



**WAYNE STATE
UNIVERSITY**

**Undergraduate
Bulletin
2019-2020**

General Information

see <https://bulletins.wayne.edu/undergraduate/>

UNDERGRADUATE BULLETIN

University Mission

Wayne State's mission is to create and advance knowledge, prepare a diverse student body to thrive, and positively impact local and global communities.

Our vision

Wayne State will be a pre-eminent, public, urban research university known for academic and research excellence, success across a diverse student body, and meaningful engagement in its urban community.

Our values

While our vision and mission show where we want to go, our values guide us on the way. They cut across organizational boundaries, bind us culturally, and permeate our strategic and tactical initiatives. They are the defining traits of the Wayne State community.

Collaboration: When we work together, drawing upon various talents and perspectives, we achieve better results.

Integrity: We keep our word, live up to our commitments and are accountable to ourselves and each other.

Innovation: We are unafraid to try new things and learn by both failure and success.

Excellence: We strive for the highest quality outcomes in everything we do.

Diversity and Inclusion: We value all people and understand that their unique experiences, talents and perspectives make us a stronger organization and better people.

Wayne State intends to remain one of the nation's most respected public research universities, and feels that these goals provide a way to make that happen. National recognition is not an end in itself; what matters most is how Wayne State's progress as shaped by these goals will position the university to benefit its students and, ultimately, its city, state, nation and the world.

GENERAL INFORMATION

History of the University

Wayne State University's story begins in 1868 with the founding of the Detroit Medical College, now the School of Medicine. In 1881, the Detroit Normal Training School was established, which is now the College of Education. The now-iconic Old Main Hall was built in 1896 as Central High School, which began adding college classes in 1913. Those classes evolved into the Detroit Junior College (offering a two-year general education program) in 1917, which became the College of the City of Detroit (with four-year degree programs) in 1923, and now is the College of Liberal Arts and Sciences.

In 1924, the College of Pharmacy was organized, and six years later the first regular graduate courses were offered in liberal arts and education. Frank Cody became the first president in 1933, with the existing colleges united into a university organization, eventually named Wayne University, taken from Wayne County in honor of General Anthony Wayne.

Wayne University continued to grow, adding the School of Social Work, the Law School, and the School of Business Administration. In 1956, it was renamed Wayne State University. In 1963, Wayne State was designated one of Michigan's three constitutionally established universities.

1868 — The Detroit Medical College, forerunner of the School of Medicine, was established.

1881 — The Detroit Normal Training School, forerunner of the College of Education, was established.

1917 — The Detroit Junior College, offering a two-year program in general education, was established in 'Old Main' and later developed into the College of Liberal Arts.

1923 — The Detroit Normal Training School became a four-year degree-granting institution under the name of the Detroit Teachers College. The first degrees were granted in 1924. The Detroit Junior College became the College of the City of Detroit with four-year degree programs. The first degrees were conferred in 1925.

1924 — The College of Pharmacy was organized.

1930 — The first regular graduate courses were offered in Liberal Arts and Education. The first Master's degrees were conferred in 1932.

1933 — The College of Engineering and the Graduate School were established.

1933 — The Colleges of Liberal Arts, Education, Engineering, Medicine and Pharmacy and the Graduate School were united by action of the Detroit Board of Education into a university organization, temporarily called the Colleges of the City of Detroit.

1934 — The name Wayne University was adopted, taken from Wayne County and, ultimately, from General Anthony Wayne.

1935 — The School of Public Affairs and Social Work was organized. In 1950 it became the present School of Social Work.

1937 — The Law School, established in 1927 as Detroit City Law School, came into the University.

1945 — The first doctoral programs were authorized in the fields of Chemistry, Physiological Chemistry and Education.

1945 — The College of Nursing, which began as a program in the College of the City of Detroit, became a separate college.

1946 — The School of Business Administration, originating in the College of Liberal Arts, became the tenth academic unit in the University.

1956 — Wayne University became Wayne State University by Act 183 of Michigan Public Acts of 1956.

1959 — Monteith College was established.

1959 — Wayne State University became a constitutionally established University by popularly adopted amendment to the Michigan Constitution.

1964 — The Division of Urban Extension was established.

1973 — The College of Lifelong Learning was established as successor to the Division of Urban Extension.

1973 — The College of Pharmacy and Allied Health Professions was established.

1985 — The School of Fine and Performing Arts and the College of Urban, Labor and Metropolitan Affairs were established.

1989 — The name of the School of Fine and Performing Arts was changed to the College of Fine, Performing and Communication Arts.

1993 — The College of Science was established.

2001 — The name of the College of Pharmacy and Allied Health Professions was changed to the Eugene Applebaum College of Pharmacy and Health Sciences.

2002 — The College of Lifelong Learning was discontinued and its programs transferred to other units.

2004 — The College of Liberal Arts and the College of Science were merged into the College of Liberal Arts and Sciences.

2005 — The College of Urban, Labor and Metropolitan Affairs was discontinued and its programs transferred to other units.

2008 — The Irvin D. Reid Honors College was established.

2009 — The Library and Information Science Program was established as the School of Library and Information Science.

2011 — The Warrior football team made its first appearance in the NCAA Division II championship game.

2015 — The name of the School of Business Administration was changed to the Mike Ilitch School of Business.

2017 — The name of the School of Library and Information Science was changed to the School of Information Sciences.

Location of the University

More than 100 buildings provide housing for the services, instructional and research needs of the University and its students and staff. Most academic and service units of the University are located on the main campus in Midtown Detroit, largely bounded by York Street on the north, Woodward Avenue on the east, Forest Avenue on the south and Trumbull Street on the west. The major classroom, laboratory, library and other academic buildings are located east of the John C. Lodge Freeway; most of the athletics and recreational facilities are on the west side of the freeway.

The School of Medicine and its affiliated teaching hospitals and clinics are located a short distance south and east of the main campus in the Detroit Medical Center. The Eugene Applebaum College of Pharmacy and Health Sciences is also located on the medical campus. Certain smaller instructional and service units are located in other parts of the metropolitan area

Academic Calendar 2019-2020

Fall Term: 2019

University Year	August 19, 2019
Appointments Begin ¹	
Priority Registration	March 25 - August 18, 2019
Open Registration	August 19 - August 27, 2019
Classes Begin	August 28, 2019
Late Registration, Late Adds	August 28 - September 4, 2019
Late Registration, Late Adds, Instructor Approval Required	September 5 - September 11, 2019
Holiday - University Closed	September 2, 2019
Last Day to Drop w/ Tuition Canceled (Census Date)	September 11, 2019
Early Assessment-Mid-Term Grading	September 11 - October 15, 2019
Degree Applications Due	September 27, 2019
Last Day to Withdraw	November 10, 2019
Holiday - No Classes	November 27, 2019
Holiday - University Closed	November 28 - November 30, 2019
Commencement	To Be Determined
Classes End	December 9, 2019
Study Day - Final Exams May Not Be Scheduled	December 10, 2019
Final Exams	December 11 - December 17, 2019
Holiday - University Closed	December 25, 2019 - January 1, 2020

Winter Term: 2020

Priority Registration	October 28 - December 29, 2019
Open Registration	December 30, 2019 - January 5, 2020
Classes Begin	January 6, 2020
Late Registration, Late Adds	January 6 - January 12, 2020

Late Registration, Late Adds, Instructor Approval Required	January 13 - January 17, 2020
Last Day to Drop w/ Tuition Canceled (Census Date)	January 17, 2020
Holiday - University Closed	January 20, 2020
Early Assessment-Mid-Term Grading	January 21 - February 24, 2020
Degree Applications Due	February 7, 2020
Spring Break - No Classes	March 9 - March 14, 2020
Last Day to Withdraw	March 22, 2020
Classes End	April 20, 2020
Study Day - Final Exams May Not Be Scheduled	April 21, 2020
Final Exams	April 22 - April 28, 2020
Commencement	To Be Determined
University Year Appointments End ¹	May 14, 2020

Spring/Summer Term: 2020

Priority Registration	February 3 - May 3, 2020
Classes Begin	May 4, 2020
Late Registration	May 4 - May 17, 2020
Last Day to Drop w/ Tuition Canceled	May 17, 2020
Holiday - University Closed	May 25, 2020
Day Scheduled as a Monday ²	May 29, 2020
Degree Applications Due	June 5, 2020
Holiday - University Closed	July 3, 2020
Census Date	June 30, 2020
Last Day to Withdraw	July 12, 2020
Classes End	July 24, 2020
Study Day - Final Exams May Not Be Scheduled	July 25, 2020
Final Exams	July 27 - July 30, 2020

Spring Term: 2020

Priority Registration	February 3 - May 3, 2020
Classes Begin	May 4, 2020

Late Registration May 4 - May 10, 2020

Last Day to May 10, 2020

Drop w/ Tuition
Canceled

Holiday May 25, 2020

University Closed

Day Scheduled as May 29, 2020
a Monday²

Degree June 5, 2020

Applications Due

Census Date June 30, 2020

Last Day to June 7, 2020

Withdraw

Classes End June 19, 2020

Study Day - Final June 20, 2020

Exams May Not

Be Scheduled

Final Exams June 22 - June 23, 2020

Summer Term: 2020

Priority February 3 - June 23, 2020

Registration

Degree June 5, 2020

Applications Due

Classes Begin June 24, 2020

Late Registration June 24 - June 30, 2020

Last Day to June 30, 2020

Drop w/ Tuition

Canceled

Holiday July 3, 2020

University Closed

Day Scheduled as N/A

a Monday²

Census Date June 30, 2020

Last Day to July 29, 2020

Withdraw

Classes End August 11, 2020

Study Day - Final August 12, 2020

Exams May Not

Be Scheduled

Final Exams August 13 - August 14, 2020

Administrative Dates for 2019-2020 Academic Year

Fall Term Begins August 19, 2019

Fall Term Ends December 31, 2019

Winter Term January 1, 2020

Begins

Winter Term Ends May 14, 2020

Spring/Summer May 15, 2020

Term Begins

Spring/Summer August 14, 2020

Term Ends

¹ University Year Appointments are a full nine months in length. Individual service assignments are the responsibility of the appropriate Dean, or, by delegation, the Department Chairperson

² An equal number of class days is needed for courses.

Academic Regulations

Academic Calendar

Each student, except those in the annual Doctor of Medicine program, is required to register at the beginning of each term of attendance according to the procedure and schedule published in the official University Schedule of Classes (<http://www.classschedule.wayne.edu>). Registration must be completed before the student may attend classes. For registration dates, the student should consult the Academic Calendar (p. 10).

Class Ranking

Ranks are determined according to the number of degree credits which the student has satisfactorily completed. The classifications are:

FRESHMAN	0 to 28.99 credits, inclusive
SOPHOMORE	29 to 55.99 credits, inclusive
JUNIOR	56 to 87.99 credits, inclusive
SENIOR	88 credits or above

Definition of Credits

A credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that reasonably approximates not less than:

1. one hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester hour of credit, or the equivalent amount of work over a different amount of time; or
2. at least an equivalent amount of work for other activities, including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.

Normal Program Load

A full-time undergraduate student is one who is enrolled for twelve or more credits during a semester. The definition of a normal course load will vary depending upon the requirements of each program. In general, for completion of undergraduate degree requirements in four years, full-time students should average fifteen to eighteen credits each semester during the academic year. Undergraduate students may not elect more than eighteen credits per semester except by written consent of the Dean or advisor. Individual Schools and Colleges may set credit restrictions below those specified here; for details see their respective sections of this bulletin.

Auditing Courses

To audit a course, a student must indicate that he/she wishes to audit the course rather than receive academic credit, at the time of registration. Registration to audit a course is subject to the following regulations:

1. Students must pay the tuition assessment for the course, which is the same as if it were taken for academic credit;
2. A student is not permitted to take quizzes and examinations in audited courses;
3. A student may not normally change from audit status after registering for the course. In some cases, exceptions may be permitted during the term with the written recommendation of the instructor and the written approval of the Dean of the college/school in which the student is enrolled. The instructor's recommendation and Dean's approval must be included with the student's Drop/Add Form indicating the desired change.

The Graduate School does not encourage students to audit graduate-level courses.

Dual Enrollment

Undergraduate Election of a Graduate Course: Highly qualified undergraduate students may, under special circumstances, take a 7000-level course for undergraduate credit only. A written petition initiated by the student's advisor must be approved by the graduate officer of the School or College, the professor teaching the course, and the Dean of the Graduate School. The petition, with all required signatures, must be turned in at the time of registration.

Senior Rule Graduate School Admission: In their last semester, undergraduate students with a 3.0 (or above) upper division grade point average who have completed all general education competencies (mathematics, basic composition, intermediate composition, oral communication, critical thinking, and computer literacy), have the option of taking a limited number of graduate credits. Graduate credit is awarded only for those courses taken in excess of baccalaureate degree requirements. Undergraduate and graduate courses combined may not exceed sixteen credits for the final semester of baccalaureate degree course work. A Senior Rule student must register for at least one credit which is required for the undergraduate degree in order to be eligible for this status. Students who have completed all required courses for the baccalaureate degree may not obtain Senior Rule status. Completion of the Application for Graduate Admission form is required, and students are advised to consult their advisors and the Office of Graduate Enrollment Services. Application deadlines for Senior Rule admission are the same as for regular graduate admission. Students who qualify and are recommended by the Department or College will be admitted for one semester. Graduate admission will be regularized upon evidence that the student has completed all requirements for the bachelor's degree.

The University permits a student to pay undergraduate fees for the graduate courses elected in a Senior Rule status. It is recommended that students elect only courses numbered 5000-6999 in their Senior Rule semester. Senior Rule may not be used in conjunction with AGRADE.

Dual Enrollment: Graduate students may register for undergraduate courses, however these courses will be recorded on the undergraduate transcript. All courses elected under this status will be assessed at the graduate rate. These courses cannot be used as graduate credit nor to meet requirements for any graduate degree.

Dual Registration at the University of Michigan: A student enrolled at either Wayne State University or the University of Michigan may elect a course or courses in the other institution if the course fits his/her program but is not available in his/her home institution. The student must have written approval of the department chairperson in his/her major area at the home college and the approval of his/her Dean. The election must also be approved by the department which offers the course. Students desiring to participate in Wayne State University - University of Michigan dual registration should obtain the necessary forms from the Office of the Registrar and pay the appropriate tuition at their home institution.

Undergraduate Course Numbering Systems

For the College of Education

0000-4999 — Undergraduate credit only.

5000-6999 — Undergraduate or graduate credit.

For Pharmacy Departments

0000-2999 — Preprofessional Courses.

3000-3999 — First Professional Year Courses.

4000-4999 — Second Professional Year Courses.

5000-5999 — Third Professional Year Courses.

6000-6999 — Undergraduate/Graduate Courses.

For All Other Schools and Colleges

0000-0999 — No degree credit; graded S and U.

— *Mike Ilitch School of Business:* Elementary courses auxiliary to the usual academic program.

— *College of Engineering:* Orientation courses.

1000-1999 — Primarily freshman courses; open to all undergraduates.

2000-2999 — Primarily freshman and sophomore courses; open to all undergraduates who have completed course prerequisites.

— *Mike Ilitch School of Business:* Primarily junior college courses.

— *College of Engineering:* Lower division courses; open to all undergraduates.

3000-4999 — Junior and senior courses; undergraduate credit. (Ordinarily freshmen and sophomores will not be permitted to register for these courses.)

— *College of Engineering:* Upper division courses.

5000-6999 — Junior and senior courses; undergraduate and graduate credit.

Undergraduate Grading System

Final grades are available on Academics (<http://academics.wayne.edu>). Grades are not mailed to students. Final grades are recorded under the following system.

Undergraduate Grades

A	Excellent	4.00 grade points per credit
A-minus	Excellent	3.67 grade points per credit
ANC	Excellent	no credit
B-plus	Good	3.33 grade points per credit
B	Good	3.00 grade points per credit
B-minus	Good	2.67 grade points per credit
BNC	Good	no credit
C-plus	Fair	2.33 grade points per credit
C	Fair	2.00 grade points per credit
C-minus	Fair	1.67 grade points per credit
CNC	Fair	no credit
D-plus	Poor	1.33 grade points per credit
D	Poor	1.00 grade points per credit
D-minus	Poor	0.67 grade points per credit
F	Failure	0.00 grade points per credit
P	Passed	
PNC	Pass	no credit
N	Not passed	

NNC	Not passed	no credit
S	Satisfactory	
SNC	Satisfactory	no credit
U	Unsatisfactory	
UNC	Unsatisfactory	no credit
M	Marginal pass	

* P, N, S, U, M, ANC, BNC, CNC, UNC, SNC, PNC, MNC, and NNC grades are not reflected in the grade point average. NR – No grade reported by the instructor

Passed – Not Passed Program

The University has a program whereby undergraduate students may elect to take courses in which they will be marked as *Passed* (P) or *Not Passed* (N) in place of a letter grade. The following regulations apply:

1. The student may elect one P-N course per semester with the consent of an advisor, but he/she may not elect more than six courses in all.
2. After classes have begun, a student may not change from Passed/Not Passed to a letter grade election or vice versa.
3. Courses taken for P-N may be used to satisfy competency requirements; however, no course taken on this basis may be used to fulfill specific group or major requirements.
4. Credits for a P-N course may be used to fulfill graduation requirements but will not count in the grade point average. In the event the student enrolls in more than six P-N courses, those beyond the permissible maximum will be designated on the permanent record as not applicable toward graduation.

Mike Ilitch School of Business: Students in the School of Business may *not* take courses offered by the School of Business on a passed / not passed basis.

Incomplete – The mark of I

The mark of I is given to a student when he/she has not completed all of the course work as planned for the term and when there is, in the judgment of the instructor, a reasonable probability that the student will complete the course successfully without again attending regular class sessions. The student should be passing at the time the grade of I is given. A written contract specifying the work to be completed should be signed by the student and instructor. Responsibility for completing all course work rests with the student.

The mark of I will be changed to a letter grade when the student completes the course work as arranged with the instructor or, if the instructor has left the University, with the Chairperson of the department or other instructional unit. Work must be completed within one calendar year. There are NO extensions.

The mark of I will not be awarded if, in the instructor's judgment, it is necessary for the student to attend subsequent sessions of the class. If regular attendance is necessary to complete coursework, the student must register for the class for the semester in which attendance is planned. The student will be assessed tuition and applicable fees for the second registration. If the student decides to register for the course, subsequent to the assignment of an I, then the mark of I for the original election will be changed to a Withdrawal/Passing (WP), and the student will be responsible for tuition and applicable fees for the second registration. Students are responsible for notifying their department and the department offering the course that they have re-registered for the course so that the I is not changed to an F.

Any unchanged mark of I will, within one calendar year from the time it was received, be changed to a grade of F or failure. This will not be changed after the I is replaced.

Official Withdrawal Failing – The mark of WF

The mark of WF is given when the student withdraws from the course in accordance with University policy and the student had earned a failing grade as of the date the withdrawal is approved.

Official Withdrawal No Basis for Letter Grade – The mark of WN

The mark of WN is given to students when there is no basis for a letter grade.

Official Withdrawal Passing – The mark of WP

The mark of WP is given when the student drops the course in accordance with University policy and the student had earned a passing grade as of the date the withdrawal is approved.

Deferred – The mark of Y

The mark of Y is given when the student is up-to-date in the work of a course planned to continue beyond the semester (i.e., essay, thesis, dissertation and certain courses taken in sequence).

Auditor – The mark of Z

The mark of Z is given when the student has formally registered for the course for audit. The student's Academic Dean or his/ her designee must provide written audit authorization to the student at the time of registration.

Repeating Courses – The mark of R

COURSES REPEATED PRIOR TO WINTER TERM 1998:

If an undergraduate student repeats a course and completes it with a grade of A, B, C, D, or E, the following rules will apply in posting the students cumulative record:

1. The grade, grade points and credits for an earlier attempt will be eliminated from the student's grade point average computation.
2. The grade, grade points and credits of only the latest repetition will be included in the student's grade point average computation.
3. An R on the student's academic record will replace the original grade in the course repeated under this rule. Thus, the indicator R will appear for all attempts in a course except the last.

COURSES REPEATED WINTER TERM 1998 TO SPRING/SUMMER TERM 2006:

If an undergraduate student repeats a course and completes it with a grade of A, A-minus, ANC, B-plus, B, B-minus, BNC, C-plus, C, C- minus, CNC, D-plus, D, D-minus, or E, the following rules will apply in posting the student's cumulative record:

1. The grade, grade points and credits for an earlier attempt will be eliminated from the student's grade point average computation.
2. The grade, grade points and credits of only the latest retake will be included in the student's grade point average computation.
3. The original grade in the course repeated under this rule will remain on the student's academic record. Earlier attempts will be flagged for exclusion in the g.p.a. calculation and the latest attempt will be flagged for inclusion in the g.p.a. calculation.

COURSES REPEATED FROM FALL TERM 2006 TO THE PRESENT:

If an undergraduate student repeats a course and completes it with a grade of A, A-minus, ANC, B-plus, B, B-minus, BNC, C-plus, C, C-minus, CNC, D-plus, D, D-minus, or F, the following rules will apply in posting the student's cumulative record:

1. No student shall attempt to take a class more than four (4) times (for a definition of "attempt," see 5, below).
2. If a student anticipates an attempt to take a class for the third (3rd) time, he/she must meet with an academic advisor to receive permission for this attempt.
3. If a student anticipates an attempt to take a class for the fourth (4th) time, he/she must obtain written permission from the chair (or his/her designee) of the department offering the course and the chair (or his/her designee) of the student's home department.
4. When a course is repeated, credit is only granted once. The last grade and credit hours for a repeated course are used in computing a student's grade point average and for awarding credit hours applicable for a degree even if lower than the previous grade. However, a grade of WP (Withdrawal/Passing, no credit) or WF (Withdrawal/Failure, no credit) or I (Incomplete, no credit) will not replace a previous grade or credit hours for a course. All attempts to take a course will be recorded on a student's transcript, whatever the last grade and credit hours awarded may be.
5. Withdrawals, incompletes, as well as courses repeated in an effort to earn higher grades will count as attempts. If a student drops the class before a W would appear on the transcript, this is not counted as an attempt, i.e. the student does a drop or a drop/add to another course. If tuition has been assessed and the time for refunding tuition has passed but the time for having a W appear on the transcript has not, the tuition will not be refunded, but the registration will not count towards the allowed attempts.
6. Any student who has repeated three different courses must meet with an academic advisor for permission to repeat another course.
7. There shall be an appeals process to the dean's office of the colleges offering the course and the student's home department.

After a degree has been granted, no grade computed in that degree may be changed.

If a post-bachelor status student repeats a course originally taken under regular undergraduate status, the repeat will in no way modify the earlier attempt. The second election, however, will be averaged in the grade point base.

Mike Ilitch School of Business: No course in which a student has received a passing grade or mark may be retaken without the prior written approval of the Director of Student Services of the Mike Ilitch School of Business.

College of Engineering: No course may be retaken without the prior written approval of the respective department's Graduate Program Chairperson and the Associate Dean of Engineering for Graduate Studies. Students may not retake any course in which a grade of 'A' or 'B' was received.

Eugene Applebaum College of Pharmacy and Health Sciences: No course may be retaken without the consent of the advisor(s) delegated for each professional curriculum.

Transfer of Undergraduate Credits

Wayne State University policy accepts transfer credit from all accredited institutions of higher education, both community colleges and baccalaureate-granting colleges and universities.

No transfer grades apply in computing Wayne State grade point averages.

Transfer Credit from Regionally Accredited Institutions: Wayne State University will accept equivalent academic credit from regionally accredited baccalaureate-granting institutions, and up to sixty-four semester credits from community colleges and other regionally accredited institutions which offer Associate Degrees. (All credits will be evaluated in the latter case; the most relevant sixty-four credits will apply to the degree.) Courses must be completed with a grade of C or higher to transfer in to Wayne State.

Credit from Institutions NOT Regionally Accredited: Wayne State University will accept transfer credit from other accredited institutions, provided that the institution:

1. grants a baccalaureate or associate degree;
2. is fully accredited by an agency recognized by the Council on Postsecondary Education (COPA); and
3. the courses presented for transfer are shown to have equivalency or are determined to be of a traditional academic nature.

Transfer Credit from Institutions in Candidacy Status: Wayne State University will accept for transfer those credits for which a grade of B or higher was earned from institutions with candidacy status from a regional accrediting agency.

Technical, Vocational and Applied Credit: To facilitate transfer of students, Wayne State University will accept for transfer up to twelve semester credits earned in technical, vocational and applied (TVA) courses at two- and four-year colleges if such courses are determined to be related to a student's intended program. For students transferring from associate degree granting institutions, the twelve TVA credits will be included in the sixty-four credit limitation.

Transfer of Remedial or Developmental Course Work: Credit earned in courses designated remedial or developmental will not transfer.

Transfer of Redundant or Duplicative Course Work: Transfer credit will not be awarded for redundant course work (i.e., courses with substantially duplicative content). Credit will be awarded for only one course in any set of redundant courses.

Residency and Upper Division Requirements: Transfer students will be required to meet the University and College residency requirements and to obtain the same number of upper division credits in fulfillment of the baccalaureate degree as are required of native students in specific major programs.

Junior Standing: Wayne State University will award junior standing to all transfer students for whom fifty-six or more transferable semester credits have been accumulated, whether they are transferred credits or credit earned at Wayne State University. Junior standing will not guarantee automatic entry to major and professional programs in the Schools and Colleges. Transcripts will be individually evaluated to determine whether all prerequisites for major and professional standing have been met by native and transfer students.

Advanced Placement Tests

Superior performance in the College Board Advanced Placement Tests will entitle an entering freshman to consideration for advanced placement and/or advanced standing credit in the areas covered by the examination. These areas include American history, European history, art history, studio art, biology, chemistry, computer science, English, French, German, Latin, Spanish, mathematics, music literature, music theory, and physics. Advanced placement and/or advanced standing credit will be awarded and such credit may satisfy General Education Requirements (see General Education Program (p. 34)) in accordance with policies adopted by the appropriate Department. Interested students

should contact the Office of Undergraduate Admissions (<https://admissions.wayne.edu>).

College-Level Examination Program

The College Board sponsors the College-Level Examination Program (CLEP). This program gives students and prospective students the opportunity to demonstrate their academic proficiency at the freshman-sophomore college level in various areas and in specific subjects whether or not they have had previous formal college instruction in materials covered by the tests. As described by the College Board, the examinations are intended to provide a comprehensive measure of undergraduate achievement in the five basic areas of the liberal arts:

- English composition
- humanities
- mathematics
- natural sciences
- social sciences

They are not intended to measure advanced training in any specific discipline, but rather to assess a student's knowledge of fundamental facts and concepts, his/her ability to perceive relationships and his/her understanding of the basic principles of a subject. The content of the Examinations is similar to the content of those subjects ordinarily included in the program of study required of most general education students in the first two years of college.

The Subject Examinations are essentially end-of-course tests developed for widely taught undergraduate courses. They measure understanding of basic facts and concepts, as well as the ability to apply such understanding to the solution of problems and the interpretation of materials. Questions that require of a student only rote recall are avoided.

Superior performance in these examinations will be considered as a basis for granting advanced placement and/or advanced standing credit as well as for waiving parts of the General Education Requirements of the University (see General Education Program (p. 34)). For further information, please consult advisors, school or college offices, or University Advising Center at 313-577-8889.

Credit by Special Examination

Upon the recommendation of the Department Chairperson and with the written approval of the appropriate College or School office, a student may earn credit in a course in which he/she has not been regularly enrolled in this University, but which is offered by a Department, by passing a special examination. Credit by a special examination is restricted as follows:

1. Not more than sixteen credits may be earned in any one subject.
2. Credit will be recorded with grade to indicate the level of performance in the examination but will not be considered in computing grade point average.
3. Credit will not be considered residence credit.
4. To be eligible to earn Credit by Special Examination, a student must have been regularly admitted or have attended with guest status, have enrolled for one semester and have completed at least one course.

Students who intend to transfer to other schools are cautioned that Credit by Special Examination at one institution is infrequently accepted for transfer credit by another institution.

Grade Point Average

The grade point average (g.p.a.) is the numerical index of the student's scholastic average. Points are assigned to each letter grade (see University Grading System, above) for each hour of credit. To compute your grade point average, multiply the grade points assigned to each course grade by the number of credits for each course; add the results and divide by the total number of credits.

For example, a grade of A in a class carrying 3 credits would be assigned 12 grade points (3 x 4), and a grade of C in a class carrying 4 credits would be assigned 8 grade points (4 x 2). In this example, the grade point average is: 20 (total grade points) divided by 7 (total credits attempted) = 2.85 g.p.a.

Credit for special examinations, transfer credit, and courses in which a mark of I W, WF, WN, or WP or a grade of S, U, M, P, and N, has been earned are excluded from grade point average computation.

Law School: This grade point system does not apply to Law School students.

Obligations to the Instructional Process

Since education is a cooperative effort between teacher and student, both parties must fulfill obligations if the integrity and efficacy of the instructional process are to be preserved.

Responsibilities of Faculty Members

1. To contribute to and remain abreast of the latest developments in their fields;
2. To continually pursue teaching excellence;
3. To treat all students with respect and fairness without regard to ancestry, race, color, religion, political belief, national origin, gender, sexual orientation, age, marital status, disability, or veteran status;
4. To encourage differing viewpoints and demonstrate integrity in evaluating their merit;
5. To attend regularly and punctually, adhere to the scheduled class and final examination times, and arrange for notification of absence and coverage of classes;
6. To establish and maintain appropriate office hours;
7. To present, early in the semester, the following course information:
 - a. course objectives and general outline;
 - b. classroom procedures to be followed, expectations concerning class attendance, and proposed dates of major evaluations (including examinations, papers, and other projects);
 - c. grading policy;
 - d. where appropriate, a schedule of class-related activities, including class meetings and laboratory sessions;
 - e. lists of texts and/or other materials needed for the course;
 - f. late enrollment, withdrawal, and other special policies.
8. To provide and adhere, within reasonable limits, to the written syllabus of the course;
9. To know course matter thoroughly and prepare and present the material conscientiously;
10. To be informed of University services and recommend their use to students when advisable;
11. To follow these policies concerning written work and grades:
 - a. grade and return written work promptly;
 - b. submit final grades by the scheduled time;
 - c. retain written materials not returned within the semester (e.g., final examinations, major term papers) for one academic

- semester in accordance with unit policy and allow students to examine such materials;
12. To implement unit procedures for student evaluation of faculty teaching, with attention to preserving student anonymity;
 13. To behave appropriately in dealing with students so as to maintain a scholarly atmosphere

Responsibilities of Students

1. To inform themselves of and to fulfill all requirements of the University and those of the College and Department from which they expect to receive their degree;
2. To fulfill conscientiously all assignments and requirements of their courses;
3. To attend classes regularly and punctually;
4. To maintain a scholarly, courteous demeanor in class;
5. To uphold academic honesty in all activities;
6. To notify the instructor as early as possible if prevented from keeping an appointment or carrying out an assignment;
7. To discuss with the instructor any class-related problem and follow established procedures in the resolution of these problems;
8. To adhere to the instructor's and general University policies on attendance, withdrawal, or other special procedures.

It is expected that faculty and students will fulfill their obligations to the instructional process. If, however, a complaint does arise, the parties should meet in an effort to resolve the matter. When such a discussion fails to resolve the problem or is inappropriate given the circumstances, the head of the academic unit should be contacted. If this contact fails to satisfy the complaint, the College's published procedures should be followed. Although the University Ombudsperson is not a direct part of the appeal process, students and faculty may consult the Ombudsperson at any point during such proceedings.

Classroom Attendance Policy for Undergraduate Students

Whenever attendance forms a basis for a portion or all of a course grade, students must be provided with explicit written information concerning that fact during the first week of classes. Such information shall be specific with regard to the penalty incurred for each absence and the means, if any, to compensate for the absence. It should be recognized that there may be certain situations where the student may not be permitted to make up the absence(s).

It is recognized that students may be required to miss classes on occasion as a result of their participation in approved University activities. Examples of such activities include formal participation on University sports teams, debate teams, and performing arts groups. These activities are generally directed by a University official, such as a coach, and usually have a set schedule of events.

Students participating in approved University activities should consult with instructors prior to registration, but no later than the end of the second week after the start of classes, to determine the class attendance policy. At this time, the student should provide the instructor with a schedule of planned absences, preferably signed by the University official directing the activity (e.g., Athletic or Program Director or his/her designee), in order to allow the instructor to evaluate and advise the student on the possible impact of the planned absences. In this case, the instructor will consider absences due to participation in approved University activities, as outlined above, to be excused absences, on par with those due to other unavoidable circumstances such as illness. For classes requiring mandatory attendance incompatible with the number of planned absences, students will be advised to register, if possible,

during a semester in which they will not be participating in the University activity (for example, during the off-season for a sports team or during the summer).

It is the student's responsibility to learn the course material. When classes are missed, for whatever reason, it is the student's obligation to obtain copies of the class materials and students are responsible for all materials covered in the lectures. An excused absence does not excuse the student from completing assigned work, including exams.

This policy shall be applicable to all courses within the University.

Responsible Attendance and Performance

Students must show diligence and are normally expected to complete the courses they elect. Irresponsible attendance is wasteful of both student and University resources. Those students who consistently receive excessive marks of I (incomplete), WF (Withdrawal Failing), WN (Withdrawal No Basis for Letter Grade), or WP (Withdrawal Passing) may be refused the privilege of further registration by the dean or the dean's designee of their school or college.

Student Code of Conduct

High standards of student conduct play a major role in creating an environment of excellence and the Student Code of Conduct is used to maintain these standards. The code:

1. establishes the expectations that students are accountable for their behavior;
2. describes acceptable student conduct, both academic and non-academic;
3. describes disciplinary policies and procedures;
4. specifies the rights of students and other parties; and
5. specifies prohibited conduct and sanctions to be imposed if such conduct occurs.

Examples of prohibited conduct subject to the Student Code of Conduct include, but are not limited to, academic misbehavior, knowingly furnishing false information to the University, disorderly behavior, theft, damage of property, illegal drugs, weapons on campus, physical assault, unauthorized entry, violation of criminal law, etc.

The University Student Conduct Officer, housed in the Dean of Students Office, monitors the student disciplinary process and is responsible for coordinating matters involving student discipline; describing the disciplinary procedures; and informing students and other parties of their rights. Copies of the Student Code of Conduct can be found online (<http://www.doso.wayne.edu/codeofconduct.pdf>) at or in the Dean of Students Office, 351 Student Center.

Student Academic Ethics

Academic Records: The submission of fraudulent academic records for admission or transfer of credit by a student may be cause for the student's dismissal.

Academic Work: Academic work submitted by a student for credit is assumed to be of his/her own creation, and if found not to be, will constitute cause for the student's dismissal.

Student Rights and Responsibilities

Upon the recommendation of the Student-Faculty Council, the University (Faculty) Council, the President-Deans Conference and the President, the Board of Governors, in January, 1967, approved a comprehensive statement of Student Rights and Responsibilities for the University.

Copies of this document are available to students and faculty in the offices of the deans of each College and the Dean of Students Office.

Law School: The faculty of the Law School has approved a set of academic regulations specifically applicable to Law School students, copies of which are available to all students enrolled in the Law School.

Undergraduate Academic Probation

An undergraduate student whose cumulative grade point average (g.p.a.) falls below 2.00 will be placed on Academic Probation. An 'Academic Probation' status is placed on the student's record and the student shall be permitted to register only after consultation with, and approval has been granted by, a designated University advisor.

A student shall be given two subsequent terms for enrollment on probationary status. At the conclusion of the two terms, a student who has not achieved a cumulative g.p.a. of at least 2.00 shall be excluded from his/her program. A student excluded from the University may not apply for readmission or reinstatement for one calendar year.

Each School and College may establish more stringent Probation, Exclusion, and Appeal policies, and students should consult the appropriate Dean's Office. Students must consult with an academic advisor regarding appropriate deadlines for academic hold releases and/or reinstatement procedures.

Grade Appeal Procedure

Students should first seek to settle grade disputes informally with the instructor. Each College and School has established formal grade appeal procedures. These procedures are available from the Dean's Office of the College or School. In most instances, formal grade appeals must be filed within thirty days of the time the student has or should have received his/her final grade.

Academic Appeal Procedure

In matters where a College's signed final decision is based upon the evaluation of a student's academic performance, and when review procedures available to him/her within the College have been exhausted, the student may request the Associate Provost for Academic Programs to review that decision on the record. The academic appeal form must be submitted by the student himself/herself, **within thirty calendar days** of the postmark of the College's final decision, which is to be sent to the address provided by the student in the College's review procedures. The Associate Provost's review of the College's decision will proceed as soon as practicable after submission by the student of his/her wish to seek review. The form is located at <https://provost.wayne.edu/academic-policy>

Academic Nepotism Policy

Faculty members are not to place themselves, or allow themselves to be placed, in situations amounting to 'academic nepotism,' i.e., teaching or otherwise directing the credit study or research of a student who is also a close relative. Concomitantly, students are not to take courses from close relatives or engage in research for academic credit under the direction of close relatives. All such credit will be disallowed.

Fraud and Misuse of Documents

Intentionally furnishing false information to the University is explicitly prohibited, as is forgery, alteration, unauthorized possession, or misuse of University documents, records and identification cards. The University reserves the right to rescind degrees if the award of the degree was based in whole or in part on deception, fraud, other unacceptable academic conduct, or misuse of University documents.

Accreditation

Wayne State University as a whole is accredited as a doctoral degree-granting institution by the regional accrediting agency.

The Higher Learning Commission
230 South LaSalle St., Suite 7-500
Chicago, Illinois 60604-1411
telephone: 800-621-7440.

In addition, many specific programs and curricula are accredited individually by specialized or professional accrediting agencies. A report is produced annually for the Board of Governors which designates the accrediting agencies of the University's programs; the report is available from the Office of the Provost (<https://provost.wayne.edu/apr/accreditations>). The principal accreditation agencies are as follows:

Mike Ilitch School of Business

BS and BA, MBA, MS in Taxation, MS in Accounting, and PhD:
Accreditation Council of AACSB International – The Association to Advance Collegiate Schools of Business (AACSB)

Education

Art Therapy Program: *American Art Therapy Association*

Counseling (graduate only): *Council for Accreditation of Counseling and Related Educational Programs (CACREP)*

School Psychology, MA and Graduate Certificate: *National Association of School Psychologists*

Rehabilitation Counseling and Community Inclusion (graduate only): *Council for Accreditation of Counseling and Related Educational Programs (CACREP)*

Teacher Education Programs: *Council for the Accreditation of Educator Preparation (CAEP)*

Engineering

Division of Engineering (undergraduate): B.S. degrees in Biomedical Engineering, Chemical Engineering, Civil Engineering, Electrical Engineering, Industrial Engineering, and Mechanical Engineering: *Accreditation Board of Engineering and Technology, Inc. (ABET, Inc.) Engineering Accreditation Commission*

Division of Engineering Technology (undergraduate): B.S. degrees in Electrical/Electronic Engineering Technology and Mechanical Engineering Technology: *Accreditation Board of Engineering and Technology, Inc. (ABET, Inc.) Technology Accreditation Commission*

Computer Science (undergraduate): B.S. degree in Computer Science: *Accreditation Board of Engineering and Technology, Inc. (ABET, Inc.) Computing Accreditation Commission*

Fine, Performing And Communication Arts

Communication (B.A. in Public Relations): *The Public Relations Society of America, Inc. (PRSA)*

Dance: *National Association of Schools of Dance (NASD)*

Music: *National Association of Schools of Music (NASM)*

Theatre: *National Association of Schools of Theatre (NAST)*

Information Sciences

MLIS: *American Library Association (ALA)*

Law

American Bar Association (ABA) and Association of American Law Schools (AALS) (Joint Committee)

Liberal Arts and Sciences

B.S. in Chemistry: *American Chemical Society (ACS)*

B.S. in Biochemistry and Chemical Biology: *American Society for Biochemistry and Molecular Biology*

Communication Sciences and Disorders (Doctor of Audiology and M.A. in Speech Language Pathology): *American Speech-Language-Hearing Association, Council on Academic Accreditation (CAA) in Audiology and Speech-Language Pathology*

Nutrition and Food Science (Coordinated Program in Dietetics): *Accreditation Council for Education in Nutrition and Dietetics*

Political Science (Master of Public Administration): *Network of Schools of Public Policy, Affairs and Administration (NASPAA)*

Psychology (Clinical Training Program): *American Psychological Association (APA)*

Urban Planning (Master of Urban Planning): *Planning Accreditation Board (PAB)*

Medicine

Continuing Medical Education: *Accreditation Council for Continuing Medical Education (ACCME)*

Doctor of Medicine Degree Program (M.D.): *Liaison Committee on Medical Education (LCME), representing the American Medical Association and the Association of American Medical Colleges*

Genetic Counseling (Master of Science in Genetic Counseling): *Accreditation Council of Genetic Counseling*

Graduate Medical Education Programs, Affiliated Hospitals' Resident Physician Programs: *Accreditation Council on Graduate Medical Education (ACGME)*

Master of Public Health: *Council on Education for Public Health*

Medical Physics/Radiation Oncology: *Commission on Accreditation of Medical Physics Educational Programs, Inc.*

Nursing

Nursing (Baccalaureate programs, M.S.N., and D.N.P.): *Commission on Collegiate Nursing Education (CCNE)*

Nurse-Midwifery Program: *Accreditation Commission for Midwifery Education (ACME) and Commission on Collegiate Nursing Education (CCNE)*

Eugene Applebaum College of Pharmacy and Health Sciences

Clinical Laboratory Science: *National Accrediting Agency for Clinical Laboratory Sciences (NAACLS)*

Mortuary Science: *American Board of Funeral Service Education, Inc. (ABFSE)*

Nurse Anesthesia: *Council on Accreditation of Nurse Anesthesia Educational Programs (COA)*

Occupational Therapy: *American Council on Occupational Therapy Education (ACOTE)*

Pathologists' Assistant Program: *National Accrediting Agency for Clinical Laboratory Sciences (NAACLS)*

Pharmacy (Doctor of Pharmacy): *American Council on Pharmaceutical Education (ACPE)*

Physical Therapy: *Commission on Accreditation in Physical Therapy Education (CAPTE), American Physical Therapy Association*

Physician Assistant Program: *Accreditation Review Committee on Education for the Physician Assistant, Inc. (ARC-PA)*

Radiation Therapy Technology (undergraduate): *Joint Review Committee on Education in Radiologic Technology (JRCERT)*

Radiologic Technology (undergraduate): *Joint Review Committee on Education in Radiologic Technology (JRCERT)*

Social Work

Bachelor of Social Work and Master of Social Work: *Council on Social Work Education (CSWE)*

Administration of the University

The general governance of Wayne State University is constitutionally vested in the Board of Governors, consisting of eight popularly elected members and the President of the University, who is named by the elected members. The President is the chief executive officer of the University and is charged by the Board of Governors with responsibility for its administration. For educational and administrative purposes, the University is organized into major academic units - schools, colleges, divisions, centers and institutes. The following schools, colleges and divisions constitute the heart of the University:

- Mike Ilitch School of Business
- College of Education
- College of Engineering
- College of Fine, Performing and Communication Arts
- Irvin D. Reid Honors College
- Graduate School
- Law School
- College of Liberal Arts and Sciences
- School of Information Sciences
- School of Medicine
- College of Nursing
- Eugene Applebaum College of Pharmacy and Health Sciences
- School of Social Work

The Dean of the College or School is its chief executive officer. More than half the Colleges and Schools are organized into departments or divisions, each administered by a chairperson (or head). Academic standards, curricular development, course revision and similar academic matters are the primary responsibility of the faculty and dean of the College or School, although these matters are subject to review and approval by the Provost and Senior Vice President for Academic Affairs and by the President and, whenever they involve major educational policy decisions, by the Academic Senate.

