



BACKGROUND: As President Martin stated on Opening Day, "Growth is essential to our future. We are positioning our university to be nimble, to adapt to the ever-changing landscape; to welcome students; to put students first. So, I am asking all of you to help me imagine and identify growth opportunities for Fairmont State." During my remarks I added, "Almost everyone wants this University and the student experience to be better, but almost no one wants it to be different. Because those fundamental ideas cannot coexist, we must embrace *disruptive innovation*."

CHARGE: We must develop good ideas and true innovation. We need to seek new ways of improving the things we already do well. We need to become smarter in our investments of people, talent and technology, to better leverage our size and limited resources, to break down barriers to change and improvement so that we can achieve efficiency in our operations and processes. We need to also look at our Colleges and Schools and ensure that we are best positioned to create and nurture synergistic collaboration among faculty members.

To that end, we are creating two Taskforces to consider an academic restructuring. The **Academic Taskforce**, chaired by Dr. Bill Harrison, will examine and rethink every aspect of the proposed academic reorganization in order to afford us the resources and opportunities needed to serve our students in a continued tradition of excellence and innovation. Similarly, the **Operations Taskforce**, chaired by Dr. Tim Oxley, will study critical operational and structural issues impacted by the proposed academic reorganization to identify functional or operational efficiencies deemed appropriate.

The Taskforces shall:

- 1) Examine the proposed academic reorganization and make recommendations relative to the following:
 - a. Realign units based on a central, focused approach that takes into consideration synergies of knowledge and functional responsibilities; and
 - b. Realign academic units based on best practices, naming opportunities, scholarship, and teaching synergies.
- 2) Recommend an implementation path and timeline while ensuring broad-based participation from stakeholders in the process.
- 3) Establish a baseline and metrics for measuring progress and completion of Taskforce recommendations.
- 4) Implement a comprehensive communications strategy to both inform and involve Fairmont State stakeholders in the work of Taskforces.

PHASE 1: The Taskforces shall present initial findings and recommendations during the University Town Hall meeting scheduled for October 23. However it is anticipated that as recommendations surface during the work of the Taskforces, those recommendations will be shared with the Provost to be considered by the Executive Leadership Team (ELT). The ELT will provide the Taskforces with further direction for development, exploration or focus shifts in their work. The ELT will provide updated deadlines as needed, although it is anticipated that the work of the Taskforces will be completed by the end of the Fall 2018 term.

Members of the Academic Taskforce will include:

Chair: William Harrison

Business/Cybersecurity: Marcus Fisher

Education: Sharon Smith

Fine Arts:

Liberal Arts: Adam Podlaskowski

Liberal Arts: Mike Ransom

Nursing: Denice Kirchoff

SciTech: Erica Harvey

SciTech: Jason Bolyard

Representative, Operations Taskforce:

Members of the Operations Taskforce will include:

Chair: Tim Oxley

Center for Educational Support Programs:

Associate Registrar/PDSO:

Director, Networks, Servers and Security:

VP for Human Resources (or designee):

Director, Enrollment Management & Strategic Initiatives:

Executive Director of Financial Aid and Processing:

Manager of Admissions and Processing:

Associate Director, Enrollment Services Systems:

Budget Director:

Construction Administration:

Editor in Chief, Marketing:

Pam Stephens

Lori Schoonmaker

Colton Griffin

Cindy Curry

Corey Hunt

Teresa Weimer

Barbara Phillips

Fran McClure

Debbie Stiles

Stephanie Slaubaugh

Dan Shea

Representative, Academic Taskforce:

New Faculty Consultative Group:

Education: Bonnie Henning

Fine Arts: Joel Dugan

Liberal Arts: Nina Slota

Nursing: Erin Watson

SciTech: Stephen Rice

Fairmont State University Faculty Senate

Meeting Agenda REVISED

September 11, 2018

3:00 - 5:00 p.m.

303 ED

I. Minutes

- Reading and Approval of Minutes of August 21, 2018 meeting

II. Announcements/Information/Discussion

- President Martin
- Interim Provost Harvey
- BOG representative, Dr. Sapp
- ACF representative, Dr. Baxter
- Student Government, Elisabeth Chaney and Lauren Manchin
- Academic Restructuring Taskforces
- New Appointment Notice
- Board of Governors members will be present at the November 13 Faculty Senate meeting

III. Unfinished Business

- Ad hoc Committee on Faculty Harassment Complaint Procedures
- Ad hoc Committee on Changes to the Constitution and By-Laws
- Faculty Welfare Committee – Academic Integrity Policy
- Digital Textbook Initiative

IV. New Business

- Ad hoc Committee on the Core Curriculum
- **Music Program Curriculum Proposal**
- **ACF Issues for 2018-19**

VI. Open Forum

Next Meeting*: October 9, 2018 3:00 - 5:00 p.m. 303 ED

*If you have items for the agenda please send your request to the Faculty Senate President by Tuesday morning October 2, 2018 for consideration by the Executive Committee.

