

LMU

Lincoln Memorial University

HARROGATE, TENNESSEE

School of Mathematics and Sciences
DeBusk College of Osteopathic Medicine
Carter and Moyers School of Education
College of Veterinary Medicine

Master of Science

Biomedical Professions

Anatomical Sciences

Life Science Research

Life Science Teaching

Veterinary Biomedical Science

2016 – 2017 Catalog

6965 Cumberland Gap Parkway
Harrogate, Tennessee 37752

This handbook is designed to serve as a guide to the rules, policies, and services of the University; therefore, it is not intended to establish a contract and the University reserves the right to amend, modify, or change regulations, policies, and financial charges stated in this handbook throughout the year. In such a case, the University will make reasonable efforts to notify the University community, in a timely manner, of any changes in policies and regulations. Notification shall be made via MyLMU, the University website, or to University issued e-mail accounts as deemed appropriate.

Master of Science Catalog

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This edition of the *Master of Science Catalog* is effective July 25, 2016. For more detailed information about the University's graduate professional degree programs or undergraduate degree completion programs refer to the applicable [catalog](#).

The policies, programs, curricula, and fees set forth in this catalog are subject to change at any time at the discretion of Lincoln Memorial University (LMU). Because of the possibility of change or undetected error, important points of fact and interpretation should be confirmed by the appropriate University official.

In support of the Mission Statement and the principles on which it is based, Lincoln Memorial University is committed to equal opportunity for all students, staff, and faculty and to nondiscrimination in the recruitment, admission, and retention of students and the recruitment, hiring, promotion, and retention of faculty and staff.

Lincoln Memorial University reaffirms its commitment to personnel and educational policies that comply with the requirement applicable to equal opportunity/affirmative action laws, directives, executive orders, and regulations to the effect that no person at Lincoln Memorial University shall, on the basis of age, color, creed, disability, ethnic/national origin, gender, military status, pregnancy, race, religion, sexual orientation, genetic information, or any other class protected by applicable law, be excluded from participating in, or be denied benefits of, any employment or educational opportunity.

All personnel and educational activities conducted by Lincoln Memorial University are subject to the equal opportunity, affirmative action, and nondiscrimination provisions of the Equal Pay Act of 1963; Title VII of the Civil Rights Act of 1964, as amended by H.R. 1746; the Civil Rights Act of 1991; Title IX of the Educational Amendments of 1972; Section 504 of the Rehabilitation Act of 1973, as amended by U.S.C. Title 41, Chapter 60; the Age Discrimination Act of 1967, as amended in 1974 and 1982; Executive Order 11246 (1965), amended by Executive Order 11375 (1968); the Americans With Disabilities Act of 1990 (PL101-336), as amended, and Section 402 of the Vietnam-Era Veterans Readjustment Assistance Act of 1972, amended in 1974.

All members of the University community bear responsibility for compliance with the equal opportunity, affirmative action, and nondiscrimination policies disseminated through the current University publications, including, but not limited to the *LMU Student Handbook* (ONLINE), the *Lincoln Memorial University Catalog*, other program catalogs and handbooks, and the *Lincoln Memorial University Faculty/Staff Policy Manual*. Compliance is monitored and reported annually through the offices of the Vice President for Academic Affairs, the Vice President for Enrollment Management and Student Services, and the Office of Human Resources.

ACCREDITATION

LMU is accredited by the **Commission on Colleges of the Southern Association of Colleges and Schools** to award associate, baccalaureate, masters, specialist, and doctorate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, or call 404-679-4500, for questions about the accreditation of Lincoln Memorial University.

Individual program accreditation has been granted by:

- [Accreditation Commission for Education in Nursing, Inc.](#) (ACEN)
- [Accreditation Review Commission on Education for the Physician Assistant, Inc.](#) (ARC-PA)
- [American Bar Association \(Provisional Approval\)](#) (ABA)
- [American Osteopathic Association-Commission on Osteopathic College Accreditation](#) (AOA-COCA)
- [American Veterinary Medical Association – Council on Veterinary Technology Education and Activities](#) (AVMA-CVTEA)
- [American Veterinary Medical Association – Council on Education](#) (AVMA-COE)
- [Commission on Accreditation of Athletic Training Education](#) (caATe)
- [Council for Accreditation of Counseling and Related Educational Programs](#) (CACREP)
- [Council on Accreditation of Nurse Anesthesia Educational Programs](#) (COA-NAEP)
- [Council on Social Work Education](#) (CSWE)
- [National Accrediting Agency for Clinical Laboratory Sciences](#) (NAACLS)
- [Council for the Accreditation of Educator Preparation \(CAEP\)](#)
- [Accreditation Council for Business Schools and Programs](#) (ACBSP)
- [Southern Association of Colleges and Schools Commission on Colleges](#) (SACSCOC)

Individual program approval has been granted by:

- [State of Tennessee Department of Education](#)
- [Tennessee Higher Education Commission](#)
- [Kentucky Council on Postsecondary Education](#)
- [Tennessee Board of Nursing](#)
- [Kentucky Board of Nursing](#)
- [Tennessee Board of Law Examiners](#)

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MESSAGE FROM THE PRESIDENT

Dr. B. James Dawson

Lincoln Memorial University is a living legacy to President Abraham Lincoln. Ours is a mission that has remained true to the vision of our namesake, a guiding light for thousands of men and women whose lives have been transformed by their experiences here. It is my hope that you fulfill your ambitions and dreams while pursuing a degree on our campus. Upon completion of your goals you will carry with you a sense of pride that comes from your accomplishments.

Let me congratulate you on making the decision to continue your education at Lincoln Memorial University. The faculty and staff of LMU are committed to providing an experience of uncommon quality characterized by personal attention and a true interest in your success. We provide a learning environment that maximizes the use of technology and ensures opportunities for personal interaction. The investment you are making in your future will pay dividends for your lifetime. The degree you receive will be enhanced by the growing reputation of our University.

I trust that you will achieve your full potential as a student on this lovely campus. By realizing your goals here, you become a part of the legacy that began in 1897, and are now a member of our academic community. There are responsibilities associated with your engagement in our living and learning environment. Above all else, we expect all of our students to respect their student colleagues and to pursue their educational aspirations with a commitment to academic integrity. Keep your dream of completing your education ever before you and know that you will succeed. I am honored that you join us now and wish you much success.

Message From The MS Dean and Program Directors

The following important information has been compiled in hopes of making your time at LMU as successful as possible. As you will see we have included various items that will be beneficial to you. **It is important that you read these materials and thoroughly understand them.** In particular, please pay close attention to the Curriculum & Standards section. It is your responsibility as a student to make sure that you are familiar with the procedures and follow them accordingly.

You have an academically challenging curriculum ahead of you. It is our hope that the Master of Science (MS) program will serve you well and allow you to become prepared for the future you desire.

Amiel Jarstfer, PhD

Master of Science, Administrative Dean
Dean, School of Mathematics and Sciences
Master of Science Biomedical Professions Program Director

Adam Kolatorowicz, PhD

Master of Science Anatomical Sciences Interim Program Director

Vina Faulkner, PhD

Master of Science Veterinary Biomedical Science Program Director

Adam Rollins, PhD

Master of Science Life Science Research Program Director

Rodney Russell, EdD

Master of Science Life Science Teaching ITL Interim Program Director

Holly Napier, MBA

Master of Science Recruitment & Student Services Coordinator
Pre-Professional Coordinator

UNIVERSITY'S MISSION AND PURPOSE†

Lincoln Memorial University is a values-based learning community dedicated to providing educational experiences in the liberal arts and professional studies. The University strives to give students a foundation for a more productive life by upholding the principles of Abraham Lincoln's life: a dedication to individual liberty, responsibility, and improvement; a respect for citizenship; recognition of the intrinsic value of high moral and ethical standards; and a belief in a personal God.

The University is committed to teaching, research, and service. The University's curriculum and commitment to quality instruction at every level are based on the beliefs that graduates must be able to communicate clearly and effectively in an era of rapidly and continuously expanding communication technology, must have an appreciable depth of learning in a field of knowledge, must appreciate and understand the various ways by which we come to know ourselves and the world around us, and must be able to exercise informed judgments.

The University believes that one of the major cornerstones of meaningful existence is service to humanity. By making educational, service, and research opportunities available to students, Lincoln Memorial University seeks to advance life throughout the Appalachian region and beyond.

Revised July 8, 2015; Approved by Board of Trustees, May 6, 2016

Administration

Board of Trustees

Lincoln Memorial University is a private, non-profit institution owned and controlled by a self-perpetuating Board of Trustees. Board members are elected on the basis of commitment to the programs and purposes of Lincoln Memorial University. Board members receive no remuneration from but work on behalf of the University. The Board establishes the broad guidelines of philosophy and institutional purpose and names the President to execute those guidelines.

O.V. (Pete) DeBusk, Chairman
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Associate Vice President for Academic Affairs

Master of Science Mission Statement

The Master of Science (MS) program at LMU is dedicated to providing advanced academic learning in the life sciences through graduate coursework, professional training, and research. Graduates from this degree program are able to independently explore an area of the primary literature of the life sciences, analyze and critique published research reports, and communicate about life sciences in formal oral and written modalities.

This academic program seeks to enhance the learning of four mission-related graduate populations of students:

- Those seeking doctoral-level education in the health-related professions
- Those seeking in-depth and focused study of human anatomy
- Those seeking to complete a thesis research project prior to a dissertation research project in the life sciences
- Those seeking exceptional preparation and licensure to teach in the high-school or community college environment.

This LMU degree program is a collaborative effort among the School of Mathematics and Sciences, the DeBusk College of Osteopathic Medicine (DCOM), the Carter and Moyers School of Education, and the College of Veterinary Medicine. Faculty from these areas work together to provide students with graduate courses and research opportunities.

MS PROGRAM OVERVIEW

The Master of Science (MS) program is a 30 graduate hour minimum full-time program of study designed for college graduates who want to pursue further studies in the realm of life science. With the normal academic credit load and no deficiency courses, this program may be completed in two semesters. For students lacking pre-requisite courses (deficiencies) or for whom the Admissions Committee determines their need to repeat specific courses (deficiencies), this program may require more than two semesters to complete. Students who gain acceptance into the D.C.O.M. or the C.V.M., may complete required or additional graduate courses during their first year of medical school.

Five majors are offered in our MS program:

Anatomical Sciences

Biomedical Professions

Life Sciences Research

Life Science Teaching Initial Teacher Licensure (ITL)

Veterinary Biomedical Science

Each of these majors within the degree program is focused to help you as a student make the most of your graduate education. The programs have experienced oversight which is maintained by the MS Administrative Dean, the MS Graduate Council, and admission committees consisting of faculty in the related departments. Courses for your program of study in the MS program are assigned by these committees on an individual student basis considering your academic record and performance in the MS program; the schedule of classes is based on which specific courses will be most beneficial to the student regarding his or her future academic/career goals. In some cases very specific deficiency courses are required and in other cases the student may have a choice. Enrollment in the DCOM and the CVM courses is limited by the standards set forth by the MS program and its policies. These are detailed in this catalog.

Anatomical Sciences (AS)

The Anatomical Sciences (AS) major is designed to assist students who foresee a future that involves working in the anatomy discipline. This can include working alongside an anatomist, teaching anatomy related courses at a community colleges, or pursuing a medical degree. Students will also be prepared to pursue advanced graduate study in anatomy.

LMU's Hamilton Mathematics and Sciences Building houses the Neal Cross Memorial Anatomy Laboratory and model room. This is a state-of-the art human gross anatomy teaching suite. Donor programs allow MS students to have access to study anatomy and take part in

graduate research projects such as detailed dissections and plastinations. Additional research and teaching opportunities are also available to students in this major.

The AS major, like Biomedical Professions, will allow students to take DCOM courses alongside first year medical school students. They too can earn between 7 and 15 credits hours that can be applied to their academic career at DCOM if grades of A or B are earned in the program.

