Science Building 270 and visit the Associate Dean of the College of Science, who also serves as the Chief Pre-Professional Health Care Advisor for Marshall University.

Psychology Clinic

Keith Beard, Director

Harris Hall 449

304-696-2772

www.marshall.edu/psych/ (<http://www.marshall.edu/psych/>)
psychology@marshall.edu

The Marshall University Psychology Clinic has been established by the Department of Psychology to serve as a training facility for advanced graduate students enrolled in the clinical psychology program at the university and to provide high quality, low cost, confidential

psychological services to individuals on the campus and from the local community. The student clinicians are doctoral students in the Marshall University Clinical Psy.D. program. Student clinicians provide services under the supervision of qualified clinical faculty selected by the Department of Psychology to fulfill supervisory and teaching functions. A variety of services is offered by the clinic. These include individual psychotherapy, psychological assessment, and group psychotherapy, as well as educational workshops and other events. Some faculty also provide services. Although the clinic is not a for-profit venture, nominal fees are charged for some services; psychological counseling services are provided at no charge to students.

Public Service Internship

Smith Hall 780/304-696-3598

The Public Service Internship Program places qualified students in state government agencies for an off campus learning period of one semester. Students enrolled in this program work a forty hour week with an executive agency in a supervised intern program. They also attend a weekly seminar conducted by the state program coordinator and have a directed studies program conducted by their major department at Marshall. Participants must be full time Juniors or Seniors. They also must have the approval of their department chairperson and the university selection committee. The state program coordinator makes the final placement. Students receive 12 hours of academic credit and an educational stipend for their participation in the program. Academic credit for the program is offered in these courses:

Code	Title	Credit Hours
PSC 488	Independent Study (Directed Studies)	3
PSC 489	Seminar in Public Service	3
PSC 490	Public Service Internship	6
Total Credit Hours		12

All courses must be taken in order to receive credit. Students interested in this program should contact the Department of Political Science early in the semester preceding the one in which they wish to participate.

Society of Outstanding Black Scholars

Memorial Student Center 1W25/304-696-6705

The governing spirit of the Society of Outstanding Black Scholars of Marshall University is to provide an essential foundation for learning, personal growth, and academic success through active participation in planned enrichment experiences. The society aspires to support and nurture African American students in character building, leadership skills, professional maturity, and service to others. The society recognizes the uniqueness and positive attributes associated with one's ethnicity and will challenge students to achieve greater prosperity and balance for leadership in diverse and multicultural environments in today's society.

Admission Requirements

Admission to the Society of Outstanding Black Scholars is exclusive to African Americans enrolled as full time students at Marshall University.

All candidates must possess and verify the existence of an academic scholarship utilized to support his/her education at Marshall University, at the time of admission.

All candidates must participate in an interview with the director of the society chiefly to determine the student's level of interest in the society, evaluate the student's personal and academic goals, and to address whether the student's goals and interests are compatible with activities and functions set aside for members of the society.

Unless his/her scholarship stipulates otherwise, the minimum GPA for admission to the Society is 3.0 for currently enrolled students as well as for entering freshmen.

Compliance Requirements

In order to remain in good standing each student must maintain his or her scholarship. Membership in the society will be terminated if the student's scholarship is terminated. (If one's scholarship is terminated merely due to the lack of available scholarship funding, the 3.0 Overall GPA and attendance rule will apply. In such cases, the director may allow a grace period for students to upgrade their overall GPA's to meet minimum standards for continued membership.)

In order to remain in good standing, each student must attend 70% of scheduled activities, unless excused by the director. Reasons that may prohibit attendance may include: conflicts with work schedule; conflicts with exams or exam preparations; attending class; illness; out of town; and other similar reasons. Students who are unable to attend planned functions must contact the director by phone, e-mail, or person to person to present the details concerning his/her inability to attend. Planned functions include an annual Student Lecture Series, educational travel, special receptions, special presentations, art and culture outings, and a variety of enrichment experiences.

All members of the society are required to assist in planning and/or implementation of the Outstanding Black High School Students' Weekend in November of each year under the direction of the Center for African American Students' Programs.

