



MEMORANDUM

FINAL FACULTY SENATE APPROVAL ON 12/9/2014

TO: Faculty Senate

FROM: Jack Kirby 

DATE: November 5, 2014

SUBJECT: Curriculum Proposal #14-15-05, REV #1

Journalism Internship, Department of Language & Literature

I recommend approval of the attached Revision #1 Curriculum Proposal 14-15-05. This proposal allows for the Journalism Internship, JOUR 3343, to become a repeatable course. This proposal makes no other changes to the Journalism courses nor does it make any other changes to the Journalism Minor.

C: Dr. Christina Lavorata
Dr. Deanna Shields
Dr. Robert Baker
Dr. Leland George
Dr. Carolyn Crislip-Tacy
Ms. Leslie Lovett
Ms. Evie Brantmayer
Ms. Cheri Varkonda





Language and Literature

1201 Locust Avenue
Fairmont, West Virginia 26554
(304) 367-4260
(304) 367-4896
JRobert.Baker@fairmontstate.edu

9 September 2014

Dr. Jack Kirby
Associate Provost
Fairmont State University
Campus

Dear Jack:

We approve the attached curriculum proposal that is being submitted to the Faculty Senate Curriculum Committee for the Journalism program. The proposal will make JOUR 3343, Internship, repeatable. The proposal was approved without dissent by the faculty of Language and Literature on 2 September 2014.

Yours sincerely,

A handwritten signature in cursive script, appearing to read "J. Robert Baker".

J. Robert Baker
Chair, Language and Literature

A handwritten signature in cursive script, appearing to read "Deanna Shields".

Deanna Shields
Dean, College of Liberal Arts

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: Language and Literature
Preparer/Contact Person: Leland George
Telephone Extension: 4267
Date Originally Submitted: 9 September 2014
**Revision (Indicate date and label it
Revision #1, #2, etc.):** _____
Implementation Date Requested: As soon as possible

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

Make JOUR 3343, Journalism Internship, repeatable

- 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)

Total hours deleted. 0

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

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.

Revised course description:

This is the capstone course for journalism. In this course, students are required to perform on-the-job duties during a 100-hour internship, gaining experience in a particular area of journalism, in accordance with the stated goals of the journalism programs. Assessment of student achievement of these goals will occur through both a submitted portfolio and the employer's report on the quality of the intern's work. Seniors only. Instructor approval required. Repeatable

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

Make repeatable

- 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.

n/a

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

n/a

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

n/a

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.

n/a

- 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.

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.

We had interns placed last year with two supervisors who asked that the interns work through the academic year, rather than our providing a second intern. The supervisors wanted the "known quantity" rather than having to train a new intern. The placements were at the Marion County Convention and Visitors Bureau and the Office of Institutional Advancement.

- 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?

Students with more than one semester of an internship are likely to be more attractive to journalism schools and to prospective employers. No change in costs is anticipated.

- IV. 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
Education	Carolyn Crislip-Tacy	<i>Carolyn Crislip-Tacy</i>

- V. 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.
n/a

VI. **ADDITIONAL COMMENTS**

Though JOUR 3344, Journalism Internship, will be repeatable, only three hours of credit for this course may count toward fulfilling the requirements for Journalism.

Attribute VIIA - Arts	SOCY 2200 or any course in VI	3
Attribute VIIB - Humanities	Any course in VIIA	3
Attribute VIIC – Social Sciences	Any course in VIIB	X
Attribute VIID - Natural Science	Major Course - PSYC 1101	3
Attribute VIII – Cultural Awareness	Any course in VIID	3
Additional General Studies hours	Any GEOG course in VIII	X
	Major Course - PSYC 3390 writing intensive course	
TOTAL GENERAL STUDIES HOURS		39
TOTAL FREE ELECTIVES		XX
TOTAL HOURS		120

NOTE:

The text highlighted in yellow is to serve as an example. Please replace the text with your current program requirements using the format indicated. When an Attribute is satisfied by a major course, simply place an “X” in the hours column, since the hours have already been counted in the major. Otherwise, indicate how the Attribute will be satisfied and insert the hours to be counted in General Studies. Before submitting your proposal, please remove the highlighting and this paragraph.

	SOCY 2200 or any course in VI	
Attribute VIIA - Arts		3
	Any course in VIIA	
Attribute VIIB - Humanities		3
	Any course in VIIB	
Attribute VIIC – Social Sciences		X
	Major Course - PSYC 1101	
Attribute VIID - Natural Science		3
	Any course in VIID	
Attribute VIII – Cultural Awareness		3
	Any GEOG course in VIII	
Additional General Studies hours		X
	Major Course - PSYC 3390 writing intensive course	
TOTAL GENERAL STUDIES HOURS		39
TOTAL FREE ELECTIVES		XX
TOTAL HOURS		120

NOTE:

The text highlighted in yellow is to serve as an example. Please replace the text with your proposed program requirements using the format indicated. When an Attribute is satisfied by a major course, simply place an “X” in the hours column, since the hours have already been counted in the major. Otherwise, indicate how the Attribute will be satisfied and insert the hours to be counted in General Studies. Please remember that the General Studies component of your program must have at least 30 hours outside the major prefix. Before submitting your proposal, please remove the highlighting and this paragraph.