Biomedical Professions (BP)

This program is designed to offer students a structured route to future entry into professional school. Among the four MS majors, BP offers the most tailored route for students whose aspirations include medical school. Throughout the year of study, students will enroll in graduate courses along with specific medical school classes at the DeBusk College of Osteopathic Medicine (DCOM). These medical school courses may include Medical Gross Anatomy, Histology and Neuroanatomy if the prerequisites are met and there is sufficient capacity in the courses. These courses will be taken alongside first-year DCOM students.

Other significant aspects of the program include the following:

- If a grade of “B” or above is earned in the DCOM courses, students who are accepted into DCOM will not have to repeat the classes during their first year of medical school. This means that those students accepted into DCOM have the possibility of entering their first year of study with 7 – 15 hours of medical school courses already on their transcript, therefore significantly lessening the course load during the OMS-1 year. However, the student should be aware that the Osteopathic Medical School (OMS)-1 academic load during the second medical school semester will be a significant step up in intensity. Therefore the student should be preparing for this by developing excellent time management and study skills. Students should consider enrolling in LSCI 510 Advanced Physiology during this time to enhance their preparation for Medical Physiology.
- Students who maintain a cumulative 3.0 graduate GPA or higher in the fall semester of the BP major and complete their American Association of Osteopathic Medicine Application Service (AACOMAS) application are guaranteed an interview at DCOM in the spring semester. Before the actual interview, an interview workshop is provided along with an individual mock interview with faculty/staff in MS program. Many of the students in the program, will learn about their acceptance into DCOM before the end of the spring semester in the BP program. This acceptance will be contingent on successful completion of the spring semester courses with grades of B or higher. Failure

to successfully complete all spring courses may result in rescinded acceptance to DCOM.

Life Science Research (LSR)

The Life Sciences Research major is designed for students who wish to earn a PhD or enter the workforce as researchers. Throughout the program students will work on a research project to complete their MS thesis. Core coursework includes Colloquial Principles of Life Science, Research Design & Analysis, and Scholarly Writing in the Life Sciences. Elective courses provide a selection of theory and technique courses to support student thesis research. A Supervisory Committee is appointed to guide the student through this thesis research and to advise on the course selections for the student who selects this major.

Life Science Teaching (LST)

The Life Sciences Teaching major is designed for students seeking exceptional preparation and licensure to teach in the high-school or community college environment. Core coursework includes graduate life science content courses along with courses from the Master of Education curriculum. Standards for admission to this major program detailed below include those necessary to meet requirements for State of Tennessee teaching licensure.

Veterinary Biomedical Science (VBS)

Similar to the biomedical professions major, this pre-veterinary program is designed to assist students in gaining entry to veterinary schools. Students will have the opportunity to enroll in Veterinary Anatomy I and II alongside first-year CVM students attending LMU's College of Veterinary Medicine (LMU-CVM).

Other significant aspects of this track include the following:

- If a grade of "B" or above is earned in LMU-CVM courses, students who are accepted into the veterinary school will not have to repeat the classes during their first year at the LMU-CVM. This will allow students who are accepted into the LMU-CVM to enter with 10 earned credits. During their first year in the CVM they may serve as veterinary anatomy tutors or lab assistants.
- Students who maintain a cumulative 3.0 graduate GPA or higher in the fall semester of the BP pre-veterinary track and apply to LMU-CVM will be granted an interview with the LMU-CVM in the spring semester. Before the official interview mock interviews

will be conducted with faculty and staff in order to help prepare students for the interviews.

- Students may elect to continue their graduate research project as a thesis research project which should result in a scholarly research publication or presentation. If this pathway is selected the student may continue to pursue the research during the summers as approved by their Supervisory Committee.

MS ADMISSION REQUIREMENTS & PROCEDURES

Generally policies will follow existing LMU policies for undergraduate and/or master's degree programs with any differences for this degree program noted in this catalog. Any specific differences among the five major tracks of this Master's degree are included below.

Former DCOM or CVM students who seek admission must submit two additional letters from faculty members of that specific LMU professional college. These must be submitted in the complete and normal Master of Science admissions process.

Each applicant is evaluated holistically by considering each required element of the application package including telephone interview, science course GPA, cumulative GPA, letters of recommendation and standardized test scores.

Admission Requirements and Standards

- A. A completed bachelor degree from an institution with regional accreditation or equivalent verification in the case of international degrees.** Degrees from foreign countries must follow university policies in existence for certifying international degrees and/or credit.

Minimum undergraduate course work in the natural sciences and mathematics:

Mathematics	6 credit hours at the College Algebra level or higher
Biological Sciences	16 credit hours with labs
Chemistry	16 credit hours including 8 credits of Organic Chemistry and labs
Physics	8 credit hours of algebra- or calculus-based with labs

Recommended undergraduate course work (these are pre-requisite courses for certain graduate courses):

Ethics (for LSCI 606 Applied Ethics in the Biomedical Sciences)
Probability & Statistics (for LSCI 604 Graduate Life Sciences Research Design and Analysis)

Note:

For **Life Science Teaching** the following courses are strongly recommended:

Probability and Statistics
Microbiology
Invertebrate Biology
Botany
Comparative Vertebrate Anatomy and Physiology
Biochemistry

Note: For Initial Teacher Licensure, the student must have a combined 48 credit hours in biology course work which includes at least 12 credits of chemistry. Students lacking prerequisite courses for graduate course work in the life sciences will be required to complete these deficiencies which may extend the completion time of this program.

Official Transcripts - Two copies of official transcripts must be submitted for all post-secondary academic work.

B. Standard Test Scores and Grades

All applicants must submit standardized test scores for their application file to be considered by the admissions committee for their selected program.

Grade point averages are computed by including courses from all transcripts.

Scores from the following standardized tests will be considered for admission to the LMU Master of Science Program but it is the applicant's responsibility to take the appropriate entrance exam and to achieve a competitive score for their target professional or graduate program.

Medical College Admissions Test
Graduate Records Examination
Dental Admission Test
Optometry Admission Test
Pharmacy College Admission Test

A typical applicant who is accepted to the LMU Master of Science program meets or exceeds the following:

MCAT 2015	492 and above
GRE	292 and above with a writing score of 3.5 and above

DAT 17 and above

Scores from the Optometry Admission Test (OAT) and the Pharmacy College Admission Test (PCAT) will also be considered.

Science course GPA \geq 3.0

OR

Cumulative GPA \geq 3.0

OR

Evidence of a trajectory of improved academic performance, especially in science course work

If English is not the applicant's native language, the international student must submit her/his official score report from the Test of English as a Foreign Language (TOEFL). This score will also be considered holistically along with the other elements of the application package. The applicant must also display proficiency in spoken English during the telephone interview.

C. Letters of Evaluation

Biomedical Professions, Anatomical Sciences, Life Science Research, Veterinary Biomedical Science:

Two letters of evaluation from the applicant's instructors or one committee letter from a health professions advisory committee. At least one letter must be from a natural science instructor.

Life Sciences Teaching ITL:

Two letters from educators addressing the applicant's potential as a science educator, and one letter from a science instructor. Students in this major must also successfully pass a background check

D. Telephone interview and personal statement

The telephone interview will allow admissions committee members to assess your fit for your selected program

The personal statement should professionally articulate how the Master of Science program will benefit your educational and career goals.

E. Transfer credit

A maximum of relevant 6 graduate credit hours by approval only of the program-specific Master of Science Admissions Committee. **The request for transfer of courses MUST be**

submitted before the first day of classes of the student's first semester.

Program Acceptance

Admissions Committees are established for the five Master of Science majors. When reviewing application files the committee looks at numerous applicant criteria including standardized test score(s), undergraduate coursework, letters of recommendation, personal statement, and any other pertinent materials that may be included with the file.

Upon acceptance into the Master of Science program, applicants will receive an official packet of materials including an acceptance letter, and any other items that may be deemed necessary. Deadlines regarding program deposits, residential life, immunization records, etc. will be included in the acceptance packet.

Acceptance Deposits

In order to secure your seat in the program, you must submit a deposit of \$500. This deposit may be allocated to tuition costs or your on-campus housing deposit.

- If you choose to live in LMU housing, you are responsible for submission of an LMU Housing Application and for timely communication with LMU Residence Life Staff.

All deposits may be submitted by telephone by calling the Cashier's Office at 423.869.6315 or 423-869-6282. Students may also submit their deposit via mail at the following address:

Lincoln Memorial University
Holly Napier
6965 Cumberland Gap Parkway
Harrogate, TN 37752

Tuition and Fees

Tuition for the Master of Science (MS) program in the 2016-2017 academic year is \$930 per credit hour. Students previously enrolled in the Master of Science degree program who become new OMS-1 DCOM students may complete MS courses toward the MS degree at no additional tuition charge above tuition paid for their OMS-1 year as long as the total credits in courses for both programs do not exceed the maximum number in the typical OMS-1 schedule. Master of Science students who return to complete the degree will be charged the tuition rate in force when they return to complete the required courses for the degree. Students desiring to complete the MS degree in OMS 2 or later will be charged the tuition rate in force when taking the courses. The rate for Life Science Research or Life Science Teaching courses is \$440 per credit hour. The per credit hour tuition rate for deficiency courses is \$855.

For the Veterinary Biomedical Sciences, Thesis Track, only: after completing the core, required courses as listed for the VBS Thesis track, the tuition rate for LSCI 693 Life Science Thesis Research course credits shall be the same as for the Life Science Research major which is \$440 per credit hour.

Course Load

Full-time status of a Master of Science graduate student is a minimum of 9 graduate credits in a fall or spring semester or 6 during a summer session. Many Master of Science program students enroll in a total course credit load of 12-16 credits which may include deficiency courses.

Refund Policy

Refund of Institutional Tuition, Room and Board Charges

In the event a student drops one or more classes, withdraws, or is administratively dismissed from the University for disciplinary or for financial reasons after registration is completed and prior to the end of a semester of enrollment, the student's eligibility for a refund of appropriate institutional tuition, room and board charges will be prorated as indicated. A student must complete a Change of Schedule form (obtained from the Office of the Registrar) for dropping one or more classes.

Any situation in which all classes are dropped is considered to be a withdrawal from the University. The student initiates this process by completing a withdrawal form and submitting this to the Registrar's Office.

Should the student fail to complete this process, all semester charges will become immediately due and payable (refer to "Withdrawal from the University").

The official withdrawal process begins in the Office of the Registrar. A withdrawal form must be completed and all the necessary signatures obtained. *Oral requests do not constitute official notification.*

The University's official date of withdrawal used to compute the refund is based on the date the withdrawal form is recorded by the Registrar. Applicable institutional charges for fall and spring semesters will be refunded according to the following schedule:

Through the first official day of classes 100%

After the first official day of classes and during the first week of the semester 90%

During the second week of the semester 75%

During the third week of the semester 50%

During the fourth week of the semester 25%

After the fourth week of the semester 0%

No refund of institutional charges will be made after the fourth week of the semester.

Specific dates affecting the schedule of refunds appear on the Registration Policies page of the electronic class schedule, WebAdvisor, which is available on the LMU web site by selecting the Current Students and Faculty link; and/or the Office of Student Services, the Office of the Registrar, and the Office of Finance.

Refund schedules pertaining to summer are adjusted to the varying length of the terms. They are also available in WebAdvisor by selecting the given term.

Official Withdrawal

Any student withdrawal completed will be reviewed for the official withdrawal date, set forth by the Registrar. If this date falls after the first day of classes, there will be a Return of Title IV (R2T4) calculation done to determine financial aid earned. If a withdrawal is completed prior to the FA disbursement date, and there is aid earned, the aid would be seen as a post withdrawal disbursement and LMU would obtain permission from the student/parent prior to disbursing earned aid. If a withdrawal is completed on or after the FA disbursement date, the aid is adjusted based on the pro rata of the R2T4 calculation given back to us by the FAA Access Return to Title IV Worksheet provided by the Department of Education (DOE). Adjustments are made and refunds sent back to the appropriate program(s), with the DOE, at the time of processing the withdrawal form. If the student is present at the time of processing the withdrawal form, financial aid staff does a counseling session to explain how the calculation is determined and how it affects their responsibility to repay, if applicable. If the student is not present at the time of processing the withdrawal form, the financial aid office notifies the student by certified mail of the adjustment made and any responsibility that lay with the student, at that time. It is stated and understood that after the 60% point of the term a student has earned 100% of aid and in most cases there will not be pending aid, at this point; however, we do an R2T4 calculation to determine a post withdrawal disbursement, if pending aid is present and all conditions are met.