Speech and Hearing Center

Pam Holland, Director

Smith Hall 143/304-696-3641

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

The Department of Communication Disorders in the College of Health Professions operates the Speech and Hearing Center which provides quality evaluation and treatment services for people of all ages with speech and hearing problems. The center also provides special training for individuals who would like assistance with dialect change. Services are available for Marshall students, faculty and staff, and the general public. For information regarding services contact the number listed above.

Student Affairs

Marcie Simpson, Vice President

Memorial Student Center 2W40B/304-696-2284

student-affairs@marshall.edu

www.marshall.edu/student-affairs (<http://www.marshall.edu/student-affairs/>)

Student Affairs Office

The student as a planner, participant, leader, and presenter is best exemplified in the area called Student Affairs. Staff strives to create environments for students where they can practice leadership skills and responsible citizenship, clarify their values, and generally become full participants in the learning process. Staff provides advising, leadership development, support services in a variety of settings including but not limited to student social-cultural events, student governance, fraternities and sororities, legal aid, judicial affairs, and off-campus and commuting students.

The various units within the Division of Student Affairs are:

1. Student Activities
2. Student Involvement and Leadership
3. Office of Student Conduct
4. Student Government Association
5. Student Advocacy
6. Parent and Family Programs
7. Fraternity and Sorority Life
8. Office of Community Engagement
9. Wellness Center
10. Women's and Gender Center
11. Violence, Prevention, and Response
12. Student Counseling Center
13. Intercultural Affairs
14. International Student Affairs
15. LGBTQ+ Office
16. Center for African American Students
17. Student Counseling Center
18. Disability Services

Student Advocacy and Support

Memorial Student Center 2W32/304-696-2284

Staff within the Office of Advocacy and Support are committed to helping you navigate Marshall University. A trustworthy place and staff, we care, we advocate, and we can refer you to campus and community partners. We want to help you succeed in class and life. We encourage students to maximize their educational experiences, and prepare them for involvement in the larger community and life beyond college. Additionally, we aim to empower students to overcome obstacles and to assist in resolving issues.

Student Conduct

Lisa Martin, Director

2W38 Memorial Student Center

304-696-2495

martil@marshall.edu

www.marshall.edu/student-conduct/ (<http://www.marshall.edu/student-conduct/>)

For Marshall University to function effectively as an educational institution, students must assume full responsibility for their actions and behavior. Students are expected to respect the rights of others, to respect public and private property, and to obey constituted authority.

A student's admission to the university constitutes acceptance of these responsibilities and standards. Failure to adhere to the policies and conduct regulations of the university places the student in violation of the Marshall University Code of Student Rights and Responsibilities and may, therefore, subject the student to disciplinary action. All admitted students are subject to the code at all times while on or about university-owned property, or at university-sponsored events. Anyone may refer a student or student organization suspected of violating the Code of Student Rights and Responsibilities to the Office of Judicial Affairs. The *Student Code of Conduct*, *Student Academic Rights and Responsibilities*, and the judicial processes are available in the *Student Handbook*, published by the Department of Student Affairs.

Student Development

The Student Development Center is best described as the educational support service area of the Division of Student Affairs. Its major goal is to enhance and support a student's personal and academic development. This assistance is accomplished through developmental, remedial, and preventive programs, activities, services which include, but are not limited to personal and social counseling; educational counseling; health education; returning students and disabled student services.

Student Development offices are located in Prichard Hall and the Memorial Student Center:

1. Counseling Services: assists students in the resolution of personal or emotional concerns; the center is staffed by mental health professionals and provides comprehensive services; call 304-696-3111 for information.
2. Wellness Center/Collegiate Recovery Program, 304-696-4800
3. Disabled Student Services, 304-696-2271

Student Health Service

The Student Health Service (SHS) is located at the Marshall Medical Center at Cabell-Huntington Hospital. The SHS is designed to treat acute illnesses. Services are delivered by the Department of Family and Community Medicine, a division of the School of Medicine. Operating hours are from 8 a.m.-4:30 p.m., and it is closed Saturdays, Sundays, and on school holidays. The Student Health Clinic operates on an appointment basis. Please contact the Student Health clinic for appointments and walk-in availability, 304-691-1100. See the Student Health website at for information on transportation.