ACF Issues for 2018-19

Continue to provide a high quality and affordable education for West Virginians, and to recognize the continuum of state supported learning, from Pre-K through college.

For the WV Legislature:

1. Provide a steady supply of revenue for the higher education of WV students.
2. Fund PEIA to meet the growing needs of WV public employees for affordable and accessible healthcare.
3. Support the critical work of the HEPC and CCTCE to ensure transparency and oversight at colleges and universities in administering higher education.
4. Include faculty in planning and decision making processes that affect the higher education of WV students.
5. Preserve the autonomy of the Boards of Governors to regulate the safety and security of the campus community.
6. Promote ethical behavior and due process for faculty in higher education.

CURRICULUM PROPOSAL (Submit one hard copy and an electronic copy to the Associate Provost by the second Tuesday of the month.)

Proposal Number: _____

School/Department/Program: Fine Arts/Music/Musical Theatre

Preparer/Contact Person: Dr. Brian F. Wright

Telephone Extension: x3645

Date Originally Submitted: _____

Revision (Indicate date and label it Revision #1, #2, etc.): _____

Implementation Date Requested: Spring 2019

- I. **PROPOSAL.** Write a brief abstract, not exceeding 100 words, which describes the overall content of the proposal.

This proposal creates a new 28-hour Minor in Musical Theatre housed in the School of Fine Arts/Department of Music. The intent of this minor is to meet a growing student desire for musical theatre training.

Two new courses, MUSI 2207: History of Musical Theatre and THEA 2218: Musical Theatre Dance, are created.

- II. **DESCRIPTION OF THE PROPOSAL.** Provide a response for each letter, A-H, and for each Roman Numeral II–V. If any section does not apply to your proposal, reply N/A.

A. *Deletion of course(s) or credit(s) from program(s)*

N/A

Total hours deleted: 0

B. Addition of course(s) or credit(s) from program(s)

N/A

Total hours added: : 0

C. Provision for interchangeable use of course(s) with program(s)

N/A

- D. Revision of course content. Include, as an appendix, a revised course description, written in complete sentences, suitable for use in the university catalog.

N/A

- E. Other changes to existing courses such as changes to title, course number, and elective or required status.

N/A

- F. Creation of new course(s). For each new course

1. Designate the course number, title, units of credit, prerequisites (if any), ownership (FSU or shared) and specify its status as an elective or required course. If you are creating a shared course, attach a memo from the Deans of the affected Schools explaining the rationale for the course being shared.

MUSI 2207: History of Musical Theatre

Prerequisites – None

FSU owned

Required by the Musical Theatre program

THEA 2218: Musical Theatre Dance

Prerequisites – None

FSU owned

Required by the Musical Theatre program

2. Include, as an appendix, a course description, written in complete sentences, suitable for use in the college catalog.

SEE APPENDIX C

3. Include, as an appendix, a detailed course outline consisting of at least two levels.

SEE APPENDIX D

4. In order to meet the requirements as outlined in Goal One of the Strategic Plan, please include Outcome Competencies and Methods of Assessment as an appendix. Examples are available upon request from the Chair of the Curriculum Committee.

SEE APPENDIX E

- G. Attach an itemized summary of the present program(s) affected, if any, and of the proposed change(s).

Describe how this proposal affects the hours needed to complete this program. Specifically, what is the net gain or loss in hours? Use the format for Current and Proposed Programs in Appendix A.

N/A

III. RATIONALE FOR THE PROPOSAL.

- A. Quantitative Assessment:** Indicate the types of assessment data, i.e., surveys, interviews, capstone courses, projects, licensure exams, nationally-normed tests, locally developed measurements, accreditation reports, etc., that were collected and analyzed to determine that curricular changes were warranted. Quantitative data is preferred.

During discussions with prospective recruits and with incoming freshmen, both music and theatre faculty are continually asked about what programs we offer for students interested in musical theatre? We currently do not offer any; the music and theatre degrees are separate tracks and students interested in musical theatre instead are forced to choose between one or the other. This proposal creates a minor in musical theatre based on standards set by the National Association of Schools of Theatre (NAST). Housed in the department of music, this minor would be open both to theatre majors and to the general campus.