Unofficial Withdrawals

Unofficial Withdrawals are reviewed after grades post for each term. Any student earning all F's is considered an Unofficial Withdrawal. We provide a notification letter to the student asking them to confirm attendance past the 60% point of the term and a timeline in which to provide that documentation. Adequate attendance documentation can be an email statement directly from the instructors stating the student attended past the 60% date, hard copy print outs of online coursework submitted after the 60% date or hard copy tests submitted after the 60% point. If the attendance documentation is not provided, we notify the student, again, via email reminding them of this opportunity. If we do not receive a response, LMU will do an R2T4 calculation, thru FAA Access, using the 50% point of the term as the withdrawal date. Adjustments are made and refunds sent back to the appropriate program(s), with the DOE, at the time of processing the Unofficial Withdrawal student record(s). We then notify the student, via USPS, of the adjustments made via the results of the R2T4 calculation, and we

explain why the calculation had to be done and what financial responsibilities lay with the student.

Summer Withdrawals

The official withdrawal process, as set forth by our Registrar's office, is required for withdrawing from a summer semester. Upon receiving a Withdrawal Form for summer, the Financial Aid Office would use the actual start and end dates of the enrolled classes in the R2T4 calculation. At the end of the summer semester, Financial Aid reviews for Unofficial Withdrawals. The credit and refund schedule is dependent upon the length of the term and the course start date. More information can be found on the LMU website's Registrar page.

Refund of Credit Balance

In the event a combination of grants, scholarships, and/or payments results in a credit balance on the student's account, the Student Accounts Office will refund the credit balance to the student.

All institutional aid must be applied toward tuition, fees, and on-campus room and board expenses. Institutional aid cannot be used to pay for student health insurance fees. All federal, state and institutional grants are credited to the student's account first, and any institutional grants or scholarships are applied to the balance of the student's aid eligibility for the semester. No cash refunds are made from institutional funds.

Financial Aid

Financial Aid in the form of loans is available to MS students. The LMU Financial Aid website is www.lmunet.edu/admissions/finaid.shtml or they may be reached directly at 423.869.6336. The Financial Aid Office is located on the third floor of the DAR building. MS students who do not opt for federal loans often obtain the needed tuition funds through private loans, etc.

Off Campus Authorities

All Locations

- Complaints relating to quality of education or accreditation requirements shall be referred to the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), (<http://www.sacscoc.org/pdf/081705/complaintpolicy.pdf>).

Tennessee Locations

- Complaints related to the application of state laws or rules related to approval to operate or licensure of a particular professional program within a postsecondary institution shall be referred to the appropriate State Board (i.e., State Boards of Health, State Board of Education, and so on) within the Tennessee State Government and shall be reviewed and handled by that licensing board (<http://www.tn.gov>, and then search for the appropriate division).

- Complaints related to state consumer protection laws (e.g., laws related to fraud or false advertising) shall be referred to the Tennessee Division of Consumer Affairs and shall be reviewed and handled by that Unit (<http://www.tn.gov/consumer/>).

Ewing, Virginia Location

- Complaints regarding institutions of higher education should be directed to:
State Council of Higher Education for Virginia (SCHEV)
Private and Out-of-State Postsecondary Education (POPE)
101 N. 14th Street, Ninth Floor
James Monroe Building
Richmond, VA 23219
<http://www.ag.virginia.gov/consumercomplaintform/consumerComplaintForm.aspx>

Orientations

As an MS student you will be required to attend multiple orientations. The MS Orientation will include **program familiarization**, establishing your fall schedule, finalizing your financial aid and completing the registration process. An orientation for **library resources** will occur in the first semester of the LSCI 603 course. The third mandatory orientation is for students **participating in Medical Gross Anatomy** alongside DCOM OMS-1 students or students **participating in Veterinary Anatomy** alongside CVM students.

STANDING OVERSIGHT COMMITTEES

Master of Science Graduate Council

The MS Graduate Council is the policy making and recommending body for the Master of Science degree program. It is composed of the Program Directors and the MS Administrative Dean. The Recruitment and Student Services Coordinator is an *ex officio* member. It meets regularly to review program function, admissions status, student academic progress, proposed academic changes, and policy effectiveness. It also serves as the primary appeals committee. Programmatic recommendations flow from this council to the collaborating school or college councils before being considered by the University Academic Council, University Cabinet, University President, or Board of Trustees.

Admissions Committees

Admissions Committees – These committees consist of faculty and administration members from the collaborating programs.

For admission to the Biomedical Professions major: two faculty members from DCOM Basic Biomedical Sciences, the Program Director, and two faculty members from the Department of Biology.

For admission to the Anatomical Science major, two faculty members from DCOM Department of Anatomy and the Program Director.

For admission to the Life Science Research major: a research faculty from DCOM, a research faculty member from CVM, the Program Director, and a research faculty member from the Department of Biology.

For admission to the Life Science Teaching major: one MEdITL program faculty member from the Carter and Moyers School of Education (SOE), the Program Director, and one faculty member from the Department of Biology.

For admission to the Veterinary Biomedical Science major: two faculty members from LMU-CVM, the Program Director, and one faculty member from the Department of Biology.

Thesis Supervisory Committees

The appointment of all Supervisory Committee members is made by the MS Administrative Dean upon recommendation of the graduate faculty members and agreement by the graduate student.

Life Science Research Major

These student focused committees function to provide course work and thesis project direction and approval for each individual graduate student in the Life Sciences Research major. Each committee conducts a comprehensive review of the student's academic performance after their first semester, reviews and approves the thesis project proposal, reviews and approves the completed thesis document, and conducts the final oral defense of the thesis project.

The supervisory committee membership will be:

Chair – LMU graduate faculty member with direct research supervision responsibility and expertise related to the student's research topic

Member Two – graduate faculty with relevant expertise to support the student research topic

Member Three – graduate faculty selected to complement the knowledge of the other members

Additional members may be appropriate

Veterinary Biomedical Sciences, Thesis track, major

The supervisory committee membership will be:

Chair – LMU College of Veterinary Medicine (C.V.M.) faculty member with direct research supervision responsibility and expertise related to the student’s research topic

Member Two – graduate faculty from the C.V.M. with relevant expertise to support the student research topic

Member Three – graduate faculty selected to complement the knowledge of the other members and may be chosen from outside the C.V.M.

Additional members may be appropriate

Appeals Committee

This committee exists to resolve any academic matter that arises in the Master of Science program. Members of this committee will be the Master of Science Graduate Council which consists of the MS Administrative Dean and each MS Program Director. Each of these Program Directors holds their position as confirmed by the VPAA, and respective deans. One faculty member from each entity will serve with an alternate member appointed in cases of conflict of interests. Academic appeal decisions are based upon overall academic performance while in the MS program.

Note: The need to repeat a course is not looked upon favorably by professional schools. Granted remediation of a course does NOT guarantee consideration or admission to either school even if significantly improved grades are earned upon a second attempt.

MS GENERAL POLICIES AND STANDARDS

Students must earn and maintain a cumulative grade point average (cumGPA) of 3.0 or more. Failing to reach this standard will result in academic probation. Successful completion of the degree program requires a 3.0 GPA. For students in the Life Science Research major, the supervisory committee will review the academic record on a semester-by-semester basis. The supervisory committee also will review thesis project progress each semester. The supervisory committee has the authority to recommend removal of the student from the program. The MS Administrative Dean will provide official notification in such cases.

If the student is completing deficiency courses, the 3.0 GPA performance level includes graduate and undergraduate courses. However, calculation of cumGPA for graduation from the MS degree program does not include undergraduate courses. Participation in elective courses is competitive and students will be selected based on professional and academic performance.

Appeals – In the event that a student wishes to submit an appeal regarding an academic matter, a formal written appeal must be submitted within the specified timeframe. Deadlines for these appeals are published for each academic year. Appeals must be submitted to the MS Administrative Dean or via the MS Recruitment & Student Services Coordinator. Appeals for inclusion of graduate transfer credit must be submitted to the Admissions Committee for the selected major program.

In cases other than for repetition of a course, a disputed course grade, or consideration of graduate transfer credit, the appeals committee is expected to collect information from all parties to the matter in question, hold a hearing in which parties to the appeal will be invited and notified with at least 48 hours advanced notice, and reach a decision on the matter within 24 hours of the hearing. In the eventuality that more investigation is needed after the hearing, all parties to the matter will be notified of the timeline for reaching a conclusion for the matter. A decision must be reached by no more than one week after the initial hearing. Decisions of this committee will be communicated to the party making the appeal as well as any individuals named in the appeal along with the relevant Deans and the Vice President for Academic Affairs. Final decisions will be communicated no more than 1 week after a hearing. A log of matters and copies of all communication related to an appeal will be maintained by the MS Administrative Dean's Office.

Attendance - Graduate students in the Master of Science degree program are required to follow the attendance policies of each of the courses in which they are registered.

Medical Leave of Absence – A student may petition to their Program Director, for a medical leave of absence from a Master of Science major program of study in event of a medical condition which prevents normal participation in the required activities of the degree program for more than one week. For a student in the Life Science Research major, the petition should be supported by the supervisory committee affirming that the student is at a stage in their program where they may return and continue the approved thesis research or will be allowed to propose another research topic on return to active status in the program. If the supervisory committee is not supportive of continuation after the medical leave of absence, the student will need to request a different supervisory committee on return to active student status. If a supervisory committee cannot be assembled for the student, the student will be advised to complete a different major in the program or discontinue the Master of Science.

[Lincoln Memorial University Student Complaint Process](#)

Master of Science Program

Lincoln Memorial University provides a number of avenues through which students can address issues of concern such as complaints and grievances. Students should express their concerns as quickly as possible through the appropriate channels. Student requiring assistance

with these processes should contact the Dean of Students or Associate Dean of Students in the Office of Student Services. Depending upon a situation, students can address their complaints through the following resources:

Grades (*Student Handbook*)

Academic Issues (*Master of Science Catalog*)

Academic Appeals (*Master of Science Catalog*)

Other Academic Matters (*Master of Science Catalog*)

Non-Academic Appeals (*Student Handbook*)

Financial Aid (*Student Handbook; Master of Science Catalog*)

Sexual Harassment / Sexual Assault / Dating or Relationship Violence (*Student Handbook*)

Discriminatory Conduct (*Student Handbook*)

Student Code of Conduct (*Student Handbook*)

Traffic Appeals (*Parking Handbook*)

Student Rights (*Student Handbook*)

Athletics / NCAA Compliance (*Athletic Handbook*)

- Title IX (<http://lmurailsplitters.com/page.asp?articleID=2152>)

ADA/504 (*Student Handbook*)

General Student Grievances (*Student Handbook*)

- All complaints should be routed through the appropriate complaint/appeals process as outlined above.
- Depending on the nature of complaint, the matter should be brought to the attention of the office directly responsible for that area of the college or university via email with the word *complaint* noted in the subject line.
- For concerns that are not resolved through the informal complaint process, the student is encouraged to file a formal complaint with the Dean of Students using the Formal Student Complaint Form. Complaints and appeals should be well-documented.
- Students are encouraged to move through the appropriate campus supervisory structure and exhaust all campus complaint procedures prior to appealing to any off-campus authority.

Satisfactory Academic Progress (SAP)

LMU General SAP Policy

Satisfactory Academic Progress relating to Financial Aid federal regulations require that all students who receive federal financial aid make progress toward a degree. All colleges must have policies that ensure students are making this progress both qualitatively and quantitatively. At LMU, starting with the fall 2011 semester, we have established the following Satisfactory Academic Progress (SAP) Policy that will be reviewed following each semester, including the summer term.