Student Life

Memorial Student Center 2W38/304-696-3395

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

Student Life supports the academic mission of the institution by creating a vibrant, co-curricular Marshall student experience. This is achieved through the incorporation of outside-the-classroom programming, mentorship, educational activities, community engagement opportunities, and leadership development. We empower our students to become active in campus organizations so they may learn, grow, and achieve success beyond their collegiate experience.

Student Support Services

Bonnie Bailey, Director

Prichard Hall West Lobby (1st Floor)/304-696-3164

www.marshall.edu/sssf/ (<http://www.marshall.edu/sssf/>)
sssf@marshall.edu

The Student Support Services (SSS) program is one of several federally funded TRiO grant programs established to help students overcome class, social, academic, and cultural barriers to higher education. SSS provides a host of **free** programming and support services to 200 eligible participants.

Eligible participants are undergraduate students who meet at least one of the three requirements:

- First-generation college attendees (neither parent/guardian has graduated from a 4-year institution)
- Income eligible as determined yearly by the Department of Education
- Documented learning or physical disability

The staff provides one-on-one academic advising to assist the student in achieving his/her academic goals. SSS also provides living learning communities and courses, Supplemental Instruction assistance, various courses and opportunities to enhance academic performance and guidance, assistance with financial aid processes and requirements, and postgraduate assistance.

Study Abroad

Welcome Center (2nd floor) / 304-696-6265

studyabroad@marshall.edu

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

Undergraduate students can experience life in a different culture while pursuing an approved course of study toward the baccalaureate degree. (See information on transfer of credit and grades below.) This international experience will serve as excellent preparation for whatever career students choose. Marshall students have enrolled in programs of study in such countries as England, Spain, Mexico, Australia, Japan, France, Germany, and China. Students can arrange for study abroad in several ways:

- study abroad for one or more semesters or during the summer;
- enroll in another American institution's study abroad program (see Marshall Students Visiting Other Institutions)
- enroll in an International Exchange Program. Marshall maintains a number of these programs (see below) which involve a direct relationship with the institution abroad as well as easy transfer of credits.

The Office of International Student Services will help find the right program for a student's needs. Study abroad is done typically in the junior year. Advance planning will ensure a successful experience. By making an early commitment to study abroad, students can plan their curriculum, save money, and prepare for living in a foreign setting, possibly with a host family or in a shared apartment.

Eligibility to Participate in MU Study Abroad Program

- You must have completed your first two semesters of university level coursework to participate in a study abroad program.
- You must have a GPA of 2.50 overall/cumulative as well as 2.50 Marshall GPA or higher.
- Students on academic or disciplinary probation or suspension are not eligible for study abroad.

Types of Study Abroad Programs

International Exchange Programs

Marshall University currently maintains student exchange programs with the following institutions:

- Anglia Ruskin University in Cambridge, England
- Kansai-Gaidai University in Osaka, Japan
- Chukyo University in Nagoya, Japan
- Université Catholique de Lyon, Ecole Supérieure de Commerce et Management in Lyon, France
- Rennes 2 University in Rennes, France

ISEP Direct - International Student Exchange Program

ISEP Direct provides access to over 300 study sites in 42 countries. Programs in English are not only in English-speaking countries but in Bulgaria, the Czech Republic, Denmark, Estonia, Finland, Hong Kong, Hungary, Iceland, Japan, Korea, Latvia, the Netherlands, South Africa, Sweden and Thailand. Students can search ISEP programs online by location, major or language of instruction at www.isep.org (<http://www.isep.org>).

Junior Year Abroad

Nine to twelve months fully integrated into the foreign environment requires the most commitment. It requires fluency in the host language and often is the most costly of the options. However, it also yields the most in personal growth and maturity.