The Graduate School is the central unit for the supervision and encouragement of graduate work in the University and has basic responsibility for the improvement and review of existing programs and the approval of new graduate programs. Except for applicants and candidates for the Doctor of Philosophy degree, the detailed supervision

of graduate students' work is conducted by the College and School and, where appropriate, by the departments.

All degrees are granted by the University through the Colleges and Schools, except that the Dean of the Graduate School, with the approval of the Graduate Council, recommends candidates for the Doctor of Philosophy degree, selected master's degrees and interdisciplinary graduate certificate programs.

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DAVID STRAUSS, Ph.D., Dean of Students
ANITA G. WELCH, Ph.D., Dean of the College of Education

Admission: Graduate School

OFFICE OF GRADUATE ADMISSIONS
5057 Woodward, Suite 6305
Detroit MI 48202
Telephone: 313-577-4723; *Fax:* 313-577-0131
<http://wayne.edu/admissions/graduate>

Admission: Graduate

To be considered for graduate admission, an applicant must hold or be completing an earned baccalaureate degree or its equivalent from a college or university of recognized standing and have adequate preparation with discernible ability to pursue graduate studies in the major field elected. These criteria are subject to standards set by the individual Colleges and Schools, which reserve the right to revise or amend their entrance requirements beyond the minimal requirements of the University. Note: Proof of the earned bachelor's degree must be submitted before regular admission will be granted.

Before any student can be considered for admission to graduate study, the following must be submitted to the Office of Graduate Admissions: A completed online Application for Graduate Admission and an official transcript from any college or university at which a bachelor's degree was earned. A transcript is considered official only if it is sent directly from the institution where the course work was completed and bears an official seal. International applicants are expected to submit additional documentation for regular admission. Note: The applicant is also responsible for arranging to take any examinations that may be specified by the Office of Graduate Admissions, the College, or the Department in which the student intends matriculation.

Some academic programs may require an additional departmental application for admission. Students are advised to contact the department to which they are applying and request full particulars on admission procedures.

In most departments (see the departmental sections of this bulletin for variants), a regular admission may be authorized for the domestic master's degree applicant upon the department's recommendation, if the applicant's grade point average is 2.75 (C'=2.00) or above for the upper division (approximately the last sixty semester credits) of his/ her undergraduate course work and if he/she holds a bachelor's degree from a regionally accredited institution.

All baccalaureate graduates of unaccredited institutions must present a 3.00 ('B') or better upper-division grade point average to be considered for graduate admission. Course work completed after the baccalaureate which is presented as the qualifying basis for graduate admission cannot be applied toward a graduate degree at Wayne State University.

Doctoral applicants must present higher entrance qualifications than those required of master's degree applicants. A doctoral applicant is required to have an undergraduate grade point average of 3.0 ('B'=3) or above for the upper division of the undergraduate, bachelor's degree course work and must have completed an undergraduate major or substantial specialized work in his/her proposed doctoral major field. Certain departments require the completion of a master's degree with superior scholarship before considering acceptance of a student as a doctoral applicant. Applicants with less than a 3.0 grade point average in undergraduate course work may be eligible for admission to doctoral study if they have subsequently achieved a grade point average of 3.0 or better in substantial graduate course work in the proposed doctoral field.

The individual colleges reserve the right to refuse a non-resident admission if such admission prevents registration of a qualified Michigan resident. This ruling may not be invoked to secure admission to a Michigan resident if his/her grade point average entitles him/her to qualified status only.

Admission: Qualified Graduate

In most Departments, qualified admission to a master's or certificate program may be authorized if an applicant's grade point average is between 2.50 and 2.74 or if his/her degree is from a non-accredited institution, provided the major Department and the Graduate Officer of the appropriate School or College have reviewed the applicant's academic experience, extra-scholastic qualifications and reasons for pursuing graduate study and have recommended his/her admission to the Graduate School.

Upon recommendation of the Department and the Graduate Officer of the appropriate College or School, qualified status may be granted to an applicant whose grade point average is below 2.5, if, since the time his/her baccalaureate degree was conferred, he/she has shown substantial evidence of academic or extra-scholastic qualifications of such merit as to warrant special consideration.

Applications from students who have completed substantial course work at, and/or graduated from, institutions which were not accredited by one of the six regional U. S. accrediting institutions (MSCHE, NEASC, HLC, NWCCU, SACS, or WSCUC) at the time studies were undertaken, will have a special review. If requested, the applicant will be required to furnish documentation of the nature and level of the credit obtained, the bases on which the credit was awarded, institutional operating practices, library holdings, physical facilities, faculty qualifications, and any other matters that may be relevant to an evaluation of credit. The director of admissions is authorized to deny admission to any applicant whose previous education does not conform to Graduate School standards. The Office of Graduate Admission may also make recommendations concerning the appropriateness for transfer of previously completed graduate course work.

All graduate admission procedures and regulations are subject to revision by the University Graduate Council at any time.

Graduate Application Dates

The Office of Graduate Admission will make every effort to process applications in time for the semester of the student's choice. However, only complete applications received by the last recommended dates shown below are ensured academic review before the semester starts.

Unless an application and all supporting materials are received by the date indicated, there may not be adequate time for the desired program to review the application and make the admission decision.

Fall Term — Classes begin Late August: **apply by June 1**

Winter Term — Classes begin Early January: **apply by October 1**

Spring Term — Classes begin Early May: **apply by February 1**

For international students, the application form and all transcripts and documents must be on file in the Office of Graduate Admission at least four months prior to the start of the term in which the applicant plans to begin graduate studies.

Several Colleges and Departments have earlier deadlines. Doctoral programs also have earlier application deadlines. Students should consult the School/College and Department sections of this bulletin, the program's website, or the Office of Graduate Admissions for complete information.

Change of Graduate Status

A Change of Graduate Status is a type of admission only for those students who have previously been admitted to and registered as regular graduate students at WSU. For such students, a Change of Graduate Status is used to request:

1. to change from one graduate program or level to another graduate program or level; or
2. to add a second graduate program to the one in which the student is already enrolled.

A department's normal admission criteria apply to Change of Graduate Status applicants. The application form (<http://gradschool.wayne.edu/current/forms.php>) is downloadable from the Graduate School.

Students should submit the form and transcripts, if needed, to the Graduate Office of the School/College of the new program. Other admission documents required by the department should be submitted directly to the department. The School/College Graduate Office prepares and sends the application and documents to the department for decision. The Graduate Office notifies the student of the admission decision, and, if admission was approved, notifies the Records Office of the change to be made to the student's record. The department's regular admission deadlines apply. No fees are charged for a Change of Status application.

The Change of Graduate Status application should NOT be used by the following students: those who have never been admitted through the Office of Graduate Admissions, those who were admitted but did not register, those who were admitted on a Permit to Register or as Guest students, and those who have been registered in graduate classes only as Non-Matriculated students through the College of Liberal Arts and Sciences.

Graduate Non-Degree Admission

An applicant who wishes to take graduate courses but does not wish to be in a degree program may request admission on a non-degree basis. The eligible applicant will be admitted to a particular College but not to an individual major program. In most instances, a non-degree student may, with the Department's approval, register for any courses for which he/she has the necessary preparation.

The applicant for a non-degree graduate classification is cautioned that *only one semester of full-time graduate study, or part-time registrations not to exceed nine credits, is normally permitted in this classification.* Beyond these limits, registration as a non-degree student requires the approval of the Graduate Officer of the student's College. Not more than nine credits, subject to the approval of the Graduate Officer, may be applied at a later

date toward the residency and credit requirements for either the master's or Ph.D. degree. For the Ed.D. degree, credit earned beyond the nine-credit limitation will be reviewed by the appropriate Division and the Education Graduate Officer for possible application toward the degree.

If a student in non-degree status decides to seek admission to a graduate degree program, he/she should apply to the appropriate College Graduate Office for a Change of Status *before* completing nine credits. There is no assurance that credits earned while holding a non-degree classification will be acceptable in a degree program, or that prerequisites may not have to be specified if the student later becomes a degree applicant. Also, financial aid is not available to students in Non-Degree status.

Graduate Guest Admission

Graduate students actively pursuing degrees and who are in good standing at other accredited colleges and universities may be admitted to elect a limited number of credits at Wayne State University. Interested students may obtain a Graduate Guest Application (<http://wayne.edu/admissions/graduate/applying/app-instructions>) from the Office of Graduate Admissions. This must be signed by their home institution before it can be accepted for consideration. **A guest admission is valid for only one semester and must be renewed with each subsequent registration.** A maximum of twelve semester credits may be earned as a Graduate Guest Student. Admission as a Graduate Guest student does not constitute permission to register as a degree applicant.

Senior Rule

In their last undergraduate semester, Wayne State students with a 3.0 (or above) upper division grade point average have the option of taking a limited number of graduate credits. Graduate credit is awarded only for those courses taken in excess of baccalaureate degree requirements. Undergraduate and graduate courses combined may not exceed sixteen credits for the final semester of baccalaureate degree course work. A Senior Rule student must register for at least one credit which is required for the undergraduate degree in order to be eligible for this status. Students who have completed all required registrations for the baccalaureate may not obtain Senior Rule status. Completion of the *Application for Graduate Admission* is required, and students are advised to consult their advisors and the Office of Graduate Admissions. Application deadlines for Senior Rule admission are the same as for regular graduate admission. Students who qualify and are recommended by the Department or College will be admitted for one semester. Graduate admission will be regularized upon evidence that the student has completed all requirements for the bachelor's degree; it is the student's responsibility to provide this transcript.

As a courtesy, the University permits a student to pay undergraduate fees for the graduate courses elected in a Senior Rule status. It is recommended that students elect only courses numbered 5000-6999 in their Senior Rule semester. Senior Rule may not be used in conjunction with AGRADE.

AGRADE: Accelerated Graduate Enrollment

Several Colleges have established an accelerated combined undergraduate and graduate program (AGRADE) in which highly qualified seniors in the college may enroll simultaneously in some undergraduate and graduate programs of the College. A maximum of sixteen credits may be applied towards both undergraduate and graduate degrees in a student's major field if that program is an AGRADE participant. Those who elect the AGRADE program may expect to complete the Bachelor's and Master's degrees in five years of full-time study. AGRADE may not be used in conjunction with Senior Rule.

AGRADE Credits: Students may elect a minimum of three and a maximum of sixteen AGRADE credits. These will be used to complete the baccalaureate degree as well as to serve as the beginning of graduate study. Upon formal admission to a master's program, AGRADE credits are transferred as if they were graduate credits transferred from a graduate program at another university. The remaining graduate credits required for the master's degree will be earned in the conventional manner following formal admission to the graduate program.

Eligibility: AGRADE applicants must have an outstanding overall g.p.a. and have performed at a superior level in their major, as determined by the major department. The earliest date by which a student may apply for the AGRADE program is during the semester in which he/she completes ninety credits toward the undergraduate degree.

Application: A student seeking AGRADE status should present to the Graduate Admissions Committee of his/her major department all of the materials which that department requires for normal admission (except the GRE; where required, the GRE scores should be forwarded at the normal point in the formal graduate admission process).

Admission and program requirements are described in the respective School and College sections of this bulletin, the Undergraduate Bulletin, and department advising offices.

Permit to Register Status

This is a one-term-only admission status which may be granted to applicants with incomplete applications for graduate admission, at the discretion of the academic department, and upon presentation of evidence of an earned baccalaureate degree with an acceptable grade point average and the application fee. Registration beyond the initial semester requires the submission of a regular graduate admission application, official transcripts and other required documentation as determined by the university and department. Admission as a graduate Permit-to-Register student does not obligate Wayne State University to accept the applicant in the future for a graduate degree, nor is there any assurance that credit earned in this status will be accepted toward a graduate degree.

This option is not available in all University Schools and Colleges. Applicants are encouraged to discuss admission options with the staff of the Office of Graduate Admissions. In addition, financial aid is not available to students in Permit to Register status.

Michigan Intercollegiate Graduate Studies (MIGS) Program

The Michigan Intercollegiate Graduate Studies (MIGS) Program enables graduate students of Michigan public institutions to take advantage of educational opportunities at other Michigan public institutions offering graduate degrees. Any graduate student in good standing in a master's, specialist, or doctoral program at a member institution is eligible to participate with approval of the appropriate academic unit. Students on a MIGS enrollment pay tuition and other fees at the host institution. All credits earned under a MIGS enrollment are accepted by a student's home institution as if offered by that institution. *This type of enrollment is limited to one term for master's or specialist degree students, or two terms for doctoral degree students.* Students interested in this program should contact the Office of Graduate Admissions (<https://wayne.edu/admissions/graduate/application-types>) for further information.

University of Windsor – WSU Exchange Program Agreement

Wayne State University and the University of Windsor have entered into an exchange agreement whereby students from each institution may

enroll in selected courses at the other institution. Courses available are limited to those not offered at the student's home institution. Limitations also apply to the number of courses and credits a student may take under this agreement. Wayne State University and the University of Windsor students who wish to participate in the program must be in good standing at their home institution and must have prior approval of the appropriate academic unit that the course(s) will be accepted as part of the student's course of study. Students who participate in the Wayne State University/University of Windsor program pay tuition and fees at the home institution and receive credit for the course(s) only at the home institution. Students should consult the Director of the Office of Study Abroad for further information.

Post-Bachelor Admission

The Post-Bachelor status is granted to college/university graduates who wish to take Wayne State University courses through the 6000 level *for undergraduate credit only*. The status serves two groups of students:

1. Those who wish to pursue vocational or avocational interests without intending to use Wayne State University credit to earn another degree at Wayne State University;
2. Those who seek admission to a graduate program but need to raise their undergraduate grade point average and/or fulfill specific undergraduate course requirements for graduate admission consideration.

The following special rules apply to Post-Bachelor Admission:

1. **Under no circumstances will credit earned in this status apply toward a graduate degree program.**
2. The applicant must present evidence of a degree earned from an accredited institution (official transcript or diploma).
3. Post-Bachelor status students are not eligible for financial aid from Wayne State University, except in certain circumstances depending on the program; students should consult the Office of Student Financial Aid (<http://www.finaid.wayne.edu>) for a list of eligible programs.
4. Applications for Post-Bachelor status from students new to Wayne State University should be made to the Office of Undergraduate Admissions, Welcome Center, 42 W. Warren, Wayne State University.
5. An applicant who earned an undergraduate degree from Wayne State University, or who was previously admitted and registered in a Wayne State graduate program, should contact the Records Office to be re-admitted to the University as a Post-Bachelor student. Post-Bachelor applicants in the Colleges of Education and Nursing must obtain authorization directly from the College.

International Graduate Students

To be considered for graduate admission, international applicants must have completed an appropriate university-level program comparable in subject matter and credits to a program for which a bachelor's degree is awarded at Wayne State University.

The fact that a degree in another country may have a similar name to a degree offered in the United States does not mean the two degrees require similar lengths and content of study or that they should be accepted as equivalents. *All graduate applicants must:*

1. present an excellent scholastic record;
2. have sufficient financial resources for minimum tuition, supplies and living expenses; and
3. have a sufficient proficiency in English (see the section on English Proficiency Requirement – International Students, below).

FINANCIAL AID: University-sponsored financial assistance for international students is extremely limited and unconfirmed awards should not be included in financial projections.

English Proficiency Requirements

Graduate applicants who graduated from colleges/universities in other countries must demonstrate proficiency in English. To fulfill this requirement an applicant must satisfy one of the following criteria:

1. Complete baccalaureate degree requirements at an accredited U.S. institution or in a country where English is the native language.
2. Present an acceptable score on the Michigan English Language Assessment Battery (MELAB).
3. Present an acceptable score on the Test of English as a Foreign Language (TOEFL) or equivalent tests such as the IELTS or PTE.

Some units may elect to grant qualified graduate admission to academically-talented International Students whose TOEFL scores fall slightly below the University minimum score. Interested students should contact the chairperson or director of their prospective program, to determine whether the program offers such qualified admission. For further information on the English Proficiency policy, please consult the Office of Graduate Admissions.

Faculty Admission

Tenured Wayne State University faculty members holding the rank of Assistant Professor or above may be admitted to Wayne State graduate degree programs outside the faculty member's school/college, under certain specified conditions. Untenured tenure-track faculty members are not eligible to pursue a graduate or professional degree at Wayne State while in University employment. Faculty members who are not tenured and not on the tenure track may enroll in degree programs outside their own unit with the approval of the dean of their college. For further information, contact the Dean of the Graduate School.

Special Status Students

Visiting Doctoral Guest

The Graduate School may issue a Visiting Doctoral Guest certificate to persons with an earned doctorate who come to Wayne State for scholarly study under the sponsorship of a department. Such Guests may obtain University library privileges and attend classes upon invitation of the department. No official record of attendance is kept on such Guests. For further information, contact the Graduate School.

Visiting Scholar

The Graduate School may issue a Visiting Scholar certificate to persons who have an advanced degree, such as an M.D., or are earning a doctoral degree, and who have come to Wayne State for scholarly study under the sponsorship of a department. Scholars may obtain University library privileges and attend classes upon invitation of the department. No official record of attendance is kept on such Scholars. For further information, contact the Graduate School.

Admission: Undergraduate Office of Undergraduate Admissions and Orientation

Welcome Center
42 W. Warren Avenue
PO Box 02759
Detroit, MI 48202
Telephone: 313-577-2100, Fax: 313-577-7536

<http://wayne.edu/admissions>

Service Hours: The Office of Undergraduate Admissions assists students by, telephone, and on a walk-in basis during posted service hours.

The Office of Undergraduate Admissions has the primary function of recruiting, admitting, and enrolling new undergraduate students to the University. This office also helps to coordinate the recruitment activities of individual departments, alumni groups, and students. The office organizes visits and programs at local high schools and community colleges as well as in the State of Michigan and selected regions outside of the State.

Also included in functions of the Office of Undergraduate Admissions are administration of the Presidential and Wayne State merit-based scholarships.

Application for Undergraduate Admission

An official application for Undergraduate Admission (<http://www.apply.wayne.edu>) should be completed online. There is a \$25.00 application fee.

Freshmen Admission Guidelines

Admission to Wayne State is selective. In order to qualify for admission an applicant must submit an official high school transcript indicating college preparation, standardized test scores (ACT or SAT), and ability to undertake a college degree program. Admission decisions will be based on a full evaluation of each student's academic record. Students still in high school may apply after completion of their junior year.

Special Undergraduate Programs for Admission

The Center for Latino and Latin American Studies (CLLAS) and Academic Pathways for Excellence (APEX) both offer special undergraduate programs with additional admission standards. See descriptive information under the headings for: Center for Latino/a and Latin American Studies and Academic Pathways for Excellence (APEX).

Recommended High School Preparation

- 1. English (four years recommended):** Effective use of the English language is central to one's ability to succeed at the University and in the professions and occupations for which our students are preparing. Students entering the University should be able to:
 - a. comprehend the main and subordinate ideas in written works, lectures, and discussions; and
 - b. conceive ideas about a topic and be able to organize them for presentation in both verbal and written forms.
 - 2. Mathematics (four years recommended):** While most careers for which University students are preparing require mathematical competency, an increasing number of careers in science and technical curricula require advanced preparation in mathematics. Entering students should be able to:
 - a. understand ratios, proportions, percentages, roots and powers; and
 - b. perform the mathematical operations of algebra and geometry.
 - 3. Biological and Physical Sciences (three years recommended):** A basic understanding of the physical and biological sciences is essential for many fields of college-level study and is necessary if one is to comprehend our world and the impact of science and technology on it. Students should be acquainted with:
 - a. concepts of matter, energy, motion and force and the natural laws and processes of the physical sciences in general;
 - b. the science of life and living matter with special reference to growth, reproduction and structure; and
 - c. laboratory methods.
- 4. Social Sciences/History (three years recommended):** Students should study different cultures and societies — their social systems, customs, communities, values, economies, governments, and politics. A knowledge of the main events and ideas that have shaped our nation and its place in the world should also be possessed by entering students. They should understand how the past bears upon the present condition and future course of mankind. As the social sciences improve one's appreciation of the scientific method and other approaches to critical analysis, an understanding of history is required for an informed exercise of citizenship in a free society.
 - 5. Foreign Languages (two years recommended):** Proficiency in a foreign language not only introduces students to non-English speaking cultures but also heightens awareness and comprehension of one's native tongue. Language is the basic instrument of thought, and the ability to read, speak and write in a foreign language permits one to understand another culture in a more fundamental way. Foreign language competency will open up career opportunities denied to those without it.
 - 6. Fine Arts (two years recommended):** Students entering the University should be acquainted with the visual and performing arts, through study and/or participation. Several academic disciplines at the University require high levels of skill in the arts. Study in this area enriches life and heightens one's sense of beauty and aesthetic perception.
 - 7. Computer Literacy:** Some formal instruction in the logic and use of computers in problem solving and data retrieval is increasingly important in all fields of study.

Transfer Admission

Transfer students are considered for admission if they meet the following minimum requirements:

A transfer applicant may be admitted, without consideration of high school work, upon completion of at least twenty-four semester credits of transferable college-level coursework from an accredited college or university with an overall grade point average of 2.5 and with no courses below a C grade for transferable credit. If the applicant has fewer than twenty-four semester credits of transferable college-level coursework, the applicant may be admitted provided freshmen admissions guidelines are met, subject to a holistic evaluation of each student's record. Students who have attended unaccredited institutions should consult with an admission counselor to determine admissibility.

The Office of the Registrar governs the policies for the transfer of credit (p. 48) from other accredited institutions of higher education, both community colleges and baccalaureate-granting colleges and universities.

MACRAO Agreement

Wayne State University has signed an agreement making it easier for Michigan community college students to transfer to our institution. By becoming a signatory institution to the MACRAO (Michigan Association of Collegiate Registrars and Admissions Officers) agreement, WSU formally acknowledges that community college transfers who have select associate degrees or MACRAO-stamped transcripts from a community college will have met University General Education Requirements, thereby expediting these students' path to graduation. This recognition will commence for students transferring to Wayne State beginning in Fall 2013. The conditions governing this agreement stipulate that Michigan community college students covered by the MACRAO agreement will still need to the senior-level writing intensive requirement and any

requirements specific to a particular school/college or department within the student's major field of study. Information can be found online. (<http://www.macrao.org/Publications/MACRAOAgreement.asp>)

Michigan Transfer Agreement (MTA)

The MTA is a more recent agreement than MACRAO. The MTA will take effect for students who begin their studies in the Fall 2014 semester, and it will eventually replace the MACRAO Agreement. Students who started prior to Fall 2014 will be able to complete the existing MACRAO Agreement until the end of the summer 2019. The thirty credits of lower-level General Education from the sending Michigan community college will be accepted as a block of thirty credits by Wayne State University as long as students earn at least a 2.0 in each course. Students may complete the MTA as part of an associate degree or as a stand-alone package. These thirty credits of lower-level General Education should be met according to the following distribution:

- One course in English Composition
- A second course in English Composition or 1 course in Communication
- One course in Mathematics
- Two courses in Social Sciences (from two disciplines)
- Two courses in Humanities and Fine Arts (from two disciplines and excluding studio and performance classes)
- Two courses in Natural Sciences including one with laboratory experience (from two disciplines)

If these courses do not add up to thirty credits then the student must take an additional course from one of these groups. The MTA's block of thirty transfer credits will fulfill the majority of Wayne State's General Education curriculum, and all courses will count toward students' overall degree requirements. All Wayne State lower-level General Education requirements will be fulfilled by the MTA with the exception of either oral communication or intermediate composition. Because the MTA applies only to lower-level General Education, students will still need to satisfy our upper-level requirement for the Writing Intensive (WI), which is fulfilled in the student's major field of study. Additionally, students must fulfill all requirements specific to school/ college and academic programs.

Special Requirements and Professional Admission

The following Schools, Colleges and programs have requirements beyond those of regular undergraduate admission:

- Business (p. 67)
- Engineering (p. 135)
- Engineering Technology (p. 162)
- Fine, Performing and Communication Arts (p. 173)
- Nursing (p. 321)
- Pharmacy and Health Sciences (p. 329)
- Social Work (p. 351)

International Undergraduate Students

A student from another country desiring admission who is not a permanent resident or citizen of the U.S. should complete the International Admissions Application (<https://wayne.edu/admissions/international>). There is a \$25.00 non-refundable application fee. A student from a country in which English is not the native language must take an English Language Proficiency Examination prior to admission or have a minimum Test of English as a Foreign Language (TOEFL) score of 550

(213 on computerized version). See the Office of International Programs for more information.

Canadian Applicants

Applicants who are a citizen or permanent resident of Canada should complete the Canadian Admissions Application (<https://wayne.edu/admissions/canadian>). There is a \$25 non-refundable application fee.

Non-Matriculated Status

Non-matriculated status enables students to take undergraduate courses for which the prerequisites are met. Courses, credits and grades will be posted to the University's transcript. However, these will be used toward fulfillment of a degree only after formal admissions is granted through the Office of Undergraduate Admissions. Students are encouraged to meet with an academic advisor prior to registering for courses. The non-matriculated application should be completed online (<https://wayne.edu/admissions/non-matriculate>). There is a \$25.00 non-refundable application fee. The holder of non-matriculated status is ineligible for any type of loan, grant or scholarship that is administered by Wayne State University.

Post-Bachelor

Post-bachelor admission is an optimal choice for students who have already completed a bachelor's degree and are interested in either earning college credit without intending to use it toward another degree, and those students needing to complete prerequisite course work to gain admission to a graduate program.

Undergraduate Guest Admission

Students currently attending an accredited institution of higher education who are interested in taking undergraduate courses at Wayne State for one semester, or who wish to register for courses concurrently, are eligible to apply for Guest Admission (<https://wayne.edu/admissions/guest>). Requirements include the completion of twelve semester credits at the home institution and a minimum cumulative 'C' grade point average (equivalent to a 2.0 grade point average at Wayne State).

Re-Entry Following an Interruption in Attendance

Undergraduate students who were previously admitted and registered at Wayne State University and whose attendance has been interrupted need not reapply at the Office of Undergraduate Admissions. It is expected that students who left in good standing report to the College of their choice for any special instructions regarding their return to classes.

University of Windsor Exchange Agreement with Wayne State University

Wayne State University and the University of Windsor have entered into an exchange agreement whereby students from each institution may enroll in selected courses at the other institution. Courses available are limited to those not offered at the student's home institution. Limitations also apply to the number of courses and credits a student may take under this agreement. Wayne State University and the University of Windsor students who wish to participate in the program must be in good standing at their home institution and must have prior approval of the appropriate academic unit that the course(s) will be accepted as part of the student's course of study. Students who participate in the Wayne State University/University of Windsor program pay tuition and fees at the home institution and receive credit for the course(s) only at the home

institution. Students should consult the Director of the Office for Study Abroad for further information.

Phoenix Program (Second Start)

The Phoenix Program provides undergraduate students who left Wayne State University on Probation or Dismissal with the opportunity to petition for return under a second-start policy. To be eligible for such admission, the student must not have enrolled at Wayne State University for at least five consecutive years, immediately prior to petition for the Phoenix Program. Petitions for re-entry are decided by the Dean of the School or College in which the student is matriculated or seeks to enter. With the approval of the Dean, the student and an academic advisor develop an academic contract, and the advisor closely monitors the student through the first twelve credits of course work.

To return to regular status, students must complete twelve semester credits with a grade of C or better within two years under the Phoenix Program (NOTE: a grade of C-minus is considered to be lower than a C). Students will be expected to complete degree requirements in effect at the time of their return to the University. Should students earn any grade below C in their first twelve credits in the Phoenix Program, they will be excluded from the University. To maintain the integrity of students' academic records, previous course work will remain on the transcripts; however, the credits and grade point average (g.p.a.) will be adjusted to reflect the grade point average earned since the start of the Phoenix Program.

For information about the Phoenix Program, students should contact the Dean's office of the School or College in which they have matriculated or wish to enter.

Bachelor's Degree Requirements

To earn a bachelor's degree at Wayne State University, a student must satisfy the following *minimum* requirements, as well as any other requirements for specific degrees stipulated by the Schools/ Colleges, Departments, and Programs of the University:

1. Complete a minimum of 120 credits with a cumulative grade point average of 2.00 or higher for all Wayne State University course work.
2. Complete the University General Education Requirements (p. 34).
3. Complete all School/College, Departmental and Program requirements.
4. Complete a minimum of thirty credits at Wayne State University.
5. Observe the following credit limitations:
 - a. Credit by special examination may not be counted as resident credit, but such credit, if earned during a semester in which the student is registered for a regular course(s), will not be considered an interruption of residence.
 - b. There shall be no limit to the number of credit hours earned through one or more of the following programs: credit earned by the College-Level Examination Program, Advanced Placement, International Baccalaureate, Credit by Special Examination, or other credit earned for a course in which the student has not been regularly enrolled in a University course.
 - c. Not more than sixteen credits by Special Examination may be earned in any one subject.
 - d. A maximum of sixty-four credits transferred from a two-year institution may normally be applied toward graduation. Articulation agreements for specific programs may occasionally include more than sixty-four transfer credits, subject to board-approved academic policy.

Second Bachelor's Degree

A student who holds a bachelor's degree from any accredited institution may receive a second bachelor's degree from Wayne State University by satisfying the following minimum requirements:

1. Complete at least thirty credits at Wayne State University beyond the first bachelor's degree.
2. Meet all School/College, Department, and Program requirements for the degree.

Concurrent Degrees

A student who wishes to simultaneously receive two different bachelor's degrees from Wayne State University must satisfy the following minimum requirements:

1. Complete a minimum of 150 credits.
2. Complete all University, School/College, Department, and Program requirements for each degree.

Application for Graduation

Degrees are NOT awarded automatically upon completion of scholastic requirements. To be considered as a candidate for a degree, students must file an Application for Degree form with Student Records by the degree application deadline published in each term's Academic Calendar, for the term in which the student expects to graduate.

Bulletin-in-Effect Graduation Policy

All undergraduate students at Wayne State University may choose to graduate under the academic regulations and degree requirements as stated in the Bulletin in effect at the time of their graduation or any of the bulletins in the previous seven academic years, provided one of the Bulletins covers a period of the student's registration. All requirements of the chosen Bulletin must be met. However, if necessary, the university-wide Bulletin-in-Effect Committee, Colleges, and Schools can make appropriate adjustments in order to accommodate students as best they can to adapt their previous coursework to a new Bulletin.

School/College Requirements

Schools/Colleges, Departments, and Programs may establish degree requirements above and beyond those stated here. For statements of any such specific degree requirements, students should consult the School/College and Departmental sections of this bulletin.

Application for Degree or Certificate

Each candidate for a degree or certificate must file an Application for Degree (<https://wayne.edu/commencement/apply-for-graduation>), no later than the Friday of the fourth week of classes for the semester in which the student expects to complete the requirements for the degree or certificate. If an application for a degree was filed for a previous graduation term in which the student did not graduate, a new application and fee is required. Applications for graduation require that a \$40.00 fee be paid in the online application process.

Commencement

Information concerning commencement announcements, caps and gowns, invitations, tickets, time and place, assembling and other relevant items will be mailed to the graduates by the Commencement Office (<http://commencement.wayne.edu>) prior to the event. Candidates for advanced degrees are requested and expected to attend the commencement at which the University confers upon them the honor of the degree earned.

Campus Life

Dean of Students Office

301 Student Center; 313-577-1010

The Dean of Students Office provides services and affords opportunities to enhance student life and campus activities. The Office coordinates major campus student activities and events, including Orientation Part 2 (O2), New Student Convocation and Festifall, Student Organizations Day, Homecoming, and the Finals Week Late Night Breakfast.

The office coordinates the campus calendar of student activities, community service programs; advises fraternities and sororities; and promotes student involvement in co-curricular life at Wayne State and Detroit including the Thursdays in the D series, the Discover Detroit series, the Weekends in the D series, the Arts in the D program, and the Campus Activities Team program board. The office also coordinates the Warrior Pride program focused on school spirit, and the Warrior Zone athletic events student section. The University Student Conduct Officer is housed in the Dean of Students Office and the office also coordinates the Student Care Report process

The Dean of Students serves as the Deputy Coordinator for Title IX and the Student Life Wellness Coordinator resides in the Dean of Students Office and focuses on sexual violence prevention education, substance abuse prevention education, and digital citizenship education.

Student Organizations

There are over 400 recognized student organizations including such diverse categories as academic/professional, social action, political, sororities/fraternities, honoraries, ethnic and religious groups, as well as student governments. Student organizations use the Dean of Students Office to process their event planning and all students use the Dean of Students Office to learn about getting involved in campus life. The Office staff also assists students who want to organize new student groups. The staff also coordinates various campus publications including the on-line newsletter Get Involved at Wayne. Student organizations can apply to the Student Activities Funding Board for funds to present events, programs, and activities on-campus.

The official student newspaper is the South End (<http://www.thesouthend.wayne.edu>).

Parent and Family Services

The Dean of Students Office coordinates Wayne State's Parent and Family Services. Through this office, parents and family members receive the twice monthly parent and family newsletter and have services available to them to help them help their students be successful, including the parents helpline: 1-877-WSU-PARENT. The office may be e-mailed at: parents@wayne.edu.

Student Senate

395 Student Center
<http://www.studentsenate.wayne.edu>

The Student Senate is the recognized student government of Wayne State University. It consists of twenty-eight members, fourteen members at large elected in a University-wide election, and fourteen appointed members, one student representative appointed by the Office of Housing and Residential Life, and one representative appointed by the Associate Vice President for Educational Outreach to represent the extension centers. The Student Senate has an official advisory responsibility in

policy formation for the governing of student activities at Wayne State. The Student Senate is advised by the Dean of Students Office

Office of Housing and Residential Life

582 Student Center; 313-577-2116
<http://www.housing.wayne.edu>

Housing and Residential Life at Wayne State fosters student learning and success through engaging residents in an intentional living-learning community. Supported by safe, comfortable and convenient residence hall, apartment and dining environments, residents grow in self-awareness and cross-cultural understanding as they practice social and group development as members of a diverse group of Wayne State learners.

Facilities and programs administered by this Office are located just steps away from classrooms, libraries, the Student Center, and the Recreation and Fitness Center and combine the convenience and activity of the campus with the energy and pace of downtown urban living.

Parking: Faculty, Staff, and Visitor

42 W. Warren, Suite 257, Welcome Center (8:30 a.m. - 5:00 p.m., Mon. - Fri.); 313-577-2273
<http://www.parking.wayne.edu>

The University maintains numerous parking facilities available to faculty, staff and visitors on a fee basis. The easiest way to approach parking, for faculty, staff and students, is to purchase a semester-long assigned parking pass. This allows unlimited entry and access to a designated structure or lot, which you'll choose based on availability and where you spend most of your time on-campus.

All new parking pass customers will pay a one-time fee for an RFID tag (\$25 at the time of issuance), which hangs from their rear-view mirror to allow for quick, hands-free entry and exit. The hang-tag is linked to a student, faculty or staff person's OneCard and all current/future parking assignments. If the hang-tag is lost, parking patrons can simply swipe their OneCard to enter their assigned structure or lot. Lost hang-tags should be immediately reported to the parking office to be deactivated. A replacement tag must be purchased at \$25.00 and is required to avoid ticketing or towing.

General parking is also available for visitors and those without a parking assignment. This allows patrons to pay as they go, with access to any of the general parking areas. Students, faculty and staff can deposit funds onto their OneCard for easy in-and-out access. Students only can take advantage of the discounted student OneCard parking rate (\$3.75 at time of publication and \$4.75 for premium parking areas). The general public may park in designated WSU lots and structures at the public rate, typically between \$7.50 and \$10.00, using a credit/debit card for entrance and exit and cash at limited locations.

Campus Health Center

Helen DeRoy Apartment Building, Suite 115
5200 Anthony Wayne Drive; 313-577-5041

The Campus Health Center provides comprehensive health care services for students, including physical examinations, family planning, illness visits, and immunizations (including flu, meningitis, hepatitis B, etc.). Visits are by appointment, but walk-ins are accepted for students experiencing an illness. Counseling referral services are also available. All currently enrolled students receive one free office visit per semester. Additional visits are billed to student's health insurance with most health care plans accepted. Students without insurance have reduced fees

based on a sliding scale and ability to pay for additional office visits per semester. Payment is accepted at the time of service by cash, OneCard, Visa, MasterCard, Discover, or American Express credit cards. To make an appointment, call 313-577-5041.

Police and Public Safety Services

6050 Cass; 313-577-2222
<http://www.police.wayne.edu>

The Wayne State University Police Department patrols and services the University including the city streets, businesses, and private residences within and between the various campus areas. The Department, to the extent that resources allow, also patrols and provides other police services to the neighborhoods and businesses in the area surrounding the University.

Police service is provided twenty-four hours a day, seven days a week. All officers have, at minimum, a bachelor's degree. They are commissioned as Detroit Police Officers, with full police authority on and off campus, after training at a State-certified Police Academy. Any matter requiring the services of a police officer can be reported at any hour of the day or night.

Blue Light System – Emergency Telephones (7-2222): The University has installed outdoor emergency telephones throughout the campus. These emergency telephones are identified by bright blue lights.

Emergencies (313-577-2222): All emergencies should be reported immediately, i.e.: all crimes, missing/stolen property, automobile accidents, suspicious persons, injured persons, vandalism, break-ins or burglaries.

Accidents (313-577-2222): Ambulatory patients will be transported, by officers, to either Detroit Receiving Hospital or the University Health Center. The Police Department does not provide ambulance service but utilizes the Detroit Fire Department Emergency Medical Service to handle other than minor injuries.

Fire or Other Extreme Hazards (313-577-2222): Emergencies such as fire, smoke, explosions, broken gas or water mains, severe electrical hazards, etc., should be reported.

Crime Prevention Section (313-577-6064): The Police Department's Crime Prevention Section provides a number of crime prevention services, including personal safety seminars, crime prevention programs, and services. All programs and services are free of charge (except the Rape Aggression Defense Training for which there is a fee of \$25.00) to any Wayne State department, student, staff, or faculty member. Examples of services provided include:

- Security Services
- Street Smarts seminars
- Operation Identification
- Alcohol Awareness
- Rape Aggression Defense Training

The Crime Prevention Section also publishes monthly 'CampusWatch' articles. Email inquiries may be made to: campuswatch@wayne.edu.

Athletics, Intramurals and Recreation

Matthaei Facility: 126 Matthaei Building; 313-577-4295

Intramural Sports: Mort Harris Recreation and Fitness Center; 313-577-6712

Intercollegiate Athletics: 101 Matthaei Building; 313-577-4280
<http://wsuathletics.com>.

Wayne State University has a rich athletic tradition dating back to the fall of 1917 and recently celebrated 100 years of singular outreach and academic success. The first Detroit Junior College athletic event (precursor of Wayne State University) was a basketball game against the Detroit College of Law on January 19, 1918. Since then WSU student-athletes have captured numerous honors, including national championships awarded by the NCAA and conference championships. In the past ten years, 276 WSU student-athletes have been recognized as All-American. In the 101 year history, 644 students have been so recognized. Over seventy percent (70.26%) of the nearly 400-plus student-athletes currently involved in competitive athletics have a 3.00 or better cumulative grade point average. According to the latest federally mandated report, WSU student-athletes graduation rate is eighty-three percent (83%). The athletic department provides competitive opportunities in the following sports: baseball, men's and women's basketball, men's and women's cross country, men's and women's fencing, football, men's and women's golf, softball, men's and women's swimming/diving, men's and women's tennis, volleyball, and women's indoor/outdoor track. Last season, nine out of eighteen programs competed in NCAA championships. In 2012, women's swimming and diving won the NCAA National Championship joining ten other programs to be so honored. The past seventeen years WSU Athletics has had its seventeen highest ratings in the annual NACDA Cup and in twelve of the past fifteen years finished in the top 12% of the 319 institutions in Division II. The NACDA ranks the top overall competitive intercollegiate athletic programs in the country.

The University competes in both the NCAA Division I (men's and women's fencing) and Division II levels. The sixteen non-Division I University athletic programs compete in the Great Lakes Intercollegiate Athletic Conference (GLIAC). Members of the GLIAC are: Ashland University, Davenport University, Ferris State University, Grand Valley State University, Lake Superior State University, Michigan Technological University, Northern Michigan University, Northwood University, Purdue Northwest University, Saginaw Valley State University, and the University of Wisconsin-Parkside.

The fencing teams compete in the Midwest Fencing Conference with Ohio State, Cleveland State, Detroit Mercy, and Northwestern, among other schools.

The University offers a wide and varied program of recreational and intramural activities. The Matthaei Complex, and the surrounding athletic campus on forty-three acres of land, located on the west end of campus, offers a myriad of drop-in activity areas that include courts and fields for basketball, football, jogging, racquetball, soccer, squash, tennis, and volleyball, a weight training/exercise room, and swimming facilities. Use of these facilities is free with a current University ID or with a membership through the Mort Harris Recreation and Fitness Center. The recently built Doris J. & Donald L. Duchene, Sr. Athletic Facility features 35,000 square feet of usable space, four tennis courts and a sprint track. Open recreation hours and rental information for this facility are available at: <http://rfc.wayne.edu/multipurpose/>

Ticket and schedule Information is available at the Athletic Office (<http://WSUathletics.com>), 101 Matthaei Building, 313-577-4280. All men's basketball and football games are broadcast on the Warrior Radio Network at WDTK-AM 1400 and FM 101.5 and are also available for free on the internet. Students are admitted free to all University-controlled WSU athletic events with a One Card.

Sports Facilities

Matthaei Building

Matthaei is normally open from 7:00 a.m. to 8:30 p.m., Monday through Friday; and is closed to recreation on Saturday and Sunday, during the

fall and winter semesters. During the spring/summer semester the Building is open from 7:00 a.m. to 7:30 p.m., Monday through Friday. Outdoor tennis courts and track are available during posted hours. A facility schedule is published monthly. Operational hours are subject to change, and not all areas of the complex will be available at all times, due to scheduled classes, intramural activities and varsity athletics. Lap swim is available at the Matthaei for all affiliates and the lap hours are on the monthly recreation schedule, available online or hard copy at Matthaei. Locker and towel services are available for all affiliates daily with current OneCard at no charge. Locker rental plans both semester and yearly are also available. For charges and additional facility information, visit the Matthaei Shop in the Matthaei Building; or call 313-577-4295.