Qualitative

Students who fail to maintain satisfactory progress may not receive the following types of financial aid: Federal Stafford Loans, Federal PLUS Loans, other aid involving Title IV funds, or any other aid for which satisfactory progress is a requirement. These policies apply only to eligibility to receive financial aid. A student is considered to have made satisfactory academic progress provided he/she passes at least 67% of the cumulative credit hours attempted and has not reached 150% of time enrolled in an academic program (see Maximum Time Frame section).

Students must also earn a certain cumulative Grade Point Average (GPA) determined by their Academic program to maintain financial aid SAP. Students enrolled in a Graduate program (excluding Graduate Nursing, please see that specific SAP Policy) at LMU, must maintain a minimum of a 3.0 GPA. A student whose academic performance drops below the minimum standards will be placed on financial aid warning. A student can retain financial aid while on warning for one semester but must meet Satisfactory Academic Progress by the end of that semester or be placed on Financial Aid Suspension.

Quantitative- Hours Attempted vs Hours Earned

A student is considered to have made satisfactory academic progress provided he/she passes at least 67% of the cumulative credit hours attempted. For instance, a student who attempts 18 credit hours must complete at least 12 of those credit hours to make satisfactory academic progress. A student whose academic performance drops below the minimum standards will be placed on financial aid warning. A student can retain financial aid while on warning for one semester but must meet Satisfactory Academic Progress by the end of that semester or be placed on Financial Aid Suspension.

Quantitative –Maximum Time Frame

No student will be eligible to receive financial aid for more than 150% of the published length of the program. This time is measured by credit hours attempted. For example, a student seeking a MBA degree totaling 36 credit hours cannot receive aid for more than 45 attempted hours ($36 \times 150\% = 54$). Please refer to specific graduate catalogs to see the published length of the program. Transfer credits will be evaluated and those credits that count toward the student's current academic program will count as both attempted and completed hours. Failing a class or withdrawing from a class, whether passing or failing, can affect SAP. Incomplete grades will not count against attempted hours until a grade is recorded or the candidate is withdrawn from the class or classes. Satisfactory academic progress will be reviewed at the end of each semester.

Appeals

Students who are in SAP suspension may appeal this decision to the LMU Financial Aid Appeals Committee. The appeal must be made in writing and explain why the student failed to make SAP and what has changed that will allow the student to make SAP at the next evaluation. This letter should be sent to the Executive Director of Financial Aid, 6965 Cumberland Gap Parkway, Harrogate, TN 37752. The committee will review the appeal along with any additional recommendations from appropriate faculty or staff members to determine if the student will be able to meet SAP standards by the next evaluation. If not, an academic plan can be developed to ensure that the student will be able to meet SAP standards by a specific point in order to graduate from a program. If the committee does not approve the appeal, the student may take classes at his/her own expense to try to regain SAP. If the appeal is approved, the student will be placed on "Financial Aid Probation" for one semester. At the end of the next semester, the student must be making SAP to continue receiving financial assistance. If any additional appeals are approved beyond one semester, an academic plan must be developed for the student and approved by the academic advisor, division Dean or the Vice President for Academic Affairs. The academic plan must detail exactly what courses are required for the student to complete their intended program of study at LMU.

Notification

All Financial Aid Satisfactory Academic Progress notifications will be sent in two ways: a letter will be sent to the student at the home address and an e-mail notification will be sent to his/her LMU e-mail address. These notifications will be sent no later than four weeks after the end of the academic term reviewed.

Regaining Eligibility

Quantitative-Maximum Time Frame

To regain eligibility, you must graduate and advance to a new academic level.

Quantitative-Hours Attempted vs. Hours Earned

To regain eligibility, take courses at your own expense in a subsequent term or terms and meet the standards according to the cumulative credit hours completion ratio outlined above under the heading Quantitative. Once you have taken the courses and earned passing grades, you will need to notify the Office of Financial Aid to complete a clearance form.

GPA

To regain eligibility, complete courses at your own expense and raise your cumulative GPA to the acceptable standard. Once you have completed the course and raised you

GPA, you will need to notify the Office of Financial Aid to evaluate the coursework taken to see if financial aid can be awarded.

Master of Science Satisfactory Academic Progress Policy

At the end of the first semester in the Master of Science program and each subsequent semester if applicable, the student's grades from graduate course work will be evaluated to determine whether attaining the required 2.85 or higher cumulative grade point average (cumulative GPA) needed for graduation is possible. If it is determined to be numerically impossible to reach this required cumulative GPA level, even with earning the highest grades possible in subsequent course work, the student will be dismissed from the program. This will be calculated based on the typical situation of at least 30 total graduate credit hours to complete the degree. This policy shall not super cede university-wide policies except in defining the manner in which sufficient academic progress is determined in this academic program.

Change of Major

At the end of the first semester after admission to the Master of Science degree program, a student may apply to change their major within the degree program. The student needs to recognize and understand that such a change may require additional course work and thus time to complete the degree. Changes at other points in the program must first be discussed with the Administrative Dean.

Process:

- Submit a Master of Science Change of Major form to the Recruitment and Student Services Coordinator.
- Review and action by the Master of Science Graduate Council.
- The Admissions Committee for the proposed major will review the academic record and stated reasoning of the student applying to change their major. This committee will make a decision to either accept the student into the major or not. Capacity is limited in certain majors so this may be competitive.
- The Admissions Committee will notify the Recruitment and Student Services Coordinator, who will assist the student in any changes to their planned course of student and/or registration for the spring semester.
- If the change of major is not approved, the student will receive notification and explanation and should continue their course of study or seek other educational programs that will better meet their needs.
- Appeals of the decisions will be handled through the Master of Science Graduate Council acting as the Appeals Committee.

Dual Major

Although atypical, a student may desire to earn more than one major in the Master of Science program. To earn the second major, the MS student must complete an additional 15 graduate credit hours not duplicating any required courses for the first major. These additional credit hours must include all additional required courses for the second major plus any non-duplicative elective courses.

Application must be made before the first day of classes of the second semester in the MS program. The Admissions Committee of the second major will review and act on the application immediately. Students already in medical school may not select the dual major option as insufficient time is available to complete the additional courses.

Course Repetition

A course in which the student earns a failing grade may be repeated only one time. A request to repeat form must be submitted by the deadline published in the MS Catalog. The MS Graduate Council will review the request, make a decision, and may forward the request to the department offering the course. The department offering the course will determine capacity in making its final decision. The purpose of repeating a course is to replace the previously earned grade in calculation of the cumulative GPA in order to remove the probationary status and/or determine graduation eligibility. The original grade continues to be reported on the transcript and should also be reported by the student to avoid the consequences of false reporting to any other educational institution.

Participation in DCOM courses

Participation in DCOM courses is dependent on past academic performance, capacity, and adhering to ethical and behavioral standards. Pre-requisites must be met by the student and sufficient capacity must exist to accommodate the student in the course. Students with superior grades have an obvious advantage when being considered for this privilege. As communicated in the course descriptions of this catalog there are certain courses for which enrollment requires the student to be in a specific degree seeking program and are not open to any other students.

Participation in Research Courses

Capacity for students to participate in research projects is limited by the number and workload of supervisory faculty members in the several departments. Although past scholarly work is a desirable characteristic of a medical school or residency applicant, it is not a requirement. Master of Science students must take advantage of the opportunities to become familiar with faculty expertise and current research activities. The student should request a short meeting to discuss becoming part of these ongoing efforts and then reach a mutual decision to contribute to that faculty member's research team. Depending on the amount of research effort, variable academic credit is available. Students may need to conduct research activities during the

summer in order to complete the requirements. Students must realize that scholarly activity is time intensive and that it demands an investment beyond the typical time devoted to lecture or lab courses.

Participation in CVM Courses

Participation in College of Veterinary Medicine courses is dependent on past academic performance, capacity, and adhering to ethical and behavioral standards. Pre-requisites must be met by the student and sufficient capacity must exist to accommodate the student in the course. Students with superior grades have an obvious advantage when being considered for this privilege. As communicated in the course descriptions of this catalog there are certain courses for which enrollment requires the student to be in a specific degree seeking program and are not open to any other students.

Research Awards

Students may submit their own application or they may nominate another MS student for an LMU MS Research Award. These awards will be given based on the merit of the scholarship completed and may be used to defray expenses of traveling to a regional, national, or international meeting to present the completed scholarly work of the student or team of students. Deadlines and award dates are published in the Academic Calendar of this Catalog. A single award will be made for a team project. The team may decide to send a representative or split the award among the members allowing more than one member to participate in the target professional meeting. The students should record the award on their CV.

To be considered for an LMU MS Research Award, the student must submit an abstract of the work that has been completed, a letter of evaluation from a graduate faculty member familiar with the work, and information on the meeting for which the student(s) plan to present the work.

The Master of Science Graduate Council, or its assignees, will review all applicants and make the awards. Awards may be granted multiple times each budget year depending on funds available.

General Graduation Requirements

A minimum of 30 credit hours graduate course work and satisfactory completion of all core courses is required for graduation with the Master of Science degree. The student must complete the degree program with a minimum cumulative G.P.A. of 2.85 or greater to be awarded the degree unless otherwise required to be higher.

The Life Science Research major must be completed within 3 years full-time, or 5 years part-time, after starting the program. Students in the Anatomical Science and Life Science Research

majors must present their work at a regional professional meeting at a minimum. Publication or presentation in a national or international context is encouraged.

The student must maintain a cumulative G.P.A. of 3.00 or be placed on academic probation. Failure to meet or exceed this standard of academic progress in the subsequent semester will result in dismissal from the program.

Students are also required to complete all program and university assessments and surveys.

Life Science Teaching ITL Graduation Requirements

Module III

Module III, Enhanced Student Teaching (Enhanced Clinical Practice), **is a required course for all candidates receiving licensure through the Master of Science, Life Science ITL Program.** This semester-long course requires the candidate to demonstrate knowledge, skill, and leadership as a professional. Module III is a time for the candidate to demonstrate their ability to synthesize all program goals and proficiencies while participating in Enhanced Clinical Practice, the culminating experience of the Master of Science, Life Science ITL Program.

Module III continues the focus on the candidate's ability to complete all requirements and meet the Master of Science, Life Science ITL Program goals that are aligned to state, national and professional standards known as CMAS. During clinical practice, full-time teacher candidates are required to student teach for a full semester, a minimum of 15 weeks, assisting the cooperating teacher in all classroom duties and responsibilities. In accordance with the clinical recommendations of the NCATE Blue Ribbon Panel on clinical experience, candidates collaborate within an interactive professional community asking probing questions and seeking advice regarding the teaching and/or learning processes. Implementing a "team teaching" approach between the cooperating teacher and student teacher allows both to develop their skills implementing standards-based and common core objectives.

The candidate's clinical practice replicates the experience of being a teacher, and cooperating teachers fulfill the mentoring role as they give formative and summative feedback to the candidates so they can minimize and/or correct weaknesses. Candidates hone knowledge, skills and dispositions in planning, developing, implementing and evaluating lessons at the grades 6-12 clinical experience site(s). Candidates develop both standards-based and common core instructional lessons, use a variety of instructional strategies while learning to establish and maintain a positive, safe learning environment.

Master of Science, Life Science ITL candidates are introduced to different classroom learning environments and the impact on student self-concept, social interaction, behavior and teaching and learning. Professional development and service learning project requirements are maintained and studies broadened to include diverse classroom management models and development of skills to aid in the implementation of plans and strategies appropriate to teaching diverse learners. Candidates will reflect on grades 6-12 field experiences and develop work samples that demonstrate instructional design, implementation of multiple teaching strategies, student assessment, classroom learning environments and management, and reflective self-assessment. Candidates develop knowledge and leadership skills while learning to structure and manage an inclusive safe learning environment. They must demonstrate enthusiasm for their students and the content they teach and proficient communication skills so they can assist with the development of grade 6-12 students' language skills. Candidates demonstrate their ability to create inclusive learning environments as they plan and teach lessons/units of study that integrate technology, meet the needs of all students, connect learning to real life and future careers, and are based upon state, national and professional standards.

