

## CURRICULUM REVISION PROPOSAL GUIDELINES

- A. **CURRICULUM CHANGE FORM:** Use this form for substantive changes to a single program (degree, major, concentration, teaching specialization, minor, certificate). Substantive changes include:
1. Adding existing or new course(s) to the program. If adding a brand-new course, complete a separate new course proposal form and attach to this proposal.
  2. Changes in requirements for majors, minors, concentrations, certificates.
  3. Adding a concentration and using existing courses at Fairmont State.
  4. Changes to program credit hours.
  5. Other substantive curriculum changes.
- B. **APPROVAL STEPS**
- College Dean
  - Curriculum Committee
  - Faculty Senate
- C. **DEPARTMENT REVIEW OF PROPOSALS:** Submitted proposals must have been carefully reviewed by the department as well as affected departments where applicable.
- D. **PROPOSAL SUBMISSION BY THE DEAN OR CHAIR TO PROVOST'S OFFICE:**  
Proposals originating from the academic unit are to be submitted electronically to the Provost's Office/Associate Provost by the Dean or Chair on behalf of the department.
- E. **MEMO OF SUPPORT FROM DEANS OF AFFECTED DEPARTMENTS:** If the Curriculum Committee requests these letters, attach them to the back of your proposal.
- F. **PROPOSAL SUBMISSION DATE:** Proposals may be submitted throughout the year, but *they must be received no later than **November 15** if they require action for implementation for the following academic year.* Proposals received after the deadline may not be acted on in time for implementation the next academic year.
- G. **CURRICULUM COMMITTEE MEETINGS:** The Curriculum Committee meets on the fourth Tuesday of each month. Proposals submitted to the Provost's Office/Associate Provost on or before the second Tuesday of the month will be on that month's agenda.



## CURRICULUM CHANGE PROPOSAL

Prepare proposal in accordance with the guidelines below and the format shown on the following pages. Should any item under the headings not pertain to your proposal, write N/A.

**PROPOSAL NUMBER:** 24-25-10

**REVISION** (label Revision #1, #2, etc.): Revision #2

### SECTION 1: CONTACT INFORMATION

Name:	Jim Matthews
Title:	Interim Dean of Liberal Arts
E-mail Address:	jmatthews1@fairmontstate.edu
Phone Number:	304 367 4780

### SECTION 2: PROGRAM INFORMATION

College:	College of Liberal Arts
Department:	Humanities/Middle College
Title of Degree Program/Certificate:	A.A. in Interdisciplinary Studies
Degree Program Level:	Associate's Degree
Date Originally Submitted:	11/6/2024
Implementation Date Requested:	8/1/2025

### APPROVAL

The Deans of the affected colleges must sign below to indicate their notification and departmental approval of this proposal. Should this proposal affect any course or program in another college, a memo must be sent to the Dean of each college impacted and a copy of the memo(s) must be included with this proposal.

By signing below, you are indicating your college and department(s)'s approval of this proposal.

College	Dean's Signature
Liberal Arts	
Middle College	
Science and Technology	

### ADDITIONAL COMMENTS:

## SECTION 3: Curriculum Change Request

### A. PROPOSAL ABSTRACT.

<b>Write a brief abstract, not exceeding 150 words, describing proposed changes.</b>
The current program requirement of two Math courses at 1407 or above will be changed to Math 1400 & Math 1407.

### B. DESCRIPTION OF THE PROPOSAL

1. Full Program Name:	Associate of Arts in Interdisciplinary Studies
2. Current number of credit hours required for the program:	60 hours
3. Is the program changing the number of credit hours required for the program?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
4. How many credit hours will be added to the program?	None
5. How many credit hours will be deleted from the program?	None

6. Added Course(s) (If applicable): List the course(s) to be added to program (if applicable). Indicate whether the course is an existing course or will be a proposed new course.
7. <b>Deleted Courses (if applicable):</b> List course(s) to be deleted from the program (if applicable). Indicate the term in which the course will no longer be available for students to take and the catalog in which students will not have the option to take the course.
8. <b>Teach-out Arrangement:</b> If a required course will be deleted from the program, how will you accommodate current students in the program to complete the required course?
<input type="checkbox"/> Courses will continue of be offered for students to complete program under previous catalog. (Typical) <input type="checkbox"/> Students must transition to new catalog and meet all requirements. (Student advising required) <input type="checkbox"/> Students in old catalog will take new or existing courses as outlined below. (Student advising required) <input type="checkbox"/> Department will petition course changes for each student. (Not recommended)

☐ Change is only editorial and will not impact student progress.

### C. CHANGE IN PROGRAM DESCRIPTION (if applicable)

#### 1. Current Program Description

#### 2. Proposed Program Description

### D. RATIONALE

#### 1. What is the rationale for this change?

- ☐ Annual assessment results
- ☐ Program review
- ☐ Program accreditation
- ☐ College or Department strategic plan
- ☐ To align with University policy or standard
- ☒ Other

**2. Description of the Rationale.** Describe the evidence that supports changing the program's curriculum. For example, indicate the types of assessment data (e.g., surveys, interviews, capstone courses, projects, licensure exams, nationally-normed tests, locally developed measurements, accreditation reports, etc.) collected and analyzed to determine that curricular changes were warranted. Is it due to market trends? Does it reflect changes in the discipline? What are the expected results of the change?

The original expectations for Middle College students have proven to be overambitious given the performance of the first cohort. Of particular concern is the original requirement for two college-level Math courses. Since most of the MC students have not advanced any farther than Algebra II in Math, MATH 1407 is simply not the best entry level Math course for them. We are proposing the resurrection of MATH 1400 to meet the needs of these students as they work towards their GED as well as their Associate's degree.