Mort Harris Recreation and Fitness Center

The Mort Harris Recreation and Fitness Center is open from 5:30 a.m. to 11:00 p.m., Monday through Friday; and 10:00 a.m. to 7:00 p.m. on Saturday and Sunday, during the fall, winter and spring/summer semesters. Operational hours are subject to change, and not all areas of the complex will be available for open recreation at all times, due to scheduled group fitness classes, intramural activities, club sport activities, and varsity athletics. Locker and towel services are available for all students and members with a current OneCard. Locker rentals are available for semester and yearly rentals. For charges and additional facility information, please visit the Mort Harris Recreation and Fitness Center (<http://rfc.wayne.edu>) website or call 313-577-2348.

Group Fitness Classes (non-credit)

These classes include a variety of programming, conducted by trained, certified and experienced instructors. Class options include yoga, cycling, Zumba, and a variety of strength and conditioning classes.

Open Recreation: The fitness areas, multi-purpose courts, walking track and climbing wall offer opportunities for unstructured play and participation. Basketball, volleyball, and a variety of equipment and areas for working out, stretching, and socializing are also available.

Intramural Sports Programs: Men's, Women's and Co-Rec intramural sports leagues are available for all currently enrolled WSU students as well as WSU faculty/staff members of the facility. Leagues and tournaments are available in a variety of sports, including basketball, volleyball, dodgeball, flag football, soccer, Esports and more.

Club Sports: The Mort Harris RFC is also the home for all Club Sports. Students interested in starting a particular club sport, are invited to consult our website (<http://www.rfc.wayne.edu>) to view the registration process and to become familiar with g.p.a., credit load, and insurance guidelines. All WSU Club Sports are fully funded by the participating students themselves. Current clubs include men's and women's soccer, men's lacrosse, men's and women's volleyball, quidditch, equestrian, rowing and cricket.

Fitness and Wellness Programs: Fitness assessments, personal training, and group fitness programs for every level of fitness are available to all students and members. All students and members have a free consultation included with their membership every year.

Climbing Wall: The facility offers ten top rope anchors with dozens of routes which change weekly. All necessary equipment may be rented; day and yearly passes are available.

Adventure Trips: The Mort Harris Recreation and Fitness Center offers a variety of outdoor excursions for novices to seasoned adventures. Trips include but are not limited to whitewater rafting, kayaking, skydiving, skiing and snowboarding, fishing, camping, and mountain biking.

Team Building: The high ropes course is designed to foster interpersonal and intra-personal growth in a fun and challenging environment. Your

Student Organization, Department, Corporation or group will climb up thirty feet and traverse through fifteen different elements that focus on teamwork and interdependency. Groups will learn to communicate effectively, listen to each member, recognize individual strengths and utilize collaborative efforts.

Student Center Administration

Student Center Administration (313-577-4585) is located in the lower level of the Student Center. This office schedules rooms and audio-visual equipment available for meetings, seminars, conferences and special programs. Bake sale, literature and vendor tables as well as Community Arts and St. Andrews reservations are also provided.

Student Center Administration provides the following services for a fee: duplicating service, SMART and DDOT bus passes, fax service, and State Hall locker rentals. In addition, Student Center Graphics, University Lost and Found, and the campus bulletin board posting service are located here.

Student Center Graphics (313-577-3730): Student Center Graphics is a student operated design and print shop. They provide design services and large format printing for the campus community and outside clients. SCG also provides items such as banners, posters, logo designs and consultations for a fee.

Religious Organizations

Various religious denominations have offices on the sixth and seventh floors of the Student Center. Programs and personal and spiritual counseling are available from various denominations. A reflection room is available on the 3rd floor of the Student Center.

Computing and Information Technology Division (C&IT)

Office: 5925 Woodward Ave.

Tel.: 313-577-4722; Fax: 313-577-5500

Associate Vice President and Chief Information Officer: Daren Hubbard
<http://computing.wayne.edu>

Computing and Information Technology (C&IT) provides IT services and resources that support and enhance Wayne State University's teaching, learning, research, and administrative activities. C&IT's primary goal is to provide technology services that enable our students, faculty, and staff to be successful at WSU. C&IT employees strive to provide excellent customer service, respond to the changing needs of the University community, and make it easy and convenient for everyone to use technology at Wayne State. Functional C&IT organization charts are available on our website (<https://computing.wayne.edu/about/org-charts.php>).

AccessID

Everyone at Wayne State receives a unique identification code (AccessID) consisting of two letters and four numbers, for example: xy1234. The AccessID and password are key to accessing many University online systems; the Access ID can be found on the One-Card; passwords are assigned with initial email communications in the admissions application process.

Email and Communication Tools

Wayne Connect: The University's Wayne Connect system is a campus-wide method of communication. It is powered by Microsoft and features email, calendars, online storage, mobile apps, and more.

Broadcast Messaging (Emergency Alerts) (<https://broadcast.wayne.edu>): This University-wide service delivers emergency alerts and other significant messages to faculty, students, and staff. Recipients can register their cell phones to get emergency alerts, grades, and other important information via text messages.

Mobile Apps

Wayne State Mobile App offers students, faculty, staff, and alumni an easy way to access University information like email, calendar, parking availability, class schedules, campus maps, OneCard balances, and more. Apps are available for free download on Android and iOS devices.

Academic IT Services

Canvas (<https://tech.wayne.edu/kb/academic-services>) is Wayne State's online learning management system. Students can take quizzes, upload assignments, participate in message boards and more. Free mobile apps for teachers and students are available.

Computer Labs (<http://www.computing.wayne.edu/computer-labs>): The University libraries have both open and restricted-access computing areas, with more than 600 computers and a variety of applications. Additionally, many Schools, Colleges, and academic departments provide special-purpose computers and software for their students and faculty.

Grid Computing (<http://www.grid.wayne.edu>): WSU researchers with projects requiring high performance computing can use Wayne State University's scalable, Grid-enabled computing system.

Administrative IT Services

Academica is the primary online means to securely register for classes, apply for financial aid, pay tuition, and more.

Internet Access (<http://computing.wayne.edu/wireless>): WSU's wireless networks offer high-speed Internet access within campus buildings including the residence halls. We recommend connecting to WSU-SECURE whenever possible.

Research Networks: Internet2 and MiLR (<http://computing.wayne.edu/research-networks>): Wayne State's membership in the Internet2 advanced networking consortium offers researchers countless opportunities for participation and collaboration. The Internet2 Network addresses researchers' bandwidth-intensive requirements, such as: collaborative applications, distributed research experiments, and grid-based data analysis.

Software Purchases and Discounts (<https://computing.wayne.edu/helpdesk/freesoftware.php>): The C&IT Help Desk provides free and discounted software to current students, faculty and staff for academic, departmental and personal use.

Computer Security (<http://security.wayne.edu>): Students can rely on C&IT to protect the confidentiality, integrity, and availability of information on WSU computer systems, but security is everyone's responsibility.

Help Desk (<https://computing.wayne.edu/helpdesk>): The C&IT Help Desk is Wayne State's campus technology headquarters - a one-stop shop for all your tech support needs. Call, email, or live chat for one-on-one help with any of Wayne State's IT systems, like email, Canvas, or Academica.

Qualtrics Online Survey Software (<http://computing.wayne.edu/qualtrics>): The Qualtrics Research Suite is a user-friendly, feature rich, web-based survey tool that allows users to build, distribute, and analyze online surveys, collaborate in real-time, and export data in multiple

formats. All Wayne State students have access to a free account for this service.

Educational Outreach

5057 Woodward Avenue, Suite 3101, Detroit MI 48202; Telephone: (313) 577-4682

Email: educationaloutreach@wayne.edu

<http://www.educationaloutreach.wayne.edu>

Associate Vice President for Educational Outreach and International Programs: Ahmad Ezzeddine

Sr. Director, Business Affairs: Arthurine Turner

Director of Operations: Rebecca Journigan

Manager, Administrative Services: Heather Howell

Program Coordinators: Gail Stanford, Nevein Michail,

Director, Educational Outreach and Transfer Initiatives: Michael Quattro

Associate Director, Educational Outreach: Stacy Jackson

Program Manager, Schoolcraft Center: Gail Stanford

Associate Director, Executive and Professional Development: Michael Kelly

Instructional Services Supervisor: Margaret Matyniak

Project Coordinator, Marketing: Carol Baldwin

Financial Analyst: Stacey Smith

Educational Outreach is principally responsible for Wayne State University's off-campus offerings including online programs and courses. This division administers academic off-campus course offerings and programs for most Schools and Colleges of the University; the University Summer Session; and the partnership degree programs at University centers located on community college campuses. Educational Outreach staff coordinate relationships with community colleges partners and oversee transfer student recruitment and retention via the Transfer Student Success Center. Additionally, the division oversees credit and non-credit executive education, certificate, professional development and continuing education programs for the University.

The Division operates several instructional centers in the Detroit metropolitan area as well as in other selected locations in Michigan, and delivers distance learning and online instructional programs. Through these outreach efforts, WSU is able to serve and meet the educational needs of a diverse student audience: working adults who are unable to pursue traditional on-campus programs of study; persons who desire courses of instruction at or near their place of employment; and others who are simply taking courses to enrich their educational background or improve their technical skills.

Dual Enrollment Cohort Programs

Educational Outreach coordinates dual enrollment cohort programs for eligible high school students in interested school districts. Dual enrollment cohort programs may be offered on site within the school district or at any of the Wayne State University campuses. For information regarding Dual Enrollment Cohort Programs, telephone: 313-577-1430.

Visitor Program (Non-Credit)

Educational Outreach also administers the University's Visitor Program. Under this program, adults can attend a wide range of selected University courses, both on and off campus, provided classroom space is available. No grade or academic credit may be earned, and students may not be registered for courses taken for credit simultaneously with courses taken under the Visitor Program.

The Visitor Program allows any adult who is not currently enrolled in credit courses at Wayne State University to attend a wide range of University courses in a noncredit status. Visitor status students do not receive academic credit and do not receive acknowledgement on

transcripts. Provided space is available and permission has been granted, adults may enroll as visitors in most of the courses listed in the Schedule of Classes.

It is not necessary to be formally admitted to the University to take advantage of the Visitor Program. Visitor status students do not submit written work or take examinations. Registration for both on-campus and off-campus classes takes place the first two weeks of classes and is processed by the Division of Educational Outreach, located on the main campus.

Students enrolled in the Visitor Program are assessed one-half of the undergraduate resident lower division credit hour rate for each credit hour plus a non-refundable Registration Fee equal to one-half of the regular Registration fee and the full per credit hour undergraduate Student Service Credit Hour Fee. Payment of tuition and fees are due at the time of registration. Tuition must be paid in full at the time of registration. Payment is accepted by money order, check, Discover, Master or Visa Card. Money orders or checks must be drawn from a United States bank and cannot be starter checks. Students may register in person or by calling: 313-577-4682.

Travel Study

Sponsoring schools and colleges in the University offer travel study programs through the Division of Educational Outreach. Most programs occur in the spring/summer sessions; times and locales vary each year. Travel study refers to programs in the United States. Please refer to the Office of International Programs (p. 43) for study abroad programs. Recent travel study programs include:

College of Liberal Arts and Sciences: Biological Sciences: marine lab at the Florida Keys; field studies at Fish Lake, Michigan

College of Education: Science Education: ecology courses at Higgins Lake, Michigan

College of Fine, Performing and Communication Arts: Fashion Merchandising: design in New York City

Extension Centers

Director, Educational Outreach and Transfer Initiatives: Michael Quattro

Associate Director, Educational Outreach: Stacy Jackson

Program Manager, Schoolcraft Center: Gail Stanford

The Division of Educational Outreach operates several instructional centers in the Detroit metropolitan area as well as in other selected locations in Michigan. Through these outreach locations, the University is able to serve and meet the educational needs of a diverse student audience. The locations of the centers are listed below.

OAKLAND COMMUNITY COLLEGE, ORCHARD RIDGE CAMPUS
Building D, 27055 Orchard Lake Road
Farmington Hills, MI 48334
Telephone: 248-522-3905

SCHOOLCRAFT COLLEGE
18600 Haggerty Road
Jeffress Center, Suite 320
Livonia, MI 48152
Telephone: 734-853-3450
Fax: 734-853-3446
Email: schoolcraft@wayne.edu

MACOMB EDUCATION CENTER
16480 Hall Road
Clinton Township, MI 48038
Telephone: 586-226-4291; 313-577-9632
Fax: 586-226-8570

Email: macomb@wayne.edu

UNIVERSITY CENTER AT MACOMB
44575 Garfield Road
Clinton Township, MI 48038
Telephone: 586-263-6700; 313-577-6261
Fax: 586-263-6120
Email: macomb@wayne.edu

ADVANCED TECHNOLOGY EDUCATION CENTER
14601 East 12 Mile Road
Warren, MI 48088
Telephone: 586-447-3905; Fax: 586-447-3907
Email: atec@wayne.edu

Registration for Off-Campus Courses

Registration for off-campus academic courses is held during the regular registration periods for each semester. For specific registration information, telephone: 313-577-3541 or 313-577-4682.

Fees for credit classes are the regularly established fees of Wayne State University, which are published each semester in the University Schedule of Classes (<http://classschedule.wayne.edu>). All fees are subject to change at any time without notice by action of the Board of Governors of the University.

Non-Matriculant Advising

Persons who wish to enroll in credit courses offered through this division and who have NOT been formally admitted to the University are registered as non-matriculated students in the College of Liberal Arts and Sciences. Students are advised to consult the non-matriculant advisor as well as the specific degree program requirements cited in this bulletin, and are urged to process formal application and admission documents as soon as possible. Upon admission to a Wayne State school or college, credits earned in non-matriculant status may be applied toward degrees subject to the approval of the admitting school or college.

Admission Requirements

Most credit courses offered through Educational Outreach are open to all students who are qualified by virtue of meeting the prerequisites for individual courses or, in cases where there are no prerequisites, on the basis of their own assessment of their aptitudes. Those individuals who have been formally admitted to Wayne State University for a degree or certificate program, or post-baccalaureate study, and who are in good academic standing, will have course credits and grades earned through extension recorded on their transcripts in the same manner as credits earned on campus. Guest students should consult with their home institution when formulating their registration plans and submit an application for guest admission (<http://admissions.wayne.edu/guest/requirements.php>).

Programs Offered Through Educational Outreach

Educational Outreach offers entire curricula or selected courses applicable to many Wayne State University degrees and certificates at convenient times and places. The following complete degree programs are offered at various extension centers. Students should visit the Educational Outreach (<https://wayne.edu/educationaloutreach/programs>) website for more details.

Undergraduate Degree and Certificate Programs

Bachelor of Arts with a major in Anthropology
Bachelor of Arts in Business Administration with a major in Global Supply Chain Management

Bachelor of Arts in Business Administration with a concentration in Accounting or Management
Bachelor of Arts in Information Systems Technology
Bachelor of Arts with a major in Communication Sciences and Disorders
Post-bachelor's program in Communication Sciences and Disorders
Bachelor of Arts with a major in History with optional minor in Political Science or Criminal Justice
Bachelor of Arts with a major in Public Relations
Bachelor of Arts/Science in Elementary Education with a major in Special Education with a concentration in Cognitive Impairment
Bachelor of Science with a major in Computer Science
Bachelor of Science in Construction Management
Bachelor of Science in Criminal Justice
Bachelor of Science with a major in Elementary Education (Integrated Science or Mathematics)
Bachelor of Science in: (Engineering Technology degrees)

Electrical/Electronic Engineering Technology
Electromechanical Engineering Technology
Manufacturing/Industrial Engineering Technology
Mechanical Engineering Technology
Product Design Engineering Technology

Bachelor of Science in Mechanical Engineering
Bachelor of Social Work
Bachelor of Science in Nutrition and Food Science
Bachelor of Science in Nursing

Graduate Degree and Certificate Programs

Master of Business Administration
Education Specialist Certificate in Special Education with a concentration in Learning Disabilities or Autism Spectrum Disorder
Endorsement in Bilingual/Bicultural Education with a concentration in English as a Second Language
Master of Arts in Employment and Labor Relations
Master of Education with a major in Special Education and concentrations in:

Cognitive Impairment
Learning Disabilities
Autism Spectrum Disorders

Master of Social Work

Transfer Student Success Center

Director, Educational Outreach and Transfer Initiatives: Michael Quattro
Manager: Jo Bains
Telephone: 313-577-2487
Email: transfer@wayne.edu

The Transfer Student Success Center (TSSC) is a hub for transfer students to obtain the help they need to successfully complete their degree at Wayne State University. The TSSC is designed to help those transferring from a community college or other four-year institution navigate the administrative and academic units of the university and ensure a timely and successful completion of their degree.

The TSSC provides direct service to students, community college staff, and WSU departments.

Direct service to students includes support with:

Transfer credit evaluation
Academic advising
Student organizations
Engaging students with the larger Wayne State community

Providing opportunities for prospective students to visit campus

Direct service to community college staff includes:

Information about Transfer Plans and transferring of credit
Development of articulation agreements
Hosting/coordinating staff and faculty visits to WSU
Providing counselors/advisors and other staff with current/updated WSU information

Direct service to WSU departments includes:

Facilitating and coordinating the development of articulation agreements
Acting as a resource and clearinghouse for information on transfer students
Participating in and leading development of events and activities for transfer students

Executive and Professional Development Programs (Non-Credit)

Associate Director: Michael Kelly
Project Manager: Abby Cheatham
Telephone: 313-577-4665
<http://www.ExecEd.wayne.edu>

Executive and Professional Development (EPD) provides proven practical solutions to business challenges through executive education, business training and consulting. Offering a unique blend of expertise and flexible design, EPD moves beyond off-the-shelf, pre-packaged education, training and consulting 'services' by applying problem-solving strategies to assess and meet the needs of its clients. EPD is committed to providing customized, fully integrated, in-depth programs to address specific organizational needs and improve individual and organizational capabilities and performance. The EPD portfolio includes:

Business Training and Executive Education

EPD offers programs that respond to problems currently facing business, government and industry. Programs are offered in a variety of formats and deliver the strategies, tools, and knowledge needed to succeed in today's changing business environment. EPD mobilizes the resources of WSU to serve the specific and unique needs of the community by offering customized degree and non-degree programs, be they an onsite MBA program offered for a specific company, an Engineering Management Master program offered for a group of engineering executives, or a master of social work offered at one of the university's extension sites.

EPD provides a blended training approach by using a variety of alternative delivery methods including on-site facilitated sessions, video-conferencing, online training and computer-based programs.

Certificate Programs

EPD responds to industry's demand for a more comprehensive approach to continuing education by offering certificate programs that encompass several current management and business issues. These multiple-session programs offer participants the opportunity for higher mastery and competency in a particular subject area and can be customized to meet each organization's specific needs.

On-Site Consulting Services

In conjunction with training, EPD's expert staff provides consulting services in a variety of areas including training and design development, leadership and organizational development, succession planning, business process improvement, strategic planning, and executive coaching.

Procurement Technical Assistance Center

The Procurement Technical Assistance Center (PTAC) works with qualified businesses in the Detroit area to prepare them to bid for government contracts. PTAC's goal is to provide small business owners with a competitive edge in selling to the public sector by educating them about opportunities, and offering marketing and technical assistance. Recently, PTAC services resulted in awarded contracts totaling more than \$5 million.

For further information on any Executive and Professional Development services or activities, call: 313-577-4665.

Financial Aid

Office of Student Financial Aid (OSFA)

Welcome Center, 42 W. Warren Avenue
P.O. Box 2340, Detroit, MI 48202
Telephone: 313-577-2100, Fax: 313-577-6648
<https://wayne.edu/financial-aid>

The Office of Student Financial Aid (OSFA) provides need-based and non-need-based financial aid to help eligible students meet the expenses of their education. Financial aid is intended to supplement, not to replace, students' financial resources. Financial need is determined from the information that students submit on the Free Application for Federal Student Aid (FAFSA (<https://fafsa.gov>)).

Information concerning scholarships (<https://wayne.edu/scholarships>) is available online. Wayne State University offers a variety of University-wide scholarships that are awarded based on financial need, scholastic achievement, and/or leadership qualities. To apply for University-wide scholarships, students must complete the online application (<https://wayne.edu/scholarships/privateapp>). Note: Scholarships that have need as a criterion require submission of the FAFSA.

Service Hours: Walk-in financial aid assistance is provided in the lobby of the Welcome Center Monday through Thursday, 8:30 a.m. to 6:00 p.m., and Friday 8:30 a.m. to 5:00 p.m. June through August, walk-in services end at 5:00 p.m. Monday through Friday. You also may email studentservice@wayne.edu or call 313-577-2100.

The Office of Student Financial Aid will send email and notices to your WSU email account (<https://tech.wayne.edu/kb/communication-collaboration/wayne-connect>). Information about your award and award requirements is available in *Academica*. More information about using *Academica* is available on our website (<https://wayne.edu/financial-aid/receiving/pipeline>).

Financial Aid Types

Financial aid at Wayne State University is awarded in the form of a 'package,' or combination of aid sources, and generally consists of four types: grants, scholarships, loans, and employment. The amount of aid a student can receive cannot exceed the estimated cost of attendance. The amount of need-based financial aid that a student may receive cannot exceed their financial need, which is based on the information provided on the FAFSA. Students may be eligible for non-need-based aid in the form of scholarships or unsubsidized federal loans.

Grants

Grants are gift assistance awarded on the basis of financial need and do not require repayment. The Free Application for Federal Student Aid (FAFSA) is required. Federal grants include the Federal Pell Grant, the Supplemental Educational Opportunity Grant (SEOG) and the Federal TEACH Grant.

Scholarships

Scholarships are gift assistance awarded based on academic achievement or other special ability and do not require repayment. For some awards, financial need is a factor and a FAFSA is required.

Loans

Loans are money that must be repaid at a future date, usually following graduation or when the student ceases to be enrolled on at least a half-time basis. Federal loans require submission of the FAFSA. Need- and non-need-based loans are available. Need-based loans for undergraduates include the Federal Direct Subsidized loan. Non-need based loans include the Federal Direct Unsubsidized loan. Parents of dependent undergraduates may apply for a Federal PLUS loan to assist with educational expenses.

Federal Work-Study

Federal work-study is on- or off-campus part-time employment with eligible employers. Work-study is awarded based on financial need. Students interested in work-study should complete the annual FAFSA. The Work-Study Request Form available on our website. The Student Guide to On-Campus Employment, which explains the hiring process and the terms and conditions of employment is available from the Office of Career Services (<http://careerservices.wayne.edu/student-employment.php>).

Free Application for Federal Student Aid (FAFSA)

How and When to Apply for Financial Aid: Each academic year, submit the Free Application for Federal Student Aid (FAFSA) (<http://www.fafsa.ed.gov>) and include the WSU federal code, 002329. The federal processor, the U.S. Department of Education, will electronically transmit the FAFSA data to the Office of Student Financial Aid.

Help Completing the FAFSA: Help completing the FAFSA is provided online throughout the application process. Help also is available by telephone from the Federal Student Aid Information Center: 1-800-4-FED-AID (1-800-433-3243) during regular business hours (Eastern Time), Monday through Friday.

Application Deadlines

Fall/Winter Application Priority Date: The application priority date for financial aid consideration at WSU for fall and winter semesters is the date by which the FAFSA should be submitted to facilitate determination of student eligibility for financial aid before the beginning of the fall semester. The priority date is not a deadline. See our website (<https://wayne.edu/financial-aid/resources/dates>) for current information.

Students may submit the FAFSA time during the following periods:

The 2019-20 FAFSA can be submitted October 1, 2018 through June 30, 2020.

The 2020-21 FAFSA can be submitted October 1, 2019 through June 30, 2021.

The 2019-20 FAFSA requires 2017 federal tax information. The 2020-21 FAFSA requires 2018 federal tax information. Applicants may be able to use the IRS Data Retrieval Tool when completing the FAFSA. The IRS Data Retrieval Tool will immediately upload tax data to the FAFSA.

Spring/Summer Financial Aid: The Office of Student Financial aid will use your 2019-20 FAFSA information to determine your aid eligibility for spring/summer 2020 and your 2020-21 FAFSA information to determine your eligibility for spring/summer 2021. Note: If the FAFSA has been

submitted for the academic year, it is not necessary to submit it again for the spring/summer semester.

Academic Calendar: At WSU, the spring/summer semester is the third term of the school year. For example: The spring/summer semester 2020 is part of the 2019-20 school year; the spring/summer semester 2021 is part of the 2020-21 school year.

Financial Need Determination

The Student Aid Report (SAR) lists the financial aid applicant's answers to the questions on the FAFSA. Based on those answers, the SAR either states the student's Expected Family Contribution (EFC) or instructs the student to take additional action which will allow an EFC to be determined. The EFC is a measure of the student's financial strength and is used in determining financial need. The SAR also indicates whether the financial aid application has been selected for the verification process.

How Financial Need Is Determined: To determine financial need, OSFA subtracts the student's expected family contribution (EFC) from the average cost of attendance (COA) for their program at Wayne State University. COA minus EFC equals financial need.

Verification: The process by which an educational institution confirms the accuracy of the data reported on an individual student's FAFSA is called verification. The federal processor selects the FAFSA applications for which the data submitted must be verified. If a student is selected for verification, they must provide documentation to confirm the information on the FAFSA.

Note: If an application is selected for verification, the student must complete the verification process before eligibility for financial aid can be confirmed, and before financial aid can be paid.

The Cost of Attendance (COA): The cost of attendance (COA), which is also called a budget, components include: tuition, fees, books and supplies, housing allowance (based on the living arrangements reported on the FAFSA) and miscellaneous expenses. If a loan is awarded, loan fees will be an included component. All students are initially assigned estimated tuition costs and estimated costs for books and supplies based on full-time enrollment status for their academic programs. Financial aid awards are offered based on the estimated budgets. At the time of disbursement, each student's financial aid award is adjusted based on current enrollment status (full-time, three-quarter time, or half-time).

The COA may be adjusted to include dependent care directly related to attendance at WSU; costs related to a disability; computer purchase for educational purposes; costs to obtain a first professional license; and an allowance for reasonable costs directly related to one's program of study.

Michigan Resident and Out-of-State Resident Cost of Attendance (<http://wayne.edu/financial-aid/resources/cost-of-attendance>): Please access our website for detailed information concerning how student budgets are assigned and cost of attendance component amounts.

Current Tuition and Fees (<http://reg.wayne.edu/students/tuition.php>): Tuition and fees are subject to change by the WSU Board of Governors without notice.

Special Circumstances (<https://wayne.edu/financial-aid/forms/appeal>): The Office of Student Financial Aid recognizes that students may have extenuating financial circumstances that the standard need analysis form (FAFSA) does not consider. Applicants may request a review of extenuating circumstances that they believe affect their financial aid eligibility by submitting a Special Circumstances Appeal Form.

Eligibility and Conditions of Financial Aid

Students must be enrolled in an eligible degree- or certificate-granting program to receive financial aid funds. Enrollment must be at least half-time to be considered eligible for most types of aid. At the undergraduate level, enrollment for six credits is considered half-time and enrollment for twelve or more credits is considered full-time. Some scholarships may require enrollment in fifteen credit hours each fall and winter semester.

Non-degree programs have aid limitations and not all programs are eligible for financial aid. OSFA can provide more information about non-degree programs, including a list of specific certificate programs that are ineligible for financial aid.

Prerequisite coursework aid eligibility is limited. Determination of aid eligibility requires submission of the Prerequisite Coursework Aid Request Form, which is available on our website.

Repeat Coursework

Federal financial aid will pay for only one repeat registration in a course for which the student has previously earned a passing grade. That is, students are only eligible to receive financial aid the first time the course is repeated.

Financial Aid Enrollment Policy and the Census Date

Financial aid recipients are expected to attend all courses throughout the semester. If your participation in class is not confirmed by your instructor, your aid may be reduced or cancelled. The census date is the date on which WSU counts the number of students enrolled at the institution, which is the tenth day of each semester. It is the policy of the Office of Student Financial aid to lock or "freeze" the number of enrollment credits after the census date each semester. After the credits are locked or "frozen," grants and scholarships will not be adjusted (increased or decreased) unless a student withdraws from all classes. Therefore, the number of credits for which a student is enrolled on the census date determines the amount of grant funds that they will receive for the semester.

If, after the census date, a student increases enrollment credits, the grant amount(s) will not be increased. If, after the census date, a student decreases their credits of enrollment, the grant amount(s) will not be decreased. However, if a student withdraws from all classes, federal financial aid regulations require OSFA to determine the amount of financial aid the student has "earned" based on the portion of the semester that has been completed. The "unearned" part of the student's award must be returned to the financial aid program(s) from which the award(s) was/were made. As a result, withdrawing from all classes may cause cancellation of a portion or of all financial aid.

Calculating "Earned" versus "Unearned" Financial Aid

OSFA must follow federal regulations in determining the amount of "earned" versus "unearned" federal financial aid disbursed to a student who then leaves school without completing the semester. The refund percentage is determined by the student's effective date of withdrawal from all classes, which is the last recorded date of attendance.

A student who completes 60% or less of a semester will be considered to have "earned" the same percentage of financial aid as the percentage of the semester completed. The percentage will be calculated by dividing the completed number of days by the total number of days in the semester. The percentage of "unearned" aid will correspond to the percentage of the semester not completed. A student who completes more than 60% of a semester will be considered to have earned 100% of the financial aid disbursed for that semester and no return of federal financial aid will be calculated.

A student has not "earned" all of the financial aid received may be required to repay those funds. Detailed information is provided in the WSU Withdrawals and Return of Title IV Policy (<https://wayne.edu/financial-aid/receiving/cancellation>).

Enrollment Requirements for Federal Direct Loans

A student must be enrolled at least half-time to receive a federal loan disbursement. At the undergraduate level, enrollment for six credits is considered half-time.

Satisfactory Academic Progress (SAP)

Federal financial aid regulations require OSFA to apply reasonable standards for measuring whether a student is making progress toward a degree or certificate. The standards, which are called satisfactory academic progress (SAP), must be met for a student to remain eligible to receive financial aid. Academic progress is measured each semester.

WSU Satisfactory Academic Progress Standards are comprised of three components:

1. The cumulative grade point average of at least 2.0 is required at the undergraduate level.
2. The pace of progress toward the degree or certificate must be at least 67%, which is determined by dividing the cumulative number of credits completed by the cumulative number of credits attempted.
3. The maximum time frame for completing the degree or certificate, is 150% of the average published length in credits of the program.

Note: Full-time or part-time enrollment is not a factor in determining the pace of progress or the time frame since only credits are the units of measurement.

The WSU Satisfactory Academic Progress Policy is available online (<https://wayne.edu/financial-aid/receiving/sap>). Check your SAP status in *Academica* (<https://academica.aws.wayne.edu>).

Consequences of Withdrawing from Courses

A student's satisfactory academic progress (<https://wayne.edu/financial-aid/receiving/sap>) may be affected if the student withdraws from courses during a semester. A student who does not comply with SAP standards may be denied financial aid for subsequent semesters. The university has specific instructions for SAP appeals (<https://wayne.edu/financial-aid/receiving/sap/sapappeal>).

A student who withdraws from all courses may be required to repay a portion of the financial aid received. Please see the section above titled *Calculating "Earned" versus "Unearned" Financial Aid*. If a student's withdrawal from one or more courses results in less-than-half-time enrollment status, the student will not be eligible for new federal loan funds. At the end of the grace period on the loans received, repayment will begin.

The U.S. Department of Education's Office of Federal Student Aid (<https://studentaid.ed.gov/sa>) governs the policies and procedures for loan repayments, deferment, forbearance, and limits. Detailed information about grace periods and loan repayment is available on the Federal Student Aid website. Students should contact their loan servicer to make repayment arrangements or request a loan deferment or forbearance.

The amount in federal student loans that a student can receive has annual and aggregate limits. Students are strongly encouraged to consider these limits in developing their education plan.

Financial Aid Disbursement

Financial Aid Disbursement: Financial aid (except work-study) is paid in two disbursements if the award is for the academic year (fall and winter

semesters). Half of the award is paid in the fall semester and half is paid in the winter semester.

Financial aid recipients are expected to attend courses throughout the semester. Aid will not disburse after courses begin unless the instructor confirms participation in courses. If participation in class is not confirmed, the amount of financial aid may be affected.

Financial aid funds are applied directly to institutional charges (tuition, fees, room and board). Any excess funds will be available within 14 days of the date the credit balance occurs or within 14 days of the first day of classes — whichever is later.

Federal Work-Study Payments: Work-study earnings are paid biweekly in the form of a paycheck. The department in which the student is employed submits a record of the hours worked to the Payroll Office, and the Payroll Office authorizes payments.

Note: Students cannot earn more than the amount of their work-study award. Spring/summer semester is separate from the fall and winter semesters. Unused funds from a fall and/or winter work-study award cannot be earned in the spring/summer semester.

Enrollment Requirements for Federal Direct Loans: A student must be enrolled at least half-time to receive a federal loan disbursement. At the undergraduate level, enrollment for six credits is considered half-time.

General Education Program

Wayne State has had a University-wide Program in General Education since 1987 for all undergraduate students pursuing bachelor's degrees regardless of their academic specialties. These requirements contribute to the goal of ensuring that all students have the basic skills fundamental to success in college while simultaneously achieving the intellectual breadth necessary to place specialized and professional curricula in proper perspective. By means of the General Education Program, undergraduate students improve their skills and are introduced to methods of inquiry, modes of thought, bodies of knowledge, and representative ideas drawn from a wide range of academic disciplines.

Effective Fall 2018, the university has adopted major revisions to the general education curriculum. While aspects of the new curriculum are shared with the old curriculum, existing topics were revised and new topics created to specifically align with university's mission and strategic plan. This includes commitments to global learning, diversity, equity and inclusion, and support for students' transition into the Wayne State University academic community. A maximum of 35 credits of Competencies, Group Requirements, and Wayne Experience Requirements shall comprise the General Education Program.

The General Education Requirements for students matriculating or graduating under the 2018-19 University Bulletin are organized into the categories below. Please contact your advisor if you have questions about General Education Requirements specific to your academic plan of work.

Competency Requirements

Learning Objectives: Competency Requirements ensure that students develop and demonstrate early in their academic careers fundamental skills in the following areas that underlie and make possible the acquisition of knowledge.

- Quantitative Experience (QE), satisfied through an appropriate course in mathematics, statistics, or quantitative reasoning.
- Oral Communication (OC)

- Written Communication (Basic Composition - BC, and Intermediate Composition - IC)

General Education Group Requirements

Learning Objectives: Group Requirements have a two-fold purpose:

1. to enable students to acquire knowledge and demonstrate understanding in a broad range of representative branches of knowledge; and
2. to enable students to develop and demonstrate the ability to apply methodological skills which encourage continued exploration on an independent level throughout their lives.

Group Requirements are organized in the following categories of inquiry:

- Cultural Inquiry (CI)
- Natural Scientific Inquiry (NSI)
- Social Inquiry (SI)
- Diversity, Equity and Inclusion Inquiry (DEI)
- Global Learning Inquiry (GL)
- Civic Literacy (CIV)

Wayne Experience Requirements

The Wayne Experience (WE), a one-credit course a required group of various one credit courses required of all first-year students, will play an instrumental role in socializing students into the university community by providing activities that will increase their connections with fellow students, academic advising staff, and their instructors. The essential goals for this requirement are to enhance student engagement, success, and retention by implementing high-impact practices (HIPS) within a student's first year in college. Wayne Experience will also help students build key skills and habits that will allow them to successfully navigate the university and manage their busy lives. These range from time management to, study and test-taking skills to and engaging in community activities both on and off campus. Student motivation, engagement, learning, achievement, persistence and degree attainment all can be fostered by these transformative educational experiences.

Exemptions for Second Degree and Transfer Students (General Education Program)

Students who hold a bachelor's degree from an accredited institution and who seek a second bachelor's degree are exempt from the University-wide General Education Requirements, but must satisfy all School/College, department and program requirements.

Equivalent courses taken at another institution may satisfy General Education Requirements. In cases where this would exceed the limitation of sixty-four credits from a community college accepted on a transfer basis, such courses shall satisfy the requirements, but the credits will not count towards the degree. Transfer students who have satisfied all requirements of the Michigan Transfer Agreement (MTA) are exempted from University General Education Requirements, but must satisfy all School/College, department and program requirements.

Competency Requirements

Success in college and the ability to function as an educated citizen require not only the ability to master areas of foundational knowledge, but also a series of fundamental skills that underlie and make possible the acquisition of knowledge. Since competencies or skills are preconditions for higher education, basic competencies should be demonstrated early in one's academic career. Multiple methods of demonstrating

competency are available, including satisfactory completion of designated courses or earning appropriate scores on designated examinations.

Competency Requirements should be met early in a baccalaureate degree program. Students who fail to meet the specified deadline will be allowed two additional semesters (or equivalent) in which to satisfy the competency requirement. During this time, they must be actively involved in taking the appropriate course or otherwise preparing themselves to demonstrate competence. After the two-semester limit, students who have not satisfied the requirement may be barred from enrolling in courses other than those which satisfy the competency requirement until the requirement has been completed.

The following general principles apply to all competency requirements:

1. Students who satisfy any Competency Requirement by passing a prescribed Wayne State University placement, qualifying, screening, competency or proficiency examination shall be excused from equivalent course work but shall receive NO course credit.
2. Course credit granted for satisfactory completion of an Advanced Placement, CLEP, International Baccalaureate, or Departmental Examination will satisfy the appropriate Competency or Group Requirement; credit so earned will be applicable to a baccalaureate degree.
3. Courses used to satisfy Competency Requirements shall not generally be used to satisfy Group Requirements.

Written Communication (BC, IC)

Writing ability is a cornerstone of academic studies and is often considered the touchstone of a university education. Skill and effectiveness in writing serve the individual throughout life — in career, in community, and in social and leisure activities. The ability to write well must be developed so that specialized audiences within professional fields as well as general audiences can be addressed effectively. While writing proficiency may be honed and refined in composition courses, writing is a skill that serves many purposes; one that requires constant renewal. The requirement in Written Communication is structured not only to provide training in how to write well, but also to insure that writing skills continue to be exercised and enhanced throughout the undergraduate years. The progression of the Written Communication requirements reflects the important notion of 'writing across the curriculum.' This requirement contains the following three components:

Basic Composition (BC) Requirement

All students must demonstrate competence in basic English composition prior to completing thirty credits. Basic composition competence shall be determined by satisfactory completion of a designated course, or its course equivalent or earning credit for basic composition through a national standardized test.

All students must demonstrate competence in basic composition by:

1. Completing successfully an approved course in basic composition with a grade of C or better: ENG 1020, ENG 1050; (Schools and colleges may also have specific requirements, such that careful course selection can lead to meeting both General Education and college requirements. Please consult the College/School listing for specific requirements); OR
2. Earning credit for basic composition through Advanced Placement CLEP or International Baccalaureate; OR
3. Transferring credit received for successful completion of a comparable course completed with a grade of C or better at another college or university.

After successful completion of this requirement, students will be able to demonstrate their ability to:

1. Use reading strategies in order to identify, analyze, evaluate, and respond to arguments, rhetorical elements, and genre conventions in college-level texts and other media.
2. Learn flexible research methods in order to effectively identify, select, evaluate, and apply secondary research that is appropriate to the scope and topic of a persuasive argument.
3. Develop critical literacy strategies to effectively and responsibly quote, paraphrase, summarize, and synthesize secondary research sources in order to compose persuasive arguments.
4. Learn theories and practices of written composition and rhetoric related to the writing process, including genre conventions of public and/or academic discourse communities and strategies for reading, drafting, writing, rewriting, and editing
5. Apply rhetorical knowledge to develop persuasive research-based written arguments intended for public and/or academic audiences, including techniques of rhetorical analysis of written texts and rhetorical strategies for composing arguments.
6. Compose persuasive arguments using a flexible writing process that includes instructor and peer feedback through multiple drafts of writing projects that incorporate varied writing media.
7. Use reflection and reflective writing to develop metacognition on the writing and research processes to plan, monitor, and evaluate one's own learning and writing.

Intermediate Composition (IC) Requirement

After successful completion of this requirement, students will be able to demonstrate their ability to:

1. Learn how to develop appropriate, relevant, and compelling primary research that responds to a text's audience, context, and purpose within a professional discourse community.
2. Synthesize primary and secondary research in order to develop ideas and compose written arguments and/or analyses that respond to issues in a professional discourse community.
3. Investigate, analyze, and compose texts for professional discourse communities as related to a concentration of study (i.e., a student's major).
4. Develop and adjust reading strategies to analyze and evaluate genres within and beyond the student's discipline and profession, including their associated professional discourse community, audience(s), rhetorical situations, purposes, and strategies.
5. Compose written texts that respond to the expectations of audiences inside and outside of students' professional discourse community in terms of content, claims, evidence, organization, format, style, rhetorical situation, persuasive strategies, and language effects.
6. Develop an awareness of how written genre conventions are social, and how genre and professional discourse communities change and shape each other over time.
7. Use reflective writing and meta-cognition as part of the planning, monitoring, and evaluation of one's research and writing processes.

All students must complete satisfactorily a designated intermediate, or more advanced, course in which the teaching of English composition and rhetoric is a major component prior to completing seventy-five credits. Satisfactory completion requires a grade of C or better. Courses currently approved for intermediate composition are:

Code	Title	Credits
AFS/ENG 2390	Introduction to African-American Literature: Literature and Writing	3
ENG 3010	Intermediate Writing	3
ENG 3020	Writing and Community	3
ENG 3050	Technical Communication I: Reports	3

Schools and colleges may also have specific requirements, such that careful course selection can lead to meeting both General Education and college requirements. Please consult the College/School listing for specific requirements.

Oral Communication (OC) Requirement

Educated persons should be comfortable in situations which require them to make oral presentations, be able to convince others of a point of view, or make appropriate remarks in an informal setting. Along with an ability to write cogently, communicating orally is mentioned most frequently by employers and others who evaluate the preparedness of college students as a fundamental skill to be able to compete in contemporary society. Consequently, oral communication is a crucial skill needed for success in virtually every field of endeavor.

All students must demonstrate competency in the fundamentals of oral communication prior to completing sixty credits. Oral communication competency shall be demonstrated by:

1. Completing successfully an approved course in oral communication: COM 1010; ENG 3060 (Schools and colleges may also have specific requirements, such that careful course selection can lead to meeting both General Education and college requirements. Please consult the College/School listing for specific requirements.); OR
2. Passing the Oral Communication Competency Examination; OR
3. Transferring credit received for successful completion of a comparable course taken at another college or university.