There is a need for this type of program in our state. The only two universities in West Virginia that offer degrees in musical theatre are WVU and WV Wesleyan, and even so, those are both full Bachelor's degrees; no local institution offers a musical theatre minor. This is a unique opportunity to set ourselves apart from our peer institutions in the region.

Offering this minor would allow us to increase our enrollment in the School of Fine Arts and bring students to Fairmont State who might otherwise matriculate to another institution.

- B. Qualitative Assessment:** Based upon the assessment data above, indicate why a curricular change is justified. Indicate the expected results of the change. Be sure to include an estimate of the increased cost, or reduction in cost of implementation. FOR EXAMPLE: Will new faculty, facilities, equipment, or library materials be required?

We have received repeated requests, both from current and prospective students, for a program of study in musical theatre. There are very few such program available across the state, and most do not accommodate students who would prefer a musical theatre minor.

A musical theatre minor is a powerful recruiting tool that will bring more students into fine arts programs, increase enrollment across campus, and raise our institution's visibility across the state.

All of this could be accomplished with minimal changes to the existing fine arts curriculum. Only two new courses would need to be created: MUSI 2207: History of Musical Theatre and THEA 2218: Musical Theatre Dance. MUSI 2207 would be taught by Prof. Brian F. Wright as part of his

regular course load; the course would also be open to the wider campus and we have already sought approval for the course to be added to the general studies curriculum. THEA 2218 would require hiring an adjunct faculty member to teach one course per semester. If the program becomes even more successful than anticipated, another adjunct faculty member may be required to handle the amount of vocal lessons.

- C. Should this proposal affect any course or program in another school, a memo must be sent to the Dean of each school impacted and a copy of the memo(s) must be included with this proposal. In addition, the Deans of the affected schools must sign below to indicate their notification of this proposal.

By signing here, you are indicating your college's/school's notification of this proposal.

College/School	Dean	Signature

- D. Should this proposal affect any course to be added or deleted from the general studies requirements, a memo from the chair of the General Studies Committee indicating approval of the change must be included with this proposal.

SEE APPENDIX F

- E. ADDITIONAL COMMENTS.

SEE APPENDIX G

APPENDIX A
 Minor in Musical Theatre
 Proposed Program

Required Minor Courses		HRS
	MUSI 1102: Introduction to Keyboard I	1
	MUSI 1104: Functional Piano I	1
	MUSI 1108: Beginning Theory	2
	MUSI 1113: Theory I	3
	MUSI 1114: Aural Skills I	1
	MUSI 1139: Voice Class	1
	MUSI 1140: Music Private Lessons (taken 3x)	3
	MUSI 1167: Collegiate Singers (taken 2x)	2
	MUSI 2207: History of Musical Theatre	3
	THEA 1114: Body Training & Stage Movement	3
	THEA 2218: Musical Theatre Dance (taken 3x)	3
	THEA 2230: Acting	3
	THEA 2238: Acting Workshop I (taken 2x)	2
TOTAL Req. Minor Courses		28

APPENDIX B

Minor in Musical Theatre

Proposed Model Schedule

Spring 1 st Year	
MUSI 1102: Introduction to Keyboard I	1
MUSI 1108: Beginning Theory	2
MUSI 1139: Voice Class	1
MUSI 1167: Collegiate Singers	1
THEA 1114: Body Training & Stage Movement	3
Total:	8

Fall 2 nd Year	
MUSI 1104: Functional Piano I	1
MUSI 1113: Theory I	3
MUSI 1114: Aural Skills I	1
MUSI 1140: Music Private Lessons	1
THEA 2238: Acting Workshop I	1
THEA 2218: Musical Theatre Dance	1
THEA 2230: Acting	3
Total:	11

Spring 2 nd Year	
MUSI 1140: Music Private Lessons	1
MUSI 1167: Collegiate Singers	1
MUSI 2207: History of Musical Theatre	3
THEA 2218: Musical Theatre Dance	1
Total:	6

Fall 3 rd Year	
MUSI 1140: Music Private Lessons	1
THEA 2238: Acting Workshop I	1
THEA 2218: Musical Theatre Dance	1
Total:	3

Minor Total Hours: 28

APPENDIX C

Minor in Musical Theatre

COURSE DESCRIPTIONS

MUSI 2207 HISTORY OF MUSICAL THEATRE 3 HRS

A chronological survey of the development and history of musical theatre from the mid-nineteenth century to the present. Emphasis will be placed on influential composers, lyricists, directors, choreographers and performers from musical theatre history with special focus on major periods and works. The class will also discuss the ways that the musical both forms and reflects ideas about American and personal identity, as well as attitudes towards race, ethnicity, gender, and interpersonal relationships. Students will be expected to listen to/watch assigned recordings outside of class.