Module III coursework includes the professional core course titled EDUC 591: Enhanced Student Teaching (Enhanced Clinical Practice) and the accompanying seminar. This is a 6 credit hour course **required** for all

licensure areas. The required seminar sessions are attended twice per month during the school day. **Attendance is mandatory for all seminar sessions.** Scheduled spring or fall break for the assigned grade 6-12 clinical faculty/school district **does not exempt the student teacher from attending seminar sessions.**

No other course work may be taken by candidates during their Enhanced Clinical Practice semester. In exceptional cases, student teachers may seek the approval of the Program Director to take no more than one additional course during this semester provided: (1) the course does not interfere with the student teacher's full participation in all activities associated with student teaching and (2) no other opportunity exists for the student to take the course before completion of the teacher education program.

- Tennessee Licensure Standards and Induction Guidelines -

Clinical Practice Placement

Candidates seeking 6-12 licensures should have clinical practices in both middle grade (grades 6-8) and high school (grades 9-12) classrooms. Candidates will spend a minimum of 15 weeks in clinical practice with placement beginning and ending dates determined jointly by the Master of Science, Life Science ITL Program Director and the Director of Clinical/Field Placement.

All candidate placements for student teaching will be processed through the MEdITL Program Director and the Director of Field Experiences for MEdITL in cooperation with local school districts. All Enhanced Clinical Practice placements for Master of Science, Life Science ITL candidates in Module III must be approved by the Director of MEd in Initial Teacher Licensure Program, Director of Field Experiences for MEdITL, and the Initial Teacher Licensure Committee. Candidates **are not** to make their own placements unless specifically directed to do so by the MEdITL Program Director. **Candidates should not request placement at any school site in which they have relatives/family members employed or in the same school that their children attend. Candidates should not request to have a relative or family friend serve as their cooperating teacher. ** Final decisions on placement will be made by the Director of the MEdITL program.**

All student teachers will be charged a "clinical practice fee" during their semester of student teaching. **This is a one-time fee.** Those students on financial aid should take this into consideration when completing paperwork for the semester in which student teaching will occur. This fee assessment has been approved by the state and mandated by local school districts in an attempt to provide a small stipend for cooperating teachers providing aid and instruction above and beyond that described in their district's professional contract.

ITL PROGRAM COMPLETION AND EXIT

When the candidate has completed EDUC 591: Enhanced Student Teaching (Enhanced Clinical Practice), an exit interview will be scheduled by the Director of Clinical/Field Placement. The following are required for program completion:

1. TBI L1 Criminal Background check on file;
2. Proof of liability insurance on file;
3. Proof of current CPR certification on file;
4. All testing requirements met and proof on file with the Director of Teacher Certification/Testing;
5. Successful completion of all required coursework and Teacher Work Samples;
6. Successful completion of Enhanced Clinical Practice, consisting of a minimum of 15 weeks working in in two diverse placements;
7. Successful completion of Professional Portfolio at Exit Interview with score of 80% or above;
8. Grade of "P" for EDUC 591: Enhanced Student Teaching (Enhanced Clinical Practice);
9. Recommendation for approval to the Initial Teacher Licensure Committee by the MEdITL Program Director, the MEdITL Director of Field Experience, Director of Clinical/Field Placement for completion of the Initial Teacher Licensure Program, and eligibility for application for licensure;
10. Application for licensure completed and filed with the Director of Teacher Certification/Testing.

Upon successful program completion, the Director of Teacher Certification/Testing will submit the candidate's completed applications to the Tennessee Department of Education for licensure.

Director of Teacher Certification/Testing

Teacher candidates seeking teacher licensure must meet all testing requirements specified by the Tennessee State Board of Education. The State of Tennessee forbids certification without passing required Praxis II tests. Those tests required are determined by subject area in which you will be receiving certification. Check your Evaluated Transcript Analysis form for specific testing requirements.

The Director of Teacher Certification/Testing located in the Business/Education Building, Room 214, on the Harrogate campus, provides answers and assistance to Initial Teacher Licensure candidates in regard to testing requirements. Candidates may consult with the Director of Certification/Licensure for specific requirements for testing. The Educational Testing Service (ETS) controls the PRAXIS Series tests required for Teacher Education. Registration booklets, tests at a glance, and information are available to candidates at www.ets.org.

Tests Required for Licensure Area, Effective September 1, 2013

To Be Certified in	You Need to Take	CDT Code	Qualifying Score
Admission to Master of Science, Initial Teacher Licensure program	GRE <ul style="list-style-type: none"> • Verbal • Quantitative • Writing 	N/A	144 150 3.5
All teaching licenses	Principles of Learning and Teaching: 7-12	5624	155

**Tests Required for All Licensure Areas, Effective September 1, 2013

Tests Required for Specific Licensure Areas

To Be Certified in	You Need to Take	CDT Code	Qualifying Score
Biology 7-12	Biology: Content Knowledge	5235	148

Other Policies

Existing policies for LMU graduate programs are in effect for the Life Science Teaching ITL major with those in force for the Master of Science and Master of Education, ITL having precedence. In specific cases of conflict, the MS Graduate Council will draft specific policies for this major.

EDUC 570	Introduction to Teaching and Learning (6)
EDUC 571	Extending and Refining Knowledge of Teaching and Learning (6)
EDUC 591	Enhanced Student Teaching (6)

MS STUDENT SERVICES & CAMPUS LIFE

Conduct Policy

Graduate students are expected to conduct themselves at a standard of professionalism that is significantly higher than the minimum standards of behavior set forth in the LMU Student Handbook. The standards of conduct set forth in the LMU Student Handbook are the minimum for Master of Science students and failure to comply will result in the stated consequences.

Professionalism

Professionalism in behavior and attitude is expected of all students and faculty. If the student has questions or concerns about specific expectations and/or behaviors, these may be addressed to respected student leaders, faculty members, program directors, department chairs, or deans.

Housing / Residential Life

Your application for campus housing is included with your acceptance packet materials. You will be given the option of living in an apartment style dorm on campus or in University Inn, which is approximately two miles from campus. Lee Wilkerson is the Director of Residence Life and may be reached at 423.869.6294 or via email at lee.wilkerson@LMU.net. More information is also available online at www.lmunet.edu/campuslife/residence. The Residential Life office is located on the first floor of Dishner Hall.

Dining Options

The campus cafeteria is located on the 1st floor of the Student Center. Meal plans are available for all students. Additional information regarding various meal plans and their costs can be found at www.lincolnmemorialuniversitydining.com/plans.html. Campus is also home to Splitters Cafe and Campus Grounds, which is a coffee bar. Both are located on the 2nd floor of the Student Center.

WebAdvisor, a.k.a. MyLMU

WebAdvisor is a web-based portal for information management that allows students to access Lincoln Memorial University's administrative database. Information/functions available through MyLMU include BlackBoard, Search for Classes, Student Profile, Class Schedule, Grades, Student Account, and Financial Aid. The student account with the Finance Office must be paid in full and Perkins student loans must be in a current non-defaulted status in order for the candidate to access his/her academic grades in MyLMU. The student may access MyLMU from LMU's web site or go to <https://webadvisor.lmunet.edu>. Each student is assigned a unique username and temporary password (which must be changed upon first log-in. **It is the responsibility of each student to ensure that his/her password remains confidential. Lincoln**

Memorial University does not accept responsibility for any password-related breach of security.

Library Services

The Carnegie-Vincent Library offers services for all graduate students through library terminals located at all off-campus sites, and/or through Internet access to on campus databases. The Library houses two computer labs equipped with high speed Internet; wireless access is available throughout the building. Collections total more than 300,000 items, including traditional and electronic books, electronic journals, bound periodicals, software, microfilm, and audiovisual materials.

Students are given procedures by library personnel and instructors at the beginning of each semester. During the academic year, the library is open from 8 a.m. to midnight Monday through Thursday; 8 a.m. to 4:30 p.m. on Friday; 10 a.m. to 5 p.m. on Saturday and 2 p.m. to midnight on Sunday. The Lon and Elizabeth Parr Reed Health Sciences Library opened on the second floor of the Carnegie-Vincent Library in the fall of 2006; the health sciences collections are housed within the medical library.

Family Educational Rights and Privacy Act (FERPA)

The University complies with the provisions of the Family Educational Rights and Privacy Act, 1974, as amended. This law maintains that the institution will provide for the confidentiality of student education records.

No one outside the institution shall have access to nor will LMU disclose any information from students' education records without the written consent of students except to personnel within the institution, to officials of other institutions in which students seek to enroll, to persons or organizations providing students financial aid, to accrediting agencies carrying out their accreditation function, to persons in compliance with a judicial order, and to persons in an emergency in order to protect the health or safety of students or other persons. All these exceptions are permitted under the Act.

At its discretion, LMU may provide directory information in accordance with the provision of the Act to include: student name, address, telephone number, major field of study, dates of attendance, degrees and awards received, the most recent previous educational agency or institution attended by the student, participation in officially recognized activities and sports, and weight and height of members of athletic teams. Currently enrolled students may withhold disclosure by writing to the attention of the Registrar.

Students may not inspect and review financial information submitted by their parents; confidential letters and recommendations associated with admissions, employment or job placement, or honors to which they have waived their rights of inspection and review; or education records containing information about more than one student, in which case LMU will permit access only to that part of the record which pertains to the inquiring student.

Lincoln Memorial University maintains a list of all persons, except other LMU officials, who have received a copy of the student's education record. A copy of the LMU institutional policy on the release of education records is on file in the President's Office and the Registrar's Office.

ADA Statement

As a rule, all students must read and comply with standards of the LMU Student Handbook and LMU catalog. Any candidate seeking assistance in accordance with the Americans Disabilities Act (1990 as amended) should contact his/her instructor and the LMU ADA Coordinator, Dr. Dan Graves, with regard to required documentation and in order to make appropriate arrangements. Contact information: dan.graves@LMU.net.edu and/or 423-869-6267 (800-325-0900, ext. 6267). The office is located on the first floor of the Business Education Building, room 104, on the main campus in Harrogate.

MS CURRICULUM & STANDARDS

Master of Science Programs of Study

Anatomical Sciences Major (minimum 30 total credit hours)

Required Courses		Electives Courses	
ANAT 604	Intro to Radiographic Anat. & Clinical Imaging (3)	†ANAT 603	Meth. of Curriculum Development and Teaching Human Gross Anatomy (3)
†ANAT 614	Evolutionary and Comparative Anatomy (3)	ANAT 653	Spec. Topics in Clinical Anatomy (1-3)
ANAT 683	Graduate Anatomy Project (3)	ANAT 699	Medical Gross Anatomy Dissection (3)
ANAT 701	Medical Gross Anatomy (MGA) (7)	BCHM 503	Advanced Cellular Biochemistry (3)
ANAT 715	Neuroanatomy (3)	LSCI 503	Adv. Molecular Genetics & Cell Biol. (3)
LSCI 603	Colloquial Principles of Life Science x 2 (1)	LSCI 504	Adv. Techniques for Molecular Biology (2)
LSCI 604	Grad. Life Sci. Research Design & Analysis (3)	LSCI 506	Microscopic Imaging Theory & Tech. (3)
		LSCI 507	Life Sciences Research Instrumentation (2)
		LSCI 508	Techniques of Physiological Research (2)
		LSCI 606	Appl. Ethics in Biomedical Sciences (3)
		LSCI 693	Life Sciences Thesis Research (1-9)
		ANAT 714	Medical Histology (4)

† Students seeking a career in teaching or academic medicine should substitute ANAT 603 for ANAT 614.