After successful completion of this requirement, students will be able to demonstrate their ability to:

1. Apply public speaking skills and concepts to speech presentations.
2. Prepare and deliver four different types of well-organized, context-specific speeches.
3. Create and present a well-designed presentational aid complementing a message in an informative speech.
4. Employ persuasive strategies in a persuasive speech.
5. Collaborate in a group in order to complete tasks for a group presentation.
6. Incorporate credible research into an informative and persuasive speech.
7. Critically reflect on the organization, content, and delivery of public speaking performances.
8. Perform an audience analysis to create a speech that is appropriate for and respectful of a diverse audience.

Quantitative Experience (QE) Requirement

Individuals with competency in quantitative skills possess the ability to reason and solve problems from a wide range of authentic contexts and everyday life situations. They can interpret quantitative data and use that analysis to provide support for sophisticated arguments. They can clearly communicate those arguments in a variety of formats as appropriate. This requirement is aimed at developing those skills in all of our students.

Competency in quantitative skills must be demonstrated by all students prior to completion of the first thirty credits taken at Wayne State

University. Quantitative skills competency shall be demonstrated by:
 a) Satisfactory completion of any QE designated course with a grade of C or better if taken at Wayne State University; OR b) Placing into a mathematics course above the level of MAT 1000 or MAT 1050 on the Mathematics Placement Examination; OR c) Achieving appropriate scores on national standardized tests; OR d) Transferring credit received for successful completion of a course equivalent to or higher than MAT 1000 completed with a grade of C or better at another college or university.

After successful completion of this requirement, students will be able to demonstrate their ability to:

1. Apply mathematical models to real-world problems.
2. Carry out and justify calculations.
3. Draw conclusions based on quantitative evidence.
4. Communicate arguments supported by quantitative evidence.

Code	Title	Credits
BA 1200	Personal Finance Planning	3
BA 2300	Quantitative Methods I: Probability and Statistical Inference	3
FPC 1010	Math for the Arts	3
MAE 1000	Detroit by the Numbers	3
MAT 1000	Mathematics in Today's World	3
MAT 1050	Algebra With Trigonometry	5,7
MAT 1110	Mathematics for Elementary School Teachers I	3
MAT 1120	Mathematics for Elementary School Teachers II	3
MAT 1500	College Algebra for the Social and Management Sciences	3
MAT 1800	Elementary Functions	4
MAT 2010	Calculus I	4
MAT 2020	Calculus II	4
PHI 1070	Reasoning and Decision	3
PS 1050	Understanding Political Science Statistics	4
STA 1020	Elementary Statistics	3
STA 2210	Probability and Statistics	4
THR 2651	Introduction to Life Skills for the Creative Entrepreneur	3

Group Requirements (Inquiry Courses)

Inquiry courses are designed to help introduce students to the different perspectives, methodologies, and questions that shape the production of knowledge. As suggested by the title, in these courses students will learn how scholars think in different disciplines, and they will also begin to engage in inquiry themselves, using diverse disciplinary methodologies to ask questions, analyze data, and make their own evidence-based arguments.

Through courses that fulfill Inquiry requirements, students will:

1. Gain exposure to different disciplinary ways of understanding the world.
2. Develop basic competencies in these disciplinary methodologies.
3. Apply disciplinary methodologies to analyze relevant data or examples.

There are four primary categories of Inquiry. They include Social Inquiry, Cultural Inquiry, Natural Scientific Inquiry, and Civic Literacy Inquiry. In addition to these categories, there are three additional cross-inquiry

categories: First Year Inquiry, Global Learning and Diversity, Equity and Inclusion. *Cross-Inquiry* courses are specially-designated courses that provide focus on themes that may cut across the primary Inquiry categories, therefore all cross-inquiry courses could be conceivably be found in a primary inquiry category. For example, one could imagine a course focused on Global Learning outcomes from the perspective of the social sciences and/or the arts and humanities.

Each student must complete a minimum of seven courses of at least 3 credits each from the following Inquiry groups, with at least two courses from the Natural Science Inquiry (NSI), one with a lab section, and one course from the remaining Inquiry groups, all of which are listed below.

NOTE: Schools and colleges may also have specific requirements, such that careful course selection can lead to meeting both General Education and college requirements. Please consult the College/School listing for specific requirements.

Social Inquiry (SI)

After successful completion of this requirement, students will be able to demonstrate their ability to:

- Describe the behaviors, practices, institutions, and/or systems that define a society or social group.
- Identify and define basic concepts in social analysis.
- Analyze social institutions and social interactions.

Code	Title	Credits
AFS 1010	Introduction to African American Studies	3
AFS 2210	Black Social and Political Thought	4
AFS/HIS 3360	Black Workers in American History	4
ANT 1100	Introduction to Anthropology	3
ANT 3200	Lost Cities and Ancient Civilizations	3
ANT 3400	Introduction to Medical Anthropology	3
ANT/GLS/PH 3410	Global Health	3
ANT/GLS 3700	Globalization: Theories, Practices, Implications	3
ASN/HIS 1700	East Asia to the 1700s	3
ASN/HIS 1710	History of Modern East Asia	3
CLA/GKM 3590	Byzantine Civilization	3
COM 1700	Media Literacy	3
COM 2200	Interpersonal Communication	3
CRJ 1010	Introduction to Criminal Justice	3
ECO 1000	Survey of Economics	4
ECO 2010	Principles of Microeconomics	4
ECO 2020	Principles of Macroeconomics	4
GLS/HIS 2800	Introduction to Global Issues and Institutions	3
GPH 1100	World Regional Patterns	4
GPH 2000	Introduction to Urban Studies	4
GPH 3130	Introductory Urban Geography	4
GPH 3200	Europe	3
GSW 2700	Social Science Perspectives on Gender, Sexuality, and Women	3
HIS 1000	World Civilization to 1500	4
HIS 1050	History of the Headlines: United States Since World War II	3
HIS 1300	Europe and the World: 1500-1945	4
HIS 1400	The World Since 1945	4
HIS 1600	African Civilizations to 1800	3-4

HIS 1610	African Civilizations Since 1800	3-4	CLA 2200	Introduction to Greek Tragedy	3-4
HIS/LAS 1900	History of Colonial Latin America	3	CLA 2300	Ancient Comedy	3
HIS/LAS 1910	Latin America from Independence to the Present	3	CLA 3720	Greek Identity from Antiquity to Modernity	3
HIS 1995	Nature and Societal Transitions	3	COM 2010/ ENG 2450	Introduction to Film	4
HIS 2000/ SOC 2500/ US 2000	Introduction to Urban Studies	4	COM 2020	History of Film	3
HIS 2040	American Foundations to 1877	3-4	COM 2160	Campaigns and Social Movements	3
HIS 2050	Modern America: Since 1877	3-4	DNC 2000	Introduction to World Dance	3
HIS 3250	The Family in History	3-4	DNC 2310	History of Dance from 1800 to the Present	3
KHS 1000	Contemporary Issues in Sport, Exercise, and Health Sciences	3	ENG 2100	Introduction to Poetry: Literature and Writing	3
LAS 3610	Seminar in Latino/a Urban Problems	3	ENG 2110	Introduction to Drama: Literature and Writing	3
NUR 3200	Global Healthcare	3	ENG 2120	Introduction to Fiction: Literature and Writing	3
PH 3100	Social and Behavioral Aspects of Public Health	3	ENG 2210	Great English Novels: Literature and Writing	3
PS 1000	Introduction to Political Science	3	ENG 2310	Major American Books: Literature and Writing	3
PS 1010	American Government	4	ENG 2420	Literature and Science	3
PS 1030	The American Governmental System	3	ENG 2560	Children's Literature: Literature and Writing	3
PS 2000	Introduction to Urban Studies	4	ENG 2570	Literature By and About Women: Literature and Writing	3
PS 2240	Introduction to Urban Politics and Policy	4	ENG 2200	Shakespeare	3
SAM 2020	History of Sport	3	ENG 2430	Digital Narrative	3
SOC 1010	Understanding Human Society	3	ENG 2440	Introduction to Visual Culture	3
SOC 1020	Social Problems	3	ENG 2445	Comics and Graphic Novels	3
SOC 2203	Social Psychology	3	ENG 2450	Introduction to Film	4
SOC 2208	Sociology of Sport	3	ENG 2470	Television Culture	4
SOC 2209	Sociology of Religion	3	ENG 2500	The English Bible as Literature	3
SOC 2300	Social Inequality	3	ENG 2565	Young Adult Literature and Culture	3
SOC 2510	People on the Move	3	ENG 2585	Literature and War	3
			ENG 2510	Popular Literature	3
			ENG 2720	Basic Concepts in Linguistics	3
			ENG 2800	Techniques of Imaginative Writing	3
			FRE/GER/ITA/ SPA 2700	Anguish and Commitment: European Existentialist Literature	3-4
			FRE/GER 2991	Understanding the Fairy Tale	3
			GER 2310	Short Fiction from Central Europe and Russia	3
			GLS 2700	Introduction to Global Stories	3
			GSW 2500	Humanities Perspectives on Gender, Sexuality, and Women	3
			HIS 1800/ NE 2030	The Age of Islamic Empires: 600-1600	3
			HIS 1810/ NE 2040	The Modern Middle East	3
			HON 4200	Seminar in Philosophy and Letters	3
			ITA 2710	Italy and Italians I	3
			ITA 2720	Italy and Italians II	3
			ITA 2991	Italian Fairy Tales	3
			ITA/NFS 3300	Science, History, and Culture of Italian Cuisine	3
			JPN 2720	Japanese Culture through Myth, Fairy Tales, and Media	3
			LAS 2100/ SPA 2400	Chicano/a Literature and Culture	3
			LAS 2110/ SPA 2500	Puerto Rican Literature and Culture	3
			LIN 2720	Basic Concepts in Linguistics	3
			MUH 1340	Music Appreciation: World Music	3
			MUH 1345	Music Cultures	3
			MUH 1350	History of American Popular Music	3

Cultural Inquiry (CI)

After successful completion of this requirement, students will be able to demonstrate their ability to:

- Describe artistic or cultural form(s) or philosophical ideas.
- Identify and define basic concepts in artistic or humanistic analysis.
- Analyze artistic practices, cultural forms, artifacts, or philosophical ideas.

Code	Title	Credits
AED 5050	Integrating the Arts into the Elementary Classroom	3
AFS 2010	African American Culture: Historical and Aesthetic Roots	4
AFS/LAS 2250	AfroLatino/a History and Culture	3
AH 1000	Introduction to Art	3
AH 1110	Survey of Art History: Ancient through Medieval	3-4
AH 1120	Survey of Art History: Renaissance through Modern	3-4
AH 1130	Encounters with the Arts of Global Africa	3
ANT 2400	Food and Culture	3
ANT 3100	World Cultures	3
ASN/JPN 2800	Culture Studies in Japan (Homestay and Study Abroad Tour)	3
CHI 2050	Gateway to Chinese Civilizations	3
CHI 3000	Chinese Mythology and the Supernatural	3
CHI 3022	Introduction to Chinese Literature	3
CLA 1010	Classical Civilization	3-4
CLA 2000	Greek Mythology	3-4

MUH 1351	History and Styles of Rock and Roll	3
MUH 1370	Music Appreciation: Beginnings to the Present	3
MUH 5340	Survey of World Music	3
NE 2010	The Bible and Ancient Mythology	3
NE 2060	Hebrew/Israeli Film: Trends and Themes in Israeli Cinema	3
PHI 1010	Introduction to Philosophy	4
PHI 1020	Honors Introduction to Philosophy	3-4
PHI 1100	Contemporary Moral Issues	3
PHI 1110	Ethical Issues in Health Care	3
PHI 1120	Professional Ethics	3
PHI 1130	Environmental Ethics	3
PHI 1200	Life and Death	3
PHI 1500	Race, Sex, and Religion	3
PHI 2100	Ancient Greek Philosophy	3
PHI 2110	Seventeenth and Eighteenth Century Philosophy	3
PHI 2140	Ancient Greek Medicine and Psychology	3
PHI 2320	Introduction to Ethics	3
PHI 2360	Feminist Philosophy	3
PHI 2400	Introduction to the Philosophy of Religion	3
PHI 2550	Introduction to Philosophy of Science	3
PHI/PSY 2650	Philosophy of Psychology	3
PHI 3500	Theory of Knowledge	3
PHI 3550	Metaphysics	3
PHI 3700	Philosophy of Art	3
POL/SLA 3750	Polish and Yugoslavian Cinema	3
PS 3510	Law, Authority and Rebellion	4
PS 3520	Justice	4
RUS 2991	Understanding the Fairy Tale	3
RUS 3600	Nineteenth Century Russian Literature	3
RUS 3650	Russian Literature Since 1900	3
SLA 2310	Short Fiction from Central Europe and Russia	3
SLA 3710	Russian and East European Film	3-4
THR 1010	Introduction to the Theatre	3
THR 1041	Musical Theatre Appreciation	3

Natural Scientific Inquiry (NSI)

After successful completion of this requirement, students will be able to demonstrate their ability to:

- Describe the natural world using physical laws
- Identify and define the basic concepts and methods of scientific inquiry.
- Analyze data based on mathematical and/or scientific methods.
- Apply the scientific method through experiments.

Code	Title	Credits
ANT 2110	Introduction to Physical Anthropology	3
AST 2010	Descriptive Astronomy ¹	4
BIO 1030	Biology Today	3
BIO 1050	An Introduction to Life ¹	4
BIO 1500	Basic Life Diversity ¹	4
BIO 1510	Basic Life Mechanisms ¹	4
BIO 2200	Introductory Microbiology ¹	5
CHM 1000	Chemistry and Your World ¹	4
CHM 1020	Survey of General Chemistry ¹	4

CHM 1220	General Chemistry I ¹	4
CHM 1225	General Chemistry I for Engineers ¹	3
GEL 1010	Geology: The Science of the Earth ¹	3
HON 4220	Seminar in Life Science	3
HON 4230	Seminar in Physical Science	3
NFS 2030	Nutrition and Health ¹	3
PH 2100	Introduction to Public Health	3
PHY 1020	Conceptual Physics: The Basic Science ¹	4
PHY 2130	Physics for the Life Sciences I ¹	4
PHY 2170	University Physics for Scientists I ¹	4
PHY 2175	University Physics for Engineers I	4
PHY 3100	The Sounds of Music ¹	4
PSY 1010	Introductory Psychology ¹	4
PSY 1020	Elements of Psychology	3

¹ Courses can satisfy the laboratory requirement when elected for appropriate credits and/or with the appropriate laboratory.

Global Learning Inquiry (GL)

After successful completion of this requirement, students will be able to demonstrate their ability to:

- Compare one's own position, core values, and biases to those in other national and global communities.
- Identify and examine historical legacies that have created the dynamics and tensions of the world.
- Analyze how perceptions and beliefs are created by differing historical, scientific and cultural contexts.
- Exhibit the intercultural competencies necessary to move across boundaries and unfamiliar territory, see the world from multiple perspectives, and/or sustain difficult conversations in the face of highly emotional and perhaps uncongenial differences.
- Use analytical reasoning skills to articulate informed and humane solutions to complex global concerns.

Code	Title	Credits
AFS 3250	Politics and Culture in Anglophone Caribbean	3
AFS 3420/ PS 3820	Pan Africanism: Politics of the Black Diaspora	4
AFS 3610	Interdisciplinary Perspectives on Foreign Culture: The Africans	4
AH 1130	Encounters with the Arts of Global Africa	3
AH 3470	Islamic Art and Architecture	3
ANT 2400	Food and Culture	3
ANT 3100	World Cultures	3
ANT 3150	Anthropology of Business	3-4
ANT 3200	Lost Cities and Ancient Civilizations	3
ANT/GLS/PH 3410	Global Health	3
ANT 3520	Understanding Africa: Past, Present and Future	3
ANT 3540	Cultures and Societies of Latin America	3
ANT 3550	Arab Society in Transition	3
ANT 3560	World's Religions	3
ANT/GLS 3700	Globalization: Theories, Practices, Implications	3
ARB 2010	Intermediate Arabic I	4
ARM/GER/POL/ RUS/SLA 3410	New Soil, Old Roots: The Immigrant Experience	3
ASN/HIS 1710	History of Modern East Asia	3

CHI 2010	Intermediate Chinese	4	NE 3550	Arab Society in Transition	3
CHI 2050	Gateway to Chinese Civilizations	3	NUR 3200	Global Healthcare	3
CRJ 3900	Comparative Criminal Justice	3	NUR 4800	Transcultural Health Through the Life Cycle	3
COM 4300	Intercultural Communication	3	PHI 2150	Chinese Philosophy	3
DNC 2000	Introduction to World Dance	3	PHI/NE 2170	Islamic and Near Eastern Philosophy	3
DNC 2400	Introduction to African Dance	3	POL 2010	Intermediate Polish	4
ENG 2540	Literatures of the World	3	POL 2710	Survey of Polish Culture	3
ENG 2670	Introduction to Canadian Studies	3	RUS 2010	Intermediate Russian I	4
ENG 2730	Languages of the World	3	RUS 2710	Introduction to Russian Culture	3
FRE 2010	Intermediate French	4	SOC 2510	People on the Move	3
FRE 2710	Introduction to French Civilization I	3	SPA 2010	Intermediate Spanish	4
FRE 2720	Introduction to French Civilization II	3	SWA 2010	Intermediate Swahili	4
GER 2010	Intermediate German	4	THR 5751	Study Abroad: Moscow Art Theatre School	3
GER 2710	Resistance, Rebellion, Revolution: Transitional Moments in German Culture and History	3			
GKA 2010	Intermediate Ancient Greek I	4			
GKM 2010	Intermediate Modern Greek I	4			
GKM 3710	Modern Greek Literature and Culture in English	3-4			
GLS 2700	Introduction to Global Stories	3			
GLS/HIS 2800	Introduction to Global Issues and Institutions	3			
GPH/HIS/PS 2700	Introduction to Canadian Studies	3			
GSW 2600/ HIS 2605	History of Women, Gender and Sexuality in the Modern World	3			
HEB 2010	Intermediate Hebrew I	4			
HIS 1000	World Civilization to 1500	4			
HIS 1400	The World Since 1945	4			
HIS 1610	African Civilizations Since 1800	3-4			
HIS 1800/ NE 2030	The Age of Islamic Empires: 600-1600	3			
HIS 1810/ NE 2040	The Modern Middle East	3			
HIS/LAS 1910	Latin America from Independence to the Present	3			
HIS 2440/ LAS 2410	History of Mexico	3			
HON 4260	Seminar in Foreign Culture	3			
ITA 2010	Intermediate Italian	4			
ITA 2710	Italy and Italians I	3			
ITA 2720	Italy and Italians II	3			
ITA 2991	Italian Fairy Tales	3			
JPN 2010	Intermediate Japanese I	4			
JPN 2720	Japanese Culture through Myth, Fairy Tales, and Media	3			
JPN 4550	Japanese Culture and Society I	4			
JPN 4560	Japanese Culture and Society II	4			
LAS 2100/ SPA 2400	Chicano/a Literature and Culture	3			
LAS 2420	History of Puerto Rico and Cuba	3			
LAT 2010	Intermediate Latin	4			
LIN 2730	Languages of the World	3			
MUH 1340	Music Appreciation: World Music	3			
MUH 1345	Music Cultures	3			
MUH 1370	Music Appreciation: Beginnings to the Present	3			
MUH 5340	Survey of World Music	3			
NE 2000	Introduction to Islamic Civilization of the Near East	3			
NE 3225	Modern Israeli Culture: A Pluralistic Perspective	3			

Diversity, Equity and Inclusion Inquiry (DEI)

After successful completion of this requirement, students will be able to demonstrate their ability to:

- Compare complex categories of social group memberships as they relate to our local and national contexts, democratic traditions, and contemporary struggles.
- Recognize the relationship between contemporary diversity-related issues and U.S. history, institutions, practices, and policies.
- Examine the roots of individual cultural values and prejudices and how they influence behavior.
- Identify the ethical and moral issues present in complex domestic situations and articulate informed responses to ambiguity and disagreement.
- Demonstrate understanding of the key issues of the course by analyzing, proposing, or engaging in strategies that promote equity at the local or national level.

Code	Title	Credits
AFS 1010	Introduction to African American Studies	3
AFS 2010	African American Culture: Historical and Aesthetic Roots	4
AFS 2210	Black Social and Political Thought	4
AFS/HIS/US 2350	Black Detroit	3
AFS/ENG 2390	Introduction to African-American Literature: Literature and Writing	3
AFS/SOC 2600	Race and Racism in America	3
AFS/HIS 3140	African American History I: 1400-1865	3-4
AFS/HIS 3150	African American History II: 1865-1968	3-4
AFS/HIS 3155	African American History III: 1968 - Present	3-4
AFS/HIS 3160	Black Urban History	4
AFS/HIS 3170	Ethnicity and Race in American Life	3-4
AFS/HIS 3180	Black Social Movements	4
AH 3750	African American Art	3
ANT 2020	Global Detroit	3
ANT 3520	Understanding Africa: Past, Present and Future	3
ANT 3530	Native Americans	3
ANT 3540	Cultures and Societies of Latin America	3
ANT/NE 3550	Arab Society in Transition	3
ANT 3560	World's Religions	3
APH 5860	Social Documentary: Community, Compassion, and Activism	3

ARM/GER/POL/ RUS/SLA 3410	New Soil, Old Roots: The Immigrant Experience	3
BA 1040	Managing Diversity in the Workplace	3
COM 2300	Intercultural Communication	3
COM 4300	Intercultural Communication	3
CRJ 2550	Race, Crime and Justice	3
CRJ/GSW 2650	Gender and Crime	3
CRJ/GSW 2750	Diversity Issues in Criminal Justice	3
ENG 2530	Literature and Identity	3
ENG 2570	Literature By and About Women: Literature and Writing	3
GSW 2500	Humanities Perspectives on Gender, Sexuality, and Women	3
GSW 2600/ HIS 2605	History of Women, Gender and Sexuality in the Modern World	3
GSW 2700	Social Science Perspectives on Gender, Sexuality, and Women	3
HIS/LAS 1910	Latin America from Independence to the Present	3
HIS 2530/ PCS 2050/ PS 2550/ SOC 2050	The Study of Non-Violence	3
HIS 3240/ PS 3250	Detroit Politics: Continuity and Change in City and Suburbs	4
HIS/US 3650	History of Detroit	3
HON 1000	The City: Changing Detroit	4
LAS 1420	Introduction to Interdisciplinary Latino/a Studies Research	3
LAS 2100/ SPA 2400	Chicano/a Literature and Culture	3
LAS 2110/ SPA 2500	Puerto Rican Literature and Culture	3
LAS 2420	History of Puerto Rico and Cuba	3
MUH 1350	History of American Popular Music	3
MUH 1351	History and Styles of Rock and Roll	3
MUH 3360	Jazz History	3
PHI 1100	Contemporary Moral Issues	3
PHI 1110	Ethical Issues in Health Care	3
PHI 1500	Race, Sex, and Religion	3
PHI 2360	Feminist Philosophy	3
SAM 3020	Sociology of Sport	3
SOC 1020	Social Problems	3
SOC 2300	Social Inequality	3
SW 1010	Introduction to Social Work and Social Welfare	3
THR 1030	Introduction to Black Theatre and Performance	3
THR 5821	Black Dramatic Literature and Performance	3

Civic Literacy Inquiry (CIV)

Civic literacy is a critical component of preparing students to contribute to local, national, and international communities. Inquiry into civic literacy entails asking questions about the relationship of the individual with the public sphere. This inquiry will provide students with foundational knowledge about the diversity of interests in American society over time, both domestic and abroad, especially those pertaining to race, ethnicity, and gender; the mechanisms by which individuals and groups have pursued their interests; and the role of institutions in addressing conflict. Students completing the course will apply the knowledge, concepts, and critical thinking skills from the course to make well-reasoned, informed,

and ethical political decisions. After successful completion of this requirement, students will be able to demonstrate their ability to:

- Exhibit knowledge of U.S. history, political institutions, and democratic principles;
- Define the meaning and significance of citizenship and national identity, past and present;
- Identify examples of effective forms of participation by individuals and groups;
- Explain the economic, historic, political, and social bases for conflict and cooperation between groups;
- Apply concepts from the course to critically evaluate differences related to race, ethnicity, and gender.

Code	Title	Credits
AFS 2210	Black Social and Political Thought	4
AFS 3250	Politics and Culture in Anglophone Caribbean	3
CRJ/PS 3120	Politics of the Criminal Justice Process	3
HIS 1050	History of the Headlines: United States Since World War II	3
HIS 1060	Law, Citizenship, and American Culture	3
HIS 2040	American Foundations to 1877	3-4
HIS 2050	Modern America: Since 1877	3-4
PS 1000	Introduction to Political Science	3
HON 1000	The City: Changing Detroit	4
PS 1010	American Government	4
PS 1030	The American Governmental System	3
PS 3080	Gender and Politics	4

Wayne Experience

The Wayne Experience (WE), a one credit course required of all first year students, will play an instrumental role in socializing students into the university community by providing activities that will increase their connections with fellow students, academic advising staff, and their instructors. The essential goals for this requirement are to enhance student engagement, success, and retention by implementing high-impact practices (HIPS) within a student's first year in college. Wayne Experience will also help students build key skills and habits that will allow them to successively navigate the university and manage their busy lives. These would range from time management, study and test taking skills to engaging in community activities both on and off campus. Student motivation, engagement, learning, achievement, persistence and degree attainment all can be fostered by these transformative educational experiences.

Goals

1. **Belonging:** will foster a sense of belonging and connection; cultivate the development and expanding of relationships; meet students where they are; and promote their sense of personal purpose at Wayne State University.
2. **Acculturation to academic community:** will promote an understanding of what it means to be a Wayne State Student, including grasping the value of a liberal education and general education along with linking theory to practice by participating as a member of a diverse and inclusive academic community.
3. **WSU in Detroit:** will cultivate an understanding of WSU's role in local cultures and history as well as develop an appreciation of how public service can transform individuals and diverse communities.

4. Academic Support and Study Skills: will promote the understanding of and use of the full spectrum of academic support services to collectively empower students to transform themselves into self-directed learners and powerful problem-solving.

Learning Outcomes

In this broad category, specific learning outcomes may vary from offering to offering but draw from the LEAP Essential Learning Outcomes, as adapted through our general education reform process.

After successful completion of this requirement:

- Describe meaningful connections with Wayne State peers, faculty, staff, and resources.
- Describe the purpose of a liberal education.
- Describe the relationship between theory, research, and practice within the context of a diverse, inclusive academic community.
- Describe Wayne State's role in public service.
- Describe the university's effect on Detroit's culture and history.
- Map strategies for personal and academic success that incorporate student support services.

Courses

Courses currently approved for Wayne Experience include:

Code	Title	Credits
BA 1100	Warrior Success	1
BE 1060	Building a Foundation for College Success	1
FPC 1020	Wayne Experience: Building a Foundation for College Success	1
FYS 1010	Learning with the Brain in Mind	1
HON 1110	Passport to Detroit	1
KHS 1010	Wellness at Wayne	1
RSE 1010	Building a Foundation for College Success	1

Honors Curricula

The University's honors curricula serve to challenge highly motivated students through courses of advanced study; to provide academic programs of unusual breadth and depth; to provide recognition of outstanding scholastic achievement; to foster interest in research and scholarly activity; and to provide students an opportunity to work with outstanding faculty.

Dual Recognition: Students who complete the requirements for University Honors and, in addition, the requirements of a College/Department Honors Program, shall have both designations on the transcript and the diploma. Only a single senior essay, thesis, or project shall be required.

More information about both University Honors and departmental Honors is available online (<http://www.honors.wayne.edu>) and at the Honors College as well as through the respective departments/colleges.

University Honors Curriculum

The University-wide Honors curriculum, managed by the Irvin D. Reid Honors College, allows undergraduate students in any College or School to pursue individually-designed Honors Programs which complement their majors.

Benefits of membership in the Honors College include Honors advising, Honors pre-priority registration, Honors sections of general education and

major courses, and designation of completion of the Honors curriculum on the diploma and transcript.

Admission: Students with excellent academic records are eligible to apply to the University's Irvin D. Reid Honors College. Normally, the following are required:

Entering Freshmen: Entering freshmen admitted to the University by December 1 are considered for acceptance to the University Honors curriculum. Consideration is based on regular University admission; no further application is required. Invited freshmen are invited to participate in the Honors College scholarship event, Scholars Day.

Matriculated Students and Transfer Students: Students who have a minimum cumulative grade point average of 3.3 or above at Wayne State University may apply for acceptance to the Honors College. Applications are available at the College.

Eligibility to register for Honors courses: Students whose cumulative grade point average is at least 3.3, but who are not formally in the Honors College, are eligible to elect honors courses to enrich their educational experiences.

Retention: The academic record of each student shall be reviewed at regular intervals. To remain in the University Honors College, a student normally shall be expected:

1. to pursue a course of study consistent with the objectives of the Honors College, as recommended by the University Honors Council and approved by the President or his/her designee; and
2. to maintain a cumulative grade point average greater than or equal to 3.3; however, Colleges/Departments may establish a higher g.p.a. requirements for retention in a College/Department program.

A student whose cumulative grade point average is below 3.3 and is, for that reason, dropped from the Honors College, may reapply when his/her cumulative g.p.a. is 3.3 or higher.

University Honors Requirements

The College shall require Honors-designated course work totaling a minimum of twenty-eight credits for the baccalaureate program the student is pursuing. Students in this College MUST SATISFY THE GENERAL EDUCATION REQUIREMENTS, but the approved General Education courses may differ for the Honors College after review by the Honors Council and the General Education Implementation Committee and approval by the President or his/her designee. The Honors College General Education core curriculum will define a common body of knowledge beginning with the freshman Honors first-year sequence, and including a specified complement of Honors courses chosen from existing General Education options as determined by individual departments in consultation with the College.

Graduation: For graduation with University Honors, students must have a minimum cumulative grade point average of 3.3, and must complete a minimum of twenty-eight credits in honors-designated course work (including HON 1000, the Honors section of PS 1010, a service learning course with HON 3000, at least one HON 4200-level Honors seminar and a minimum of three credits in an independent research project, essay, or thesis). Graduates of the University Honors College will be so recognized on the transcript and diploma.

College or Department Honors Requirements

Undergraduate departments in Colleges and Schools have developed programs leading to honors degrees. Details of these programs are included in the College and Department sections of this Bulletin.

College or Department Honors Curricula require a minimum of twelve credits in honors-designated course work of which at least three credits may be in an independent research project, essay, or thesis in the student's College/Department and at least one HON 4200-level Honors seminar. Students also must meet the requirements of their major fields. The honors requirements for the major may include approved modifications of normal major requirements.

Graduation: For graduation with department honors, students must meet the requirements approved by their department/college/school, including a minimum 3.30 grade point average, an Honors thesis and at least one Honors seminar.

Graduation with Distinction

Wayne State University bestows upon students completing the baccalaureate degree three separate designations for scholastic excellence reflected in the cumulative grade point average: Cum Laude, Magna Cum Laude, and Summa Cum Laude.

Graduation with distinction will be indicated on the student's diploma and on the transcript.

Graduation with Distinction will recognize at each graduation the top twenty per cent of students in each College who have earned the highest grade point average in their Colleges, with the following approximate distribution:

- *Summa Cum Laude:* Top five percent
- *Magna Cum Laude:* Next five percent
- *Cum Laude:* Next ten percent

The specific minimum grade point averages will be determined each year in the following manner, but graduation with distinction will not be awarded in cases of any g.p.a. less than 3.0.

Based on the grade point average distributions of the previous year's senior class, the grade point average cut-offs for each College will be established to provide for recognition of the top eighteen to twenty per cent of the graduating students.

The criteria for Graduation with Distinction include:

1. A minimum of sixty credits in residence at Wayne State University.
2. A qualifying minimum grade point average (calculated as explained above) on all course work at Wayne State University must be completed by the end of the semester of graduation. (For notation in the commencement program, the grade point average on all course work completed prior to the semester of graduation will be used.)

Office of International Programs

4228 Faculty/Administration Building; Phone: 313-577-8968; Fax: 313-577-5666

Associate Vice President for Educational Outreach and International Programs: Ahmad Ezzeddine

Director of Operations: Rebecca Journigan

Associate Director: Jaclyn Assarian

Associate Director, Student Programs: Fareed Shalhout

Project Coordinator: Margaret Hall

<http://www.oip.wayne.edu>

The Office of International Programs (OIP) is responsible for coordinating the University's resources and expertise to support international education on and off campus, to expand the university's global presence, and to facilitate the engagement of students, faculty, and staff with its global agenda. It also connects the metropolitan Detroit community with other university constituencies, locally and abroad. OIP encompasses the followings programs and activities:

- the Office of International Students and Scholars
- Study Abroad and Global Programs
- the English Language Institute

Office of International Students and Scholars (OISS)

416 Welcome Center; 313-577-3422; Fax: 313-577-2962

Director: Kelli Dixon

<http://www.oiss.wayne.edu>

The mission of OISS is to support and enhance the educational, cultural, and social experiences of the more than 2000 international students and scholars at Wayne State University. OISS is the University's main point of contact for issues related to international students and scholars' immigration regulation compliance.

OISS staff advise students and scholars on immigration regulations and issues of cross-cultural adjustment; provide educational, cultural and social programs and activities, including a comprehensive orientation program and written materials designed to help arriving students and scholars achieve their educational and personal goals; assist University departments in the hiring of foreign national employees, consult and interact with University units, governmental organizations and other agencies.

Academic Progress for International Students

Department of Homeland Security regulations require:

1. That F-1 and J-1 students maintain a full course of study and make normal academic progress toward program completion at the institution they have been authorized to attend.
2. Graduate students must successfully complete at least eight credits each semester (excluding continuing students who qualify for an annual vacation semester during Spring/Summer or have been granted an exception to full-time enrollment). Undergraduate students must successfully complete at least twelve credits each semester (excluding continuing students who qualify for an annual vacation semester during Spring/Summer or have been granted an exception for full-time enrollment).
3. Graduate Teaching Assistants and Graduate Research Assistants must successfully complete at least eight credits each semester (excluding students who qualify for a vacation semester during Spring/Summer or an approved annual vacation). If GTAs/GRAs need to take less than eight credits, they must complete the OISS Request for Exception to Full Time Enrollment form and obtain approval from OISS. Students should consult an OISS advisor for details on compliance with this and other requirements.

New International Students and Scholars

New International Students and Scholars receive the OISS welcome booklet with their visa document (Form I-20 or DS 2019) before they leave their home country. The booklet provides information on a wide variety of important topics such as housing, health insurance, expenses, immigration status, local climate, and air transportation. New students and scholars from abroad must report to OISS as soon as they arrive and must participate in a comprehensive orientation program. This program is designed to meet immediate needs in terms of housing information and University registration procedures; introduce them to U.S. culture and the University's educational system; and provide information on banking, health insurance, safety, and immigration regulations. In addition, a number of social and recreational programs and activities are planned to assist students and scholars in making a smooth transition to their new environment

Non-Immigrant International Students

Before registering for classes, all non-immigrant international students must report to OISS to complete check-in procedures and have immigration documents reviewed, purchase mandatory health insurance (see below), and obtain an orientation schedule. Transferring F-1 students from other U.S. institutions must have their previous school release their Student and Exchange Visitor Information System (SEVIS) record to Wayne State University and must complete transfer procedures as provided in the federal regulations within fifteen days of the first day of class. F-1 students must notify the OISS of any change in name, address, program (including changes in level and field of study), and full-time enrollment. OISS must provide this information to Immigration and Customs Enforcement (ICE) through the Student and Exchange Visitor Information System (SEVIS). J-1 exchange visitors, including students, may not make a change in level, field, or category without the advance approval of the Department of State, and may be precluded from change of visa status until a two-year home country residency requirement is met.

Commuting Canadian Students

Canadian students (commuters) enrolled less than full time must obtain a part-time I-20 from OISS each semester they are enrolled and should consult with an OISS advisor to determine the impact of their status on future immigration benefits including the availability of practical training.

International Faculty and Research Scholars

The University provides foreign professors and research scholars with opportunities to engage in research, teaching, consulting, and lecturing with colleagues at Wayne State; to participate actively in cross-cultural activities; and to share their experience as well as increase their knowledge about the United States, Wayne State University, and the metropolitan Detroit community. OISS provides centralized support services necessary to enable and assure the employability of such non-U.S. citizens within government regulations. Offers of employment to foreign nationals must be authorized by OISS, and only this Office may sign immigration forms and petitions related to employment on behalf of the University. All foreign national employees must complete USCIS Form I-9, 'Employment Eligibility Verification' and present evidence of their identity and employment eligibility at OISS before commencing employment at Wayne State University.

Health Insurance (International Students and Scholars)

416 Welcome Center; 313-577-3422; Fax: 577-2962

Health Insurance Advocate: 313-577-0724

International students and scholars, and their dependents holding F1/ F-2 status and J-1 exchange visitors and their dependents holding J-1/ J-2 status are required to comply with the health insurance requirements of the University. Commuting Canadian students may waive the health insurance requirement by providing proof of OHIP coverage prior to each semester of enrollment. The mandatory international insurance program is designed to provide international students, exchange visitors, and their eligible dependents with continuous insurance protection and access to quality affordable health care services. The University is mandated by federal law to terminate from its program all exchange visitors and their dependents who do not meet minimum insurance requirements. For additional information or to purchase health insurance please access the OISS website (<http://www.oiss.wayne.edu>) or contact the Health Insurance Advocate in OISS; telephone: 577-0724 or e-mail oissmail@wayne.edu

Cross-Cultural Activities

The OISS provides cross-cultural activities in order to provide exposure to American society, culture, and institutions. Activities include: International Education Week, new international student learning community, a free international coffee hour held every two weeks on Wednesdays from 11:30 a.m. to 1:30 p.m. Coffee hour provides opportunity for dialogue with and among international students and scholars, American students, and the WSU community. Other activities include monthly sessions on employment options, internships, cross cultural adjustment and more.

Study Abroad and Global Programs Office

906 W. Warren Avenue; 131 Manoogian Hall; 313-577-3207

Director: Kelli Dixon

<http://www.Studyabroad.wayne.edu>

Study Abroad and Global Programs coordinates international educational activities at Wayne State University. Key activities include:

1. the management of WSU faculty-led study abroad programs and exchange agreements;
2. the administration of the Hostelling International Travel Award for students to encourage international study, research and internship abroad initiatives;
3. the administration for the NSEP - David Boren Scholarship;
4. the administration of the U.S. Student Fulbright Program;
5. the coordination and support of internationally-themed events; and
6. the development and management of international outreach activities and off-campus programs including agreements between Wayne State University and universities outside the United States.

Study Abroad programs are offered in collaboration between academic departments and faculty of both U.S. and foreign institutions, in order to combine academic study with a cross-cultural learning experience in a foreign environment. A variety of program options have been developed to address the diverse needs of students. Programs vary in length, level, academic focus, teaching format, language requirements, cost, and degree of independence demanded of the participant.

The office provides a full range of support services to students on such issues as program selection, academic planning, registration, credit, financial aid, and cultural adjustment. In addition, program materials have been designed specifically to assist students in preparing for their study abroad experience. Books, brochures, catalogs on academic and travel/ study programs in foreign countries are available at the Study Abroad Resource Center, including information on Wayne State's thirty-three

study abroad programs and other programs sponsored by American and foreign institutions.

For a complete and current list of WSU Study Abroad programs, learning experiences, and services, please contact the Study Abroad and Global Programs Office (<http://studyabroad.wayne.edu>).

Arabic Language and Culture at the Lebanese American University, Beirut

This program provides opportunities for WSU students to study Arabic language and culture abroad. During the summer, WSU students may take a variety of language and culture classes while living abroad in Lebanon.

Japan Center for Michigan Universities

The Japan Center for Michigan Universities (JCMU) is a consortium consisting of the fifteen State-supported Michigan public universities, the Michigan Japan Foundation, and Shiga Prefecture. JCMU offers semester- and year-long study opportunities in Hikone, Japan.

The Center's academic program is designed for students interested in acquiring knowledge about Japanese language and culture, including those not majoring in Japanese studies. It provides semi-intensive Japanese language courses and several core courses on Japanese culture to Michigan and other American university students. Academic credit may be granted by a student's home institution upon successful completion of JCMU courses; independent study is also available. The program also features home-stays in a Japanese community, field trips, and participation in cultural events.

Other International Opportunities: Numerous short-term special international study trips for credit are available to Wayne State students.

International Students requiring information on study at Wayne State University should contact the Office of International Students and Scholars (<http://www.oiss.wayne.edu>).

Resource Center

Books, brochures, catalogs and advising on travel/study programs in foreign countries are available at the Resource Center, including information on Wayne State sponsored study abroad programs and programs sponsored by U.S. and foreign institutions. Course credit is available on approval for many study abroad programs; credit approval usually must be obtained prior to entering a study abroad program.

Honors College

The Irvin D. Reid Honors College has study abroad experiences; for information, see the Honors College section in the WSU Undergraduate Bulletin.

Fulbright Grants and other grants for graduate study abroad

The U.S. Fulbright student program (<http://us.fulbrightonline.org>) is designed to give recent B.S and B.A. graduates, masters and doctoral candidates, and young professionals and artists opportunities for personal growth and international experience. Each year the Fulbright Program allows Americans to study or conduct research in over 100 nations. Application deadline depends on the specific program but generally it must be submitted to the campus Fulbright advisor by September of the year prior to the foreign study experience.

Fulbright-Hays Doctoral Dissertation Research Abroad Program (<http://eca.state.gov/fulbright/fulbright-programs/program-summaries/fulbright-hays-program>): Provides grants to colleges and universities to fund individual doctoral students to conduct research in other countries in modern foreign languages and area studies for periods of 6 to 12 months. Proposals focusing on Western Europe are not eligible.

English Language Institute (ELI)

351 Manoogian Hall, 313-577-2729

Director: Bruce Morgan

<http://www.Eli.wayne.edu>

As the only intensive English language program in the metropolitan Detroit area, the English Language Institute (ELI) has specialized in teaching academic preparation skills, English communication, and cultural orientation to non-native speakers of English from all over the world for more than forty years. The ELI is committed to assisting individuals at all levels to develop their communication skills in the shortest possible time by using the newest language-teaching methodology and the most up-to-date audio, video, and computer technology available. Small classes and highly trained instructors make it possible for students to improve their English rapidly and effectively.

Programs

Intensive Program: For students interested in improving their academic skills in a relatively short period of time, the ELI offers up to twenty hours per week of instruction at varying levels from beginning to advanced. While beginning levels focus on basic communicative skills, advanced classes emphasize mastery of the academic skills needed to succeed in the university such as essay writing, note-taking, and presenting information to an audience.

In addition to attending class, ELI students are encouraged to participate in weekly extracurricular activities in order to become integrated into the English-speaking community. Each semester the ELI offers field trips around the metro-Detroit area, conversation partner practice with native speakers, and socio-cultural activities while at the same time encouraging students to take advantage of all university facilities and services.