THEA 2218 MUSICAL THEATRE DANCE 1 HR

This course is designed to develop the student's ability to understand and properly execute various dance styles prevalent in American musical theatre. Emphasis will be on the development of proper body movement, building strength, flexibility and learning techniques. Students will also learn awareness of musicality and artistic expression. Repeatable. Instructor approval required.

APPENDIX D
Minor in Musical Theatre

DETAILED COURSE DESCRIPTIONS

MUSI 2207 HISTORY OF MUSICAL THEATRE 3 HRS

A chronological survey of the development and history of musical theatre from the mid-nineteenth century to the present. Emphasis will be placed on influential composers, lyricists, directors, choreographers and performers from musical theatre history with special focus on major periods and works. The class will also discuss the ways that the musical both forms and reflects ideas about American and personal identity, as well as attitudes towards race, ethnicity, gender, and interpersonal relationships. Students will be expected to listen to/watch assigned recordings outside of class.

TEXTS

Stempel, Larry. *Showtime: A History of the Broadway Musical Theatre*. College Edition. New York: W.W. Norton. 2011.

COURSE OUTLINE

1. Elements of the Musical
 - a. Music
 - b. Book
 - c. Directors
 - d. Staging
 - e. Dance
 - f. Actors
 - g. Design
2. Musical Theatre Roots
 - a. Minstrel shows
 - b. Vaudeville
 - c. Operetta
3. Tin Pan Alley and the Rise of Broadway

- a. Irving Berlin
 - b. George M. Cohan
4. The Integrated Musical
 - a. Oscar Hammerstein II
 - b. *Show Boat*
5. The Great American Songbook
 - a. George Gerswhin
 - b. Cole Porter
 - c. Rodgers and Hart
6. The Musical Play
 - a. Rodgers and Hammerstein
 - b. Lerner and Loewe
7. Broadway Opera
 - a. *Porgy and Bess*
 - b. Leonard Bernstein
 - c. *West Side Story*
8. “Off” Broadway and Rock ‘n’ Roll on Stage
 - a. *Hair*
 - b. *Bye Bye Birdie*
 - c. *Jesus Christ Superstar*
9. The Concept Musical
 - a. *Cabaret*
 - b. *Follies*
10. Modern Choreography
 - a. De Mille
 - b. Champion
 - c. Fosse
11. Stephen Sondheim and Hal Prince
 - a. *Company*
 - b. *A Little Night Music*
 - c. *Sweeney Todd*
 - d. *Merrily We Roll Along*

12. The Megamusical!
 - a. *Cats*
 - b. *Phantom of the Opera*
 - c. *Les Miserable*
13. The 1990s
 - a. *Rent*
 - b. Disney
14. 2000s and beyond
 - a. Juke Box Musicals
 - b. *Wicked*
 - c. Film on Broadway

COURSE OUTCOMES/ASSESSMENTS

- **Outcome 1:** Students will classify various pieces of musical theatre by historical period and style.
 - **Assessment:** reflection papers, in-class discussion questions, tests/quizzes
- **Outcome 2:** Students will compare and contrast musical repertoire through discussed works, composers, and styles.
 - **Assessment:** reflection papers, in-class discussion questions, tests/quizzes
- **Outcome 3:** Students will demonstrate critical thinking skills by analyzing how the history of musical theatre is connected to larger political, economic, and social developments in American history.
 - **Assessment:** reflection papers, historical/analytical research term paper

THEA 2218 MUSICAL THEATRE DANCE

1 HR

This course is designed to develop the student's ability to understand and properly execute various dance styles prevalent in American musical theatre. Emphasis will be on the development of proper body movement, building strength, flexibility and learning techniques. Students will also learn awareness of musicality and artistic expression. Repeatable. Instructor approval required.