Biomedical Professions Major (minimum 30 total credit hours)

Required Courses	
ANAT 701	Medical Gross Anatomy (MGA) (7)
BCHM 503	Advanced Cellular Biochemistry (3)
LSCI 503	Adv. Molecular Genetics & Cell Biology (3)
LSCI 603	Colloquial Principles of Life Science x2 (1)
LSCI 604	Grad. Life Sci. Research Design & Analysis (3)
LSCI 606	Applied Ethics in Biomedical Sciences (3)

Elective Courses	
LSCI 504	Adv. Techniques for Molecular Biology (2)
LSCI 506	Microscopic Imaging Theory & Tech. (3)
LSCI 507	Life Sciences Research Instrumentation (2)
LSCI 508	Techniques of Physiological Research (2)
LSCI 683	Life Science Grad. Research Project (3)
ANAT 699	Medical Gross Anatomy Dissection (3)
ANAT 714	Medical Histology (4)
ANAT 715	Neuroanatomy (3)

Life Science Research Major (minimum 30 total credit hours)

Required Courses	
LSCI 603	Colloquial Principles of Life Science x2 (1)
LSCI 604	Grad. Life Sci. Research Design & Analysis (3)
LSCI 605	Scholarly Writing in Life Science (2)
LSCI 693	Life Science Thesis Research (1 - 9)

Elective Courses	
BCHM 503	Advanced Cellular Biochemistry (3)
LSCI 503	Adv. Molecular Genetics & Cell Biol. (3)
LSCI 504	Adv. Techniques for Molecular Biology (2)
LSCI 505	Advance Ecology & Field Biology (3)
LSCI 506	Microscopic Imaging Theory & Tech. (3)
LSCI 507	Life Sciences Research Instrumentation (2)
LSCI 508	Techniques of Physiological Research (2)
LSCI 606	Applied Ethics in Biomedical Sciences (3)
LSCI 653	Life Science Grad. Special Topics (1 - 3)
LSCI 683	Life Science Grad. Research Project (1 - 3)

Supervisory committee will determine exact courses for each student.

Life Sciences Teaching, ITL Major - (38 total credit hours)

Required Courses	Along with prerequisite courses for the degree program meeting the content and professional course requirements for initial teacher licensure.
BCHM 503	Advanced Cellular Biochemistry (3)
LSCI 503	Advanced Molecular Genetics & Cell Biology (3)
LSCI 505	Advanced Ecology (3)
LSCI 509	Advanced Botany (3)
LSCI 603	Colloquial Principles of Life Science x2 (1)
LSCI 604	Graduate Life Science Research Design and Analysis (3)
LSCI 613	Life Sciences Meth. of Curriculum Development and Instruction (3)
EDUC 570	Introduction to Teaching and Learning (6)
EDUC 571	Extending and Refining Knowledge of Teaching and Learning (6)
EDUC 591	Enhanced Student Teaching (6)

Veterinary Biomedical Science (VBS) Major (minimum 30 total credit hours)

Non-Thesis, Required Courses	
BCHM 503	Advanced Biochemistry (3)
LSCI 503	Advanced Molecular Genetics & Cell Biology (3)
LSCI 603	Colloquial Principles of Life Science (1) x 2
LSCI 604	Research Design & Analysis (3)
LSCI 510	Advanced Vertebrate Physiology (3)
LSCI 683	Life Science Graduate Research Project (3)
VANT 710	Veterinary Anatomy I (5)
VANT 720	Veterinary Anatomy II (5)
	Elective (3)

†Thesis, Required Courses	
LSCI 603	Colloquial Principles of Life Science (1) x 2
LSCI 604	Research Design & Analysis (3)
LSCI 605	Scholarly Writing in Life Science (2)
LSCI 683	Life Science Graduate Research Project (3)
LSCI 693	Life Science Thesis Research (6)
VANT 710	Veterinary Anatomy I (5)
VANT 720	Veterinary Anatomy II (5)
	Electives as determined by the Supervisory Committee

†The thesis option will follow the guidelines, or their subsequent revisions as detailed in the LMU MS Supervisory Committee Guidebook and as listed in this Master of Science Graduate Catalog pertaining to supervisory committees, proposal approval, thesis format, and thesis defense. This option may be continued in parallel while pursuing the Doctor of Veterinary Medicine degree.

The student must declare their intention to pursue this option by the end of their first semester in the Master of Science program and have their thesis proposal written and approved by their thesis supervisory committee by the end of their first spring before summer research. After completing the core, required courses as listed above for the VBS Thesis track, the tuition rate for Life Science Thesis Research course credits shall be the same as for the Life Science Research major which is \$440 per credit hour.

Elective Courses	
ANAT 715	Medical Histology (4)
BCHM 503	Advanced Biochemistry (3)
LSCI 503	Advanced Molecular Genetics & Cell Biology (3)
LSCI 504	Advanced Techniques for Molecular Biology (2)
LSCI 505	Advanced Ecology & Field Biology
LSCI 506	Microscopic Imaging Theory and Techniques (3)
LSCI 507	Life Science Research Instrumentation (2)
LSCI 508	Techniques in Physiological Research (2)
LSCI 510	Advanced Vertebrate Physiology (3)

LSCI 606	Applied Ethics in Biomedical Sciences (3)
LSCI 653	Life Science Graduate Special Topics (1-3)
LSCI 693	Life Science Thesis Research (1-9)
STAT 683	Applied Statistical Analysis (1)

Academic Standards

The academic standards of MS are clearly defined and bulleted below. These standards are designed to ensure that students are successful in their studies, both in MS and in their future graduate or professional school experiences. **They are strictly enforced and will not be compromised.**

- No students will be able to enroll in any Masters of Business Administration courses while taking MS courses. Students accepted into the DO-MBA program must take the MBA courses in the summer following their first two MS semesters.
- Failure to achieve a cumulative 3.0 or higher GPA in the fall semester may result in the loss of your DCOM or LMU-CVM interview.

Students who do not maintain a 3.0 GPA in the fall semester will be placed on academic Probation.

Academic Integrity†

It is the aim of the faculty of Lincoln Memorial University to foster a spirit of complete honesty and a high standard of academic integrity. The attempt to present as one's own the work of others is regarded by the faculty and administration as a very serious offense and renders the offender liable to severe consequences and possible suspension.

Cheating: dishonesty of any kind on examinations or written assignments, unauthorized possession of examination questions, the use of unauthorized notes during an examination, obtaining information during an examination from another student, assisting others to cheat, altering grade records, or illegally entering an office are instances of cheating.

Plagiarism: offering the work of another as one's own without proper acknowledgment is plagiarism; therefore, any student who fails to give credit for quotations or essentially identical material taken from books, magazines, encyclopedias, web sources or other reference works, or from the themes, reports, or other writing of a fellow student has committed plagiarism.

† Sourced from the 2016-2017 LMU Undergraduate Catalog p. 29

Faculty may define more specific standards of academic integrity in each specific course along with consequences, up to failure in the course, and dismissal from the university, for violation of those standards. Many will expect written works to be submitted via TurnItIn or SafeAssign accessed in the course Blackboard site.

Deficiency Courses

Required undergraduate deficiency coursework is determined by the designated MS program Admissions Committee at the time of admission. This coursework will include courses in order to complete any deficiencies or pre-requisites. Key science courses in which the student previously earned grades of C or D are typically required to be repeated in order to improve the academic portfolio of the student and to provide a foundation for the subsequent courses in the MS curriculum. Again, completing required deficiency courses will extend the time required to complete the MS degree. The student may complete deficiency courses prior to beginning the MS program as long as transcripts are submitted which demonstrate the deficiency has been filled.

† **Potential Deficiency Coursework**

BIOL 315 Molecular Genetics	3 credit hours
BIOL 441 Biochemistry	4 credit hours
MATH 270 Probability & Statistics	3 credit hours
PHIL 420 Ethics	3 credit hours
PHIL 430 Medical Ethics	3 credit hours

Employment while a Graduate Student

The curriculum of the MS at LMU is designed to enhance a student’s academic qualifications. All classes are preparatory coursework for professional school and other post-graduate goals. It is strongly recommended that students are not employed during the duration of the program. This ensures that they will be able to focus 100% upon their studies.

Grading Scale for Master of Science Courses

- A = 90.51 - 100%; expected student learning outcomes were demonstrated by superior quality student work in all aspects of the course
- B = 80.51 - 90.50%; expected student learning outcomes were demonstrated by better than average quality of student work in the course
- C = 70 – 80.5%; expected student learning outcomes were demonstrated in student work
- F = 69.99 % or less; expected student learning outcomes were not demonstrated in student work

MS COURSE DESCRIPTIONS

The following courses may be offered in the MS program. **Classes may be modified at the discretion of the Program Directors and/or school dean.**

Graduate Course Descriptions

ANAT 603 Methods of Curriculum Development and Teaching Human Gross Anatomy (3 credit hours) This course provides an analysis of curriculum development and methods for aligning course content to goals and evaluation procedures. The philosophical, historical, and psychological foundations of curriculum will be explored to help students better understand how curriculum models might be utilized in an ever changing and emerging educational environment. Topics will include Gross/Developmental, microscopic and neuroanatomy. Pre-requisites: ANAT 701, 714, 715.

ANAT 604 Introduction to Radiographic Anatomy and Clinical Imaging (3 credit hours)

This unit provides an understanding of the basic anatomy of the head and neck, thorax, abdomen and pelvis, as well as the limbs. Radiographic images, cross-sectional imaging software, and diagrams are used to support the learning process. Pre-Requisites: ANAT 701 and 714.

ANAT 614 Evolutionary and Comparative Anatomy (3 credit hours)

This course will explore hypotheses that attempt to explain how arboreal apes evolved into terrestrial humans, and how the earliest hominins (human ancestors) evolved into modern *H. sapiens*. Special emphasis will be placed upon anatomical structures that are especially clinically relevant so that students begin to understand evolution's relevance to medicine. Content will be delivered through traditional lectures and textbook readings that are supplemented with readings from the peer-reviewed original literature, as well as hands-on laboratory exercises. Pre-Requisite: ANAT 701

ANAT 653 Special Topics in Clinical Anatomy (1-3 credit hours)

This course is an independent study in which the student will conduct readings and engage in weekly conferences with a specified faculty member. Depending on the topic, students may complete a course project. This course may be repeated with a different topic. Faculty permission required. Prerequisite: admission to the Master of Science program and any additional specific requirements for the topic.

ANAT 683 Graduate Anatomy Project (1 - 6 credit hours)

The graduate student conducts anatomical research under the supervision of a graduate research mentor. A written research report is required to complete the course. May be repeated for credit. Pre-Requisites: Admission to the Master of Science program and permission of instructor.

ANAT 699 Medical Gross Anatomy Dissection (3 credit hours)

A graduate level course designed for the continued study of medical gross anatomy by method of full human dissection. Students will begin with basic dissection techniques and advance to more detailed methods. All sections of human anatomy will be covered i.e. musculoskeletal, thorax, abdomen, pelvis, neck and head. Evaluation will be based on a performance grading rubric. Pre-Requisite: Completion of ANAT 701 with a final grade of "B" or higher.

ANAT 701 Medical Gross Anatomy (7 credit hours)

Medical Gross Anatomy is the study of the body's structure. The course is organized by the four major body regions: upper limb; back and lower limb; thorax, abdomen and pelvis; and head and neck. Laboratory prosections and dissections will be utilized throughout the entire course. Supplemental lectures and tutorials will also be given. Computer-aided instruction will be used to help students learning anatomy. The student is expected to learn anatomical terminology, three-dimensional, radiological and live (palpatory) anatomy. Throughout the course students will be challenged to relate the anatomy to solving clinical problems. The latter is an integral part of the anatomy curriculum. Students will be evaluated by a series of five written examinations and five laboratory practical exams. **Course available to Master of Science degree-seeking students only.** Pre-Requisites: Admission to the Master of Science, Biomedical Professions or Anatomical Sciences Program. Fall.

ANAT 714 Medical Histology (4 credit hours)

Medical Histology I is designed to give students a foundation of the basic structural and functional organization of cells and tissues in the human body. Histology I focuses on the histologic study and microscopic anatomy of basic tissue types. This course is taken during the first semester of the first year of medical school. The understanding of the normal histology presented in this course is critical for the student's ability to: (1) envision the cellular/tissue structures associated with the biochemical and physiological processes explained in other courses, and (2) identify and comprehend the abnormal histology presented in Pathology. **Course available to Master of Science degree-seeking students only.** Pre-Requisites: Admission to the Master of Science, Biomedical Professions or Anatomical Sciences Program. Offered as an elective when available.