Test of English as a Foreign Language (TOEFL) Testing and Reporting: To ensure international students will be successful in the University, all must meet Wayne State's English proficiency requirements or complete the highest level of ELI. The ELI administers the TOEFL ITP® monthly on the main campus. Scores are then reported to the applicants as well as Undergraduate and Graduate Admissions.

Graduate Teaching Assistant (GTA) Training and Testing: All prospective GTAs whose native language is not English must pass the SPEAK® test, rated by ELI faculty, with a score of at least fifty (out of sixty) to be cleared for teaching. A score of forty-five allows a person to teach while enrolling in ELI 0520, a course taught by two ELI faculty members. The final exam, also rated by ELI faculty as well as a faculty member from the academic department, is a teaching demonstration in the GTA's field of study. The SPEAK® test is offered at various times throughout the academic year. ELI 0520 is offered fall and winter semesters.

Scholarly Writing for Graduate Students: Non-native English speaking Ph.D. candidates who need to publish in scholarly journals and meet other professional obligations can take a course designed specifically to meet their needs. ENG 5850 is a course supported by the Graduate School and taught by ELI faculty each semester.

English Language Institute Courses (ELI)

The following courses, numbered 0100-0999, are not offered for degree credit. For registration in any of these courses students should contact the English Language Institute.

ELI 0100 Level 1: Oral Integrated Cr. 2,4

The focus of this course is to develop students' basic listening and speaking skills necessary for everyday life. They will learn basic listening strategies, interact with others about simple topics, and produce simple sentences and questions with target vocabulary. Students will practice articulating consonant and vowel sounds correctly and produce accurate stress and intonation patterns. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 4 Credits

ELI 0110 Level 1: Written Integrated Cr. 2,4

The focus of this course is to introduce basic writing and grammar skills. Students will produce simple sentences on topics related to their personal needs. Timed and multi-draft writings will include simple sentences, correct use of capital and lower case letters, legible handwritten letters, and appropriate vocabulary. Basic grammatical structures will be introduced. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 4 Credits

ELI 0120 Level 1: Reading and Vocabulary Cr. 2,4

The focus of this course is to increase students' ability to read and comprehend simple material and to increase their ability to recognize familiar words in everyday contexts. Students will use a picture dictionary and develop vocabulary associated with simple topics. Students will read short texts from basic readers and ELI library books. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 4 Credits

ELI 0200 Level 2: Oral Integrated Cr. 2,4

The focus of this course is to develop students' abilities to carry on short, sustained conversation. They will apply listening strategies to discuss simple passages. They will interact with classmates. Students will use high-frequency vocabulary to produce simple and compound sentences with correct verb tenses. Students will use connected and reduced speech. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 4 Credits

ELI 0210 Level 2: Written Integrated Cr. 2,4

The focus of this course is to introduce paragraph writing and to develop basic grammatical understanding. Students will produce paragraphs in a variety of rhetorical modes. Timed and multi-draft paragraphs will include a topic sentence, simple transitions, three main points with some supporting details, and a concluding sentence. Basic grammatical structures will be introduced. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 4 Credits

ELI 0215 Level 2: Intensive Reading and Vocabulary Cr. 1,2

The focus of this course is to increase students' comprehension of printed material and acquire high-frequency vocabulary. Students will read simplified texts and apply reading skills, such as identifying main ideas and details, inferencing, and understanding sequence. Students will acquire vocabulary by using definitions from the text, interpreting from the context, and using dictionary skills. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 2 Credits

ELI 0220 Level 2: Communicative Grammar Cr. 1,2

The focus of this course is to build students' communicative competence, or their ability to communicate effectively and appropriately. To that end, basic grammar points will be studied and practiced in ways that simulate everyday conversations and scenarios. Students will engage in a variety of communicative activities that focus on speaking and writing. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 2 Credits

ELI 0300 Level 3: Oral Integrated Cr. 2,4

The focus of this course is to develop students' emerging academic listening and speaking skills. Students will apply listening and speaking strategies. They will also give short presentations. Emphasis will be on generating compound and complex sentences using simple academic vocabulary. Students will pronounce English sounds accurately and follow intonation and stress patterns appropriately. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 2 Credits

ELI 0310 Level 3: Written Integrated Cr. 2,4

The focus of this course is to produce well-developed paragraphs in a variety of rhetorical modes on academic topics. This course will culminate in an introduction to essay writing. Intermediate grammatical structures, such as complex sentences, adjective clauses, and the present perfect, will be introduced. Error-correction tasks, peer evaluations, and self-evaluations will develop self-editing skills. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 2 Credits

ELI 0315 Level 3: Intensive Reading and Vocabulary Cr. 1,2

The focus of this course is to increase students' vocabulary and comprehension of longer and varied reading passages. Students will also be able to understand the structure of a text with transition words and the relationship between the main point(s) and supporting examples. Strategies to discern meaning of words from context will also be practiced. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 2 Credits

ELI 0320 Level 3: Extensive Reading Cr. 1,2

The focus of this course is to increase students' reading fluency by reading large quantities of texts. Class Readers will give the teacher the opportunity to help the students acquire the art of extensive reading, to improve their skills, and to monitor their progress closely. Students will choose their own texts for independent reading. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

ELI 0400 Level 4: Oral Integrated Cr. 2,4

The focus of this course is to develop students' academic listening and speaking skills needed for successful extended academic discourse. Students will demonstrate detailed understanding of academic listening passages. Students will use speaking strategies for academic discussions and to summarize information. They will give speeches using visuals, transitions, and grammatically-correct sentences with academic vocabulary. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 4 Credits

ELI 0410 Level 4: Written Integrated Cr. 2,4

The focus of this course is to develop students' essay writing skills and improve accuracy in grammar, mechanics, and spelling. Essays will be produced in a variety of rhetorical modes on academic topics that include some authentic sources. Students will also be introduced to summarizing and citing authentic sources. Complex grammatical structures will be introduced. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 4 Credits

ELI 0415 Level 4: Intensive Reading and Vocabulary Cr. 1,2

The focus of this course is to increase students' academic vocabulary and comprehension of academic reading passages. Students will identify the structure, purpose, and connection between ideas in texts. Students will use strategies to discern meaning of words from context. They will acquire knowledge of word forms and will use dictionary skills to build vocabulary. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 2 Credits

ELI 0420 Level 4: Extensive Reading Cr. 1,2

The focus of this course is to increase students' reading fluency by reading large quantities of texts. Class Readers will give the teacher the opportunity to help the students acquire the art of extensive reading, to improve their skills, and to monitor their progress closely. Students will choose their own texts for independent reading. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 2 Credits

ELI 0500 Level 5: Oral Integrated Cr. 2,4

The focus of this course is to develop students' academic listening and speaking skills needed for successful extended academic discourse. Students will use listening strategies to show detailed understanding of lengthy academic listening passages. They will apply speaking strategies to share information and communicate with automaticity. Concentration will be on consistently speaking intelligibly and fluently. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 4 Credits

ELI 0510 Level 5: Written Integrated Cr. 2,4

Students will develop critical thinking skills through reading, writing, and classroom discussion. Students will write well-developed five- to eight-paragraph essays and relate assigned readings to their own experience. Students will learn how to incorporate outside sources into their essays and use appropriate citations. Advanced grammatical structures will be reviewed and expanded as necessary Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students; enrollment is limited to students with a major, minor, or concentration in English Language Institute.

Repeatable for 4 Credits

ELI 0515 Level 5: Research Skills Cr. 1,2

The focus of this course is to introduce skills essential to conduct academic research at the university level. Students will learn how to search for and evaluate academic sources in the library and online databases as well as how to read, analyze, and use the information gathered. The course also focuses on paraphrasing and summarizing. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 2 Credits

ELI 0520 English for Teaching Assistants Cr. 2

American English language skills to improve teaching effectiveness of non-native speakers of English. Pronunciation, stress, intonation, speaking rate; oral presentation practice; cultural factors in U.S. university classroom. Not offered for degree credit. Offered Every Term.

Repeatable for 4 Credits

ELI 0530 TOEFL/Timed Essay Writing Preparation Cr. 1-2

Class designed to enhance student's ability to understand and perform on the Test of English as a Foreign Language (TOEFL) for the paper-based and iBT(Internet)-based formats. Offered Yearly.

Restriction(s): Enrollment is limited to English Language Institute level students; enrollment is limited to students with a major, minor, or concentration in English Language Institute.

ELI 0540 Level 5: Media & Culture Cr. 1,2

The focus of this course is to gain a greater understanding of American culture and current events via extensive reading from print and digital media, leading to written assignments, oral presentations, and discussions. In addition, TV and radio programs, as well as podcasts and documentaries, will provide input for written and oral assignments. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 6 Credits

ELI 0699 Directed Study Cr. 1-4

Meets the needs of English as a Second Language (ESL) students in their last stages of preparation for matriculation. Based on students' particular needs, instruction will be provided to strengthen various academic preparation skills, including listening and note-taking practice in an academic context, extensive and intensive reading, and expository and research paper writing. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students; enrollment is limited to students with a major, minor, or concentration in English Language Institute.

Repeatable for 8 Credits

ELI 0700 Written Communication Cr. 1,2

Through reading and writing of complex texts, students improve their understanding and use of American English grammar and mechanics (punctuation and capitalization) for academic and professional settings. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 2 Credits

ELI 0705 American Pronunciation and Clear Communication Cr. 1,2

Course addresses the communication needs of advanced-level, non-native English speakers who want to reduce the amount of pronunciation errors produced in their speech. Offered Winter.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 2 Credits

ELI 0800 Writing Skills I Cr. 3

This course integrates reading, writing, and grammar and focuses on comprehending main ideas and details, inferencing in simplified reading texts, and understanding This course integrates reading, writing, and grammar and focuses on comprehending main ideas and details, inferencing in simplified texts, and understanding vocabulary in context. Students will learn to organize and write paragraphs with simple grammatically correct sentences. Offered Spring/Summer.

Restriction(s): Enrollment is limited to English Language Institute level students.

ELI 0810 Oral Skills I Cr. 3

This course integrates listening and speaking in English and introduces culturally appropriate interaction in speech. Students listen to dialogues, newscasts, and short lectures; give presentations on a variety of topics; and receive individualized feedback on pronunciation. Offered Spring/Summer.

Restriction(s): Enrollment is limited to English Language Institute level students.

ELI 0820 Writing Skills II Cr. 3

This course integrates reading, writing, and grammar and will emphasize how reading and writing are related. Rhetorical modes of essay writing will be introduced, authentic texts will be read, and more advanced grammar points will be covered. Offered Spring/Summer.

Restriction(s): Enrollment is limited to English Language Institute level students.

ELI 0830 Oral Skills II Cr. 3

This course integrates listening and speaking in English and focuses on refining students' abilities to understand academic and informal spoken language by listening to academically-themed lectures and extended dialogues. They will develop critical thinking skills for responding to questions and giving presentations. Offered Spring/Summer.

Restriction(s): Enrollment is limited to English Language Institute level students.

ELI 0840 Writing Skills III Cr. 4

Course integrates reading, writing, and grammar; focuses on reading authentic materials and writing essays. Students work to improve their understanding and use of American English, grammar, and mechanisms for academic settings. Offered Spring/Summer.

Restriction(s): Enrollment is limited to English Language Institute level students.

ELI 0850 Oral Skills III Cr. 4

Course integrates listening and speaking in English and will help students increase their aural/oral fluency through participation in academic/content-based discussions and various other forms of speech in formal, informal, and academic settings. Offered Spring/Summer.

Restriction(s): Enrollment is limited to English Language Institute level students.

ELI 0860 Communication and Culture Cr. 4

This course will involve writing and oral presentations based on academic readings and cultural experiences. Additional instruction in grammar and sentence structure will be provided based on students' needs. Offered Spring/Summer.

Restriction(s): Enrollment is limited to English Language Institute level students.

Records and Registration

Office of the Registrar

In Person Services: Student Service Center, Welcome Center, 42 West Warren

Mailing Address: 5057 Woodward; Suite 5101, Detroit, MI 48202

Telephone: 313-577-3550, Fax: 313-577-7870

h (<http://www.reg.wayne.edu>)<http://wayne.edu/registrar> (<http://wayne.edu/registrar>)

The Office of the Registrar supports the instructional, research and service missions of the University by providing a wide variety of academic services to students, faculty and staff. The office consists of several units: The Office of the Registrar prepares academic calendars, assesses tuition and fees, determines residency, and reviews all appeals for exceptions to University enrollment policies. Records and Registration oversees registration, adds, drops, course withdrawals, grading, student personal and academic data, and transcripts/academic records.

Curricular Services oversees the preparation of each term's Schedule of Classes, degree audit tools, graduation applications and diplomas. Transfer Credit evaluates coursework from other universities for undergraduate credit at Wayne State University.

Registration

Registration (<http://wayne.edu/register>) is the process of officially enrolling in classes for a particular term. Students can view the Class Schedule (<http://classschedule.wayne.edu>) online, add courses to their cart, and complete registration within Academica. A student may not attend any class for which he/she is not officially registered.

POST-BACHELOR STATUS: Students wanting graduate credit should NOT register 'post-bachelor.' This status allows students holding bachelor's degrees from accredited institutions to elect only courses open to undergraduate students (numbered below 7000), which may be used to fulfill prerequisite requirements for graduate admission. Credits for courses elected as a post-bachelor student do *not* count toward graduate credit.

Academica

Academica (<http://academica.wayne.edu>) is a secure gateway that provides unified access to Wayne State information, services, and computing systems. This comprehensive environment is a one-stop location where WSU students, faculty, and staff can conveniently use online self-service functions and easily access many computing systems, such as the Wayne Connect Email system and the Blackboard Learning System. Using Academica, students also have continual access to specific information and helpful tools needed for communication, collaboration, teaching and learning, and University administration. Current students can use secure self-services to check financial aid, register for and drop/add classes, pay tuition and fees, check holds and final grades, obtain enrollment verifications and transcripts, self-register for training programs/workshops, and more.

Accessing Academica requires a valid WSU Access ID (<http://computing.wayne.edu/accessid>) (e.g., xy6789) and password. As soon as a student applies for admission or an employee is hired, a unique Access ID is automatically created. The university's Help Desk (<https://tech.wayne.edu/helpdesk>) services can provide technical assistance if necessary.

Degree Works

Degree Works (<http://wayne.edu/degreeworks>) is a degree tracking tool that allows you to see your progress toward graduation and help you and your advisor determine which courses you still need to take. Along with your advisor, you can also map out which courses you will take in future semesters, putting you on the right path for graduation.

Drop/Add – Adjusting Your Schedule

Registered students may drop and/or add classes on the date(s) indicated on the Registration Calendar. Note the following requirements:

1. The regulations pertaining to dropping and adding courses are stated as they pertain to regular courses fifteen weeks or more in duration. These regulations are applied proportionately to courses that are offered for less than fifteen weeks. Students can click on the Course Reference Number (CRN) on the class schedule website to view specific deadline dates for each course(s). Students can also contact the Registration Office (registration@wayne.edu) for any questions regarding these regulations.
2. Students who do not officially drop their courses within the first two weeks of classes are financially obligated to pay for the courses even if they have not attended any class sessions.

- Students who officially drop full term courses before the conclusion of the first two weeks of classes (for the Fall and Winter terms) are entitled to 100% tuition cancellation, and the courses do not appear on the students' academic records.
- Students are not permitted to add courses after the first week of the term without instructor and departmental permission. Departments are required to enter a late add permit/override for students if exceptions are made to permit adding of classes during the second week.
- Effective Fall 2018, the withdrawal period starts after the second week of classes, and lasts through the tenth week. The withdrawal will include a notation on the academic record of 'WP' - Passing, 'WF' - Failing, or 'WN' - No Basis for Letter Grade. Students are required to submit their withdrawal through Academica for their instructors' approval. Once logged into Academica, click the Student tab, under Registration from the Student Services menu, choose Withdraw from a Class, follow the prompts on each page. Before a withdrawal request is sent to the instructor, undergraduate and Masters level students will be required to complete a SMART Check. See the Financial Aid website (<http://wayne.edu/financial-aid/receiving/withdrawal>) for more information.
- Students are not permitted to withdraw from courses after the end of the tenth week of class for full term classes. The withdrawal deadlines are published in each term's academic and registration calendar. Withdrawal dates for less than full term courses are adjusted proportionally. Late withdrawal requests will not be approved. Medical withdrawal requests have separate deadlines.

Classes for which a grade has been earned cannot be withdrawn.

College of Engineering: Students are not permitted to withdraw from courses after the fifth week of classes without written approval of their advisor. Some departments have more stringent restrictions on withdrawing from courses.

Transcript Request Policy

Official transcripts bear the seal of the University and the signature of the Registrar. They are sent directly to the receiving party. Transcripts are issued free of charge, up to ten copies per year. A fee of \$5.00 per transcript is charged for copies in excess of ten. A fee of \$20.00 is assessed for each emergency transcript. An emergency transcript is one which is mailed for overnight delivery. The next day service only applies to street addresses (No Post Office Boxes) within North America. Next day service requests must be received by 1:00 p.m.

Students may request transcripts via Academica (<http://academica.wayne.edu>). There are no on demand transcript requests. Due to the signature requirement for releasing educational records, the University cannot accept telephone requests for transcripts.

Transcripts are not issued to anyone outside the University without the written permission of the student. Requests for official transcripts will not be honored if the student or former student has an outstanding financial obligation to the University.

For students who have been in attendance since the year 2000, transcripts can be sent electronically. A valid email address must be provided.

Release of Student Records

The University recognizes the educational records of students as being privileged and has a policy designed to ensure that this information is not improperly divulged without the consent of the student. The University is subject to the Family Education Rights and Privacy Act (<http://reg.wayne.edu/students/privacy.php>) (FERPA) and has promulgated regulations pursuant thereto. Copies of the regulations and a list of

student records maintained by the University are available for inspection in the Office of the Registrar. The University reserves the right to provide anonymous academic information to other schools and colleges when it is to be used for curriculum evaluation purposes.

Michigan's Freedom of Information Act

The Freedom of Information Act (PA 242) provides that a member of the public, in accordance with certain guidelines, has a right to inspect and receive copies of public records maintained by the University. A public record is broadly defined and includes written documents, pictures, recordings, punch cards, magnetic cards, etc., which are maintained by the University in the course of official responsibilities. However, certain records are exempt from disclosure.

The Media Relations Office, located in 3100 Academic/Administrative Building, is responsible for accepting requests for public records, and the Director of that office is the University officer in charge of providing this service. Under statute, a fee can be charged for records released and is based on the cost of labor involved in the search, examination and duplication of records, as well as the mailing costs. Only the Office of General Counsel may authorize the denial of a FOIA request.

Student Directory Information

Effective Winter Term 2000, and updated Spring/Summer 2017, Wayne State University policy permits the release of certain Student Directory information. The specific items are: name, university-provided email address, major, classification (freshman, sophomore, etc.), participation in official recognized activities, including sports, height and weight of member of athletic teams, degree(s) received from Wayne State University, and honors and or/academic awards received.

Unless a student informs the Office of the Registrar that he or she does not want this information released, it will be available to third parties on request. In addition, the student's name, WSU e-mail address, College/School, and major will be visible in the University's Electronic Directory on the Internet. Students who do not want this information released must formally request withholding by completing the Release of Directory Information form, available from the Office of the Registrar (<http://reg.wayne.edu>).

WSU OneCard

The WSU OneCard is a multi-purpose identification and debit card all in one. It is a convenient, easy-to-use card designed to provide students with access to a wide variety of campus services including parking, door access, copying and printing services food and book-store purchases, and more, all without having to use cash. The OneCard is needed to access the fitness center, the complimentary campus shuttle and serves as the Library Card for the WSU Libraries. Students should contact the OneCard Office (<http://www.onecard.wayne.edu>) for complete details.

Retention and Graduation Data

The following information provided by the National Student Clearinghouse reflects 4-year and 6-year graduation and retention rates of the Fall 2010 cohort. Decisions by students to complete degree programs in more than four years varies from personal to programmatic to economic reasons. Additionally, some students in the 2010 cohort have graduated or will eventually graduate at other institutions through transfer or pre-baccalaureate entry into professional programs.

The Fall 2010 cohort consisting of 2400 students tracked by the Clearinghouse for periods of four years and six years shows:

Description	At the End of 4-years	At the End of 6-years
4-year degree from WSU	13%	39%

4-year degree from other institution	1%	6%
2-year degree from other institution	2%	5%
Certificate from other institution	1%	1%
Retained at Wayne State University	41%	11%
Retained at other 4-year institution	8%	6%
Retained at other 2-year institution	13%	8%
Not retained, not completed	22%	24%

Student Academic Success Services Ombuds Office

790 Student Center Building; 313-577-3487
<http://ombudsman.wayne.edu>

The Ombuds Office exists to support students in achieving their academic goals by providing them with the tools to access services and resolve issues that are hampering their academic progress. The Office advises students about University policies and procedures, helps them identify possible avenues and solutions, and directs them to relevant University services.

The Ombuds Office is objective, impartial, and does not advocate a particular point of view. It listens to student-related concerns and exercises independent judgment regarding any action it may take. The Office has no authority to change academic or administrative decisions, but it facilitates communication when suitable. Confidentiality is maintained as appropriate and feasible based on individual student needs and desires.

The Ombudsperson is the Chair of the Tuition and Fees Appeals Board (TFAB). The TFAB is charged by the President to be the final arbiter of appeals for tuition and related fees. Students who have exhausted the appeals process in the Office of the Registrar related to tuition and fees may appeal to the TFAB. Each appeal is reviewed as an individual case, and cancellation of tuition and/or fees is granted only when circumstances warrant. It cannot grant tuition adjustments for classes in which students received earned grades, nor can it grant course withdrawals without tuition cancellation. The TFAB will consider only those appeals that are filed within one calendar year following the last day of the academic term in which the challenged fees were assessed.

University Advising Center

1600 David Adamany Undergraduate Library; 313-577-2680
<http://www.advising.wayne.edu>

The mission of the University Advising Center is to help all undergraduate students reach their educational goals, with high academic achievement, and to graduate.

The University Advising Center provides academic advising to all undergraduate students with undeclared majors and to preprofessional students in the College of Liberal Arts and Sciences, and the College of Fine, Performing and Communication Arts. The Center is staffed by professional advisors whose major responsibilities include the following:

New Student Orientation

The University Advising Center holds new student orientation (<http://bulletins.wayne.edu/undergraduate/general-information/success-programs/%20http://wayne.edu/orientation>) sessions prior to the start of each semester for incoming students. All incoming freshman and transfer students are required to attend a new student orientation session.

Exploratory Student Advising

Advisors provide specialized advising support to students entering WSU still deciding on a major/program of study. With their advisor, students will explore self, majors and careers and will have an opportunity to explore majors and careers through exploratory activities.

Pre-Medicine/Pre-Dental/Pre-Veterinary Advising

Students in pre-medical, pre-dental, pre-osteopathic and pre-veterinary medicine are advised on specific curricula, co-curricular activities, preparation for admission exams and procedures for applying to the professional school. Credential file services are available to students and letters of recommendation are sent to professional schools as requested by the student.

Pre-professional Advising

Advisors assist students in planning programs which will fulfill requirements for admission to the various professional programs offered by Wayne State University, including those of the School of Social Work, the College of Nursing, and the Eugene Applebaum College of Pharmacy and Health Sciences.

Academic Deficiency Advising

Students whose grade point averages fall below 2.0 are placed on academic probation and are required to discuss their progress with an academic advisor. Advisors help probationary students consider ways to overcome academic deficiencies. Referrals may be made to other University services where students can find assistance for specific problems or difficulties.

Early Academic Assessment

Academic progress for students enrolled in 0000-3999-level courses is assessed by faculty from the beginning of the third week to the end of the sixth week of classes. If a student's performance is assessed below the C level, the student receives an alert notification referring him/her to appropriate campus resources.

Academic Success Center

1600 David Adamany Undergraduate Library; 313-577-3165
<http://www.success.wayne.edu>

The mission of the Academic Success Center (ASC) is to ensure that all Wayne State University undergraduate students become self-disciplined, motivated and independent learners. The ASC accomplishes this through instruction and services that support students in the development of skills to promote academic excellence and enhance success.

Study Skills Counseling: Professional learning specialists are available to support students' academic success. Any undergraduate Wayne State student may work with a learning specialist to identify specific study skill difficulties and formulate personalized strategies for success. Each plan identifies the student's strengths, opportunities for development and action steps necessary to help the student become a more effective learner. Programs are designed to improve students' study skills including reading comprehension, memory improvement and test preparation.

Study Skills Workshops: The Academic Success Center offers a series of study skills workshops for all students each semester. Sessions provide strategies and techniques to help students effectively manage their time, prepare for exams, reduce test anxiety, improve memory and concentration, understand the relationships between wellness and academic performance and strengthen other skills. Additionally, workshops may be scheduled for groups, student organizations and academic departments to address specific needs.

Tutoring: The Academic Success Center offers tutoring by appointment for a variety of undergraduate courses. In addition to subject material, tutoring sessions address study skill areas such as note-taking and reading comprehension when necessary. All tutors have received faculty recommendation and maintain at least a 3.2 g.p.a.

Supplemental Instruction (SI) supports many 1000- and 2000-level courses by offering collaborative learning sessions facilitated by an SI leader. Sessions are designed to help students understand the course's key concepts, organize the material and develop strategies to effectively prepare for exams. Research suggests that students who consistently participate in SI typically earn a half to a full letter grade better than students who do not take part in SI. All SI leaders have received faculty recommendation, maintain at least a 3.3 g.p.a. and are required to attend the lecture.

First-Year Success Seminar (FYS 1010): This one-credit course supports first-year students' academic and personal development to promote success at Wayne State University and establish learning as a lifelong experience. Coursework and discussions assist students in understanding themselves as learners, setting goals and strengthening time management and study skills while developing a greater awareness of the factors that influence success and the habits that can support success.

Counseling and Psychological Services (CAPS)

552 Student Center Building; 313-577-3398
<http://caps.wayne.edu>

Counseling and Psychological Services (CAPS) enhances students' development and academic success by promoting an open, problem-solving approach to personal challenges and working collaboratively on building appropriate skills, attitudes, and actions.

Service hours: Monday - Friday 8:30 am to 5:00 pm. Registered WSU students may drop-in or call for an evaluation with a CAPS counselor Monday through Friday from 9:00 am to 4:00 pm.

Eligibility: All currently enrolled students are eligible for counseling evaluation to assess whether their needs can be addressed effectively via short-term counseling at CAPS or require more specialized or longer-term counseling at another facility. Faculty, staff, alumni, children, or spouses are not eligible.

Crisis Services: In the case of a non-life-threatening crisis, students, faculty, or staff can contact CAPS and indicate that a student needs immediate assistance. If assistance is needed during evening or weekend hours, contact the Wayne State University Police Department at 313-577-2222 or call the Wayne County crisis hotline at 313-224-7000. In the event of a life-threatening emergency at any time, contact the Wayne State Police Department.

Career Services

1001 Faculty/Administration Building; 313-577-3390
<http://www.careerservices.wayne.edu>

Career Services provides support to students and alumni in defining career and employment goals and assists them in their search for employment opportunities. In addition to the following services, Career Services offers topical workshops, career events, and group and individual career/employment counseling. Career Services welcomes the opportunity to discuss customized services to meet individual needs.

Career Development: The main focus of this service is to help students explore career options, clarify their career goals, and link those goals to appropriate academic paths. Individual and group services are available.

Cooperative Education, Internships, and Summer

Employment: Comprehensive paid professional, career- and non-career related work experiences are available, including a wide variety of part- and full-time experiential learning situations. Orientation workshops are offered on an ongoing basis.

On-campus Student Employment: Students may work on-campus up to twenty hours per week as a Student Assistant or College Work-Study employee. Job openings may be viewed in-house or online via our open posting system.

Professional Employment: Graduating students and alumni may increase professional full-time employment opportunities through on-campus interviews, resume referral, career fairs, in-house and on-line job postings, along with a myriad of career-related support services.

Testing, Evaluation, and Research Services

686 Student Center; 313-577-3400; Fax: 313-577-0617
<http://www.testing.wayne.edu/>

Testing

We provide:

- A secure, standardized, testing environment where students can demonstrate their academic skills for placement, course credit, or high stakes decisions.
- The opportunity for students to earn course credit in courses accepted by the transfer credit office through the College Level Examination Program (CLEP).
- Placement testing for students interested in meeting general education and other requirements targeted toward their personal skill level in Biology, Chemistry, English Composition and Mathematics.
- Outside exams: Graduate Record Exam (GRE), Testing for the Law School Admission Council (LSAC), Medical College Admission Test (MCAT), Miller Analogies Test (MAT), Test of English as a Foreign Language (TOEFL), Written and Oral exams for the American Council on the Teaching of Foreign Languages (ACTFL), and written exams for doctoral students in the College of Education.

Evaluation

We collect student opinions about faculty teaching through Student Evaluation of Teaching (SET). We share SET reports with students, administrators and faculty members toward the goal of improving quality of teaching at the University.

We survey students and faculty regarding the quality of their education through

1. the Cooperative Institutional Research Program (CIRP) Freshman Survey,
2. National Survey of Student Engagement (NSSE) and
3. Faculty Survey of Student Engagement (FSSE).

Research Services

We offer consulting on best practice in testing for faculty and academic staff. We offer machine scoring of exams, including tabulation of test scores and statistical output to help faculty improve their tests.

Student Disability Services (SDS)

1600 David Adamany Undergraduate Library; 313-577-1851;
313-202-4216 (Videophone)
<http://studentdisability.wayne.edu>

Student Disability Services is the office at Wayne State University that determines eligibility and implements academic accommodations, services and support for students with disabilities pursuant to the Americans with Disabilities Act (ADA), the ADA Amendments Act of 2008, and Section 504 of the Vocational Rehabilitation Act of 1973. SDS is committed to teaching students to advocate for themselves in order to fulfill their academic goals. SDS also provides training and outreach throughout the university to ensure equal access to all university programs.

Disability Determination: In order to register for SDS services, students must self-identify by providing documentation of their disability. Students will meet with disability specialists to discuss appropriate and reasonable accommodations. Once accommodations are determined, students are guided through the process of providing faculty with their accommodation letters and securing appropriate services. Students receiving accommodations are held to the same academic standards as all other WSU students and are responsible for requesting services and following procedures in a timely manner.

Academic Accommodations: Accommodations and services are individualized and based upon the student's documentation. It is for this reason that students should ensure that they have sufficient documentation that supports the need for appropriate and reasonable accommodations. Some of the accommodations and services provided by SDS might include alternative testing, interpreter and CART reporting services, alternative text format, note-taking assistance, furniture requests, use of assistive technology, and use of SDS exam/study rooms. Students registered with SDS are also eligible for pre-priority registration for classes. Through the SDS liaison program with University departments and programs, SDS ensures that members of the University community understand the types of support offered to enhance collaboration in providing accommodations.

Assistive Technology: The SDS staff includes an assistive technician who secures alternative text formats for students and teaches students how to use the various assistive technologies. SDS exam/study rooms house CCTV magnification equipment, computers with software such as Zoomtext, JAWS, Kurzweil Educational Systems, Dragon Naturally Speaking and Inspiration. Students are also informed about free downloadable software programs for reading and recording.

Community Resources: SDS collaborates with various community agencies that assist students with disabilities at the university. Students are connected to agencies such as Michigan Rehabilitation Services, the Bureau of Services for Blind Persons, Learning and Disability Network/ Michigan.

Academic Pathways for Excellence (APEX)

5700 Cass Ave., Suite 2800; 313-577-4695
<http://www.apex.wayne.edu>

APEX Scholars is an alternative admission program designed to assist students with admission to success at, and graduation from Wayne State University. The program is based on the philosophy that students who

are interested, committed, and willing to invest the time, can succeed academically when provided with appropriate support services.

The mission of APEX Scholars is to provide an academic bridge to the successful completion of undergraduate studies at Wayne State University. In this quest, the program will strengthen the cognitive abilities of students; encourage a thirst for knowledge; model and demand a disciplined approach to learning; and enhance student achievement by assuring access to a committed staff that provides effective supportive services and leads to a structured path of academic success.

Admission Requirements

Evaluation of applicants: The admissions policy is based on holistic considerations of each student's potential to succeed at a research University. Holistic evaluation means that each applicant will be evaluated on the basis of full academic records, types of classes taken, grade trends, and personal history. Depending on the individual situation, applicants will also have an opportunity to submit optional essays and engage in personal interviews. The program is committed to the high academic standards that best prepare students for success following graduation.

Application: All students must apply through the regular application process for Wayne State University by submitting an online application (<http://www.wayne.edu/admissions>). Applicants who might benefit from the APEX Scholars program will be invited for campus interview to determine whether the APEX Scholars program is a good fit for them.

In consideration for admission into APEX Scholars and in order to remain in good academic standing, students admitted into one of the bridge programs (see below) will need to successfully complete all of the bridge program requirements before matriculation into APEX Scholars.

Summer Bridge is an eight-week academic program designed to prepare students for Wayne State University and to support the transition into college. Students must successfully complete the academic requirements of the APEX Summer Bridge in order to be admitted to APEX.

Fall Bridge is a sixteen-week rigorous program with the same support as the summer bridge program.

APEX Scholars: After successful completion of one of the Bridge programs offered student can matriculate to APEX Scholars. As such students will experience continued academic strengthening through enhanced counseling; targeted academic support services, and assistance with course selection. Students must also maintain a C average through three semesters of the program (thirty-six credits). After completion of the thirty-six credits, student(s) will transition into general status.

Academic Pathway Excellence Courses

Code	Title	Credits
APX 0500	Foundations in Writing	3
APX 0510	Practical Mathematics	3
APX 0600	Learning Community Seminar	0
APX 1000	Learning Strategies for College Success	2
APX 1010	Seminar in Reading College Texts	2

Federal TRIO Office

5700 Cass Ave, Suite 1330; 313-577-5050
<http://www.federaltrio.wayne.edu>

The Office of Federal TRIO provides academic assistance and support services to promising youth and adults who have been historically under-represented in higher education due to their economic condition, first generation status, or educational preparation. This office provides academic support services, instruction, and college preparation workshops for pre-college students in the metropolitan Detroit area and students enrolled at WSU. Federal TRIO serves an extremely diverse student population that ranges from twelve to nineteen years of age, veterans of the armed services, and other adult learners. Federal TRIO Programs serve over 6,000 students residing in Wayne, Oakland, and Macomb Counties or enrolled at Wayne State University.

Federal TRIO is comprised of six state and federally funded programs designed to increase the post-secondary admission rates of the diverse populations it serves, and to increase the graduation rates of these students in the University. Through continuous improvement of services, the department aims to maximize the academic achievement of its participants and to promote equity and excellence at Wayne State University.

The Educational Opportunity Center (EOC)

5700 Cass Avenue, Suite 2701, Academic/Administrative Bldg., 313-577-5050, provides a comprehensive career counseling program that offers free academic, vocational career and financial aid information to eligible applicants nineteen years of age and older, who wish to pursue a postsecondary education.

Michigan Gaining Early Awareness and Readiness for Undergraduate Programs (MI-GEARUP)

5700 Cass Ave., Suite 1330, Academic/Administrative Bldg., 313-577-5050, offers life skills programs, career counseling services and college visitations designed to educate parents and encourage seventh-through twelfth-grade students in targeted schools to complete high school and enroll in higher education.

Upward Bound Program

5425 Woodward, 313-577-1943, provides services for low income and first generation college students in grades nine to twelve with the potential and motivation to be successful in higher education. The students must attend target area high schools. Upward Bound provides students with a head start on improving the skills required to succeed in college, through academic instruction, tutoring, academic and career guidance, personal counseling, and a six week summer residential program.

Veterans' Educational Opportunity Program (VEOP)

5425 Woodward, 313-577-9710, provides a program of instruction, academic and career guidance, personal counseling, tutoring, and post-secondary placement to veterans who have served in the U.S. Armed Forces from December 31, 1955 to present.

McNair Scholars Post-baccalaureate Achievement Program

5700 Cass Avenue, Suite 1330; 313-577-5050, provides faculty mentors, student-faculty research projects, GRE preparation services, stipend support and travel funds to present research for WSU junior and senior students. The goal of the McNair Scholars Program is to prepare low-income, first generation and underrepresented students to successfully complete doctoral studies. in the areas of Science, technology, engineering and mathematics.

Office of Military and Veterans Academic Excellence (OMVAE)

Suite 687 Student Center Building;

313-577-9180; Fax: 313-577-5020
<http://www.omvae.wayne.edu>

This office assists veterans, active-duty service members, reservists, National Guard and eligible dependents/survivors in utilizing educational benefits. Specifically, students are aided in applying for Federal benefits outlined under Title 38, and Title 10, U.S.C., including: the Montgomery G.I. Bill (chapter 30), Vocational Rehabilitation (chapter 31), Post 9/11 G.I. Bill (Chapter 33), Reserve Educational Assistance Program, the Reserve G.I. Bill (chapter 1606), REAP (chapter 1607), and the Survivors'/ Dependents' Educational Assistance (chapter 35). All eligible students must officially request (<http://omvae.wayne.edu/va-certification.php>) to use their educational benefits each semester.

Non-Degree Status: Students must be in a degree program to receive benefits. Those not currently admitted to a degree program and enrolled in classes must verify to the OMVAE via an academic advisor (<http://advising.wayne.edu/makeappt.php>) the reason for enrollment (i.e., completing foundation courses for a master's-level program).

Transfer Credits: Wayne State University will give four transfer credits for veterans, reservists, National Guard, and active-duty service members for service in the U.S. military. The University will require military discharge document DD-Form 214 (<http://www.dd214.us>).

Wayne State University will accept up to twelve transfer credits from veterans upon receiving their Joint Service Transcript of military training. These credits are to be evaluated according to the 'Guide to the Evaluation of Educational Experiences in the Armed Services,' published by the American Council on Education.

This policy shall be in effect for all veterans, reservists, National Guard, and active-duty service members currently enrolled Fall 2005 and thereafter.

Late Tuition and Late Registration Fee Waiver: Late fees, Partial Payment fees and Late Registration fees can be waived for all students currently receiving VA Educational Benefits. Contact OMVAE for assistance.

Licensing/Certification Reimbursement: In most instances, students receiving VA educational benefits (<http://www.gibill.va.gov>) are eligible for reimbursement (https://www.benefits.va.gov/gibill/licensing_certification.asp) for licensing test fees.

Tutorial Assistance is also available (https://www.benefits.va.gov/gibill/tutorial_assistance.asp) as part of all benefit packages as noted above. Eligible recipients may receive \$100.00 per month, up to twelve months to help defray tutoring costs. Contact the OMVAE for further details. No charge to benefit entitlement is incurred for the first six months received of Tutorial Assistance.

In-State Tuition Waiver: Individuals on active duty in the U.S. Military who are stationed in Michigan and their dependents are eligible for Michigan in-state tuition. Stationing orders and proof of relationship (for dependents) must be provided with the application.

Students utilizing Chapter 31 or Chapter 33 G.I. Bill™ benefits will be granted a deferment of tuition and fees for the current enrollment period upon submission of a corresponding Certificate of Eligibility (or suitable documentation which demonstrates benefit eligibility). The deferment will be placed proportionally based on the student's percentage of eligibility.

Veterans and their dependents are eligible for Michigan in-state tuition. The term "veteran" means a citizen of the United States or a resident alien whose most recent separation from any branch of the armed forces of the United States was under conditions other than dishonorable after

having served on active duty for 90 consecutive days or more by reason of disability incurred while serving on active duty.

Individuals who are members of the National Guard of any state, or who were separated from the National Guard of any state under conditions other than dishonorable, and their dependents are eligible for Michigan in-state tuition.

Without regard to the foregoing, any individual using educational assistance under either Chapter 30 (Montgomery GI Bill® – Active Duty Program), Chapter 33 (Post-9/11 GI Bill®), of title 38, United States Code, and/or the Marine Gunnery Sergeant John David Fry Scholarship (38 U.S.C. § 3311 (b)(9) who lives in the State of Michigan while attending Wayne State University (regardless of his/her formal state of residence) is eligible for Michigan in-state tuition.

VA Work-study Program: The VA work-study (<https://www.benefits.va.gov/gibill/workstudy.asp>) allowance is available to all students eligible for VA Educational Benefits. Those eligible who are at least a three-quarter-time student in a college degree program, or a vocational or professional program, can ‘earn while they learn.’ Pay for VA Work-study is the equal to the Federal minimum wage or your state minimum wage, whichever is greater.

Services performed under a VA work-study program must be related to VA work. Examples of acceptable work are:

- Processing VA paperwork at any university or college having a VA Office (e.g., you may be enrolled at WSU but work at Oakland or Macomb Community College VA Offices)
- Outreach services under VA supervision
- Work at VA medical facilities or National Cemetery System offices
- Work with the Veterans counselor at any of the MESC offices
- Work in the Education or Transition offices at local base
- Work at Department of Defense facilities related to education benefits under the GI Bill.

National Guard Students: Please note that Wayne State does not currently participate in the Guard’s Tuition Grant Program. However, if your branch provides Tuition Assistance and/or Tuition Reimbursement the OMVAE will provide assistance as necessary with regard to grade and tuition certifications to your unit.

Reserve Officer Training Corps (ROTC): Wayne State University offers an Army ROTC (<http://omvae.wayne.edu/rotc>) program. Students interested in joining the Army ROTC program at Wayne State University should contact M.S.G. Nicholas Lachance 734-647-3034.

Recalled To Active Duty (Reservists / National Guard): Students serving in the Selected Reserves or National Guard who are called up to Active Duty during a semester may request full reimbursement of tuition and fees. Students must file an *Exception to Enrollment Policy* form and submit a copy of their orders to OMVAE. Students called up active near the end of a semester are encouraged to consider requesting incomplete grades for coursework.

Early-Out Requests: Potential Students on Active Duty requesting a verification of enrollment to be sent to their Commands must be admitted to Wayne State University and have registered for classes. Please contact the Graduate Admissions Office and the Registration Office for assistance. Once these conditions are met, the VA Certifying Official can complete an enrollment verification for active duty members seeking an ‘early out’ from military service. Hard copy proof of student’s admittance and registration for classes is NOT required for the VA Certifying Official to complete the enrollment verification.