COURSE OUTLINE

1. Introduction to American Ballet
 - a. Barre Principles
 - b. Alignment
2. Early Jazz Dance
 - a. Jack Cole
 - b. Jerome Robbins
 - c. Michael Kidd
3. Tap Technique
 - a. Gower Champion
 - b. Gregory Hines
4. Modern Jazz Dance
 - a. Bob Fosse
 - b. Michael Bennett
5. Contemporary Dance/Hip Hop
 - a. Andy Blankenbuehler
 - b. Tricia Miranda

COURSE OUTCOMES/ASSESSMENTS

- **Outcome 1:** Students will be able to identify and demonstrate the stylistic attributes of historically influential musical theatre choreographers
 - **Assessment:** in-class lectures, student research and presentations
- **Outcome 2:** Students will develop basic body mechanics and dance techniques essential to musical theatre
 - **Assessment:** in-class performances
- **Outcome 3:** Students will gain experience working collaboratively in ensemble-based choreography
 - **Assessment:** in-class performances, final group project

APPENDIX E

Minor in Musical Theatre

PROGRAM OUTCOMES AND ASSESSMENTS

Based on standards set by the National Association of Schools of Theatre (NAST)

Students who complete this program of study will:

- Develop basic music skills, including keyboard skills, music theory, ear training, sight reading, and part-writing
 - **Course(s) Mapped to Outcome:** MUSI 1102: Introduction to Keyboard I, MUSI 1104: Functional Piano I, MUSI 1108: Beginning Theory, MUSI 1113: Theory I, MUSI 1114: Aural Skills I
- Develop singing skills through individual lessons, ensembles, and performances
 - **Course(s) Mapped to Outcome:** MUSI 1139: Voice Class, MUSI 1140: Music Private Lessons, MUSI 1167: Collegiate Singers, THEA 2238: Acting Workshop I
- Develop acting skills through coursework and performances
 - **Course(s) Mapped to Outcome:** THEA 2230: Acting, THEA 2238: Acting Workshop I
- Develop dance and movement skills appropriate to musical theatre
 - **Course(s) Mapped to Outcome:** THEA 1114: Body Training and Stage Movement, THEA 2218: Musical Theatre Dance
- Develop an understanding of various styles, genres, and compositional procedures in musical theatre since 1900
 - **Course(s) Mapped to Outcome:** MUSI 2210: History of Musical Theatre

APPENDIX F
Minor in Musical Theatre

MEMO

To: FSU Curriculum Committee
From: Jim Matthews, Chair of General Studies Committee
Re: History of Musical Theatre course
Date: 4/17/2018

At Dr. Brian Wright's request, I have reviewed his proposed course on the History of Musical Theatre. We are currently engaged in a complete revision of the General Studies program into a new Core Curriculum and are not accepting new applications for courses to be considered for General Studies credit. However, the proposal I read would be eligible for inclusion in the Core Curriculum as a general education Fine Arts course. As such, it would be one option among many and would not affect the credit requirements of any program. The committee will be happy to entertain a proposal for this course after the curriculum revision is complete and a new procedure for course applications is available.

APPENDIX G

Minor in Musical Theatre

LETTER OF SUPPORT FROM INTERIM DEAN ROBERT MILD

This letter is to express my support for the proposal to add a Minor in Musical Theatre to the curriculum. The School of Fine Arts has a rich history of theatrical productions, many of them musicals. In fact, the Town and Gown Players have been producing musicals almost every summer since the 1950s. Just ask anyone old enough to remember the shows put on in the red and white summer tent and you'll quickly find out how important they were to the Fairmont community. As an historical note, the end of tent era came in 1972 when Lawrence Wallman and George Turley took their final bows following a performance of Oklahoma.

There has been an increased demand from the students for our offering additional courses in this area as students that sing, dance, and act are more likely to find internship and employment opportunities than those with lesser training. This Minor could easily be added to the curriculum with a limited need for new resources. The courses needed for this Minor already exist within the curriculum with the exception of dance, although some dance (Ballroom) is offered through Pierpont Community and Technical College.

In closing, I firmly believe that this minor in Musical Theatre fills a need in our curriculum and could be easily added. Therefore, I recommend that this curriculum proposal be approved.

Should you have any questions regarding my support for this proposal, please do not hesitate to contact me.

Sincerely,

Robert E. Mild, Jr., Interim Dean
School of Fine Arts
Senior Level Professor of Communication
Fairmont State University
robert.mild@fairmontstate.edu
304-367-4167

APPENDIX H
Minor in Musical Theatre

Note from Registrar confirming the availability of new course numbers

Dr. Wright—

I can confirm that the two course numbers listed below are currently available for use in your curriculum proposal.

Please let me know if you have any questions. Sincerely,

Lori Schoonmaker, M.A.