ANAT 715 Neuroanatomy (3 credit hours)

This course provides a survey of the neuroanatomy and systems physiology of the central, peripheral and autonomic nervous systems. There are two major goals for this course. By the end of the course, using knowledge of neuroanatomy and neurophysiology, the student will be able to: 1) explain the reasoning for each step of the neurological exam, and 2) explain the mechanisms underlying a neurological patient's signs and symptoms. **Course available to Master of Science degree-seeking students only.** Pre-Requisites: Successful completion (grade of B or higher) of ANAT 701 Medical Gross Anatomy Spring.

BCHM 503 Advanced Cellular Biochemistry (3 credit hours)

This course will provide an advanced focus on 1) biomolecules (amino acids, protein structure and folding, protein function with emphasis on hemoglobin and myoglobin, carbohydrate, lipid and membrane structure and function); 2) enzyme kinetics and regulation of enzyme activity; and 3) metabolism of carbohydrates, lipids, amino acids and nucleotides. Each will be related to theme of regulation and integration of these metabolic pathways and how they differ in the muscle and the liver. Students are expected to present and discuss at least one recent paper from the primary literature relevant to the course topics. Pre-Requisites: Admission to the Master of Science program and satisfactory completion of an upper-level undergraduate biochemistry course.

EDUC 570 Introduction for Teaching and Learning (6 credit hours)

This course includes a study of concepts essential to becoming a teacher leader. Basic and advanced strategies in curriculum, instruction, assessment, current research, technology, diversity, leadership, and philosophy are addressed. This course is Module I in the Master of Education – Initial Teacher Licensure program.

EDUC 571 Extending and Refining Knowledge of Teaching and Learning (6 credit hours)

This course focuses on the role of the teacher as leader. Candidates demonstrate their understanding of the teacher as leader role by applying relevant concepts to the development of an interdisciplinary unit of study and a personal philosophy statement. This course is Module II in the Master of Education – Initial Teacher Licensure program. Prerequisite: EDUC 570.

EDUC 591 Enhanced Student Teaching (6 credit hours)

This course provides full-time teaching experience in a public 5-12 classroom setting under the direction of a mentoring classroom teacher and a university supervisor. Placement will be arranged by the Program Director in consultation with faculty. Bi-monthly seminars are required. Student teaching is required for all candidates seeking licensure through the Master of Education – Initial Teacher Licensure program. Before registering for this course, candidates must have completed and passed EDUC 570/571, passed all Praxis exams and taken and passed all undergraduate courses required for licensure. This course is Module III in the Master of Education – Initial Teacher Licensure program.

LSCI 503 Advanced Molecular Genetics and Cell Biology (3 credit hours)

This course is an in-depth coverage of Eukaryotic and Prokaryotic molecular cell biology. Topics include structure and utilization of the organismal genome; nuclear and cytoplasmic division; membrane structure, transport, and compartment dynamics; cell communication; cell-cycle regulation; cytoskeletal structure and dynamics; cellular aspects of multicellular development and apoptosis. Assigned readings in current primary literature will be used to

extend learning of topics in this course. This course has a required critical analysis paper. Pre-Requisites: Admission to the Master of Science program and satisfactory completion of an undergraduate genetics course.

LSCI 504 Advanced Techniques for Molecular Biology (2 credit hours)

This course integrates theoretical underpinnings of contemporary molecular techniques with applied skills using those techniques. Each student is expected to successfully perform each technique and create a written report the results using publication standards of a current refereed journal. The actual menu of techniques may vary depending on the students' areas of interest. Typically techniques will include PCR, bacterial transformation, advanced agarose and polyacrylamide electrophoresis, Western, Southern, and/or Northern blotting, ELISA, or animal tissue culture. Pre-Requisites: Admission to the Master of Science program and satisfactory completion of an undergraduate genetics course.

LSCI 505 Advanced Ecology and Field Biology (3 credit hours)

This course entails an in-depth examination of current ecological concepts and methods via a review of both classical and contemporary landmark peer-reviewed literature. Major ecological principles and their applicability across various ecological systems and biological hierarchical scales will be critically discussed. The course will also address experimental design and implementation as well as data analyses and interpretation for field experimentation. The student will conduct a primary literature review, write a paper, and give an oral presentation on an ecological topic upon approval by the instructor. Pre-Requisites: Admission to the Master of Science program and satisfactory completion of an undergraduate ecology and statistics course.

LSCI 506 Microscopic Imaging Theory and Techniques (3 credit hours)

This course will address light, electron, atomic force, and confocal microscopy as complimentary study methods. The history of microscopy will allow comparison and contrasts of light and electron optics. The focus of the course will be on advanced imaging techniques, especially electron microscopy. Electron paths will be followed from filament generation of primary electrons, focusing electrons through the column, to specimen interactions generating secondary and backscattered electrons, and X-rays. Techniques will include sample fixation, dehydration, mounting, coating and storage for high and low vacuum systems. A discussion of X-ray microanalysis will show the quantitative side of advanced imaging. Students will gain hands-on experience with scanning electron microscopy. This course has complimentary lecture and lab assignments. Pre-Requisites: Admission to the Master of Science program.

LSCI 507 Life Sciences Research Instrumentation (2 credit hours)

This course introduces students to analytical technology platforms used in life sciences molecular research. The course will review specific technologies, online databases, online

calculators, and primary literature review strategies. The course will include significant laboratory instruction each week with advanced orientation to technologies including mass spectrometry, NMR, PCR, and cell fractionation. Students will be introduced to protocols for obtaining and preparing biological materials for analysis as well as relating molecular characterizations to the genome and metabolism. Critical review of the literature, including assigned readings, will be a key element to all aspects of the course. Two papers are required: a research methodology review and a grant proposal. Pre-Requisites: Admission to the Master of Science program.

LSCI 508 Techniques in Physiological Research (2 credit hours)

This course will introduce well-accepted methods, rationale and limitations for evaluating and array of functions in humans and animals. This course will provide students with the skills necessary to construct solid research designs for research applications, and the foundation required to critically review studies in the field of physiology. Pre-Requisites: Admission to the Master of Science program and satisfactory completion of an upper-level biochemistry course.

LSCI 509 Advanced Botany (3 credit hours)

This course emphasizes structural, developmental, and molecular aspects in comparing major phylogenetic groups of plants. Recent and classic primary literature research is included. Pre-requisites: Upper-level undergraduate botany and genetics courses.

LSCI 510 Advanced Vertebrate Physiology (3 credit hours)

This graduate-level course is an in-depth coverage of vertebrate physiology. Study will include the specific function of all major vertebrate organ systems along with focus on neurological and endocrine regulatory integration. Assigned readings in current primary literature will be used to extend learning of topics in this course. This course has a required critical analysis paper. Pre-Requisite: BCHM 503 and undergraduate anatomy and physiology course sequence or upper-level animal physiology course.

LSCI 603 Colloquial Principles of Life Science (1 credit hour)

Selected diverse articles from the primary literature of the life sciences are critically presented and discussed. Attendance required. Course may be repeated for credit. Pre-Requisites: Admission to the Master of Science program.

LSCI 604 Graduate Life Science Research Design and Analysis (3 credit hours)

This course covers the principles and applications of research design in the life sciences. This includes framing and articulating a research question, creating testable hypotheses, collecting valid data, approaches to data analyses, and presentation of results. Examples from the primary literature will be discussed and evaluated. Pre-Requisites: Admission to the Master of Science program and satisfactory completion of an undergraduate statistics course.

LSCI 605 Scholarly Writing in Life Science (2 credit hours)

This course focuses on formal scientific writing. It emphasizes concise communication of the research process. It includes both written and oral presentations of previous relevant background studies, statement of the research question, detailing of materials and methods, linkage of claims, warrants, and evidence, and concluding discussions. A written research proposal draft is required for completion of this course. Pre-Requisites: LSCI 604 and recommendation of supervisory committee.

LSCI 606 Applied Ethics in the Biomedical Sciences (3 credit hours)

Applied Ethics is the inquiry from the standpoint of moral philosophy into practical decision making. The focus of the course will concern ethical issues in relation to research and practice in the biomedical sciences. The course's instructional format will include a combination of lecture, video, small group discussion, and seminar. It will also include independent study of a focused topic selected by the student in consultation with their supervisor. The course will be primarily "Case-Based" covering a range of topics with the emphasis on ethical decision-making. Ethical theory will be discussed in relation to making the most reasoned and informed argument for practical courses of action. Special attention will be given to the ethical dimensions of research involving human and non-human subjects. **Pre-Requisites:** Admission into the Master of Science Program and at least one prior undergraduate course in ethics.

LSCI 613 Methods of Life Sciences Curriculum Development and Teaching (3 credit hours)

A graduate level methodology course which integrates analyses of teaching and learning research findings with application to classroom and laboratory curriculum design and assessment for the life sciences. Methods of instruction at the secondary level are refined in application for life science content, skills and technology. A laboratory component is included. Pre-requisites: Admission to the Master of Science, Life Science Teaching major; EDUC 570, LSCI 603.

LSCI 653 Life Science Graduate Special Topics (1-3 credit hours)

Various specific life sciences topics are covered which include in-depth presentation, analysis and discussion of the related primary literature. May be repeated with a different topic. Pre-Requisites: Admission to the Master of Science program and permission of instructor.

LSCI 683 Life Science Graduate Research Project (1-6 credit hours)

The graduate student conducts life science research under the supervision of a graduate research mentor. A written research report is required to complete the course. May be repeated for credit. Pre-Requisites: Admission to the Master of Science program and permission of instructor.

LSCI 693 Life Science Thesis Research (1-9 credit hours)

The graduate student conducts life science research under the supervision of a graduate research mentor for completion of the approved Master of Science thesis proposal. May be repeated for credit at the discretion of the supervising committee. By permission of supervising committee only. May register as Pass/Fail.

STAT 683 Applied Statistical Analysis (1 credit)

This course is a co-requisite with research project courses, ANAT683 and LSCI 683, the first time a student registers for a research project and as necessary thereafter. The learning will result from independent consultations with a statistician focused on specific design of the student's research project and subsequent analysis of resulting data from that research project. Pre-requisite: Satisfactory completion of an undergraduate statistics course. Co-Requisite: ANAT 683 or LSCI 683 unless exempted. Course may be repeated for credit. Pass/Fail.

VANT 710 Veterinary Anatomy I (5 credit hours)

The dog and cat will serve as the primary models for studying the anatomy of the body which is vital to matriculate through the veterinary curriculum in preparation to understand the principals of practicing veterinary medicine and entering the medical profession. All anatomical concepts will be studied as systems, as well as, correlated to one another and with topographical/regional anatomy. To encourage student participation in the learning process, information exchange periods precede most labs. **Course available to Master of Science degree-seeking students only.** Pre-Requisites: Admission to the Master of Science, Biomedical Professions Program Pre-Vet option. Fall.

VANT 720 Veterinary Anatomy II (5 credit hours)

The pony will serve as the primary model for studying large animal anatomy and for comparing equine anatomy with small animal anatomy. Large animal anatomy of the horse, large and small ruminants and the pig which is vital to matriculate through the veterinary curriculum in preparation to understand the principals of practicing veterinary medicine and entering the medical profession will be pursued. Anatomical concepts will be studied of the various regions of the body and will be correlated with the systemic and with topographical and other regional anatomy. To encourage student participation in the learning process, information exchange periods will precede most labs. **Course available to Master of Science degree-seeking students only.** Pre-Requisites: Successful completion of CVM 710. Spring.

FACULTY/STAFF INFORMATION

Faculty

While part-time faculty members make valuable contributions to the teaching and learning at Lincoln Memorial University, only full-time employees holding faculty rank in academic schools offering degrees are included in this catalog.