Semester Abroad

Because most foreign universities are not organized on a semester system or offer credit hours, these one semester programs are usually run by American universities. Classes are usually offered in English by American or host professors.

Short-Term Study Abroad

These are typically summer programs lasting six to ten weeks. Often they are a quick way to become fluent in a language or gain a good understanding of a country. The Department of Modern Languages currently sponsors summer language study programs in France and Spain.

Travel-Study Tours

These are usually very short-term events (over Spring Break), which involve travel rather than residential study. Students who enroll in study abroad programs maintain their Marshall student status.

Transfer of Foreign Credits/Grades

1. Students who plan to study abroad should consult with the Study Abroad Coordinator in the Office of Admissions. The coordinator will provide a copy of the procedures for obtaining credit for transfer courses and the Study Abroad Approval Form.
2. Foreign study courses may be taken for letter grades or as Credit/No Credit, depending on the grading system of the host institution and pending approval of the student's academic college.
 - All students must obtain advance approval for courses taken for a letter grade or Credit/No Credit by completing the Study Abroad Course Credit Approval form prior to participating in the program.
 - Students can earn up to 3 hours of international (IR) study credit toward graduation requirements.
 - Students must take all hours in a given term as either Credit/No Credit or for a letter grade.

Steps to Prepare

1. Commit to study abroad and begin planning.
2. Gather information—find program materials in the Office of International Student Services located in Old Main 321. Estimate costs - talk with parents, the Financial Aid Office and the Study Abroad Coordinator.
3. Decide on a program—semester, summer, or a full year. Decide on a country and on what language you may need.
4. Consult often with the Study Abroad Coordinator and faculty. They can offer insightful tips and pre-departure orientation.

Testing Center

Demeley Smith, Director

Room G-45, Morrow Library/304-696-2604

demeley.smith@marshall.edu

The Marshall University Testing Center administers the computer-based GRE, Praxis I, TOEFL, and various other tests in contract with the Educational Testing Service. For additional information and hours call the number above.

Textbook Loan Program

Libraries and Online Learning, Drinko Library, 304-696-2321

drinkoaccessservices@marshall.edu

<https://marshall.libanswers.com/Circulation/faq/323372> (<https://marshall.libanswers.com/Circulation/faq/323372/>)

Textbooks for several gateway and core curriculum courses are now available in the Drinko Library for a short-term loan period of three hours and cannot be removed from the library. A list of textbooks that are part of the loan program can be found on the Textbook Loan Program website. Students who would like to utilize the textbook loan program should visit the Circulation Desk at the Drinko Library. To request the book, the student should know the title of the book, identify the book as part of the Textbook Loan Program, and present a student ID.

Tutoring Services

Sherri L. Stepp, Associate Dean of Undergraduate Studies

Smith Communications Building 211

304-696-6622

tutoring@marshall.edu

www.marshall.edu/uc/tutoring-services (<http://www.marshall.edu/uc/tutoring-services/>)

Tutoring Services are available to all enrolled students. Nearly all subjects are tutored each semester, particularly high-demand subjects and gateway courses. The goal of tutoring is to help lead students to academic excellence, not just remediation. Tutoring is available by registering online and requesting either a one-time visit or longer term, recurring individual appointments. Online tutoring is also available upon request. Since hours of operation vary per term, students are highly encouraged to stop by Tutoring Services or visit the Tutoring website for a complete schedule.

Writing Across the Curriculum

Georgianna Logan, Director

Gullickson Hall 100D

304-696-2683

www.marshall.edu/ctl/writing-across-the-curriculum (<http://www.marshall.edu/ctl/writing-across-the-curriculum/>)

See Center for Teaching and Learning.

Writing Center

Anna Rollins

Drinko Library, 2nd Floor/304-696-2405

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

The Writing Center, which is administered by the Department of English, provides free writing consultation to students. Students can drop in without an appointment to receive help with writing or to use a PC. The Writing Center tutoring staff, which consists of English graduate students and undergraduate peer tutors of all majors, can help students through the entire writing process, from discussing initial ideas to revising and editing their work.