Associate Registrar/PDSO

Fairmont State University
1201 Locust Avenue
Fairmont, WV 26554
(304) 367-4141
FAX: (304) 367-4789

From: Wright, Brian
Sent: Thursday, May 24, 2018 12:31 PM
To: FSU Office of the Registrar <registrar@fairmontstate.edu>
Subject: Curriculum Proposal Check

Hello,

The Department of Music is currently working on a curriculum proposal for a new minor in musical theatre. This necessitates the creation of two classes, and I am writing to confirm that each of these course numbers are available for use:

- MUSI 2207
- THEA 2218

Many thanks,

Brian F. Wright, Ph.D.
Fairmont State University
Department of Music



1201 Locust Avenue
Fairmont, West Virginia 26554-2470
Phone (304) 367-4386
FAX: (304) 367-4850
E-mail Cindy.Curry@fairmontstate.edu

This is not a contract but a notice of appointment

September 1, 2018

We are pleased to send you this appointment letter for academic year 2019, which confirms your 2% raise effective September 1, 2018, as well as other particulars of your position for the coming academic year. The raise will be realized in the paychecks employees receive on Friday, September 28, 2018. Only those employed with FSU as of 12/31/2017 are eligible for the raise, and it is based on employee salary as of December 31, 2017.

In accordance with the provisions of the West Virginia Higher Education Policy Commission and the Board of Governors institutional policy:

Academic Year Appointment Period: AY2018-2019
College/School Appointment:
Job Title:
Tenure Status: Tenured
Appointment Length: 9
Contract Dates: August 4, 2018 - May 10, 2019* (*dependent upon terms below, including professional development days, commencement, and faculty meetings following commencement*)
Pay Year (26 pays*): First pay date 8/31/2018; last pay date 08/16/2019
Base Salary as of 12/31/2017**:
Amount of 2% Raise:
Your August 31, 2018, salary including any raises since 12/31/2017***:
Your Total New Salary as of 09/01/2018:

* All faculty pay is spread over the full fiscal year. There are 26 biweekly pay periods in a fiscal year.

** This may not include any upcoming position, pay or title changes scheduled for you on or after 09/15/2018. You will receive another letter regarding any future changes

*** For those who received P&T, transfer or other promotion/job change between December, 31, 2017-August 31, 2018.

You acknowledge that the position specified is a full-time occupation. During the term of this appointment, you shall not, without the prior written consent of the Provost, engage in the operation, management, or conduct or any other occupation or business.

In the event that any willful misrepresentation occurs concerning academic credentials, required licenses, or certification, publication, or previous work experience, your appointment may be terminated immediately.

Your teaching load will be a minimum of 12 credits per fall and spring term. These courses may be face-to-face, hybrid, fully online, or located at one of Fairmont State's off-campus locations. These courses may also be scheduled during the evenings or on Saturdays. The Provost or other designated representative will determine other assignments.

- This appointment is subject to the approval of the State Budget Office, Department of Revenue, allocations from the Department of Finance and Administration of the State of West Virginia and continued adequate funding.

- The appointment is for the period and purpose specified.
- No other interest or right is obtained by virtue of this appointment.

In addition to the faculty duties listed in the Faculty Handbook, faculty are expected to:

- Participate in orientation, assessment, student recruitment and registration, campus visitation days and activities and off-campus events.
- Attend Professional Development weeks.
- Attend commencement exercises (appropriate regalia is required.)
- Complete and submit annual faculty evaluation by established due date.
- Maintain course gradebook and ~~template~~ syllabus in Blackboard.
- Complete assessment of all courses and submit prior to the end of each semester to the appropriate coordinator.
- Abide by all established Board of Governors policies and institutional guidelines and directives, as well as relevant state and federal laws..

You shall perform those duties which are customarily performed by those in similar positions and other duties as specifically assigned with your appropriate supervisor which may include, but are not limited to:

- creating a positive and conducive learning environment for students;
- counseling, advising, supervising and caring about the students;
- advocating and promoting the University;
- working collegially with fellow faculty members and administrators; and
- growing professionally.

Please access the *Fairmont State University Faculty Handbook* online at www.fairmontstate.edu to review Institutional and State policies regarding guidelines and responsibilities as a faculty member.

Ginger Burns at (304) 367-4113, ginger.burns@fairmontstate.edu, is available to discuss your benefits with you. She will hold a general benefits session during Faculty Development Week.

If you have general questions concerning your employment, please contact Cindy Curry in HR at (304) 367-4386. Questions on your academic responsibilities may be directed to your Chair, Dean or the Provost’s Office.

Please note that the job titles noted in this letter of appointment are pay titles, used for record-keeping and personnel system purposes. You may discuss with your Chair or Dean a suitable working title for your position, which upon approval by the Provost you may use for correspondence or business card purposes.