### E. RESOURCES

1. Will new faculty, be needed to support the program change? If no new faculty are required and the revision is adding classes or substituting courses, identify how current faculty will meet the demand.

MATH 1400 will require a faculty member to teach it. The Math department was consulted during the writing of this proposal, and they agreed to offer that course in the summer, when the appropriate faculty are available without impacting regular course offerings.

2. Will new facilities, equipment, space modification, and/or library materials/services be needed to support the program change? Provide an estimate of the increased cost, or reduction in cost of implementation (if applicable).

No

## F. PROGRAM CHANGE SUMMARY

- A. **APPENDIX A:** For degree programs, majors, and concentrations (only), use the format in Appendix A to show the Current Program and Proposed Changes.
- B. For changes to minors and certificates, please attach a document showing the current program and proposed changes. You do not need to complete Appendix A for minors and certificates.

### APPENDIX A B.X. Degree in XXXXXXXX Current Program

**[NOTE: For current program requirements, you can copy paste your program information from the [Digital Catalog](https://catalog.fairmontstate.edu/index.php?catoid=23) below. Program information can be found here <https://catalog.fairmontstate.edu/index.php?catoid=23> ]**

## Degree Requirements

Core Curriculum/High School Pathways Courses		
Core Area	Course Prefix and Number	Credit Hours
Written Communication	ENGL 1101, ENG 1102	7
Oral Communication	COMM 2200	3
Mathematics	Two courses MATH 1407 and above	7
Fine Arts	ART 1120, MUSI 1120, THEA 1120	3
Natural Science	BIOL 1104, BIOL 1105, BIOL 1106, BIOL 1180 & 1181, CHEM 1101, CHEM 1105, GEOL 1101, GEOL 1102, PHYS 1101, PHYS 1105, SCIE 1100, SCIE 1103, SCIE 1105 SCIE 1107, SCIE 1115, SCIE 1120, SCIE 1130, SCIE 1210, SCIE 1250, SCIE 2200	4

Social Science	BSBA 2200, GEOG 2210, PSYC 1101, SOCY 1110	3
Citizenship	POLI 1100	3

Required Major Courses (XX Credit Hours)		
Course Prefix & Number	Course Name	Credit Hours
INTR 1199	Middle College Seminar	3
INTR 2299	Middle College Capstone	3

Major Elective Courses (XX Credit Hours) – IF APPLICABLE [Electives are selected from a specific major or program]		
Course Prefix & Number	Course Name	Credit Hours

Concentration Courses (XX Credit Hours) – IF APPLICABLE [A concentration is a focused curriculum within an approved major; adds a specialization within a major area of study. Undergraduate concentrations comprise 12-18 credits; Graduate concentrations comprise 6-15 credits. Concentrations associated with certification or licensure requirements may exceed the
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credit limit.		
Course Prefix & Number	Course Name	Credit Hours
Primary Discipline: Courses from a degree granting program at FSU		12-15
Secondary Discipline: Courses from a second degree granting program or standalone minor at FSU		9-12

<b>Total Core Curriculum Credit Hours:</b>	30
<b>Total Required Major Courses Credit Hours:</b>	6
<b>Total Required Concentration Credit Hours:</b>	24
<b>Total Elective Credit Hours (If applicable):</b>	
<b>Total Free Electives Credit Hours:</b>	
<b>TOTAL CREDIT HOURS</b>	60

**B.X. Degree in XXXXXXXX  
Proposed Program**

**Degree Requirements**

<b>Core Curriculum/High School Pathways Courses</b>		
<b>Core Area</b>	<b>Course Prefix and Number</b>	<b>Credit Hours</b>
Written Communication	ENGL 1101, ENG 1102	7
Oral Communication	COMM 2200	3
Mathematics	Two courses MATH 1407 and above	7
Fine Arts	ART 1120, MUSI 1120, THEA 1120	3
Natural Science	BIOL 1104, BIOL 1105, BIOL 1106, BIOL 1180 & 1181, CHEM 1101, CHEM 1105, GEOL 1101, GEOL 1102, PHYS 1101, PHYS 1105, SCIE 1100, SCIE 1103, SCIE 1105 SCIE 1107, SCIE 1115, SCIE 1120, SCIE 1130, SCIE 1210, SCIE 1250, SCIE 2200	4
Social Science	BSBA 2200, GEOG 2210, PSYC 1101, SOCY 1110	3
Citizenship	POLI 1100	3

<b>Required Major Courses (XX Credit Hours)</b>		
<b>Course Prefix &amp; Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
INTR 1000 (new course- formerly INTR 1199)	Middle College Seminar	3
INTR 2299	Middle College Capstone	3



[illegible]

## Major Elective Courses (XX Credit Hours) – IF APPLICABLE

[Electives are selected from a specific major or program]

[illegible]**Concentration Courses (XX Credit Hours) – IF APPLICABLE**

[A concentration is a focused curriculum within an approved major; adds a specialization within a major area of study. Undergraduate concentrations comprise 12-18 credits; Graduate concentrations comprise 6-15 credits. Concentrations associated with certification or licensure requirements may exceed the credit limit.

Course Prefix & Number	Course Name	Credit Hours
Primary Discipline: Courses from a degree granting program at FSU		12-15
Secondary Discipline: Courses from a second degree granting program		9-12

or standalone minor at FSU		

<b>Total Core Curriculum Credit Hours:</b>	30
<b>Total Required Major Courses Credit Hours:</b>	6
<b>Total Required Concentration Credit Hours:</b>	24
<b>Total Elective Credit Hours (If applicable):</b>	
<b>Total Free Electives Credit Hours:</b>	
<b>TOTAL CREDIT HOURS</b>	60