Tuition and Fees

Listed below are the Tuition and Fees, as adopted by the Board of Governors, at the time of preparation of this Bulletin. Please see the Graduate Bulletin (<http://bulletins.wayne.edu/graduate>) for rates in Graduate and Professional programs. Current tuition and fee information is also available on the Office of the Registrar’s website (<https://wayne.edu/registrar/tuition>). **Tuition and Fees are subject to change without notice by action of the Board of Governors.**

Undergraduate Tuition and Fees Education (except for Division of Kinesiology), Liberal Arts and Sciences (non-science), Pharmacy, and Social Work

Resident Lower Division	\$397.05 per credit
Resident Upper Division	\$471.19 per credit
Non-Resident Lower Division	\$909.40 per credit
Non-Resident Upper Division	\$1,083.52 per credit

Business, Fine, Performing and Communication Arts, Education (Division of Kinesiology), Liberal Arts and Sciences (Public Health majors)

Resident Lower Division	\$424.44 per credit
Resident Upper Division	\$513.68 per credit
Non-Resident Lower Division	\$936.79 per credit
Non-Resident Upper Division	\$1,126.00 per credit

Engineering and Liberal Arts and Sciences (science majors)

Resident Lower Division	\$403.97 per credit
Resident Upper Division	\$478.16 per credit
Non-Resident Lower Division	\$916.31 per credit
Non-Resident Upper Division	\$1,090.48 per credit

Nursing

Resident Lower Division	\$424.44 per credit
Resident Upper Division	\$617.81 per credit
Non-Resident Lower Division	\$936.79 per credit
Non-Resident Upper Division	\$1,230.13 per credit

Junior Year in Munich - Per Semester Rate

WSU Students	\$6,500.00
Non-WSU Students	\$14,000.00

Student Fees

Registration Fee

There is a \$235.16 registration fee for undergraduates. The registration fee is refundable according to the same principles as tuition and other fees.

Late Registration Fee

Any student registering after the Priority registration date (as indicated in the Schedule of Classes website: <http://www.classschedule.wayne.edu> for the applicable term) must pay either a non-refundable \$35.00 Late Registration Fee if registration is completed before the start of classes, or \$70.00 if completed after the start of classes. Late Registration Fees will be waived for new students in their first term of WSU enrollment.

Student Services Fee

Undergraduate students are assessed a \$37.82 fee per credit. The Student Services Fee is used primarily to maintain, upgrade and replace student computing and technology resources on campus. A small portion is also used to fund student activities on campus, and to enhance programs directed toward improving on-campus activities, including athletics.

Student Support Fees

Engineering Support Fee - Lower Div. Full-Time	\$100.00
Engineering Support Fee - Lower Div. Part-Time	\$50.00
Engineering Support Fee - Upper Div. Full-Time	\$350.00
Engineering Support Fee - Upper Div. Part-Time	\$175.00
Sciences Support Fee - Lower Div. Full-Time*	\$50.00
Sciences Support Fee - Lower Div. Part-Time*	\$25.00
Sciences Support Fee - Upper Div. Full-Time*	\$100.00
Sciences Support Fee - Upper Div. Part-Time*	\$50.00
Honors Support Fee - Full-Time	\$50.00
Honors Support Fee - Part-Time	\$25.00

* The Sciences Support Fee is charged to these majors in the College of Liberal Arts and Sciences: Actuarial Mathematics, Astronomy, Biochemistry & Chemical Biology, Biological Sciences, Biomedical Physics, Chemistry, Computer Science, Communication Sciences & Disorders, Dietetics, Environmental Science, Geology, Information System Technology, Mathematics, Neurosciences, Nutrition & Food Science, Physics, Psychology, Public Health, and Statistics (including those with departmental honors).

Matriculation Fee

New undergraduate freshmen and transfers will pay a \$250.00 Matriculation Fee.

Student Exchange and Visitors Information Service (SEVIS) Fee

International students and scholars/visitors who must be reported through the federal SEVIS system shall be charged a \$50.00 non-refundable fee for each term of enrollment.

Course Material Fees

These fees are required of some classes in which a relatively large portion of instructional costs is due to the necessary use of consumable resources. The fee is automatically assessed; a fee card is not required. The fee may be canceled when a course is officially dropped within the tuition and fee cancellation period specified in each semester's term calendar. For additional information, contact the Department offering the course. Courses listed as having special fees require payment of the fee in addition to the tuition.

Music Fees

Students registering for music courses taken as private lessons pay an additional fee. In the event of withdrawal, the student will receive a refund of the difference between the fee assessed and the cost to the University of any lessons that were provided.

Examination Fee for Credit by Examination

The fee for an examination taken to establish credit by examination is \$10.00 per credit. Such examinations will be approved under provisions established by the Schools and Colleges. Credit allowed on the basis of transcript entries from another institution is not applicable to this provision.

Graduation/Certificate Fee

There shall be a \$40.00 fee for students who apply for a degree or certificate/diploma. Graduate applicants for graduate degrees will not be charged the Graduation Fee as they pay a higher Registration Fee. Undergraduates who are new to the university in fall 2014 or after will pay a Matriculation Fee in lieu of a Graduation Fee and in lieu of an Orientation Fee.

Payment of Tuition and Fees Student Financial Obligation for Payment of Tuition and Fees

When registering for courses each semester students are required to electronically sign a "Financial Responsibility Agreement." This agreement represents a binding contract obligating the student to pay all tuition and fees assessed including any collection, attorney, and/or litigation costs associated with collecting those fees, in the event of non-payment.

Payment Due Dates

- FALL TERM: Payment is due August 15.
- WINTER TERM: Payment is due December 15.
- SPRING/SUMMER TERM: Payment is due April 15.

Students registering on or after these payment dates are expected to pay the balance in full at the time of registration.

Payments not received by the due date(s) are subject to late payment fees. Failure to make payment because a statement of account or invoice is not received does not exempt students from late payment fees. Please refer to the published tuition due dates and the complete eBill Posting Schedule and Payment Due Dates on the Office of University Bursar's website (<http://fisops.wayne.edu/bursar/e-bills/eBill-Schedule.php>).

Payment Options

Wayne State University provides various options for paying tuition and fees:

1. in person at the Cashier Office, Room 217; Welcome Center, 42 W. Warren; or
2. by mail to Wayne State University, P.O. Box 02788, Detroit, MI 48202; or
3. by telephone - 1-866-520-7786; or
4. online through Academica (<https://academica.aws.wayne.edu>).

Checks, Money Orders, and Cash

Wayne State University accepts personal and certified checks, money orders, and cash as payment for tuition and fees. Payments can be mailed. However, please do not mail cash. Checks or money orders should be made payable to Wayne State University. The student's name and University AccessID number should be written on the check or money order.

Fee-free ACH Checks

Wayne State University also accepts fee-free automated clearing house (ACH) check payments using WSU Pipeline. Checks (paper or ACH) returned by the bank are subject to returned check fees.

Credit Card Payments

Wayne State University does not accept credit card payments directly. Credit card payments can be applied to a student's University account by a third party processor, CASHNet SmartPay. CASH-Net SmartPay will assess a convenience fee (2.9%) on all credit card payments. To make a credit card payment log into Academics and select credit card payment which will automatically invoke the CASH-Net SmartPay process.

Installment Payment Plans (IPP)

Wayne State University is able to offer interest free installment payment plans for students on a semester by semester basis through the following company:

Tuition Management Systems (TMS) (<https://wayne.edu/bursar/payment/installment-plans>)
1-800-722-4867

There is a nominal fee for enrolling. Contact the company for terms and conditions.

Sponsored Tuition Program

Certain employers participate in direct tuition billing arrangements as part of their employee benefits programs. Students with questions about the University's procedures or required documentation for a specific plan should contact the Student Accounts Receivable Office at 313-577-6623.

Delinquent Prior Term Balances

Personal checks are not accepted as payment for delinquent balances. Payment must be made by cash, certified check, money order or credit card.

IMPORTANT: Students who do not drop their courses during the tuition cancellation period for the term are financially obligated to pay for the courses even if they have not attended any class sessions. Specific dates are available in the Academic Calendar (p. 10).

Students with questions regarding any information presented in Payment of Tuition and Fees section above should contact the Office of the University Bursar at 313-577-3653.

Disclosure Statement

The University reserves the right to update and/or change this information at anytime.

Late Registration

Registration is not permitted beyond the prescribed registration date unless extenuating circumstances beyond the control of the student warrant an exception to University Policy as determined by the University Registrar. In such cases, full tuition, Registration Fee and Late Registration Fee is due on the day of registration.

Short Term Courses

Payment of the full tuition and the non-refundable Registration Fee is required on the date of registration or no later than the first class meeting date. Late Payment Fees are assessed to any student who has not paid his/her tuition and fee assessment by the eBill due date.

Tuition Cancellation

Tuition may be canceled in accordance with the following schedule when students officially drop classes using the Academics on-line portal, by submitting a properly completed Register/Drop/Add form, or by sending a certified letter to the Office of the Registrar. A certified letter requesting to drop classes sent through the U.S. Postal Service shall be considered effective on the date it is received in the Office of the Registrar.

Students who officially drop classes before the conclusion of the first two weeks of classes (for the Fall and Winter full-term courses) are entitled to 100% tuition cancellation, and the dropped classes do not appear on the academic record.

Students are contractually liable for tuition unless they take official action during the tuition cancellation period to drop classes.

Students who officially withdraw from fifteen-week classes after the second week of classes (for the Fall and Winter terms) are not entitled to any tuition cancellation.

The tuition cancellation schedule shown below applies to courses that start in accordance with the Official University Academic Calendar. The tuition cancellation schedule for courses with specially approved starting dates is dependent upon the starting date of the course. Questions about the tuition cancellation schedule should be referred to the University Registrar.

Classes meeting fewer than four weeks: Students who officially drop scheduled classes before the first day of classes are entitled to a 100% tuition cancellation and 0% thereafter.

Classes meeting four to eight weeks: Students who officially drop scheduled classes before the second week of classes are entitled to a 100% tuition cancellation and 0% thereafter.

Classes meeting nine to fifteen weeks: Students who officially drop scheduled classes before the third week of classes are entitled to a 100% tuition cancellation and 0% thereafter.

Classes meeting sixteen to twenty-seven weeks: Students who officially drop scheduled classes before the fourth week of classes are entitled to a 100% tuition cancellation and 0% thereafter.

Classes meeting twenty-eight or more weeks: Students who officially drop scheduled classes before the seventh week of classes are entitled to a 100% tuition cancellation and 0% thereafter.

Special Adjustments

The University Registrar is authorized to make adjustments in the application of the policies stated in this section when unusual circumstances warrant. Examples of circumstances which may warrant special consideration include: serious illness or death of the student or someone closely related, or mis-advisement by a University representative. Tuition cannot be canceled for reasons such as changes in work schedule or other employment demands, claims of lack of information, insufficient funds, unawareness of the difference between tuition and student financial aid, undocumented reasons, or for reasons that are within the control of the student. Non-attendance, except for situations falling under the University non-attendance policy (below), is not in and of itself a reason for tuition and fee cancellation. Students (or an authorized representative in the case of death or serious illness) must submit their applications and supporting documentation to the Office of the Registrar. A medical withdrawal is a complete withdrawal from all courses, supported by medical reports from the attending physician. Requests for exceptions to tuition and fee policies must be submitted within approximately two months of the end of the term, as follows:

- Fall Term - March 1
- Winter Term - July 1
- Spring/Summer Term - November 1

Deadlines falling on weekends will be extended to the next business day.

University Non-Attendance Policy

The University Non-Attendance Policy will allow 100% tuition cancellation only for students in their first term of attendance at Wayne State University. Instructors for all courses must verify the student did not attend classes after the tuition cancellation deadline. This policy is designed to provide relief to those students who in their first semester at Wayne State may not be familiar with the University's Tuition Cancellation Policy.

Where the student has otherwise proceeded properly, (s)he may be granted full cancellation of tuition and fees assessed for the class(es) involved:

- If the University cancels the class(es), or
- If the University re-schedules the class(es) after the student has registered and (s)he is now unable to attend, or
- If an authorized University representative has taken action which causes financial loss related to tuition, e.g., authorizing a student's schedule when the student does not have the necessary prerequisite(s).

Appeal Procedures: If a student (or an authorized representative in the case of death or serious illness) is dissatisfied with the Registrar's decision with reference to this policy, the student (or an authorized representative) may appeal to the Tuition and Fee Appeals Board through the University Ombudsperson.

University policy allows for a Request for Medical Withdrawal. A medical withdrawal is a complete withdrawal from all courses. For approved requests, the University Medical Withdrawal Policy will grant 100% tuition and fee cancellation if a student stops attending ALL classes before the end of the 10th week of the scheduled class meeting period in a full fall/winter term. Medical documentation will need to confirm that medical attention was provided during this time period. For medical withdrawals occurring during the 11th or 12th week, tuition cancellation will be granted at the rate of 60%. There is no tuition cancellation after the twelfth week of the term. These periods are adjusted proportionally for courses that do not run the full term. While a request is under review tuition payments should be made as scheduled.

Holds on Records

Initial eligibility to register for classes each semester is based on a student's admission status with the University. All students must be authorized by the University in order to enroll in classes. 'Holds' may be placed on student records, and registration denied to a student, for academic reasons (e.g., probation or dismissal), a disciplinary problem, money owed to the University, failure to return library books and/or other supplies and equipment, and/or non-compliance with program, Departmental, School/College, or University regulations.

A 'Hold' will be placed on the records of any student who has past due indebtedness to the University. While the hold is in effect, registration for a subsequent term will not be permitted, official transcript of academic work taken at the University will not be furnished, nor will a diploma be issued.

Residency Regulations and Review Procedures: In-State Tuition

The following regulations and review procedures are established by Wayne State University for tuition and fee purposes. Wayne State University recognizes three means by which an individual may establish eligibility for in-state tuition and fees:

- By establishing residence by presence in the State of Michigan;
- By establishing attendance at Michigan high schools; or
- By establishing military service status.

Establishing Residence by Presence in Michigan

Generally, in order to establish residence by presence in the State of Michigan, an individual must document at least six months of continuous physical presence in the State. The six months continuous residence must be completed before the first day of classes for the semester in which in-state tuition is sought. Even if someone is present in Michigan for six months, the person may not qualify for in-state tuition; it depends on whether the person is in Michigan for educational purposes or some other reason. Under limited circumstances which clearly demonstrate that a student's presence in the State of Michigan is not primarily for educational purposes, the student may be eligible for in-state tuition prior to the passage of the six-month presence requirement.

Temporary Absences

In general, a person's residence is the place where he or she actually lives with the intention of making it the person's permanent home and to which he or she intends to return from temporary absences. A person may be temporarily absent from Michigan without affecting his or her previously established residence. Full-time attendance at a school outside Michigan or enlistment in a military service are examples of temporary absences. Other types of absences for more than six months will be presumed not to be temporary.

Presence for Educational Purposes

Coming to Michigan from another state or country in order to attend Wayne State University or another school does not establish residence. A non-resident at the time of his or her enrollment remains a non-resident throughout his or her presence as a student, except where it can be established that presence in the State of Michigan is primarily for purposes that are not educational, with enrollment only incidental to the primary purpose of being in Michigan. If a student enrolls in undergraduate school for more than eight credits, or in graduate school for more than six credits, or in Law School for more than ten credits in any one full length semester, within six months after arrival in Michigan, Wayne State University normally presumes that the student is in Michigan for the purpose of attending school. Applicants must demonstrate that their presence in Michigan is primarily for purposes that are not related to enrollment.

Factors Considered in a Residence Classification

The following circumstances, although not conclusive, support a claim for in-state tuition on the basis of residence.

The student is employed in Michigan on a permanent, full-time basis or has accepted an offer of permanent employment in Michigan.

The student's parents (or in the case of divorce, one parent) are legal residents of Michigan as shown by their permanent employment in Michigan and/or their establishment of a primary household in Michigan, and the applicant previously was a resident of Michigan and has maintained significant connections to Michigan.

The student's spouse or partner is employed in Michigan on a permanent, full-time basis and the applicant moved to Michigan as a consequence of that employment; and

The student has severed ties to his or her previous state of residence so that he or she no longer can reasonably be considered to be a resident of another state.

Factors Typically Not Supporting Residence Classification

The following circumstances, standing alone, do not typically support residence, inasmuch as they may be common to a temporary or short-term presence in Michigan:

1. Employment by the University as a fellow, scholar, assistant, or in any position normally filled by students;
2. A statement of intention to establish residence in this state;
3. Payment of local and state taxes; or
4. Automobile registration, driver's license, continued presence in Michigan during vacation periods.

Although insufficient to establish residence, certain of these factors may be taken into consideration in determining whether a student has severed ties to the student's previous state of residence.

For purposes of these regulations, the age of majority is eighteen years. Except as provided in paragraph "g" of this section, a minor does not have the capacity to establish his or her own legal residence. Normally, the legal residence of a minor follows:

1. That of the parents or surviving parent; or
2. That of the parent to whom custody of the minor has been awarded by a divorce or other judicial decree; or
3. That of the parent with whom the minor in fact makes his or her home, if there has been a separation without a judicial award of custody; or
4. That of an adoptive parent, where there has been a legal adoption, even though the natural parents or parent may be living; or
5. That of a "natural" guardian, such as grandparent with whom the minor in fact makes his or her home, where the minor has permanently left his or her parental home and reasonable expectation of substantial financial support from the parents has been dissolved. A natural guardian is someone who, although not legally the minor's parent or guardian, performs the same sort of parental duties.
6. If a Michigan resident parent or guardian of a minor moves his or her residence to another state, the minor shall remain eligible for resident tuition status as long as he or she continues to attend school regularly in this state.
7. A minor who has permanently left his or her parental home, and who has no reasonable expectation of significant financial support from his or her parents or legal guardian, etc., may qualify for resident status even if under eighteen years of age.

Non-U.S. Citizen

A non-U.S. citizen may apply for resident status in the same manner as a citizen, if he or she is in the United States for other than a temporary educational purpose. In order to demonstrate this, applicants must provide evidence from the U.S. Department of Citizenship and Immigration Services of one of the following:

1. A U.S. permanent resident alien with a green card.
2. An applicant for U.S. permanent residence whose Petition for Alien Relative, or Employment-based Immigration Petition for Alien Worker has been approved, or who has been issued an Employment Authorization document pending adjustment of status. These individuals will have documentation of this status such as an I-130 (Petition for Alien Relative) or I-140 (Immigration Petition for Alien Working) Approval Notice, or an I-151 or I-551 Notice of Action indicating approval of petition to become an immigrant.

3. An alien with a current valid visa type issued for purposes of working in the United States, and currently working in the State of Michigan. These currently include visa types of A, E, G, H, I, L, R, and TN.
4. An Alien granted asylum or refugee status.

Attendance of Michigan High Schools

An individual may be eligible for in-state tuition on the basis of high school attendance if he or she demonstrates that he or she:

1. Attended an accredited Michigan high school for at least three years and thereafter graduated from an accredited Michigan high school or obtained his or her GED in Michigan; and
2. Enrolls at Wayne State University within twenty-eight months of graduating from high school or obtaining a GED.

An individual does not need to be a legal resident of Michigan or a citizen of the United States to qualify for in-state tuition on the basis of attendance at Michigan schools.

Military Service

Individuals on active duty in the U.S. Military who are stationed in Michigan and their dependents are eligible for Michigan in-state tuition. Stationing orders and proof of relationship (for dependents) must be provided with the application.

Veterans and their dependents are eligible for Michigan in-state tuition. The term "veteran" means a citizen of the United States or a resident alien whose most recent separation from any branch of the armed forces of the United States was under conditions other than dishonorable after having served on active duty for 90 consecutive days or more or by reason of disability incurred while serving on active duty.

Individuals who are members of the National Guard of any state, or who were separated from the National Guard of any state under conditions other than dishonorable, and their dependents are eligible for Michigan in-state tuition.

Without regard to the foregoing, any individual using educational assistance under either Chapter 30 (Montgomery GI Bill® – Active Duty Program), Chapter 33 (Post-9/11 GI Bill®), of title 38, United States Code, and/or the Marine Gunnery Sergeant John David Fry Scholarship (38 U.S.C. § 3311(b)(9)) who lives in the State of Michigan while attending Wayne State University (regardless of his/her formal state of residence) is eligible for Michigan in-state tuition.

Good Neighbor Policy (Graduate Students Only)

Residents of Fulton, Lucas, Ottawa, and Williams counties in Ohio, or residents of Ontario, Canada, who are enrolled in eligible graduate programs will pay in-state tuition. This tuition benefit does not apply to certain academic programs, including School of Medicine MD program and the Doctor of Pharmacy program. Please refer to the Tuition and Fee Regulations (http://reg.wayne.edu/students/tuition_and_fee_regulations.php) for additional details.

Great Lakes Policy (Undergraduate Students Only)

Residents of the states of Indiana, Illinois, Wisconsin, Minnesota, New York, Ohio, or Pennsylvania, or the province of Ontario, Canada, who are enrolled in eligible undergraduate programs and who are not eligible for the Good Neighbor Policy may pay Michigan resident tuition rate plus 10 percent.

Online Programs

Students enrolled in programs which are offered online in their entirety will have the out-state portion of their tuition waived. WSU Tuition and

Fee Regulations published each academic year will identify the specific academic programs eligible for this provision.

Review Procedures

Initial Classification and Appeal

1. The student is responsible for registering under proper residence or tuition status and advising the University of changes in circumstances, which might affect tuition status. Questions concerning a student's residence or tuition status prior to enrollment should be raised with the Office of Admissions. Questions arising after enrollment should be raised with the Registrar's Office.
2. After enrolling, a student may challenge the initial classification made by the Office of Admissions by filing an Application for Residence Classification or Change in Tuition Status with the Registrar's Office.
3. Except for documented delays caused by University personnel, such applications must be filed by:
 - September 30 for the Fall semester and the Medical Year semester
 - January 31 for the Winter semester
 - July 31 for the Spring/Summer semester

Deadlines falling on weekends or on days when the University is closed will be extended to the next business day. Applications received after these dates will be processed for the following semester.

Further Appeal

A student may appeal the initial tuition decision as follows:

1. By filing a written notice of appeal with the Registrar within thirty (30) days after the student is notified of the classification decision. The notice of appeal shall include reasons for the appeal, the period for which resident status is claimed, and a complete statement of the facts on which the appeal is based, together with supporting affidavits or other documentary evidence. Failure to file notice within thirty (30) days shall constitute a waiver of any right to further appeal. The student has the right to consult the University Ombuds Office at any time, and the student may particularly want to utilize the Ombuds' services at this point in the review procedures.
2. A student may appeal the Registrar's decision by filing a written notice of appeal with the Office of the General Counsel within fifteen (15) days from the date of the Registrar's decision. Failure to file written notice of appeal of the Registrar's decision with the Office of the General Counsel within fifteen (15) days shall constitute a waiver of any right to further appeal.
3. A student may appeal the decision of the Office of the General Counsel within fifteen (15) days with the Office of the President. Failure to file written notice of appeal of the General Counsel's decision with the Office of the President within fifteen (15) days shall constitute a waiver of any right to further appeal. After the notice of appeal, the President or his designee shall review the student's appeal and render a final decision.

Erroneous Classification

1. If an erroneous classification of non-residence occurs, an adjustment for the appropriate period and amount will be made.
2. If an erroneous classification of residence occurs, the student shall be reclassified as a non-resident student. If the cause of his or her incorrect classification shall be found to be due to any material concealment of facts or false statement made by the student before the time of the original classification, the student will be required to pay all tuition and fees which would have been charged to him or her and also will be subject also to appropriate discipline in accordance with University Student Code of Conduct. If it is determined that there

is no such concealment of facts by the student, fees shall be adjusted only for current and future semesters.

Effective Dates of Residence Regulations

Amended statute as adopted on September 20, 2013, will be effective for the Winter Semester 2014.

University and College Centers (Undergraduate Programs)

The centers described below have programs pertaining to undergraduate study. A list of additional centers follows this list. Also see <http://www.research.wayne.edu/ci/> for a full listing of University Centers and Institutes and links to web pages describing their functions.

Michigan Developmental Disabilities Institute

Leonard Simons Building, Suite 268, 4809 Woodward Avenue
Telephone: 313-577-2654 or 1-888-978-4334; *Fax:* 313-577-3770
Director: Sharon Milberger, Sc.D; *Email:* smilberger@wayne.edu
Website: <http://www.middi.wayne.edu/>

The Michigan Developmental Disabilities Institute (MI-DDI) is one of a national network of 67 University Centers of Excellence on Developmental Disabilities (UCEDD), nationally and in U.S. territories. The Institute's mission is to contribute to the development of inclusive communities and quality of life for people with disabilities and their families through a culturally-sensitive statewide program of interdisciplinary education, community support and services, and research and dissemination of information.

Staff and faculty engage in technical assistance, training, and research programs throughout Michigan via collaborative efforts with schools, community agencies, community colleges, and other Universities. Over 10,000 individuals with disabilities benefit from these activities annually. The Graduate Certificate Program in Disabilities teaches evidence based practices to provide services that enhance the quality of life for people living with disabilities. MI-DDI also collaborates with the Wayne State University School of Medicine on the ARIE Co-Curricular clinical initiative, that assists first and second year medical students in obtaining volunteer hours while providing home visits to families that have children with disabilities. MI-DDI is the lead institution for the Michigan Leadership Education in Neurodevelopmental Disabilities program (MI-LEND) Interdisciplinary training program. MI-LEND is a consortium of six Michigan universities including Wayne State University, Michigan State University, Central Michigan University, the University of Michigan/Ann Arbor, the University of Michigan/Dearborn, and Western Michigan University. The goal of the MI-LEND program is to improve the health and well-being of children with neurodevelopmental disabilities. This goal is accomplished by preparing graduate and post-graduate level trainees from diverse professional disciplines to assume leadership roles in their respective fields, and by ensuring high levels of interdisciplinary clinical competence.

The Institute develops activities and projects based on the needs of persons with disabilities and the communities in which they live and work. A 25-member Community Advisory Council, composed of representatives from key statewide organizations, caregivers, family members and individuals with intellectual and developmental disabilities, meets quarterly to provide information and assistance to Institute staff and faculty in establishing priorities and evaluating activities.

Humanities Center

2226 Faculty/Administration Building

Telephone: 313-577-5471; *Fax:* 313-577-2843
Director: Walter F. Edwards, Ph.D.
Email: walter.edwards@wayne.edu
Website: <http://www.research2.wayne.edu/hum/>

The mission of the Humanities Center is to nurture interdisciplinary, transdisciplinary and intradisciplinary work in the humanities and the arts through competitions, conferences, discussion groups and other programs for Wayne State's humanities and arts faculty and students, and for visiting scholars and artists. The Center promotes excellence in research and creative endeavors through rigorous peer review of proposals submitted to it for funding. By sponsoring programs that involve community participants, the Center supports the University's urban mission. Through its various programs, the Center brings humanists of diverse talents and interests together for conversation and collaboration, and fosters innovation and creativity across the humanistic disciplines.

The Humanities Center provides funding support to both faculty members and students. Two of the Center's most prominent faculty programs are the Marilyn Williamson Endowed Distinguished Faculty Fellowship (MWEDF) and an annual themed Faculty Fellowship Competition. The Center awards either one or two Williamson fellowships a year, each worth \$20,000, depending on the funds available in the budget. Other faculty award programs include an annual themed the Faculty Fellowship Competition with between eight and ten recipients awarded up to \$6,000 each. Prominent student programs are the Doctoral Dissertation Fellowship and the Graduate Travel program. The Doctoral Dissertation Fellow will receive \$15,000 plus health care coverage if it is requested. Up to three smaller awards of \$500 may be made at the discretion of the Center to applicants for the award. The Graduate Travel program encourages graduate students in the humanities and the arts to present their research or artistic work at national conferences and exhibitions by offering up to \$300 in travel assistance to applicants. Please check the Humanities Center Web site for additional programs that provide funding opportunities for faculty.

Labor Studies Center

3178 Faculty/Administration Building
Telephone: 313-577-2191; *Fax:* 313-577-7726
Director: Gayle Hamilton

The Labor Studies Center is a comprehensive labor education center committed to strengthening the capacity of organized labor to represent the needs and interests of workers, while at the same time strengthening the University's interdisciplinary research and teaching on labor and labor relations issues. The Center's primary areas of research and practice include: training and technical assistance to unions on labor relations and workplace issues; an undergraduate labor studies major and internship program; interventions to increase the organizational effectiveness of unions; the development and diffusion of constructive labor-management relations practices, particularly in the public sector; the formation and institutionalization of labor-community coalitions; and the impact of lean production systems on workers and labor relations practice in the North American auto industry.

Center for Latino/a and Latin American Studies

3324 Faculty/Administration Building
Telephone: 313-577-4378; *Fax:* 313-993-4073;
Director: Jorge L. Chinea, Ph.D.
Email: aa1941@wayne.edu
Website: <http://www.clas.wayne.edu/cilas/>

The Center for Latino/a and Latin American Studies is a multi-service unit engaged in teaching, research, and service. The Center plays an important role in the urban mission of Wayne State University and involves four components:

1. The Center hosts two learning communities: the CBS Scholars Program and the College-to-Career Program. The first one recruits students into the University, facilitates their transition between high school and college, and promotes increased retention. The second program supports students through completion of their degrees and beyond, especially in the areas of career development and graduate school preparedness. It also offers courses and related educational activities for students interested in Latino and Latin American Studies.
2. It promotes research on issues relevant to the Latino/a community, especially in the urban and workplace environment; and Latin American cultural studies and current issues.
3. It creates and fosters the interaction and exchange of personnel and resources between the University and the Latino/a community; and it serves as a source of expertise on Latino issues to the larger metropolitan community.
4. As an advocate for the awareness and advancement of Latino/a issues within the University, the Center contributes to the University's continuing efforts to create a richer multicultural campus environment.

Center for Excellence and Equity in Mathematics

1309 Faculty/Administration Building
Telephone: 313-577-8839
Director: Steven Kahn, Ph.D.
Email: skahn@math.wayne.edu
Website: <http://clas.wayne.edu/ceem/>

The Center for Excellence and Equity in Mathematics, in the College of Liberal Arts and Sciences, is a research and educational center with a two-fold mission: to find ways to significantly improve the quality of K-12 and introductory college-level mathematics instruction across the United States; and, by using mathematics as a tool, to provide students from inner cities and underrepresented minority groups with the kinds of educational and lifetime opportunities that should be available to all students.

The Center currently operates five core programs: the WSU Math Corps, an outreach program serving Detroit middle and high school students; the WSU Middle and High School Math Network, which provides day to day instructional and/or operational resources to Detroit middle and high school math departments; the Math Corps Learning Community at WSU, a University support and retention program for Math Corps "kids" now attending WSU; and the Emerging Scholars Program (ESP), a WSU honors-level calculus and pre-calculus program; and the Rising Scholars Program (RSP), serving WSU students at the developmental level.

All Center programs are based on a shared commitment to excellence and to fostering a sense of community.

Merrill-Palmer Skillman Institute for Children and Families

71 East Ferry Ave.
Telephone: 313-664-2500; *Fax:* 313-664-2555
Director: Peter Lichtenberg, Ph.D.
Email: mpsi@wayne.edu
Website: <http://www.mpsi.wayne.edu/>

The Merrill-Palmer Skillman Institute is an interdisciplinary research institute focusing on urban children and families. It has a long and distinguished history as a research and educational institution, serving as a pioneer in the field of child development and early education. Since it became a part of Wayne State University in 1982, the Institute has encouraged collaborations among faculty from many departments within the University.

The Institute emphasizes research, research training and community engagement and service in the areas of children's health and development. Current research strengths range from prenatal exposures and child development, infant mental health, cognitive development of high risk infants as well as adolescent health and development. The service programs of the Institute are an outgrowth of its research mission. MPSI operates one of the nation's oldest preschools. Community outreach and engagement through MPSI's Healthier Urban Families Program includes training of mental health workers who serve very young children in the care of public and non-profit agencies; consultation to education and child care organizations; workshops for teachers, parents and the public; and the annual Metropolitan Detroit Teen Conference.

Center for Molecular Medicine and Genetics

3127 Scott Hall; 540 E. Canfield
Telephone: 313-577-5323; *Fax:* 313-577-5218
Director: Lawrence I. Grossman, Ph.D.
Email: l.grossman@wayne.edu
Website: <http://genetics.wayne.edu>

The Center for Molecular Medicine and Genetics is interdisciplinary by design, built around modern molecular genetics, and comprising basic researchers, physician-scientists, computational scientists, and genetic counselors. The diversity of the Center's members and their backgrounds enables activities that range from basic research to clinical genetics to translation to the bedside and, in some cases, to a biotech company. The underlying goal is excellence in molecular biology, molecular medicine, and genetics to increase the understanding, diagnosis, treatment and prevention of human disease. The Center occupies over 28,000 sq. ft. of state-of-the-art space, including both open and closed laboratories, faculty offices, equipment and special procedure rooms, conference and interaction areas, and a server room to support the Center's faculty, staff and students.

Students in the Center participate in research on gene expression and regulation, including the role of DNA-protein interactions and DNA methylation; the structure, function, and evolution of genes; molecular cytogenetics, genome organization, and mammalian gene mapping; long non-coding RNA discovery and characterization; human reproductive biology; protein-protein interactions; cellular stress responses; mitochondrial biology and genetics; neuroscience and the genetic basis for neurological disease; computational biology and bioinformatics. Considerable emphasis is placed on human and mammalian model systems and on understanding human molecular genetic diseases.

Faculty members of the Center often invite undergraduate students to volunteer in their laboratories - which is an outstanding opportunity for undergraduates to gain experience. The Center encourages students to view the profiles of the faculty and directly contact a professor to inquire about volunteering. In addition, each summer the Center hosts an exclusive Summer Undergraduate Research Program (SURP), from which many undergraduate students have moved on to prestigious universities and programs to pursue graduate degrees.

Summer Undergraduate Research Program (SURP)

Opportunities for research in Molecular Medicine and Genetics are available each summer as part of the Center for Molecular Medicine and Genetics SURP. The program provides sophomore and junior undergraduate students with experience in the research laboratories of the Center, located at the Wayne State University School of Medicine. Over the course of the summer students work in the laboratories of Center faculty members and attended weekly research seminars. When the program ends in August the students present their work to their mentors, peers, and the WSU research community at a symposium.

Center to Advance Palliative-Care Excellence (CAPEWAYNE)

4201 St. Antoine, Suite 5C-UHC

Telephone: 313-577-5751; *Fax:* 313-745-4710
Website: <http://www.capewayne.med.wayne.edu>

CAPEWAYNE is an interdisciplinary academic center bringing together scholars, educators, researchers and clinicians dedicated to improving the quality of end-of-life care. The main focus areas of this center are education, research and clinical practice, all of which permeated by the field of humanities.

Education: The Center offers an end-of-life curriculum for students, trainees and clinicians across disciplines and levels of training.

Research: The Center gathers researchers who have a shared interest in the conduct of collaborative, interdisciplinary interdepartmental research. Current research projects include evaluating the impact of a palliative care curriculum, called the Compassionate Allies, sponsored by Seasons Hospice Foundation, on the skills and attitudes of pre-medical students.

Clinical Practice: The Center provides resources to clinicians across disciplines and settings that practice palliative care, through a paradigm of sharing and ensuring optimization of clinical care in our community. The Center offered its perennial conference in October, 2014, titled the Palliative Collaborative. It is co-directed by Drs. Mike Stellini and Meg Campbell.

Center for Peace and Conflict Studies

2320 Faculty/Administration Building
Telephone: 313-577-3453; *Fax:* 313-577-8269
Director: Frederic S. Pearson
Website: <http://www.clas.wayne.edu/pcs/>

On November 20, 1965, the Center for Teaching about War and Peace opened its doors under the leadership of Director Russell Broadhead and a committee of distinguished faculty members. The mission then was to provide interdisciplinary, University-wide, academic programs in the field of domestic and international conflict and peace issues. In 1987, the WSU Board of Governors, building upon this rich heritage, created the Center for Peace and Conflict Studies.

The mission of the Center for Peace and Conflict Studies is to develop and implement projects, programs, curricula, research, and publications in areas of scholarship related to international and domestic peace, war, social justice, arms control, globalization, multi-cultural awareness and constructive conflict resolution. The Center addresses this mission in three ways. CPCS supports undergraduate and graduate student excellence through its academic programs. CPCS staff and students engage in scholarly research initiatives on aspects of domestic and international conflict management. CPCS provides community outreach

programs that emphasize: conflict resolution, development of intercultural understanding, and enhance local knowledge of global affairs.

In 2010, the Center added a Graduate Certificate in Peace and Security Studies to its curricular offerings, a program adding an important credential to Masters programs for careers ranging from diplomacy and military affairs to negotiations, violence prevention, education, social service, border security and administration of justice.

Center for Urban Studies

5700 Cass Avenue, Room 2207 Academic/Administration Building
Telephone: 313-577-2208; Fax: 313-577-1274

Director: Lyke Thompson, Ph.D.; Email: ad5122@wayne.edu
Managing Director: Charo Hulleza, M.P.A; Email: c.hulleza@wayne.edu
Email: CUSinfo@wayne.edu

The mission of Wayne State University's (WSU) Center for Urban Studies (Center) is to improve the understanding of and provide innovative responses to urban challenges and opportunities. Since 1967, the Center has been committed to serving Detroit and its metropolitan area by conducting and disseminating research, developing policies and programs, and providing training, capacity-building, and technical assistance. The Center is deeply engaged in program evaluation and policy analysis in a range of areas. Through these approaches, the Center participates in defining and influencing local, regional, state and national urban policy. We work with communities, government, institutions and policymakers to transform knowledge into action. The vast majority of the Center's funding comes from grants and contracts with our customers and partners.

The Center facilitates a wide array of demonstration and research projects through a staff of Ph.D. and Masters-level professionals skilled in social and behavioral science techniques ranging from surveys and focus groups to GIS mapping and information systems development and implementation. The Center employs and engages many students with backgrounds in sociology, psychology, economics, political science, and business administration. The Center collaborates with University faculty who consult on methodological and substantive questions.

Most of the Center's work is focused within six substantive research areas:

- Healthy Homes
- Early Childhood and Disabilities
- Urban Safety
- AmeriCorps
- Urban Health
- Survey Research

The Healthy Homes Unit supports eliminating housing-based health hazards for at-risk populations through research, performance management systems and facilitation. This unit is deeply involved in local and national efforts to eliminate environmental hazards from homes.

The Early Childhood and Disabilities Unit evaluates programs and conducts performance measurements geared to improve the lives of people, including children and students, with developmental delay or disabilities. Evaluation results are used to improve service delivery in programs across the state of Michigan.

The Urban Safety Unit focuses on identifying and implementing collaborative solutions to reduce crime in select Detroit neighborhoods and other Michigan communities. While these urban safety efforts primarily target the Detroit area, many of the research efforts can be

expanded at a national level as effective practices for reducing crime and increasing resident guardianship.

The Center's AmeriCorps Urban Safety Project is working with Detroit residents to organize and harden their homes to prevent crime in their neighborhoods. Through these efforts and those of the Midtown CompStat Initiative (collaboration between WSU Police, the Center, and other organizations), crime in Midtown Detroit is down over 50% since 2009.

The Urban Health Unit partners with local agencies to conduct community-based participatory program evaluation research on specific urban health issues such as HIV/AIDS and obesity. Research and evaluation results have improved program delivery and have been published in peer-reviewed journals.

The Survey Research Unit uses the latest computer-aided telephone interview and field data collection methodologies on a variety of research projects for Wayne State faculty and departments and for government departments and community initiatives.

Through these endeavors the Center has major financial and health impacts on the Detroit community while furthering the deeper understanding of our urban challenges.

Other WSU Centers and Institutes

Other Wayne State University Centers and Institutes that may provide opportunities for undergraduates:

Barbara Ann Karmanos Cancer Institute

4100 John R., 2nd Floor; 313-576-8670; Fax: 313-576-8668
Email: beplerg@karmanos.org
Website: <http://www.karmanos.org>
President and CEO: Gerold Bepler, M.D., Ph.D.

Bioengineering Center

818 W. Hancock, Bioengineering Bldg.; 313-577-0252; Fax: 313-577-8333
Email: king.yang@wayne.edu
Website: <http://engineering.wayne.edu/bme/facilities.php>
Director: King H. Yang

Cardiovascular Research Institute

4360 Scott Hall; 313-577-4630; FAX: 313-577-8615
Director: Karin Przyklenk, Ph.D.

Center for Automotive Research

2121 Engineering; 313-577-3887; Fax: 313-577-8789
Email: henein@wayne.edu
Director: Naiem A. Henein, Ph.D.

Center for Social Work Research

5447 Woodward Avenue; 313-577-4419; Fax 313-577-8770
Email: ab1350@wayne.edu
Website: <http://research.socialwork.wayne.edu/>
Director: Joanne Soback, Ph.D.

Center for the Study of Citizenship

3155 Faculty/Admin. Bldg.; 313-577-6140; Fax: 313-577-6987
Email: M.Kruman@wayne.edu
Website: <http://clasweb.clas.wayne.edu/citizenship>
Director: Marc W. Kruman, Ph.D.

Cohn-Haddow Center for Judaic Studies

2311 Faculty/Admin. Bldg.; 313-577-2679; Fax: 313-577-8136
Email: cohnhaddowcenter@wayne.edu
Website: <http://www.judaicstudies.wayne.edu/>
Director: Howard Lupovitch, Ph.D.

Confucius Institute

Manoogian Hall, Suite 4199; 313-577-0129
Email: ci@wayne.edu
Website: <http://www.clas.wayne.edu/ci/>
Director: John Brender, Ph.D.

C.S. Mott Center for Human Growth and Development

275 E. Hancock; 313-577-1337; Fax: 313-577-85
Email: chsu@med.wayne.edu
Website: <http://mott.med.wayne.edu/>
Interim Director: Chaur-Dong Hsu, M.D.-M.P.H.

Douglas A. Fraser Center for Workplace Issues

Walter P. Reuther Library, 5401 Cass Ave.; 313-577-2191; Fax:
313-577-5359
Email: eb9543@wayne.edu
Website: <http://www.clas.wayne.edu/fraser/>
Director: Marick F. Masters, Ph.D.

Institute for Learning and Performance Improvement

339 Education Bldg.; 313-577-5139; Fax: 313-577-1693
Email: iguerra@wayne.edu
Director: Ingrid Guerra-López, Ph.D.

Institute of Environmental Health Sciences

6135 Woodward Ave., Suite 2115; 313-577-6590; Fax 313-972-8025
Email: iehs_info@wayne.edu
Website: <http://www.iehs.wayne.edu>
Director: Melissa Runge-Morris, M.D.

Institute of Gerontology

87 E. Ferry St.;
226 Knapp Bldg.; 313-577-2297; Fax: 313-664-2667
Email: ioginfo@wayne.edu
Website: <http://www.iog.wayne.edu>
Director: Peter Lichtenberg, Ph.D., A.B.P.P.

School of Medicine Ligon Research Center of Vision

K220 Kresge Eye Institute; 313-577-1325; Fax: 313-577-1486
Email: gabrams@med.wayne.edu
Director: Gary Abrams, M.D.

Manufacturing Information Systems Center

Mike Ilitch School of Business, 5229 Cass Ave.; 313-577-4545; Fax:
313-577-4880
Email: aragowsky@gmail.com
Director: Arik Ragowsky, Ph.D.