Your acknowledgment of this appointment is confirmed by your signing and dating below. Please return the original letter of appointment to the Office of Human Resources, 324 Hardway Hall, within fifteen (15) calendar days from the date which appears at the top of this letter. Please keep a copy for your records.

We are excited you’re a part of the Falcon Nation. Thank you for everything you do for our students and our institution.

Signature, Faculty Employee

Date Signed

Please note that, while we have made every effort to ensure the accuracy of the information provided here, an occasional error may occur. We reserve the right to make any needed corrections or adjustments to pay in the event of an administrative error.

THIS IS NOT A CONTRACT NOR A GUARANTEE OF ONGOING EMPLOYMENT. THIS MEMO’S ONLY PURPOSE IS TO PROVIDE YOU WITH INFORMATION ON RAISES AS OF SEPTEMBER 1, 2018.

Fairmont State Core Curriculum Course Menu

8/31/2018

Courses with * are on the HEPC Core Course Transfer Agreement for transfer to other state institutions in WV. (# means counts as Social Science credit for HEPC)

Course with ^ are on HEPC Statewide Course Equivalence List and will count as a pre-requisite at the accepting institution.

Students are responsible for all pre-requisites for any course.

Basic Skills (13-14 hours)					Critical Reasoning in the Disciplines (12-14 hours)				Personal Development (5-6 hours)			
#1	#2	#3	#4	#5	#6	#7	#8	#9	#10	#11		
1 hour	3 hours	3 hours	3 hours	3-4 hours	3 hours	3 hours	3-5 hours	3 hours	3 hours	2-3 hours		
First Year Seminar	Written Communication	Written Communication	Oral Communication	Mathematics	Humanities with Critical Thinking	Fine Arts with Critical Thinking	Natural Science with Critical Thinking	Social Science with Critical Thinking	Citizenship	Choose only 1 course from any 1 track: Global Awareness or Fitness & Well-Being or Technology		
SOAR 1199	ENGL 1101*	ENGL 1102*	COMM 2200*	MATH 1407*	ENGL 2220*	ART 1120*	BIOL 1104	BSBA 2200*#	HIST 1107*#	Global Awareness	Fitness & Well-Being	Technology
HONR 1100		ENGL 1103	COMM 2201	MATH 1507*	ENGL 2221*	MUSI 1106	BIOL 1105*	BSBA 2211*#	HIST 1108*#			
			COMM 2202	MATH 1510	ENGL 2230*	MUSI 1118	BIOL 1106*	CRIM 1100	POLI 1100*#	FREN 2202	CRIM 2212	ART 2245
				MATH 1430*^	ENGL 2231*	MUSI 1119	BIOL 1180	CRIM 2202		SPAN 2202	HTLA 1100	BISM 1200
				MATH 1530*^	FOLK 2200	MUSI 1120*	BIOL 2205	GEOG 2210		LANG 1110	HTLA 2203	CIVL 2210
				MATH 1540*^	HIST 2211*#	MUSI 1167	CHEM 1101*	MANF 2205		POLI 2210	PHED 1100	EDUC 2201
				MATH 1585	HIST 2212*#	MUSI 1168	CHEM 1105*^	POLI 2200*#		POLI 2220		MATH 1550
				MATH 2501*^	HIST 2213*#	MUSI 1169	GEOL 1101*	PSYC 1101*#				MANF 2250
				TECH 2290	PHIL 2200	MUSI 2247	GEOL 1102*	SOCY 1110*#				MUSI 1111
					PHIL 2250	MUSI 2277	PHYS 1101*	SOCY 2205				TECH 1101
					PHIL 2275	MUSI 2279	PHYS 1105*^	TECH 1100				
						THEA 1120*	SCIE 1100					
							SCIE 1103					
							SCIE 1105					
							SCIE 1107					
							SCIE 1115					
							SCIE 1120					
							SCIE 1130					
							SCIE 1210					
							SCIE 1220					
							SCIE 2200					

TECH 2290 needs to be vetted.

