Current Chair: Brian Morgan

Request for Undergraduate Addition, Deletion, or Change of an Area of Emphasis

1. Prepare one paper copy and obtain signatures from the Department Chair/Head, Librarian, and College Dean. 2. Submit the form to your College Curriculum Committee. 3. After attaining the signature of the College Curriculum Chair, send the paper copy to Bernice Bullock in the Faculty Senate office. 4. Send an identical (sans signatures) ELECTRONIC COPY and all supporting documentation in PDF format by email to bullock@marshall.edu.

College: School of Extended Ed. Department/Division: Regents Bachelor degree program

Contact Person: Elaine Baker, interim Director, RBA Phone: 304-696-6400

ACTION REQUESTED:

Check action requested: ___(•) Addition ___( ) Deletion ___( ) Change

Name of Area of Emphasis: Creative Writing Option_____

Within which Major is/will this Area of Emphasis be listed (please provide code as well): Regents BA (RRBO)

RATIONALE:

The WV state guidelines prevent students in the Regents Bachelor of Arts (RBA) program from obtaining a major. However, universities can offer Areas of Emphasis in the RBA, which the state defines as 15 hours (minimum) of 300-400 level courses. Marshall University currently offers only one AOE, fewer than the other state universities. Being able to have a specific AOE on the transcript is attractive to prospective RBA students, but more importantly, the AOE allows departments to specifically guide student course selection instead of the random process students sometimes pursue.

CURRICULUM: (If addition or change, number of hours and courses; indicate if required or optional) May be submitted as separate document.

Curriculum: Choose any 15 hours from the following list with no more than 6 hours at the 300 level: ENG 303, ENG360, ENG 377, ENG 378 , ENG 408, ENG 444,ENG 491, ENG 492, or ENG 493.

No new courses are necessary for this Area of Emphasis. All courses are currently active and being taught by the host department. Likewise, no additional library resources are needed.

NOTIFICATION REQUIREMENTS:

Attach a copy of written notification regarding this curriculum request to the following:

1. **Statement of Non-Duplication:** If this area of emphasis will be similar in title or content to an existing area of emphasis at the university, please send a memo to the affected department and include it with this packet, as well as, the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimation of money and time required to secure these items.
3. Send a copy of this completed form to the Marshall University Catalog Editor.

SIGNATURES: (If disapproved at any level, do not sign. Return to previous signer.)

Department Chair/Division Head: _____	Date: _____
Librarian: _____	Date: _____
College Dean: _____	Date: _____
College Curriculum Chair: _____	Date: _____
University Curriculum Committee Chair: _____	Date: _____
Faculty Senate Chair: _____	Date: _____
VP Academic Affairs/VP Health Science_____	Date: _____