University Libraries and Archives

Office: 3100 David Adamany Undergraduate Library
Tel.: 313-577-4023; Fax: 313-577-5525
Dean of University Libraries: Jon E. Cawthorne
library.wayne.edu (<https://library.wayne.edu>)

The University Libraries support the education, research and service missions of the University and its communities through comprehensive, high-quality resources, services and programs. The libraries are leaders in providing accurate and timely information to Wayne State University as well as the metropolitan Detroit area and Michigan. Scholarly materials in the University Libraries offer total more than three million volumes, over 56,000 journal titles and a broad range of electronic resources, including electronic journals and over 800,000 e-books, all available through the Libraries' website.

The Library System includes the David Adamany Undergraduate Library, the Arthur Neef Law Library, the Purdy/Kresge Library, the Vera P.

Shiffman Medical Library and its Learning Resource Center at the Eugene Applebaum College of Pharmacy and Health Sciences, and the Walter P. Reuther Library of Labor and Urban Affairs and University Archives. The School of Information Sciences and the Detroit Area Library Network (DALNET) are also under the Library System's charge.

The University Libraries offer in-person and online reference and research support, interlibrary loan, circulation and course reserve services, document delivery and library and information literacy programs. The latest information technologies provide state-of-the-art access to instructional and research materials. The libraries provide silent and collaborative study spaces, including a 24-hour facility, as well as classroom support to over 300 general purpose classrooms throughout campus.

David Adamany Undergraduate Library (<https://library.wayne.edu>)

The David Adamany Undergraduate Library (UGL) is designed to enhance the learning experience of undergraduate students by offering open spaces for collaboration and silent study as well as hundreds of computers for student use. The library features instructional labs, the Collaborative Commons, an open space with flexible furniture and technology, collaborative study rooms that can be reserved online, and course reserves. The Warrior Writing, Research and Technology Zone (The WRT Zone) is a one-stop shop for Wayne State students to get research, writing and technology assistance. The UGL also houses Student Academic Success Services, which includes the Academic Success Center, Student Disability Services, the Office of Military and Veterans Excellence, Pre-Med Advising and the University Advising Center, P.A.L. Peer Assisted Learning and the Irvin D. Reid Honors College. The UGL is also home to The Tech Bunker and Vault, two new technologically-rich immersive learning spaces at the that invite users to develop, design, dream and discover.

Purdy/Kresge Library (<https://library.wayne.edu>)

The Purdy/Kresge Library supports the research and instructional needs of faculty, graduate students and upper-level undergraduates, as well as the information needs of the greater Detroit community. The library provides access to over sixty 60 computers as well as ample study space in a traditional library atmosphere.

The Purdy/Kresge Library houses a book collection of over 1.5 million volumes, an extensive microform collection, a large document collection and a number of special collections including the Leonard Simons Collection of rare Michigan history texts, the Arthur L. Johnson Endowment collection, and the Ramsey Collection of Children's Literature. This library is also the home of the Teaching Commons, a collaborative effort of the Libraries, the Office for Teaching and Learning, and Computing & Information Technology, that assists faculty and instructors in designing and developing instructional experiences for the classroom and online teaching environments.

Arthur Neef Law Library (<https://library.wayne.edu/neef>)

Located at the north end of the University's main campus, Wayne State University's Arthur Neef Law Library offers researchers a comprehensive legal research center. Its collection of more than 620,000 print and microform equivalent volumes, plus an expansive collection of e-books, databases and other digital resources makes it a leading legal research facility in the State of Michigan. The Law Library is also a depository for

U.S. government publications and for the records and briefs filed with the Michigan Supreme Court.

Shiffman Medical Library and Learning Resources Centers (<https://library.wayne.edu/shiffman>)

The Shiffman Medical Library supports the research, education and clinical and public health care information needs for the University, major hospitals within the Detroit Medical Center, and unaffiliated health care providers and trainees throughout Michigan. In addition to assisting WSU undergraduate students with research, learning and internship information needs in the health sciences, all WSU students are encouraged to use the library's consumer health information services. The library maintains access to all the major health sciences, bio-scientific and consumer health databases; a core collection of journals dating to the mid-19th century; and books in print and electronically reproduced. Health information learning programs and informatics workshops, listed on our Website, are open to all members of the University community. A Learning Resources Center focused on the daily information and computing needs of students of the Applebaum College is available Monday through Friday.

Walter P. Reuther Library of Labor and Urban Affairs and University Archives (<https://www.reuther.wayne.edu>)

The archival collections held in the Walter P. Reuther Library cover a variety of topics, organizations, and individuals. In all, the Reuther Library has more than 95 million documents, 20,000 books, monographs, union publications and proceedings, 2 million photographic images; and 20,000 audio and moving image recordings. Due to issues of format, size, and security, the collection stacks are not open to the public and researchers work with these materials in the Reuther reading room during established hours of business.

The Reuther Library has an international reputation as the largest labor archives in the world and additionally holds significant collections relating to social and urban affairs in the metro Detroit area. It collects and preserves records of the American labor movement, related social, economic, and political reform groups, and twentieth century urban America. The Reuther Library has since become the official depository for the inactive files of several labor unions and organizations, including the United Auto Workers, the American Federation of Teachers, the National Association of Letter Carriers, The Newspaper Guild, the United Farm Workers, the Service Employees International Union, the American Federation of State, County and Municipal Employees, the Air Line Pilots Association, the Association of Flight Attendants, the Industrial Workers of the World, the Society of Women Engineers, and many state and local organizations. Records have also been received from urban and civil rights groups as the Citizens Crusade Against Poverty, the Michigan Chapter of the American Civil Liberties Union, the Detroit Branch of the National Association for the Advancement of Colored People, the United Community Services of Detroit, United Way for Southeastern Michigan, and New Detroit, Inc. A unique portion of the holdings is a labor journal and newspaper collection, which has nearly 1,600 current and non-current titles dating from the late 1800s to the present. Many individuals who played leading roles in labor and urban affairs have also placed their papers in the Reuther Library.

The Reuther Library also houses the Wayne State University Archives which provides historical information about WSU and its predecessor institutions that date to 1868. In addition to collecting the University's historical records, the WSU Archives holds the papers of presidents and

administrative leaders, the papers of selected faculty members, and the papers of student and professional organizations that document the development of the University and higher education in Michigan. The WSU Archives also collects all publications created by and pertaining to the University, including the student newspaper from 1917 to present, as well as departmental newsletters. Subjects in the collection range from student activities such as athletics and student organizations, to local subjects such as Central High School, the Detroit Medical Center, and the Detroit Board of Education.

University Policies

University Equality of Opportunity Policy

Wayne State University is committed to a policy of non-discrimination and equal opportunity in all of its operations, employment opportunities, educational programs and related activities.

This policy embraces all persons regardless of race, gender, color, sex (including gender identity), national origin, religion, age, sexual orientation, marital status, familial status, disability, arrest record, weight, qualified Vietnam era veterans, qualified special disabled veterans, recently separated veterans and other protected veterans, or any other characteristic protected by applicable federal or state law. It expressly forbids discrimination, sexual harassment or any form of harassment in hiring, terms of employment, tenure, promotion, placement and discharge of employees, admission, training and treatment of students, extra-curricular activities, the use of University services, facilities and in the awarding of contracts.

This policy also forbids retaliation and/or any form of harassment against an individual as a result of filing a complaint of discrimination or harassment, or participating in an investigation of a complaint of discrimination or harassment.

Wayne State University, as an equal opportunity/affirmative action institution, complies with all applicable federal and state laws regarding non-discrimination and affirmative action. In furtherance of this policy, the University is also committed to promoting institutional diversity to achieve full equity in all areas of University life and service and in those private clubs and accommodations that are used by University personnel. No off-campus activities sponsored by or on behalf of Wayne State University shall be held in private club facilities or accommodations which operate from an established policy barring membership or participation on the basis of race, color, sex (including gender identity), national origin, religion, age, sexual orientation, familial status, marital status, height, weight, disability or veteran status. Affirmative action procedures, measures and program may be used to the extent permitted by law to establish, monitor and implement affirmative action plans for all budgetary units and the University as a whole.

Inquiries regarding equal opportunity Academic/Administrative policies or complaints may be made to:

Office of Equal Opportunity
4324 Faculty/Administration Building
Wayne State University
Detroit, Michigan 48202
Telephone: 313-577-2280
or <http://www.oeo.wayne.edu>

Disability Non-Discrimination Policy

In accordance with federal requirements of the Americans with Disabilities Act of 1990 and the Rehabilitation Act of 1973, there shall be no discrimination on the basis of disability in Wayne State University's programs, operations and activities, in the hiring, terms

and conditions or privileges of employment or any matter directly or indirectly related to such employment, or in the admission, education and treatment of students. The Student Disability Services Office (<http://studentdisability.wayne.edu>) has complete information on services available to students.

Drug and Alcohol Free Workplace Policy

Wayne State University is committed to providing a drug-free environment for its faculty, staff, and students. The Board of Governors has made this commitment a formal policy of the University. All faculty, staff and students must abide by the terms of the Board policy as a condition of employment or enrollment at the University. The unlawful possession, use, distribution, sale or manufacture of drugs or alcohol is prohibited on University premises, at University activities, and at University work sites.

Pursuant to that policy, the unlawful possession, use, distribution, dispensation, sale or manufacture of any illicit drugs, and the unlawful possession, use or distribution of alcohol on University property, or at any University work site, or as part of any University activity, is prohibited.

Any employee or student employee who is convicted of a criminal drug offense occurring at the workplace is subject to appropriate employee discipline in accordance with established University policies and collective bargaining agreements, and may be required to participate satisfactorily in a drug abuse or rehabilitation program as a condition of further employment or enrollment.

Any student or employee who, while on University premises or at any University activity, engages in the unlawful possession, sale, manufacture, distribution, or use of drugs or alcohol shall be subject to appropriate sanctions, in accordance with established University policies, the Student Code of Conduct, and collective bargaining agreements, and in conformity with local, state and federal law, up to and including expulsion or termination.

The University encourages employees who may have a problem with the use of illicit drugs or with the abuse of alcohol to seek professional advice and treatment. Individuals who seek assistance with such problems may obtain additional information on a confidential basis by telephoning the Employee Assistance Program (EAP) at 1-800-448-8326. Students may also seek referral assistance by contacting University Counseling and Psychological Services (CAPS), at 313-577-3398.

Policy Governing the Use of Alcoholic Beverages on Campus

The use or possession of alcoholic beverages is expressly prohibited in classrooms, lecture halls, laboratories, the libraries, the chapel and within buildings or arenas where athletic events, lectures, and concerts are held. The use of alcoholic beverages is expressly prohibited in all public areas of campus buildings except as follows: the use of alcoholic beverages, subject to State law, is permitted in areas designated by, and with the approval of, the Office of the President, and the use of alcoholic beverages at student social events, subject to State law, is permitted in areas designated by, and with the approval of, the Office of the President.

Sexual Discrimination, Harassment, and Assault Policy

Title IX of the Education Amendments of 1972 is a federal civil rights law that prohibits discrimination on the basis of sex in education programs and activities. Under Title IX, discrimination on the basis of sex can include sexual harassment or forms of sexual assault, such as rape, sexual assault or sexual battery.

Sexual discrimination is prohibited by Title IX and by University Policy. (WSU Statute 2.28.01).

Sexual harassment is a form of sex discrimination that is prohibited by Title IX and by University policy. It is the policy of Wayne State University that no member of the University community may sexually harass another. (WSU Statute 2.28.06).

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct or communication of a sexual nature when:

1. Submission to such conduct or communication is made a term or condition either explicitly or implicitly to obtain employment, public accommodations or public services, education, or housing.
2. Submission to or rejection of such conduct or communication by an individual is used as a factor in decisions affecting such individual's employment, public accommodations or public services, education, or housing.
3. Such conduct or communication has the purpose or effect of substantially interfering with an individual's employment, public accommodations or public services, educational, or housing environment, or creates an intimidating, hostile or offensive employment, public accommodations, public services, educational or housing environment.

In the area of speech, what the law and this policy prohibit is speech as action: that is, sexual communication which is either directly coercive as demanding favors, or indirectly coercive, as rising to that level of offensiveness which interferes substantially with the victim's education or employment. The determination of what level of offensiveness is actually coercive, and therefore unlawful and prohibited by this policy, will in some cases be difficult. A significant element in the determination is provided by the fact that an unequal power relationship underlies sexual harassment. The more unequal the relationship, the greater the risk is of substantial interference with the victim's education or employment.

In the area of physical contact, physical contact which is unwelcome is so gravely offensive that it always has the effect of substantially interfering with the victim's employment or educational environment. Employees and students should not take for granted that they are welcome to touch other employees or students, since if their contact is in fact unwelcome, they will be in violation of the law and of this policy. (WSU Statutes 2.28.06.010-2.28.06.080).

Sexual harassment is also unwelcome behavior of a sexual nature that creates a hostile or abusive work or educational environment. Sexual harassment is also unwelcome behavior of a sexual nature that is severe or pervasive and interferes with an individual's work or performance in a course or program

Sexual assault is also prohibited by Title IX and by University policy (01-5 University Policy). Sexual assault includes, but is not limited to any of the following:

1. Any intentional, unconsented, unwelcome physical contact or threat of unwelcome physical contact or attempt thereof, of:
 - a. an intimate body part of another person, such as a sexual organ,
 - b. any body part of another person with one's sexual organs, or
 - c. any part of another person's body with the intent of accomplishing a sexual act; or
2. Unwanted, inappropriate disrobing of another person, or purposeful exposure of one's genitals to another without the other's consent; or
3. Forcing, or attempting to force, any other person to engage in sexual activity of any kind without her or his consent; or

4. Any behavior that is proscribed as "criminal sexual conduct" under the Michigan Penal Code, notwithstanding whether criminal charges have been brought against the individual alleged to have engaged in such behavior. This may include rape, attempted rape, sexual assault or sexual battery.

Date rape and acquaintance rape are forms of sexual assault.

For purposes of the University's statutes/policies on sexual discrimination, sexual harassment and sexual assault, consent shall not be deemed to have occurred if given by a person who is unable to make a reasoned judgment concerning the nature or harmfulness of the activity because of his or her intoxication, unconsciousness, mental deficiency or incapacity, or if the product of threat or coercion. (WSU Statute 2.28.06.060).

Any employee or student will be subject to disciplinary action for violation of any of these policies. If any staff, faculty or student of the University community learns of a sexual discrimination, harassment or assault incident, they should immediately report that incident to either the Title IX Coordinator or the Deputy Coordinator, who are:

Linda Galante, Esq. - Interim Title IX Coordinator
Associate General Counsel
4259 Faculty Administration Building
656 W. Kirby Avenue
Detroit, Michigan 48202
Telephone: 313-577-2280
Fax: 313-577-7738
Email: lgalante@wayne.edu

Dean David Strauss - Deputy Title IX Coordinator
Dean of Students
351 Student Center
Detroit, Michigan 48202
Telephone: 313-577-1010
Email: ak3096@wayne.edu

The Title IX Coordinator's responsibilities include overseeing all Title IX complaints, identifying and addressing any patterns or systemic problems that arise during the review of such complaints, and coordinating the training, education, communication and administration of grievance procedures for faculty, staff, students and other members of the University community.

The Deputy Coordinator is responsible for Title IX compliance for matters involving students, including training, education, communication and administration of grievance procedures for all complaints against WSU students.

Students or employees having a complaint against a WSU student for sexual harassment, sex discrimination or sexual assault, should contact the Deputy Coordinator by phone or email or file a Student Care Report available on Dean of Students' website (<http://www.doso.wayne.edu>). Any such complaint can also be filed with the Title IX Coordinator.

The University statutes/policies prohibiting discrimination and sexual harassment/sexual violence can be found on the Board of Governors' website (<http://www.bog.wayne.edu/code>) and among the general university policies (<http://policies.wayne.edu>). These are also posted by the Office of Equal Opportunity (<http://www.deo.wayne.edu>) and the Dean of Students Office (<http://www.doso.wayne.edu>). The purpose of these policies is to assure the fullest possible awareness of WSU's stand on sexual discrimination/harassment/assault and to confirm and regularize WSU's procedures regarding the handling of complaints.

Additional Resources

In addition to filing a complaint with the Title IX Coordinator or Deputy Coordinator, in instances involving rape, sexual assault or sexual battery, students and/or employees should also contact the WSU Police Department at:

6050 Cass Avenue
Detroit, Michigan 48202
Emergency telephone: 313-577-2222
Non-emergency telephone: 313-577-2224
<http://www.police.wayne.edu>

Violence in the Workplace Policy

Wayne State University is committed to providing a work and educational environment that is free from threats, assaults, or acts of violence.

Threats of violence or of physical harm, and any form of physical or sexual assault or threats of physical assault are prohibited. This includes conduct that harasses, disrupts, or interferes with another person's work performance or creates an intimidating, offensive or hostile work or educational environment.

The University has also adopted a Campus Safety Ordinance (WSU Statute 2.87.03) which applies to all property owned, leased or otherwise controlled by Wayne State University and applies to all individuals when present on such property, regardless of whether the individual has a concealed weapons permit or is otherwise authorized by law to possess, discharge or use any device referenced in therein. The ordinance states that no person shall, while on any property owned, leased, or otherwise controlled by WSU:

1. possess or carry on his or her person any firearm, explosive or chemical weapon;
2. carry on his or her person any sword, switchblade knife, or other knife with a blade longer than three inches; and
3. carry on his or her person any other object or device with the intent of intimidating or injuring another person.

Upon conviction of any violation of this ordinance, the violator shall be sentenced to a fine not to exceed \$500.00. In addition, violations of this policy may result in disciplinary action under existing University administrative policies. Limited exceptions to this policy exist for University employees expressly authorized to possess or use such weapons, devices or substances, law enforcement officials so authorized, and any individual whose possession or use is in connection with a research or regularly scheduled educational program authorized by the University, for which the Chief of the Wayne State University Police Department has been given at least one week's advance notice.

University personnel are expected to notify appropriate management personnel of any violent or threatening behavior, when that behavior is work-related, carried out on University property, or is connected to University employment. Any individual who has obtained a personal protection order that identifies the workplace as a protected area should provide that information to the Wayne State University Police Department.



**WAYNE STATE
UNIVERSITY**

**Undergraduate
Bulletin
2019-2020**

Music Section

see <https://bulletins.wayne.edu/undergraduate/>

MUSIC

Office: 1321 Old Main; 313-577-1795;

Chairperson: Norah Duncan IV

Interim Associate Chairperson: Russell Miller

B.A. Advisor and Graduate Officer: Joshua Duchan

Academic Advisor: Maurice Draughn

Academic Services Officers: Paul Bishop, Leah Celebi

Departmental Scholarships and Student Records: Kimberly Simmons

Supervisor, Academic and Student Personnel: Evelyn Williams

<http://www.music.wayne.edu>

The Department of Music cultivates music as a modern and global art, grounded in a long historical tradition, by combining higher education with professional training and experience for its undergraduate and graduate/professional students.

The Department offers serious students of music opportunities to learn, grow, and develop their skills and disciplines in an urban cultural setting. With close proximity to Detroit's cultural center, students have access to the resources of such premiere institutions as the Chamber Music Society, the Detroit Institute of Arts, the Detroit Jazz Festival, the Detroit Public Library, the Detroit Opera House, and Orchestra Hall. The long historical relationship between the Detroit Symphony Orchestra and the Department allows students to study and coach with exceptional guest artists and resident artist-faculty who are specialists in all musical styles and media.

Building on the strengths of its geographic and cultural setting, the Department maintains public access to its performances and degree programs, offers high-level professional and academic standards and unique creative and scholarly opportunities appropriate to a large research university, and cultivates a deep aesthetic understanding of music in our students and the larger urban arts community.

ANDERSON, JONATHAN: DM.A., University of North Texas; Mmus, University of North Carolina at Greensboro; B.A., Luther College; Associate Professor

BIANCHI, DOUGLAS: M.Mus., Oakland University; B.Mus., Wayne State University; Associate Professor

BRAUNSCHWEIG, KARL: Ph.D., M.Mus., University of Michigan; B.A., St. Olaf College; Associate Professor

BROCKINGTON, FRANCES: M.Mus., Western Michigan University; B.S., Eastern Michigan University; Associate Professor

BUTLER, ABIGAIL: Ph.D., University of Arizona; M.Mus., Midwestern State University; B.Mus., Keene State College; Associate Professor

CHANDLER, VINCENT: M.Mus., B.Mus., University of Michigan; Lecturer

COLLINS, CHRISTOPHER: M.Mus., Northern Illinois University; B.Mus., Wayne State University; Professor

CONWAY, ROBERT: DM.A., M.Mus., University of Michigan; B.Mus., New England Conservatory of Music; Associate Professor

DUCHAN, JOSHUA S.: Ph.D., M.A., University of Michigan; B.A., University of Pennsylvania; Associate Professor

DUNCAN, NORAH: D.M.A., University of Michigan; M.Mus., Wayne State University; B.A., University of Detroit; Professor and Chair

HARTWAY, JAMES J.: Ph.D., Michigan State University; MMus, B.A., Wayne State University; Distinguished Professor Emeritus

KUSHNIR, BOHDAN J.: Ph.D., Friedrich Alexander University; Diploma, State Academy of Music; Associate Professor Emeritus

LASCH, JONATHAN: D.M.A., University of Michigan; M.Mus., B.Mus., University of Hartford; Assistant Professor

MARKOU, KYPROS: M.Mus., New England Conservatory of Music; Perf. Dipl., Royal College of Music; Professor

MILLER, RUSSELL W.: M.Mus, B.Mus, Wayne State University; Associate Professor

PARK, JOO WON: Ph.D., M.Mus., University of Florida; B.Mus., Berklee College of Music; Assistant Professor

PETERS, JEREMY: M.B.A., University of Cambridge; B.A. University of Michigan; Lecturer

ROELOFS, LAURA L.: D.M.A., M.Mus., Catholic University of America; B.Mus., Boston University; Associate Professor

SHELLABARGER, MICHAEL: M.Mus., Northwestern University; B.Mus., Central Michigan University; Lecturer

SUTTON, ALEXANDER: D.M.A, University of Cincinnati; M.Mus., B.Mus., University of Michigan; Lecturer

TINI, DENNIS: M.A., B.A., Wayne State University; Distinguished Professor Emeritus

TUOHEY, TERESE: Ph.D., Kent State University; M.Mus., Eastman School of Music; B.Mus., Marywood College; Associate Professor Emeritus

VANDER WEG, JOHN D.: Ph.D., M.Mus., B.Mus., University of Michigan; Professor

WISCHUSEN, MARY A.: Ph.D., M.A., Rutgers University; B.A., Chestnut Hill College; Associate Professor

YOUNGLOVE, MATTHEW: D.M.A., Bowling Green State University; M.Mus., Northwestern University; B.Mus., University of South Carolina; Lecturer

- Music (B.A.) (<http://bulletins.wayne.edu/undergraduate/college-fine-performing-communication-arts/music/music-ba>)
- Music (B.Mus.) (<http://bulletins.wayne.edu/undergraduate/college-fine-performing-communication-arts/music/music-bmus>)
- Music Minor (<http://bulletins.wayne.edu/undergraduate/college-fine-performing-communication-arts/music/music-minor>)
- Jazz Studies Minor for Instrumental Music Education Majors (<http://bulletins.wayne.edu/undergraduate/college-fine-performing-communication-arts/music/jazz-studies-minor-instrumental-music-education-majors>)
- Music Technology Minor (<http://bulletins.wayne.edu/undergraduate/college-fine-performing-communication-arts/music/music-technology-minor>)

BACHELOR DEGREE REQUIREMENTS

Department of Music

Registration: All students must meet with a Department of Music advisor prior to initial course registration and at least once per term for early registration advising. Enrollment in all MUP courses requires departmental permission.

Scholarship: All course credit applicable to the degree programs described in the following pages must be completed in accordance with the academic procedures of the University (<http://bulletins.wayne.edu/undergraduate/general-information/academic-regulations>) and the College (<http://bulletins.wayne.edu/undergraduate/college-fine-performing-communication-arts/academic-regulations>) governing undergraduate scholarship and degrees.

Music majors pursuing undergraduate degrees must earn the grade of C or better in all music courses required in the music curriculum they are pursuing. The grade of C-minus or below is not an acceptable grade for degree credit. If the grade of C-minus or below (or a mark of WF) is received by a music major in any required course in a music curriculum, the student must repeat the course and earn a grade of C or better. Students who fail to achieve a grade of C or better in required music courses following two attempts may not be allowed to continue to register as Music Majors.

DOUBLE MAJORS: Music majors in any concentration may seek a second major outside Music with the approval of the Department of Music and the Department offering the second major. Double concentrations within a single major, however, are not granted by the University.

Ensemble Participation

The Music Department encourages all musically inclined students to join its ensembles. Participation gives music majors and non-majors the opportunity to improve their musical skills and perform in internationally recognized groups. Conductors audition new students during the week before classes begin; the level of skill necessary varies by ensemble, however, most require music literacy. Music majors must elect designated Major Ensembles (MUA 2800, MUA 2810, MUA 2820, MUA 2822, MUA 2840, or MUA 2850) for degree credit.

BANDS: Woodwind, brass and percussion players are welcome to join the Concert Band. Wind Symphony members are chosen through competitive auditions.

CHORUSES: Non-music majors are encouraged to register for Choral Union (the large mixed-voice choir), Men's Chorus or Women's Chorale. Concert Chorale is the Department's most select vocal ensemble, and auditions are especially competitive. Music majors who are required to participate in a choral ensemble must elect Choral Union (MUA 2840) or Concert Chorale (MUA 2850) for degree credit.

JAZZ: Jazz studies and other music majors are given highest priority for jazz big band positions (MUA 2820) and jazz guitar ensembles (MUA 2822). Non-music majors are welcome to audition for all jazz ensembles and combos.

ORCHESTRA: Positions in the Orchestra are assigned through auditions with the conductor of the Orchestra.

General Education Requirements

University-wide General Education Requirements are designed to enhance students' basic skills and the diversity of their intellectual background. These requirements assure minimal competence in those skills needed to succeed in college and professional life and provide a selective introduction to the increasingly broad range of academic disciplines represented at the University. They serve to emphasize the fundamental means and essential knowledge required for continuing self-education and intellectual growth. The College adheres to specified timelines for completion of General Education requirements (<http://bulletins.wayne.edu/undergraduate/general-information/general-education>).

Some of the courses listed in the University General Education program are also courses required in some majors. With careful course selection, students may satisfy both General Education Requirements and Department Requirements in some majors (and concentrations, where applicable). Students should consult the department academic advisors in order to take advantage of these occasions of overlapping requirements.

Music: Private Instruction

Private instruction in instruments and voice are required in all B.A. and B.Mus. concentrations. The courses listed in the following table under *Principal and Secondary Private Instruction*, MUP 1xxx and 3xxx, are available for one credit each and are intended for students studying instruments as required in the concentrations:

- B.A. in Music
- Composition
- Instrumental Music Education
- Vocal Music Education
- Music Business
- Music Technology
- Jazz Studies
- secondary instrument study in the Performance concentration

All students must successfully pass a junior-standing jury for permission to continue elections at the 3xxx level.

The courses listed in the following table under *Major Private Instruction*, MUP 2xxx and 4xxx, are available for three credits each and are intended for students studying major instruments as required in all performance concentrations. All students must successfully pass a junior-standing jury for permission to continue elections at the 4xxx level.

Corequisite: Students enrolled in MUP Private Instruction must concurrently register in an appropriate major ensemble selected from the following:

Code	Title	Credits
MUA 2800	University Bands	1
MUA 2810	University Symphony Orchestra	1
MUA 2820	Jazz Big Band	1
MUA 2822	Jazz Guitar Ensemble	1
MUA 2840	Choral Union	1
MUA 2850	Concert Chorale	1

Fees: MUP courses have applied music fees as stated in course list in the bulletin as well as the schedule of classes.

Principal and Secondary Private Instruction Courses

Instrument	Freshman	Sophomore	Secondary	Junior	Senior	Secondary
Organ	MUP 1201,1202	MUP 1203,1204	MUP 1205	MUP 3201,3202	MUP 3203,3204	MUP 3205
Piano	MUP 1211,1212	MUP 1213,1214	MUP 1215	MUP 3211,3212	MUP 3213,3214	MUP 3215
Voice	MUP 1221,1222	MUP 1223,1224	MUP 1225	MUP 3221,3222	MUP 3223,3224	MUP 3225
Strings	MUP 1231,1232	MUP 1233,1234	MUP 1235	MUP 3231,3232	MUP 3233, 3234	MUP 3235
Woodwinds	MUP 1241,1242	MUP 1243,1244	MUP 1245	MUP 3241,3242	MUP 3243,3244	MUP 3245
Brasswinds	MUP 1251,1252	MUP 1253,1254	MUP 1255	MUP 3251,3252	MUP 3253,3254	MUP 3255
Percussion	MUP 1261,1262	MUP 1263,1264	MUP 1265	MUP 3261,3262	MUP 3263,3264	MUP 3265
Harp	MUP 1271,1272	MUP 1273,1274	MUP 1275	MUP 3271,3272	MUP 3273,3274	MUP 3275
Classic Guitar	MUP 1281,1282	MUP 1283,1284	MUP 1285	MUP 3281,3282	MUP 3283,3284	MUP 3285
Jazz Piano	MUP 1321,1322	MUP 1323,1324	MUP 1325	MUP 3321,3322	MUP 3323,3324	MUP 3325
Jazz Strings	MUP 1331,1332	MUP 1333,1334	MUP 1335	MUP 3331,3332	MUP 3333,3334	MUP 3335
Jazz Woodwinds	MUP 1341,1342	MUP 1343,1344	MUP 1345	MUP 3341,3342	MUP 3343,3344	MUP 3345
Jazz Brasswinds	MUP 1351,1352	MUP 1353,1354	MUP 1355	MUP 3351,3352	MUP 3353,3354	MUP 3355
Jazz Percussion	MUP 1361,1362	MUP 1363,1364	MUP 1365	MUP 3361,3362	MUP 3363,3364	MUP 3365
Jazz Guitar	MUP 1371,1372	MUP 1373,1374	MUP 1375	MUP 3371,3372	MUP 3373,3374	MUP 3375

Major Private Instruction Courses

Instrument	Freshman	Sophomore	Junior	Senior
Organ	MUP 2201, 2202	MUP 2203, 2204	MUP 4201, 4202	MUP 4203, 4204
Piano	MUP 2211, 2212	MUP 2213, 2214	MUP 4211, 4212	MUP 4213, 4214
Voice	MUP 2221, 2222	MUP 2223, 2224	MUP 4221, 4222	MUP 4223, 4224
Strings	MUP 2231, 2232	MUP 2233, 2234	MUP 4231, 4232	MUP 4233, 4234
Woodwinds	MUP 2241, 2242	MUP 2243, 2244	MUP 4241, 4242	MUP 4243, 4244
Brasswinds	MUP 2251, 2252	MUP 2253, 2254	MUP 4251, 4252	MUP 4253, 4254
Percussion	MUP 2261, 2262	MUP 2263, 2264	MUP 4261, 4262	MUP 4263, 4264
Harp	MUP 2271, 2272	MUP 2273, 2274	MUP 4271, 4272	MUP 4273, 4274
Classic Guitar	MUP 2281, 2282	MUP 2283, 2284	MUP 4281, 4282	MUP 4283, 4284
Jazz Piano				MUP 3323/4323, 3324/4324
Jazz Strings				MUP 3333/4333, 3334/4334
Jazz Woodwinds				MUP 3343/4343, 3344/4344
Jazz Brasswinds				MUP 3353/4353, 3354/4354
Jazz Percussion				MUP 3363/4363, 3364/4364
Jazz Guitar				MUP 3373/4373, 3374/4374

MUSIC (B.A.)

The Bachelor of Arts curriculum is designed for students who want to develop their musical knowledge and ability while obtaining a broad liberal arts education. It provides students with the academic and musical prerequisites necessary for continuing graduate study in such fields as music theory, musicology and ethnomusicology.

Admission Requirements

Admission Requirements for the Bachelor of Arts program are satisfied by

1. general requirements for admission (<http://bulletins.wayne.edu/undergraduate/general-information/admission>) to the University;
2. a successful audition on a principal instrument or voice.

Candidates for this degree must complete a minimum of 120 credits including satisfaction of the University General Education requirements (<http://bulletins.wayne.edu/undergraduate/general-information/general-education>), College degree requirements (<http://bulletins.wayne.edu/undergraduate/college-fine-performing-communication-arts/bachelors-requirements-fine-performing-communication-arts>), and Bachelor of Arts curriculum requirements listed below.

ONLY SIXTY CREDITS IN MUSIC ARE APPLICABLE TO THIS DEGREE.

General Education Requirements (35 Credits)

Code	Title	Credits
MUH 1345	Music Cultures (to satisfy the Global Learning distribution requirement)	3
Other requirements		32

Music Requirements (47 – 48 Total Credits)

Code	Title	Credits
Piano Competency, Applied Music, and Ensembles		
MUA 1795	Piano Skills I	2
MUA 2795	Piano Skills II	2
Four terms of appropriate MUP: private instruction in principal instrument or voice. See Principal and Secondary Private Instruction Courses for courses.		4
Select four terms of the same ensemble (must be elected concurrently with MUP private instruction) from the following:		4
MUA 2800	University Bands	
MUA 2810	University Symphony Orchestra	
MUA 2820	Jazz Big Band	
MUA 2822	Jazz Guitar Ensemble	
MUA 2840	Choral Union	
MUA 2850	Concert Chorale	
General Lectures and Concerts		
MUA 0900	General Lectures and Concerts (four terms)	0
Music History, Theory and Technology		
MUH 3310	Music History and Literature I	3
MUH 3320	Music History and Literature II	3
MUH 3330	Music History and Literature III	3
MUT 1140	Theory I	3
MUT 1150	Ear Training I	1
MUT 1160	Theory II	3
MUT 1170	Ear Training II	1
MUT 2140	Theory III	3

MUT 2150	Ear Training III	1
MUT 2160	Theory IV	3
MUT 2170	Ear Training IV	1
MUT 5997	Analytical Techniques	3
MUA 2500	Music Technology	3
Music Elective		
Select one of the following:		2-3
MUA 3670	Conducting Techniques I	
MUH 3360	Jazz History	
MUH 5300	Music Research	
MUT 2100	Counterpoint	
MUT 5085	History of Theory	
MUT 5220	Introduction to Schenkerian Analysis	
MUT 5240	Analysis of Twentieth-Century Music	
MUT 5200	Special Topics in Theory	
B.A. Project		
Select one of the following:		2
MUA 4990	BA Project	
MUH 4990	BA Project	
MUT 4990	BA Project	

Total Credits 47-48

MUSIC (B.MUS.)

The Bachelor of Music degree provides a program for talented students with prior musical experience and skills who seek professional training in music. A wide range of concentrations is available under the program to meet the specialized interests and career plans of serious music students. Depending on the student's qualifications, he or she may choose from seven professional areas of concentration: composition; instrumental music education; vocal music education; music business; music technology; jazz studies; or performance.

Admission Requirements

Admission to this program is contingent upon

1. satisfaction of the general requirements for undergraduate admission (<http://bulletins.wayne.edu/undergraduate/general-information/admission>) to the University;
2. a successful audition on a principal instrument or voice.

Audition dates are scheduled throughout the year and prospective students should contact the Music Office at 313-577-1795 for scheduling information. Entering students must consult a departmental advisor prior to their first registration.

Candidates for the Bachelor of Music must complete 120 to 127 credits including satisfaction of the University General Education requirements (<http://bulletins.wayne.edu/undergraduate/general-information/general-education>), College degree requirements (<http://bulletins.wayne.edu/undergraduate/college-fine-performing-communication-arts/bachelors-requirements-fine-performing-communication-arts>), as well as the specific course requirements for each concentration listed below. In addition, all Bachelor of Music students are required to successfully complete a junior-standing performance jury and, depending upon concentration, other junior-standing assessments during the fourth semester of enrollment.

Concentrations (B.Mus. Program)

Composition (120 Credits minimum)

Code	Title	Credits
General Education Requirements		
MUH 1345	Music Cultures (to satisfy the Global Learning distribution requirement)	3
PHI 3700	Philosophy of Art (to satisfy the Cultural inquiry, Philosophy and Letters General Education distribution requirement)	3
Other requirements		29
Piano Competency, Applied Music, and Ensembles		
MUA 1795	Piano Skills I	2
MUA 2795	Piano Skills II	2
Six terms of appropriate MUP courses (private instruction in principal instrument or voice, one credit per term - total six credits). See Principal and Secondary Private Instruction Courses for courses		6
If Piano is not the principal instrument, two terms of MUP 1215, Secondary Piano and two terms of MUP 3215, Secondary Piano (Students whose principal instrument is not piano may apply these four credits to satisfy the elective requirement).		0-4
Select six terms of major ensemble (must be elected concurrently with MUP private instruction) of the following:		6
MUA 2800	University Bands	
MUA 2810	University Symphony Orchestra	

MUA 2820	Jazz Big Band	
MUA 2822	Jazz Guitar Ensemble	
MUA 2840	Choral Union	
MUA 2850	Concert Chorale	
Select one term of chamber music of the following:		1
MUA 2826	Jazz Combos	
MUA 2880	Chamber Music and Special Ensembles	
MUA 2891	Electronic Music Ensemble	
General Lectures and Concerts		
MUA 0900	General Lectures and Concerts (four terms)	0
Music History, Music Theory, Conducting and Technology		
MUH 3310	Music History and Literature I	3
MUH 3320	Music History and Literature II	3
MUH 3330	Music History and Literature III	3
MUT 1140	Theory I	3
MUT 1150	Ear Training I	1
MUT 1160	Theory II	3
MUT 1170	Ear Training II	1
MUT 2030	Keyboard Harmony I	1
MUT 2040	Keyboard Harmony II	1
MUT 2100	Counterpoint	2
MUT 2120	Jazz Theory and Harmony	3
MUT 2140	Theory III	3
MUT 2150	Ear Training III	1
MUT 2160	Theory IV	3
MUT 2170	Ear Training IV	1
MUT 3000	Orchestration	2
MUT 5997	Analytical Techniques	3
MUA 2500	Music Technology	3
MUA 3670	Conducting Techniques I	2
Select one of the following:		3
MUT 5060	Advanced Orchestration	
MUT 5200	Special Topics in Theory	
MUT 5220	Introduction to Schenkerian Analysis	
MUT 5240	Analysis of Twentieth-Century Music	
Composition		
MUT 1200	Beginning Composition I	2
MUT 1210	Beginning Composition II	2
MUT 2200	Beginning Composition III	2
MUT 2210	Beginning Composition IV	2
MUT 3200	Intermediate Composition I	2
MUT 3210	Intermediate Composition II	2
MUT 4200	Advanced Composition I	2
MUT 4210	Advanced Composition II	2
MUT 5280	Interactive Electronic Music Composition	3
Music Electives		
(Required of students whose major instrument is piano). Selected in consultation with program advisor		4
Senior Project		
Presentation of a program of original compositions approved by the major advisor		0

Instrumental Music Education (126 credits)

Code	Title	Credits
General Education Requirement		
MUH 1345	Music Cultures (to satisfy the Global Learning distribution requirement)	3
Other requirements		32
Piano Competency, Applied Music, and Ensembles		
MUA 1795	Piano Skills I	2
MUA 2795	Piano Skills II	2
Seven terms of appropriate MUP courses (private instruction in principal instrument, one credit per term - total seven credits). See Principal and Secondary Private Instruction Courses for courses		7
Select six terms of major ensemble (must be elected concurrently with MUP private instruction) of the following:		6
MUA 2800	University Bands (6 req. for winds, brass, or percussion principals)	
MUA 2810	University Symphony Orchestra (6 req. for strings principals)	
Select one secondary performance ensemble from the following:		1
MUA 2820	Jazz Big Band	
MUA 2830	Men's Glee Club	
MUA 2840	Choral Union	
MUA 2870	Women's Chorale	
MUA 2891	Electronic Music Ensemble	
General Lectures and Concerts		
MUA 0900	General Lectures and Concerts (4 terms)	0
Music History, Theory, and Technology		
MUH 3310	Music History and Literature I	3
MUH 3320	Music History and Literature II	3
MUH 3330	Music History and Literature III	3
MUT 1140	Theory I	3
MUT 1150	Ear Training I	1
MUT 1160	Theory II	3
MUT 1170	Ear Training II	1
MUT 2140	Theory III	3
MUT 2150	Ear Training III	1
MUT 2160	Theory IV	3
MUT 2170	Ear Training IV	1
MUT 3000	Orchestration	2
MUT 5997	Analytical Techniques	3
MUA 2500	Music Technology	3
Instrumental Techniques and Conducting		
MUA 1720	Voice Techniques and Pedagogy	2
MUA 1730	String Techniques and Pedagogy	2
MUA 1740	Woodwind Techniques and Pedagogy	2
MUA 1750	Brasswind Techniques and Pedagogy	2
MUA 1760	Percussion Techniques and Pedagogy	2
MUA 3670	Conducting Techniques I	2
MUA 3680	Conducting Techniques II	2
Music Education		
MED 3500	Introduction to Music Education	2
MED 3510	Teaching General Music	2
MED 4540	Instrumental Music in the Schools I	3
MED 4550	Instrumental Music in the Schools II	3
MED 4560	Practicum in Music Education	2
College of Education Required Courses		

EDP 3310	Educational Psychology	3
RLL 6121	Teaching Reading in the Content Areas: Grades 6-12	3
TED 5790	Directed Teaching and Conference for Special Groups	8

NOTE: Music Education and the College of Education Joint Enrollment: All music education students must apply for admission to the College of Education (COE) at the end of their sophomore year. Students are then jointly enrolled in the College of Fine, Performing and Communication Arts and the College of Education. Students should contact their music education advisor for information on applying to the COE. Students will not be allowed to register for the professional courses taught through the College of Education (EDP 3310, RLL 6121 and TED 5790) until they have been officially admitted to the COE.