Analysis of Total Hours		
	Minimum	Maximum
Basic Skills	13	14
Critical Reasoning	12	14
Personal	5	6
Total Hours	30	34

8/31/2018

Bachelor's Degree Core Curriculum Requirements

30-34 hours

Basic Skills Group

13-14 hours

First Year Seminar

Choose 1: 1 hour

HONR 1100: Honors Seminar

SOAR 1199: First Year Seminar

Written Communications

ENGL 1101: Written English I 3 hours

Choose 1: 3 hours

ENGL 1102: Written English II

ENGL 1103: Writing for the Workplace

Oral Communications

Choose 1: 3 hours

COMM 2200: Intro to Human Comm

COMM 2201: Intro to Group Discussion

COMM 2202: Intro to Comm in the World of Work

Mathematics

Choose 1: 3-4 hours

MATH 1407: Fundamental Concepts of Math w/support

MATH 1507: Fundamental Concepts of Math

MATH 1510: Applied Technical Math

MATH 1430: College Algebra w/ support

MATH 1530: College Algebra

MATH 1540: Trig and Elementary Functions

MATH 1585: Applied Calculus I

MATH 2501: Calculus I

TECH 2290: Engineering Analysis I

Critical Reasoning in the Disciplines

12-13 hours

Humanities

Choose 1: 3 hours

ENGL 2220: World Literature I

ENGL 2221: World Literature II

ENGL 2230: Introduction to Literature I

ENGL 2231: Introduction to Literature II

HIST 2211: World Civilization I

HIST 2212: World Civilization II

HIST 2213: World Civilization III
PHIL 2200: Introduction to Philosophy
PHIL 2250: Great Philosophers
PHIL 2275: Introduction to Logic and Critical Reasoning

Fine Arts

Choose any combination: 3 hours

- ART 1120: Art Appreciation
- MUSI 1106: Guitar
- MUSI 1118: Exploring Music in America
- MUSI 1119: Exploring Music in World Cultures
- MUSI 1120: Music Appreciation
- MUSI 1167: Collegiate Singers
- MUSI 1168: Marching Band
- MUSI 1169: Wind Ensemble
- MUSI 2247: Guitar Ensemble
- MUSI 2277: Chamber Choir
- MUSI 2279: Advanced Percussion Ensemble
- MUSI 1120: Music Appreciation
- THEA 1120: Theatre Appreciation

Natural Science

Choose 1: 3-4 hours

- BIOL 1104: Biosphere
- BIOL 1105: Biological Principles I
- BIOL 1106: Biological Principle II
- BIOL 1180: Human Anatomy and Physiology
- BIOL 2205: Technical Microbiology
- CHEM 1101: General Chemistry
- CHEM 1105: Chemical Principles
- GEOL 1101: Physical Geology
- GEOL 1102: Historical Geology
- PHYS 1101: Introduction to Physics I
- PHYS 1105: Principles of Physics I
- SCIE 1100: Human Biology
- SCIE 1103: Science That Matters
- SCIE 1105: Environment Science
- SCIE 1107: Geographic Information Systems
- SCIE 1115: Earth and Sky
- SCIE 1120: Introduction to Meteorology
- SCIE 1130 : The Science of Disasters
- SCIE 1210: Science in the Heart of Appalachia
- SCIE 1220: Geologic Heritage in the Field
- SCIE 2200: Ocean Issues and Society

Social Science

Choose 1: 3 hours

- BSBA 2200: Economics
- BSBA 2211: Principles of Macroeconomics
- CRIM 1100: Introduction to Criminal Justice
- CRIM 2202: Principles of Criminal Law
- GEOG 2210: Introduction to Geography
- MANF 2205: Engineering Economy
- POLI 2200: Introduction to Political Science
- PSCY 1101: Introduction to Psychology
- SOCY 1110: Introductory Sociology
- SOCY 2205: Principles of Race, Class, and Gender
- TECH 1100: Technology and Society

Personal Development 5-6 hours

Citizenship

Choose 1: 3 hours

- Any additional course from the lists above
- HIST 1107: United States History I
- HIST 1108: United States History II
- POLI 1100: American Government

Development Tracks

Choose 1 from one of the lists below: 2-3 hours

TRACK 1

Global Awareness

- FREN 2202: Intermediate French II
- SPAN 2202: Intermediate Spanish II
- LANG 1110: Introduction to Global Studies
- POLI 2210: Principles of International Relations
- POLI 2220: Comparative Government

TRACK 2

Technology

- ART 2245: E. Foundations
- BISM 1200: Introduction to Computing
- CIVL 2210: Light Construction
- EDUC 2201: Instructional Technology
- MATH 1550: Applied Statistics

MANF 2250: Total Quality and SPC

MUSI 1111: Introduction to Music Technology

TECH 1101: Introduction to Technology

TRACK 3

Fitness & Well-Being

CRIM 2212: Deviant Behavior

HTLA 1100: Personal Health

HTLA 2203: Contemporary Drug Behavior Issues

PHED 1100: Fitness and Wellness