Anderson, Stacy

Assistant Professor of Large Animal Surgery
PhD Veterinary Science, University of Saskatchewan
DVM Iowa State University
MS Veterinary Science, University of Saskatchewan

Barnes, Tammy

Assistant Professor of Education
EdD Educational Leadership and Policy Analysis, East Tennessee State University
MEd Educational Technology and Media, East Tennessee State University
BS Education and Psychology, East Tennessee State University

Bassett, Casey

Associate Professor of Histology
Associate Dean of Students for Medical Programs
PhD Cellular & Molecular Pathology, Vanderbilt University
BS Biochemistry, Tennessee Technological University

Christmann, Undine

Assistant Professor of Veterinary Medicine
PhD Biomedical and Veterinary Sciences, Virginia-Maryland College of Veterinary Medicine (VMRCVM)
DVM University of Liege, Belgium
MS Biomedical Sciences, Auburn University
MPH, VMRCVM

Colle, Clarence "Chip"

Professor of Microbiology
Associate Dean, Academic Affairs/Basic Medical Sciences
PhD Microbiology, Immunology and Parasitology, Louisiana State University
BS Geology, Mt. Union College

Concha-Albornoz, Ismael

Assistant Professor of Veterinary Anatomy
DVM Santo Tomas University, Chile
MS Veterinary Science, Oregon State University

Cuadra, Giancarlo

Assistant Professor of Microbiology
PhD Biological Sciences, Binghamton University

BA Biological Sciences, Binghamton University

Dudzik, Beatrix

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BS Agriculture, University of Tennessee, Martin

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MS Environmental Biology, The Ohio State University
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Jennifer Wampner	Special Assistant, Math & Sciences Department	7071	jennifer.wampner@LMU.net.edu	MANS 327E

Contact Information Key: DCOM = DeBusk College of Osteopathic Medicine; MANS = Math & Science Building; DAR = Daughters of the American Revolution Hall

Contact Information by Department

Department	Telephone	Campus Location
LMU Bookstore	423.869.6306	2nd Floor, Student Center
Financial Aid	423.869.6336	1 st Floor, DAR Hall
LMU Post Office	423.869.6301	Lower Level, Tex Turner Arena
Registrar	423.869.6313	1 st Floor, DAR Hall
LMU Security	423.869.6338	Upper Level, Tex Turner Arena
Residential Life	423.869.6212	Dishner Hall
Cashier's Office	423.869.6315	1 st Floor, DAR Hall
Student Services	423.869.6201	2 nd Floor, DAR Hall

MS 2016 – 2017 ACADEMIC CALENDAR

LINCOLN MEMORIAL UNIVERSITY

Based on the Official University Calendar with additions for Master of Science program specific deadlines

Official University Holidays (Offices closed/no classes):

2016: September 5; November 24-25; December 26-31

2017: January 2; April 14; May 29 and July 4.

Fall Semester 2016

Master of Science Residence Halls Open	July 25
Master of Science Orientation	July 25-29
First Day of Medical Gross Anatomy	July 29
Final Registration before classes begin	August 12
Classes begin	August 15
Last day to complete registration/add classes	August 24
Labor Day (no classes, residence halls remain open)	September 5
Last day to drop course without “WD”	September 13
Homecoming (classes held as scheduled)	October 7-8
Mid-term	October 10-14
Last day to drop course without “F”	October 21
Early registration begins	October 24
Thanksgiving holiday (no classes)	November 24-25
Classes end	December 2
Last day to sign-up for a research project in Spring 2017	December 2
Last day to apply for a research award from Fall 2016	December 2
Final exams	December 5-9
Last day to request Dual Major or Change of Major	December 5
Commencement (11 a.m.)	December 10
Residence halls close (2 p.m.)	December 10
Last day to appeal to repeat a graduate course in Spring 2016	December 26
Last day to appeal a fall 2015 course grade	December 28

Spring Semester 2017

Final Registration before classes begin	January 6
Residence halls open (8a.m.)	January 8
Last Day to request a Dual Major	January 9
Classes begin	January 9
Research Awards from Fall 2016 announced	January 13
Martin Luther King Day (special activities)	January 16
Last day to complete registration/add classes	January 18
Last day to drop course without “WD”	February 7
Lincoln Day/Founders Day (special activities)	February 13
Mid-term	Feb. 27 – March 3
Last day to drop course without “F”	March 17
Residence halls close (5 p.m.)	March 17
Spring break (no classes)	March 20-24
Early registration begins (for summer and fall).....	March 27
Good Friday	April 14
Classes end	April 28
Final exams	May 1-5
Last day to sign-up for a research project in Summer 2017	May 5
Last day to apply for a research award for Spring 2017	May 5

Commencement (11 a.m.) May 6
 Residence halls close (2 p.m.) May 6
 Last day to appeal to repeat a graduate course in Fall 2017 May 26
 Last day to appeal a spring 2017 course grade May 31

Summer Term 2017 May 8– July 28

Research Awards from Spring 2017 announced.....May 19
 Memorial Day (no classes) May 29
 Independence Day (no classes) July 4
 During the 12-week summer term, classes may meet 3 weeks, 4 weeks, etc. as long as the required number of contact hours is met.

DCOM 2016 – 2017 ACADEMIC CALENDAR

Fall Semester 2016	
Orientation	July 26-July 29, 2016
OMS I Classes Begin	July 29, 2016
Labor Day Break	September 5, 2016
AOA Convention (No Days Off)	September 16-20, 2016
Thanksgiving Break	November 23-25, 2016
Christmas Break	December 17, 2016 - January 2, 2017
Spring Semester 2017	
Classes Begin	January 3, 2017
Martin Luther King, Jr. Day Break	January 16, 2017
Spring Break	March 20-24, 2017
Good Friday	April 14, 2017
End of Semester	May 27, 2017 (OMS-I)

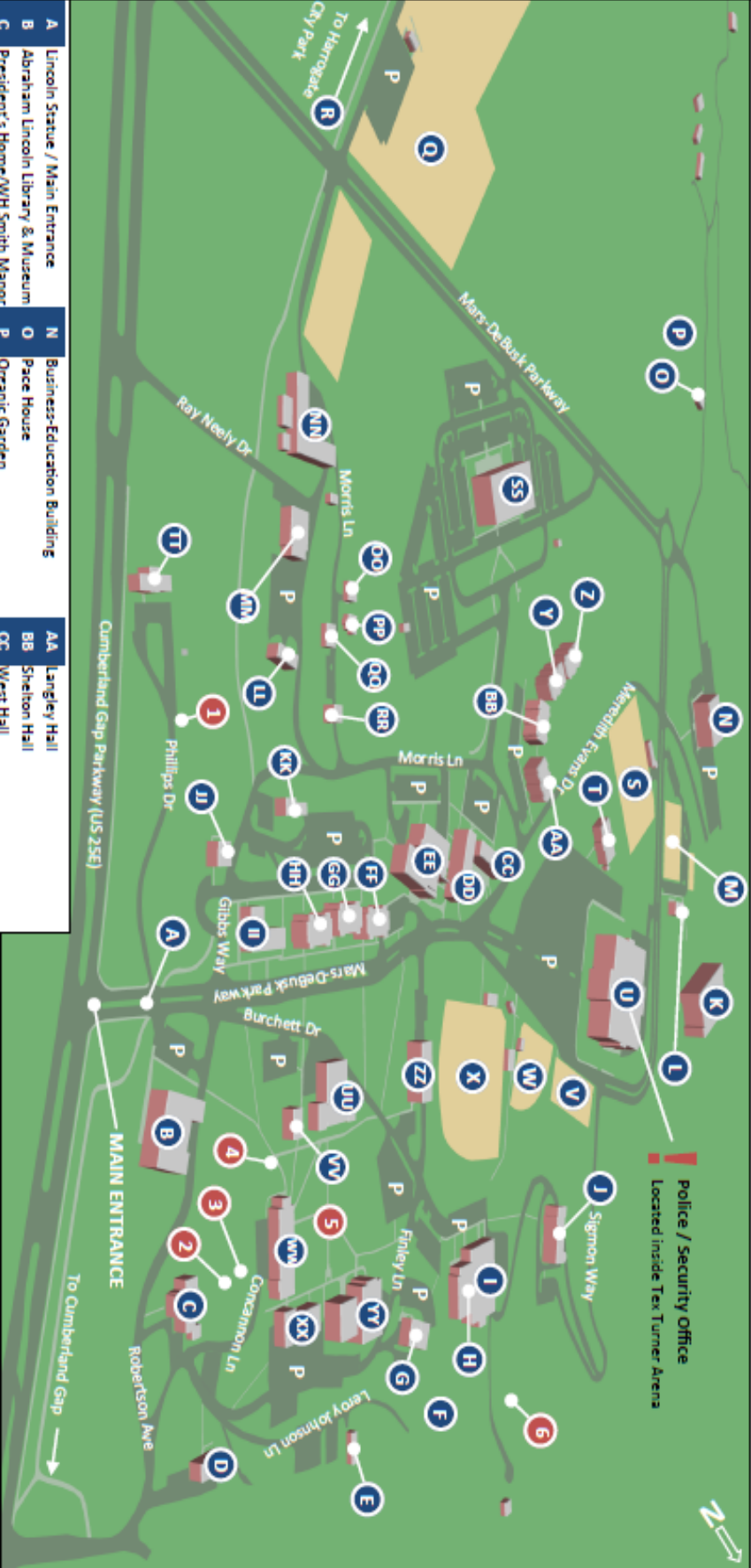
LMU-CVM 2016 – 2017 ACADEMIC CALENDAR

Fall Semester 2016	
Orientation	August 1 – 5, 2016
Classes Begin	August 8, 2016
Labor Day Break	September 5, 2016
Thanksgiving Break	November 2, 2015
Classes End	December 11, 2015
Spring Semester 2017	
Classes Begin	January 3, 2017
Martin Luther King, Jr. Day Break	January 18, 2017
Spring Break	March 20-24, 2017
Good Friday	April 14, 2017
Classes End	May 5, 2017
Veterinary Educational Assessment Exam*	May 2017

***The Veterinary Educational Assessment Exam is for 2nd Year Students ONLY.**

Main Campus Map
Harrogate, Tennessee

- Campus Buildings
- Athletic Fields/Complexes
- Parking
- Sidewalks
- Roads



A	Lincoln Statue / Main Entrance	N	Business-Education Building	AA	Langley Hall	NN	Phillips Vet Tech Center	XX	Farr-Chinnock Hall
B	Abraham Lincoln Library & Museum	O	Pace House	BB	Shelton Hall	OO	Robertson House	YY	Harold M. Finley Learning Resources Center (Library)
C	President's Home/WH Smith Manor	P	Organic Garden	CC	West Hall	PP	Alumni House / Sigmon House	ZZ	J. Frank White Academy
D	Kreage Hall	Q	Golf Complex	DD	Lies Hall	QQ	Cumberland Mtn Research Center	1	Huff Tower
E	Water Filtration Plant	R	Harrogate City Park	EE	Student Center	RR	Bailey House	2	Spring House
F	Water Storage	S	Soccer Field	FF	Dishner Hall	SS	Debusk College of Osteopathic Med	3	Amphitheatre
G	Sigmon Communications Center	T	Schenck Center	GG	Mitchell Hall	TT	Byram Hall	4	Alpha Alumni Park
H	Mary S. Annan Natatorium	U	Tex Turner Arena	HH	Pope Hall	UU	Duke Hall	5	Campus Quad
I	Mary Mary Gymnasium	V	Annan Tennis Courts	II	LaFrenz-Poole Hall	VV	Elizabeth D. Chinnock Chapel	6	Democrat Hollow / Ropes Course
J	Grant-Lee Hall	W	Dorothy Neely Field (Softball)	JJ	Munson House	WW	Avery Hall		
K	Math and Science Center	X	Lamar Hemmon Field (Baseball)	KK	Bluebird Hall				
L	Postat Tennis Complex	Y	Building 3	LL	Poetry Shop				
M	Tennis Courts	Z	Building 4	MM	Maintenance Building				