Vocal Music Education (126 Credits)

Code	Title	Credits
General Education Requirement		
MUH 1345	Music Cultures (to satisfy the Global Learning distribution requirement)	3
Other requirements		32
Piano Competency, Applied Music, and Ensembles		
MUA 1795	Piano Skills I	2
MUA 2795	Piano Skills II	2
All Vocal Music Education students must declare either voice or piano as a principal applied music area.		
Select one of the following:		10
Voice principals		
Six terms of MUP. Voice principal private instruction, one credit per term, AND four terms of MUP. Piano secondary private instruction, one credit per term (total ten credits). See MUP course table (Principal and Secondary Private Instruction Courses) for course numbers.		
Piano principals		
Six terms of MUP. Piano principal private instruction, one credit per term, AND four terms of MUP. Voice secondary private instruction, one credit per term - (total ten credits). See MUP course table (Principal and Secondary Private Instruction Courses) for course numbers.		
Select six terms of major ensemble (must be elected concurrently with MUP private instruction) of the following:		6
MUA 2840	Choral Union	
MUA 2850	Concert Chorale	
Select one term of secondary ensemble of the following:		1
MUA 2830	Men's Glee Club	
MUA 2860	Opera Workshop	
MUA 2870	Women's Chorale	
General Lectures and Concerts		
MUA 0900	General Lectures and Concerts (4 terms)	0
Music History, Theory, and Technology		
MUH 3310	Music History and Literature I	3
MUH 3320	Music History and Literature II	3
MUH 3330	Music History and Literature III	3
MUT 1140	Theory I	3
MUT 1150	Ear Training I	1
MUT 1160	Theory II	3
MUT 1170	Ear Training II	1
MUT 2140	Theory III	3

MUT 2150	Ear Training III	1
MUT 2160	Theory IV	3
MUT 2170	Ear Training IV	1
MUT 5997	Analytical Techniques	3
MUA 2500	Music Technology	3
Instrumental Techniques and Conducting		
MUA 1700	Guitar Class	2
or MUA 1730	String Techniques and Pedagogy	
MUA 3670	Conducting Techniques I	2
MED 5550	Choral Conducting and Rehearsal Techniques	3
Select two of the following:		4
MUA 1740	Woodwind Techniques and Pedagogy	
MUA 1750	Brasswind Techniques and Pedagogy	
MUA 1760	Percussion Techniques and Pedagogy	

Music Education		
MUA 1720	Voice Techniques and Pedagogy	2
MED 2500	Piano Skills for the Music Classroom	2
MED 3500	Introduction to Music Education	2
MED 3510	Teaching General Music	2
MED 4510	Vocal Music in Schools I	3
MED 4530	Vocal Music in Schools II	3
MED 4560	Practicum in Music Education	2
MED 4570	Student Teaching and Seminar	8

College of Education Required Courses		
EDP 3310	Educational Psychology	3
RLL 6121	Teaching Reading in the Content Areas: Grades 6-12	3

NOTE: Music Education and the College of Education Joint Enrollment: All music education students must apply for admission to the College of Education (COE) at the end of their sophomore year. Students are then jointly enrolled in the College of Fine, Performing and Communication Arts and the College of Education. Students should contact their music education advisor for information on applying to the COE. Students will not be allowed to register for the professional courses taught through the College of Education (EDP 3310 and or RLL 6121) until they have been officially admitted to the COE.

Music Business (122 - 125 Credits)

Code	Title	Credits
General Education Requirement		
MUH 1345	Music Cultures (to satisfy the Global Learning distribution requirement)	3
PSY 1010	Introductory Psychology (to satisfy both the Natural Science Inquiry (NSI) distribution requirement and the prerequisite for MGT 2530)	3-4
or PSY 1020	Elements of Psychology	
Other requirements		29
Piano Competency, Applied Music, and Ensembles		
MUA 1795	Piano Skills I	2
MUA 2795	Piano Skills II	2
Six terms of appropriate MUP courses (private instruction in principal instrument or voice, one credit per term. See Principal and Secondary Private Instruction Courses)		6
Select six terms of major ensemble (must be elected concurrently with MUP private instruction) of the following:		6
MUA 2800	University Bands	
MUA 2810	University Symphony Orchestra	

MUA 2820	Jazz Big Band	
MUA 2822	Jazz Guitar Ensemble	
MUA 2840	Choral Union	
MUA 2850	Concert Chorale	

General Lectures and Concerts		
MUA 0900	General Lectures and Concerts	0

Music History, Theory, and Technology		
MUH 3310	Music History and Literature I	3
MUH 3320	Music History and Literature II	3
MUH 3330	Music History and Literature III	3
MUT 1140	Theory I	3
MUT 1150	Ear Training I	1
MUT 1160	Theory II	3
MUT 1170	Ear Training II	1
MUT 2140	Theory III	3
MUT 2150	Ear Training III	1
MUT 2160	Theory IV	3
MUT 2170	Ear Training IV	1
MUT 5997	Analytical Techniques	3
MUA 2500	Music Technology	3

Music Business Requirements		
MUA 2400	Music Business I	3
MUA 3670	Conducting Techniques I	2
MUA 5600	Music Business II	3
MUA 2510	Studio Recording Techniques	2
MUA 5700	Music Business III	3
MUA 5800	Music Business IV	3
MUA 4650	Directed Study: Internships (two terms: 4 credits, typically one- and three-credit elections)	1-3

Business Courses and Related Requirements		
ACC 3010	Introduction to Financial Accounting	3
BA 2300	Quantitative Methods I: Probability and Statistical Inference	3
ECO 2010	Principles of Microeconomics	4
ECO 2020	Principles of Macroeconomics	4
MAT 1500	College Algebra for the Social and Management Sciences	3
MGT 2530	Management of Organizational Behavior	3
MKT 2300	Marketing Management	3

Music Technology (120 Credits)

Code	Title	Credits
General Education Requirement		
MUH 1345	Music Cultures (to satisfy the Global Learning distribution requirement)	3
MAT 1050	Algebra With Trigonometry	5-7
Other requirements		25-27
Piano Competency, Applied Music, and Ensembles		
MUA 1795	Piano Skills I	2
MUA 2795	Piano Skills II	2
Six terms of appropriate MUP courses (private instruction in principal instrument or voice, 1 credit per term - total six credits). See Principal and Secondary Private Instruction Courses		6
MUA 2891	Electronic Music Ensemble (2 terms; must be elected concurrently with MUP private instruction)	2

Select four terms of major ensemble (must be elected concurrently with MUP private instruction) of the following:	4
MUA 2800 University Bands	
MUA 2810 University Symphony Orchestra	
MUA 2820 Jazz Big Band	
MUA 2822 Jazz Guitar Ensemble	
MUA 2840 Choral Union	
MUA 2850 Concert Chorale	

General Lectures and Concerts

MUA 0900 General Lectures and Concerts (4 terms)	0
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Music History, Theory, and Technology

MUH 3310 Music History and Literature I	3
MUH 3320 Music History and Literature II	3
MUH 3330 Music History and Literature III	3
MUT 1140 Theory I	3
MUT 1150 Ear Training I	1
MUT 1160 Theory II	3
MUT 1170 Ear Training II	1
MUT 2140 Theory III	3
MUT 2150 Ear Training III	1
MUT 2160 Theory IV	3
MUT 2170 Ear Training IV	1
MUT 5997 Analytical Techniques	3
MUA 2500 Music Technology	3

Music Technology Requirements

MUA 2400 Music Business I	3
MUA 2510 Studio Recording Techniques	2
MUA 2530 Electronic Music Synthesis	3
MUA 3510 Mixing and Mastering	2
MUA 3530 Sound Design	3
MUA 3550 Advanced Studio Techniques	2
Elect four (4) of the following five (5) courses:	12
MUA 4010 Audio Electronics	
MUA 4020 Theories of Electronic Music	
MUA 4030 Sound Design for Visual Media	
MUA 4040 Electroacoustic Music	
MUT 5280 Interactive Electronic Music Composition	
MUA 4650 Directed Study: Internships	3
MUA 4950 Music Technology Senior Project	1
Other Courses (as necessary to reach 120 credits)	2-5

Jazz Studies (120 Credits)

Code	Title	Credits
General Education Requirement		
MUH 1345	Music Cultures (to satisfy the Global Learning distribution requirement)	3
Other requirements		32
Piano Competency, Applied Music, and Ensembles		
MUA 1795	Piano Skills I	2
MUA 2795	Piano Skills II	2
MUA 3795	Advanced Piano Skills	2
Eight terms of appropriate MUP courses (private instruction in principal instrument, one credit. per term - total eight credits). See Principal and Secondary Private Instruction Courses for course numbers		8

Select eight terms of major ensemble (must be elected concurrently with MUP private instruction) of the following:	8
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MUA 2820 Jazz Big Band	
MUA 2822 Jazz Guitar Ensemble	

Select two terms of Jazz Combos of the following:	2
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MUA 2824 Jazztet	
MUA 2826 Jazz Combos	

General Lectures and Concerts

MUA 0900 General Lectures and Concerts (four terms)	0
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Music History, Theory, and Technology

MUH 3310 Music History and Literature I	3
MUH 3320 Music History and Literature II	3
MUH 3330 Music History and Literature III	3
MUT 1140 Theory I	3
MUT 1150 Ear Training I	1
MUT 1160 Theory II	3
MUT 1170 Ear Training II	1
MUT 2140 Theory III	3
MUT 2150 Ear Training III	1
MUT 2160 Theory IV	3
MUT 2170 Ear Training IV	1
MUT 5997 Analytical Techniques	3
MUA 2500 Music Technology	3

Jazz Studies Requirements

MUH 3360 Jazz History	3
MUT 2120 Jazz Theory and Harmony	3
MUT 2885 Jazz Improvisation I	1
MUT 2887 Jazz Improvisation II	1
MUT 3200 Intermediate Composition I	2
MUT 5110 Jazz Arranging and Composition I	3
MUT 5120 Jazz Arranging and Composition II	3
MUT 5130 Jazz Arranging and Orchestration	3
MUA 3670 Conducting Techniques I	2
MUA 5600 Music Business II	3
MUA 2510 Studio Recording Techniques	2
MUA 5690 Stage Band Direction	1
MUP 4480 Senior Recital (must be elected concurrently with MUP 33X4: Principal Private Instruction)	0

Performance (120 credits minimum)

Code	Title	Credits
General Education Requirement		
MUH 1345	Music Cultures (to satisfy the Global Learning distribution requirement)	3
Other requirements		32
Piano Competency, Applied Music, and Ensembles		
MUA 1795	Piano Skills I	2
MUA 2795	Piano Skills II	2
Eight terms of appropriate MUP courses (major instrument or voice, three credits per term - total twenty-four credits). See MUP course table (Major Private Instruction Courses) for course numbers.		24
Select eight terms of major ensemble (must be elected concurrently with MUP private instruction) of the following:		8
MUA 2800	University Bands	
MUA 2810	University Symphony Orchestra	
MUA 2840	Choral Union	

MUA 2850	Concert Chorale	
General Lectures and Concerts		
MUA 0900	General Lectures and Concerts (4 terms)	0
Music History, Theory, and Technology		
MUH 3310	Music History and Literature I	3
MUH 3320	Music History and Literature II	3
MUH 3330	Music History and Literature III	3
MUT 1140	Theory I	3
MUT 1150	Ear Training I	1
MUT 1160	Theory II	3
MUT 1170	Ear Training II	1
MUT 2140	Theory III	3
MUT 2150	Ear Training III	1
MUT 2160	Theory IV	3
MUT 2170	Ear Training IV	1
MUT 5997	Analytical Techniques	3
MUA 2500	Music Technology	3
Performance Major Requirements		
MUT 2100	Counterpoint	2
MUH 5350	Performance Literature and Pedagogy	3
MUP 4470	Junior Recital ¹	0
MUP 4480	Senior Recital ¹	0
MUP (appropriate) secondary instrument		2
Specific concentration requirements		
Select from the following majors:		6-8
Piano Majors		
MUT 2030	Keyboard Harmony I	
MUT 2040	Keyboard Harmony II	
MUT 3000	Orchestration	
MUA 2880	Chamber Music and Special Ensembles (4 req.)	
Organ Majors		
MUT 2030	Keyboard Harmony I	
MUT 2040	Keyboard Harmony II	
MUA 5730	Harpsichord Class (2 terms)	
MUA 2880	Chamber Music and Special Ensembles	
Brass, Classic Guitar, Percussion, Strings, and Woodwinds Majors		
MUA 3670	Conducting Techniques I	
MUT 3000	Orchestration	
MUA 2880	Chamber Music and Special Ensembles (4 req.)	
Voice Majors		
MUH 5370	Diction and Song Literature I	
MUH 5380	Diction and Song Literature II	
Demonstrate proficiency in two foreign languages selected in consultation with program advisor		
Electives		
Select 3-7 credits of music and non-music electives in consultation with the program advisor		3-7

¹ Note: MUP 4470 and MUP 4480 must be elected concurrently with MUP Major Private Instruction.

Electives: Music and non-music electives selected in consultation with the program advisor (3-7 Credits)

MUSIC MINOR

The Music Department offers a minor in music for undergraduate students majoring in other disciplines. Requirements for the music minor consist of a minimum of twenty-two credits in the following courses:

Code	Title	Credits
Music Theory and Ear Training		
MUT 1140	Theory I	3
MUT 1150	Ear Training I	1
MUT 1160	Theory II	3
MUT 1170	Ear Training II	1
MUT 2140	Theory III	3
MUT 2150	Ear Training III	1
Music History		
Select two of the following:		6
MUH 1345	Music Cultures	
MUH 3310	Music History and Literature I	
MUH 3320	Music History and Literature II	
MUH 3330	Music History and Literature III	
Performance Ensemble		
Select four credits in one ensemble from the following:		4
MUA 2800	University Bands	
MUA 2810	University Symphony Orchestra	
MUA 2820	Jazz Big Band	
MUA 2822	Jazz Guitar Ensemble	
MUA 2840	Choral Union	
MUA 2850	Concert Chorale	
Total Credits		22

JAZZ STUDIES MINOR FOR INSTRUMENTAL MUSIC EDUCATION MAJORS

The minor in jazz studies is designed for instrumental music education majors who wish to gain experience in jazz. Requirements for the jazz studies minor consist of eighteen credits in the following courses:

Code	Title	Credits
Music History and Theory		
MUH 3360	Jazz History	3
MUT 2120	Jazz Theory and Harmony	3
MUT 2885	Jazz Improvisation I	1
MUT 2887	Jazz Improvisation II	1
MUT 5110	Jazz Arranging and Composition I	3
MUT 5120	Jazz Arranging and Composition II	3
Ensemble and Piano Competency		
MUA 2820	Jazz Big Band	1
MUA 2826	Jazz Combos	1
MUA 3795	Advanced Piano Skills	2
Total Credits		18

MUSIC TECHNOLOGY MINOR

The Music Department offers a minor in music technology for undergraduate students majoring in other disciplines. The program is designed for the students who wish to learn fundamental knowledge in sound engineering and electronic music production.

Students pursuing the minor in Music Technology must complete a minimum of 18 credits by taking the classes listed below.

Code	Title	Credits
MUA 2500	Music Technology	3
MUA 2510	Studio Recording Techniques	2
MUA 2530	Electronic Music Synthesis	3
MUA 3510	Mixing and Mastering	2
MUA 3530	Sound Design	3
Select two of the following:		5-7
MUA 3550	Advanced Studio Techniques	
MUA 4010	Audio Electronics	
MUA 4020	Theories of Electronic Music	
MUA 4030	Sound Design for Visual Media	
MUA 4040	Electroacoustic Music	
MUT 5280	Interactive Electronic Music Composition	
PHY 3100	The Sounds of Music	
Total Credits		18-20

Music Education

MED 2500 Piano Skills for the Music Classroom Cr. 2

Continuation of [MUA 2795](#). Additional practice with functional skills needed in music classroom. Students acquire a repertoire of musical selections commonly used in the educational setting. Offered Winter.

Prerequisite: [MUA 2795](#) with a minimum grade of C

Course Material Fees: \$75

MED 3500 Introduction to Music Education Cr. 2

Course work includes lesson-plan writing, introduction to methodologies, and participating in teaching experiences. Exploration of philosophical, historical, psychological, and cultural/social foundations of the profession in the context of practical exercises. Offered Fall.

MED 3510 Teaching General Music Cr. 2

Developing a knowledge base for teaching general music including application of learning theories, developmental characteristics of children, and appropriate literature, materials, and resources. Emphasis on structuring successful learning experiences through effective planning, delivery, and evaluation of music instruction for students in grades K-12. Offered Winter.

Prerequisite: [MED 3500](#) with a minimum grade of C

MED 3990 Directed Study Cr. 1-3

Offered Fall, Winter.

Restriction(s): Enrollment limited to students with a class of Junior, Senior or Post Bachelor; enrollment is limited to students with a major in Music or Music Honors.

Repeatable for 6 Credits

MED 4510 Vocal Music in Schools I Cr. 3

Course expands and develops the knowledge base and teaching competencies introduced in [MED 3510](#). Class activities explore strategies for engaging children in a variety of musical experiences that align with state and national standards. Fieldwork in the schools provides an opportunity to apply and refine specific teaching skills within a real-world setting. Emphasis on K-6 elementary music classroom. Offered Fall.

Prerequisite: [MED 3500](#) with a minimum grade of C

MED 4530 Vocal Music in Schools II Cr. 3

Role of choral and vocal music education in secondary schools. Class activities, readings, and fieldwork focus on curriculum development, repertoire, score analysis, rehearsal planning, rehearsal techniques, vocal pedagogy and assessment. Organizational and managerial aspects such as recruitment, budgeting and scheduling are also included. Offered Winter.

Prerequisite: [MED 4510](#) with a minimum grade of C

MED 4540 Instrumental Music in the Schools I Cr. 3

Teaching techniques, materials and organization of instrumental music in elementary schools. Offered Fall.

Prerequisite: [MUA 1720](#) with a minimum grade of C and [MUA 1730](#) with a minimum grade of C and [MUA 1740](#) with a minimum grade of C and [MUA 1750](#) with a minimum grade of C and [MUA 1760](#) with a minimum grade of C and [MED 3500](#) with a minimum grade of C

MED 4550 Instrumental Music in the Schools II Cr. 3

Teaching techniques, materials and organization of instrumental music in secondary schools. Offered Winter.

Prerequisite: [MED 4540](#) with a minimum grade of C

MED 4560 Practicum in Music Education Cr. 2

Practicum provides field experiences in elementary or secondary school settings prior to full-time student teaching. Students apprentice with a cooperating teacher while assisting, observing and teaching throughout the semester. A minimum of 15 hours per week in an approved classroom is required. Offered Fall, Winter.

Prerequisite: [MED 3500](#) with a minimum grade of C

Restriction(s): Enrollment limited to students in the College of Education.

MED 4570 Student Teaching and Seminar Cr. 8

Directed teaching in schools at grade levels for which advanced students are preparing for certification. Seminars feature discussion of important educational issues. Offered Fall, Winter.

Restriction(s): Enrollment limited to students in the College of Education.

MED 5550 Choral Conducting and Rehearsal Techniques Cr. 3

Conducting and rehearsal methods and materials for secondary schools. No credit for M.Mus. in conducting or music education. Offered Winter.

Prerequisite: [MUA 3670](#) with a minimum grade of C

MED 5590 Applications of Technology in Music Teaching Cr. 2

Presentation of techniques and strategies for utilizing various hardware and software applications in classroom music instruction. Emphasis on evolving technologies, including collaborative media, smart technology, and interactive smartboard class materials. Offered Fall.

Restriction(s): Enrollment is limited to students with a major in Music.

Course Material Fees: \$75

Music Ensembles and General Courses

MUA 0804 Warrior Band Cr. 0

Warrior band performs for all home football games during fall term and basketball games during late fall and winter terms. Performances for University special events may be scheduled. Offered Fall, Winter.

Restriction(s): Enrollment is limited to Undergraduate level students.

MUA 0900 General Lectures and Concerts Cr. 0

Lectures by visiting scholars; recitals by invited guest artists; student and faculty recitals, concerts and convocations. Offered Fall, Winter.

MUA 1700 Guitar Class Cr. 2

Fundamentals in guitar playing; techniques, hand positions, bar chords, general performance practices. Offered Fall, Winter.

Course Material Fees: \$75

Repeatable for 8 Credits

MUA 1710 Piano Class Cr. 2

Rudiments of rhythmic and staff notation, beginning keyboard technique, hand positions, scales, simple compositions. Offered Fall, Winter.

Course Material Fees: \$75

Repeatable for 8 Credits

MUA 1720 Voice Techniques and Pedagogy Cr. 2

Fundamentals in voice training and pedagogy for music majors. Offered Fall.

Prerequisite: [MUT 1140](#) with a minimum grade of C and [MUT 1150](#) with a minimum grade of C

Repeatable for 8 Credits

MUA 1730 String Techniques and Pedagogy Cr. 2

Techniques and fundamental problems in the playing and teaching of stringed instruments. Offered Fall, Winter.

Prerequisites: [MUT 1140](#) with a minimum grade of D- or [MUT 1100](#) with a minimum grade of D-

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$75

Repeatable for 6 Credits

MUA 1740 Woodwind Techniques and Pedagogy Cr. 2

Techniques and fundamental problems in the playing and teaching of woodwind instruments. Offered Fall, Winter.

Prerequisites: [MUT 1140](#) with a minimum grade of D- or [MUT 1100](#) with a minimum grade of D-

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$75

Repeatable for 6 Credits

MUA 1750 Brasswind Techniques and Pedagogy Cr. 2

Techniques and fundamental problems in the playing and teaching of brasswind instruments. Offered Fall.

Prerequisites: [MUT 1140](#) with a minimum grade of D- or [MUT 1100](#) with a minimum grade of D-

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$75

Repeatable for 6 Credits

MUA 1760 Percussion Techniques and Pedagogy Cr. 2

Techniques and fundamental problems in the playing and teaching of percussion instruments. Offered Fall.

Prerequisites: [MUT 1140](#) with a minimum grade of D- or [MUT 1100](#) with a minimum grade of D-

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$75

MUA 1795 Piano Skills I Cr. 2

Repertoire, scales, sight reading, harmonization, and simple transpositions. Offered Every Term.

Prerequisites: [MUA 1710](#) with a minimum grade of C

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors; enrollment limited to students in the BA in Fine Arts or Bachelor of Music programs.

Course Material Fees: \$75

MUA 2400 Music Business I Cr. 3

Overview of the music business: emphasis on career options/development; necessary training/experience; music in the marketplace, arts entrepreneurship, mass media, technology, digital/global implications and future trends, arts administration, industry networking, social media, internship development; professional organization, association, and industry affiliations. Offered Winter.

Prerequisite: [MUT 1160](#) with a minimum grade of C and [MUT 1170](#) with a minimum grade of C

MUA 2500 Music Technology Cr. 3

Introductory class on music technology. Learn to record, edit, and export music using a computer. Learn the basics of audio hardware setup for music, multimedia, and classes. Offered Every Term.

Course Material Fees: \$75

MUA 2510 Studio Recording Techniques Cr. 2

Learn techniques of multi-track recording. Students will learn how to observe and understand equipment in a professional recording studio. Offered Fall.

Prerequisite: [MUA 2500](#) with a minimum grade of C

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$75

MUA 2530 Electronic Music Synthesis Cr. 3

Learn to create sounds by manipulating electronic signals. Topics include fundamentals of synthesizers, theories of digital signal processing, and principle of sound design. Offered Fall.

Prerequisite: [MUA 2500](#) with a minimum grade of C

Course Material Fees: \$75

MUA 2720 Voice Class Cr. 2

Fundamentals in voice training. Correct breathing: tone placement: articulation vocalises. Offered Fall, Winter.

Equivalent: [MUA 1720](#)

Repeatable for 8 Credits

MUA 2795 Piano Skills II Cr. 2

Continuation of [MUA 1795](#); development of basic piano skills to a higher level. Offered Winter, Spring/Summer.

Prerequisite: [MUA 1795](#) with a minimum grade of C

Restriction(s): Enrollment is limited to students with a major in Music; enrollment limited to students in the BA in Fine Arts or Bachelor of Music programs.

Course Material Fees: \$75

MUA 2800 University Bands Cr. 1

. Offered Fall, Winter.

Course Material Fees: \$30

Repeatable for 99 Credits

MUA 2802 Chamber Winds Cr. 1

Offered Fall, Winter.

Course Material Fees: \$25

Repeatable for 10 Credits

MUA 2804 Warrior Band Cr. 1

Warrior band performs for all home football games during fall term and basketball games during late fall and winter terms. Performances for University special events may be scheduled. Offered Fall, Winter.

Restriction(s): Enrollment is limited to Undergraduate level students.

Course Material Fees: \$30

Repeatable for 8 Credits

MUA 2806 Campus Band Cr. 0

Co-curricular concert band open to all University students. Campus Band performs one formal concert during winter term. Performances for University special events may be scheduled. Offered Winter.

Restriction(s): Enrollment is limited to Undergraduate level students.

Course Material Fees: \$30

MUA 2810 University Symphony Orchestra Cr. 1

Offered Fall, Winter.

Course Material Fees: \$30

Repeatable for 99 Credits

MUA 2820 Jazz Big Band Cr. 1

Offered Fall, Winter.

Course Material Fees: \$30

Repeatable for 99 Credits

MUA 2822 Jazz Guitar Ensemble Cr. 1

Large ensemble for jazz guitar majors/principals. Offered Every Term.

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$30

Repeatable for 99 Credits

MUA 2824 Jazztet Cr. 1

Select ensemble for jazz majors. Offered Every Term.

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$25

Repeatable for 10 Credits

MUA 2826 Jazz Combos Cr. 1

Small ensemble for jazz majors. Offered Every Term.

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$25

Repeatable for 10 Credits

MUA 2830 Men's Glee Club Cr. 1

Music majors must enroll for one credit to satisfy degree requirements. Offered Fall, Winter.

Course Material Fees: \$20

Repeatable for 99 Credits

MUA 2840 Choral Union Cr. 1

Offered Fall, Winter.

Course Material Fees: \$30

Repeatable for 99 Credits

MUA 2850 Concert Chorale Cr. 1

Offered Fall, Winter.

Course Material Fees: \$30

Repeatable for 99 Credits

MUA 2860 Opera Workshop Cr. 1

Offered Fall, Winter.

Course Material Fees: \$30

Repeatable for 10 Credits

MUA 2870 Women's Chorale Cr. 1

Offered Fall, Winter.

Course Material Fees: \$25

Repeatable for 99 Credits

MUA 2880 Chamber Music and Special Ensembles Cr. 1

All forms including: flute ensemble, percussion ensemble, string trios and quartets, small wind or brass ensembles, and mixed ensembles. Offered Fall, Winter.

Restriction(s): Enrollment is limited to students with a major in Music.

Course Material Fees: \$25

Repeatable for 10 Credits

MUA 2891 Electronic Music Ensemble Cr. 1

Learn to play electronic instruments in an ensemble. Current and vintage electronic instruments as well as approved traditional instruments are being used to perform contemporary electronic music repertoire. Offered Fall, Winter.

Prerequisite: [MUA 2500](#) with a minimum grade of C or [MUA 2530](#) with a minimum grade of C

Course Material Fees: \$75

Repeatable for 2 Credits

MUA 3510 Mixing and Mastering Cr. 2

Students will learn project management skills through proper session documentation and billing. Topics include surround sound mixing, live sound, and large ensemble production techniques. Offered Winter.

Prerequisite: [MUA 2510](#) with a minimum grade of C

Course Material Fees: \$75

MUA 3530 Sound Design Cr. 3

Covers the basics of audio programming using text-based audio applications. Students will learn to create their own plugins and software synthesizers. Offered Winter.

Prerequisite: [MUA 2530](#) with a minimum grade of C

Course Material Fees: \$75

MUA 3550 Advanced Studio Techniques Cr. 2

Examines project management skills through proper session documentation and billing. Topics include surround sound mixing, live sound, and large ensemble production techniques. Offered Fall.

Prerequisite: [MUA 3510](#) with a minimum grade of C

Course Material Fees: \$75

MUA 3670 Conducting Techniques I Cr. 2

Rudiments of conducting; special attention to baton techniques. Offered Fall.

Prerequisite: [MUT 2160](#) with a minimum grade of C and [MUT 2170](#) with a minimum grade of C

MUA 3680 Conducting Techniques II Cr. 2

Continuation of [MUA 3670](#). Score reading and rehearsal techniques. Offered Winter.

Prerequisite: [MUA 3670](#) with a minimum grade of C

MUA 3795 Advanced Piano Skills Cr. 2

Continuation of [MUA 2795](#); emphasis on jazz skills and styles. Offered Fall.

Prerequisite: [MUA 2795](#) with a minimum grade of C

Restriction(s): Enrollment limited to students in the Bachelor of Music program.

Course Material Fees: \$75

MUA 3990 Directed Study Cr. 1-3

Individualized research and work in a particular aspect of music under the supervision of a faculty member. Offered Fall, Winter.

Restriction(s): Enrollment limited to students with a class of Junior or Senior; enrollment is limited to students with a major, minor, or concentration in Music or Music Honors.

Repeatable for 6 Credits

MUA 4010 Audio Electronics Cr. 3

Examines practical electronics for music production and electronic music composition. Topics include basic electronics, building and repairing audio equipments, and building analog and digital signal processors and synthesizers. Offered Fall.

Prerequisites: [MAT 1050](#) with a minimum grade of C and [MUA 3510](#) with a minimum grade of C or [MUA 3530](#) with a minimum grade of C

MUA 4020 Theories of Electronic Music Cr. 3

Covers advanced digital theories of electronic music synthesis and production. Topics include digital signal processing, advanced audio programming, interactive audio, and audio synthesis. Offered Fall.

Prerequisite: [MUA 3510](#) with a minimum grade of C or [MUA 3530](#) with a minimum grade of C

MUA 4030 Sound Design for Visual Media Cr. 3

Covers sound design and audio treatment for visual media. Topics include research and creation of sound for film, web, sound libraries, instructional technology, sound installations, and non-linear sound design (video games). Offered Winter.

Prerequisite: [MUA 3510](#) with a minimum grade of C or [MUA 3530](#) with a minimum grade of C

MUA 4040 Electroacoustic Music Cr. 3

Introduces techniques, aesthetics, and composition of electroacoustic music. Topics include analytical techniques for electronic music, creative usage of audio hardware and software, and advanced electroacoustic music performance. Offered Fall.

Prerequisite: [MUA 3510](#) with a minimum grade of C or [MUA 3530](#) with a minimum grade of C

MUA 4650 Directed Study: Internships Cr. 1-3

Directly supervised professional experience in the music and creative arts industries and related fields (marketing, music technology, recording, publicity, public relations). Offered Every Term.

Restriction(s): Enrollment is limited to students with a major in Music; enrollment limited to students in the Bachelor of Music program.

Repeatable for 6 Credits

MUA 4950 Music Technology Senior Project Cr. 1

Students will create a large-scale, long-term project that demonstrates the skills learned in the music technology classes. Offered Winter.

Prerequisite: [MUA 4650](#) (may be taken concurrently) with a minimum grade of C

MUA 4990 BA Project Cr. 2

Directed study leading to completion of the B.A. project in music. Offered Fall, Winter.

Restriction(s): Enrollment limited to students with a class of Senior; enrollment is limited to students with a major, minor, or concentration in Music or Music Honors; enrollment limited to students in a Bachelor of Arts degree.

Equivalent: [MUH 4990](#), [MUT 4990](#)

MUA 5600 Music Business II Cr. 3

Continuation of [MUA 2400](#). Basic aspects of the music business. Topic coverage will include legal issues, copyright and fair use, songwriting, publishing, licensing, artist management, the recording industry, recording contracts, unions and guilds, use of agents, attorneys, and managers, and an introduction to various forms of business entities and related tax issues in the music business. Offered Fall.

Prerequisite: [MUA 2400](#) with a minimum grade of C

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

MUA 5690 Stage Band Direction Cr. 1

Techniques of big-band direction in a jazz medium. Offered for undergraduate credit only. Offered Fall, Winter.

Prerequisite: [MUA 3670](#) with a minimum grade of C

Restriction(s): Enrollment is limited to Undergraduate level students.

Repeatable for 3 Credits

MUA 5700 Music Business III Cr. 3

Third in the four-course music business course sequence. Intensive individual research and study of specific areas of the music business and music industry, on local, national and global levels. Artist

management, nonprofit organizations, arts advocacy/citizenship, and arts entrepreneurship. Other areas of research/investigation may include live concert production/touring, film music, music video, radio/television, marketing/communications, music business/industry associations, social media and technological/digital implications. Comprehensive individual and collaborative team research projects, music business projects, and internship/career networking development. Offered for undergraduate credit only. Offered Winter.

Prerequisite: [MUA 5600](#) with a minimum grade of C

Restriction(s): Enrollment is limited to Undergraduate level students.

MUA 5730 Harpsichord Class Cr. 2

Offered Fall, Winter.

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Repeatable for 8 Credits

MUA 5800 Music Business IV Cr. 3

Final course in the music business sequence. Individual study of specific areas of music business/management and the music industry at the local, national, and international levels. Areas may include: live concert production/touring, film music and music video, marketing/communication, music business/industry associations, and technology/digital implications. Comprehensive research project required. Offered for undergraduate credit only. Offered Fall.

Prerequisite: [MUA 5700](#) with a minimum grade of C

Restriction(s): Enrollment is limited to Undergraduate level students.

Course Material Fees: \$50

Music History

MUH 1340 Music Appreciation: World Music Cr. 3

Satisfies General Education Requirement: Cultural Inquiry, Global Learning Inquiry, Visual Performing Arts

Introduction to the musical styles of Africa, Asia, South America, and the Middle East. Offered Every Term.

MUH 1345 Music Cultures Cr. 3

Satisfies General Education Requirement: Cultural Inquiry, Global Learning Inquiry, Visual Performing Arts

Indigenous musics and cultures of Asia, Africa and the Americas; emphasis on features of the musics that have influenced Western art musics. Offered Winter.

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors; enrollment limited to students in the BA in Fine Arts or Bachelor of Music programs.

MUH 1350 History of American Popular Music Cr. 3

Satisfies General Education Requirement: Cultural Inquiry, Diversity Equity Incl Inquiry, Visual Performing Arts

History of American popular music from the early nineteenth century to the present. Political, economic, social, and cultural influences on music. Offered Winter.

MUH 1351 History and Styles of Rock and Roll Cr. 3

Satisfies General Education Requirement: Cultural Inquiry, Diversity Equity Incl Inquiry, Visual Performing Arts

Exploration of American ""mainstream"" and ""subcultural"" popular music; focus on art, technology, business, cultural contexts. Offered Yearly.

MUH 1370 Music Appreciation: Beginnings to the Present Cr. 3

Satisfies General Education Requirement: Cultural Inquiry, Global Learning Inquiry, Visual Performing Arts

Survey of Western music from its beginnings to the present. Developing musical understanding and critical listening skills by focusing on major composers and styles, and by concentrating on social, political and cultural influences. Offered Every Term.

MUH 3310 Music History and Literature I Cr. 3

Survey of the most important developments in western music history from antiquity to 1700. Concentration on major composers and styles, as well as on significant historical, philosophical, artistic and cultural influences. Offered Fall.

Prerequisite: [MUT 1160](#) with a minimum grade of C and [MUH 1345](#) with a minimum grade of C

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors; enrollment limited to students in a Bachelor of Arts or Bachelor of Music degrees.

MUH 3320 Music History and Literature II Cr. 3

Survey of important developments in western music history from 1700 to 1900. Concentration on major composers and styles, as well as on significant historical, philosophical, artistic and cultural influences. Offered Winter.

Prerequisite: [MUH 3310](#) with a minimum grade of C

MUH 3330 Music History and Literature III Cr. 3

Satisfies General Education Requirement: Writing Intensive Competency

Survey of important developments in western music history from 1900 to the present time.

Concentration on major composers and styles, as well as on significant historical, philosophical, artistic and cultural influences. Offered Fall.

Prerequisite: [MUH 3320](#) with a minimum grade of C

MUH 3360 Jazz History Cr. 3

Satisfies General Education Requirement: Diversity Equity Incl Inquiry

Survey of major developments in jazz from its beginnings to the present. Offered Fall.

Restriction(s): Enrollment is limited to Undergraduate level students.

MUH 3990 Directed Study Cr. 1-3

Individualized research and work in music history or literature under the supervision of a faculty member. Offered Fall, Winter.

Restriction(s): Enrollment limited to students with a class of Junior or Senior; enrollment is limited to students with a major, minor, or concentration in Music or Music Honors.

Repeatable for 6 Credits

MUH 4990 BA Project Cr. 2

Directed study leading to completion of the B.A. project in music. Offered Fall, Winter.

Restriction(s): Enrollment limited to students with a class of Senior; enrollment is limited to students with a major in Music or Music Honors; enrollment limited to students in a Bachelor of Arts degree.

Equivalent: [MUA 4990](#), [MUT 4990](#)

MUH 5300 Music Research Cr. 3

Music bibliography and research techniques. Offered for graduate credit only. Offered Fall.

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

MUH 5315 Special Topics in Music History Cr. 3

In-depth study of such topics as the historical development of opera and oratorio, symphonic or chamber music styles, or specialized study of individual composers. Course may be repeated when topics change. Offered for undergraduate credit only. Offered Intermittently.

Restriction(s): Enrollment is limited to Undergraduate level students.

Repeatable for 6 Credits

MUH 5340 Survey of World Music Cr. 3

Satisfies General Education Requirement: Cultural Inquiry, Global Learning Inquiry
Musical expressions of five or six non-European cultures en route to a better understanding of the peoples themselves. Attention given to biases, culturally-determined learning patterns, and aesthetics. No credit for graduate degrees in music. Offered Fall, Winter.

MUH 5350 Performance Literature and Pedagogy Cr. 3

Survey of solo and chamber repertoire from the Renaissance to the present, for students' major performance areas. No credit for graduate degrees in music. Offered Yearly.

MUH 5360 Jazz History Cr. 3

Survey of major developments in jazz from its beginnings to the present. Offered for graduate credit only. Offered Fall.

Restriction(s): Enrollment is limited to Graduate level students.

MUH 5370 Diction and Song Literature I Cr. 3

Singers' diction in Italian, Latin, French and Spanish; methodologies, solo and chamber repertoire in these languages. No credit for M.Mus. degree in vocal performance. Offered Every Other Year.

Restriction(s): Enrollment is limited to students with a major in Music, Music Honors, Theatre or Theatre Honors.

MUH 5380 Diction and Song Literature II Cr. 3

Singers' diction in German, Hebrew, Russian and English; methodologies, solo and chamber repertoire in these languages. No credit for M.Mus. degree in vocal performance. Offered Every Other Year.

Prerequisite: [MUH 5370](#) with a minimum grade of C

Restriction(s): Enrollment is limited to students with a major in Music, Music Honors, Theatre or Theatre Honors.

MUH 5993 Writing Intensive Course in Music Cr. 0

Satisfies General Education Requirement: Writing Intensive Competency
Disciplinary writing assignments under the direction of a faculty member. Satisfies the University General Education Writing Intensive Course in the Major requirement. Required for majors. Offered Fall, Winter.

Prerequisites: [AFS 2390](#) with a minimum grade of C or [ENG 2390](#) with a minimum grade of C or [ENG 3010](#) with a minimum grade of C or [ENG 3020](#) with a minimum grade of C or [ENG 3050](#) with a minimum grade of C

Restriction(s): Enrollment is limited to Undergraduate level students.

Music Private Instruction

Private instruction in instruments and voice are required in all B.A. and B.Mus. concentrations. The courses listed below and titled: Secondary Instruction, MUP 1xx5 and 3xx5, are available for 1 credit each and are intended for students studying secondary instruments as required in the concentrations: Theory/ Composition, Instrumental Music Education, Vocal Music Education, and Performance. The courses listed below and titled: Principal Instruction, MUP 1xx1-1xx4 and 3xx1-3xx4, are available for 1 credit each and are intended for students studying principal instruments as required in the concentrations: B.A. in music, Theory/ Composition, Instrumental Music Education, Vocal Music Education, Music Business, Music Technology, and Jazz Studies. All students must successfully pass a junior-standing jury for permission to continue principal elections at the 3xxx level.

The courses listed in the following table under Major Private Instruction, MUP 2xxx and 4xxx, are available for three credits each and are intended for students studying major instruments as required

in the senior year of the jazz studies concentration and all performance concentrations. All students must successfully pass a junior-standing jury for permission to continue elections at the 4xxx level.

Corequisite: Students enrolled in MUP Private Instruction must concurrently register in an appropriate major ensemble selected from the following:

Code	Title	Credits
MUA 2800	University Bands	1
MUA 2810	University Symphony Orchestra	1
MUA 2820	Jazz Big Band	1
MUA 2822	Jazz Guitar Ensemble	1
MUA 2840	Choral Union	1
MUA 2850	Concert Chorale	1

Fees: MUP courses have applied music fees as stated in the schedule of classes.

MUP 1201 Organ: Principal Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1202 Organ: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1201](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1203 Organ: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1202](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1204 Organ: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1203](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1205 Organ: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 1211 Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1212 Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1211](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1213 Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1212](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1214 Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1213](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1215 Piano: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 1221 Voice: Principal Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1222 Voice: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1221](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1223 Voice: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1222](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1224 Voice: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1223](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1225 Voice: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 1231 Strings: Principal Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1232 Strings: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1231](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1233 Strings: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1232](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1234 Strings: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1233](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1235 Strings: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 1241 Woodwinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1242 Woodwinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1241](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1243 Woodwinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1242](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1244 Woodwinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1243](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1245 Woodwinds: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 1251 Brasswinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1252 Brasswinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1251](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1253 Brasswinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1252](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1254 Brasswinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1253](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1255 Brasswinds: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 1261 Percussion: Principal Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1262 Percussion: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1261](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1263 Percussion: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1262](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1264 Percussion: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1263](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1265 Percussion: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 1271 Harp: Principal Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1272 Harp: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1271](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1273 Harp: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1272](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1274 Harp: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1273](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1275 Harp: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 1281 Classic Guitar: Principal Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1282 Classic Guitar: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1281](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1283 Classic Guitar: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1282](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1284 Classic Guitar: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1283](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1285 Classic Guitar: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 1321 Jazz Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1322 Jazz Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1321](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1323 Jazz Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1322](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1324 Jazz Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1323](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1325 Jazz Piano: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 1331 Jazz Strings: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1332 Jazz Strings: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1331](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1333 Jazz Strings: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1332](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1334 Jazz Strings: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1333](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1335 Jazz Strings: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 1341 Jazz Woodwinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1342 Jazz Woodwinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1341](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1343 Jazz Woodwinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1342](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1344 Jazz Woodwinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1343](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1345 Jazz Woodwinds: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 1351 Jazz Brasswinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1352 Jazz Brasswinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1351](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1353 Jazz Brasswinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1352](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1354 Jazz Brasswinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1353](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1355 Jazz Brasswinds: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 1361 Jazz Percussion: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1362 Jazz Percussion: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1361](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1363 Jazz Percussion: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1362](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1364 Jazz Percussion: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1363](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1365 Jazz Percussion: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 1371 Jazz Guitar: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1372 Jazz Guitar: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1371](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1373 Jazz Guitar: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1372](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1374 Jazz Guitar: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1373](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1375 Jazz Guitar: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 2201 Organ: Major Instruction Cr. 3

Offered Fall, Winter.

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2202 Organ: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2201](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2203 Organ: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2202](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2204 Organ: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2203](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2211 Piano: Major Instruction Cr. 3

Offered Fall, Winter.

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2212 Piano: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2211](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2213 Piano: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2212](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2214 Piano: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2213](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2221 Voice: Major Instruction Cr. 3

Offered Fall, Winter.

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2222 Voice: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2221](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2223 Voice: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2222](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2224 Voice: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2223](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2231 Strings: Major Instruction Cr. 3

Offered Fall, Winter.

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2232 Strings: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2231](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2233 Strings: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2232](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2234 Strings: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2233](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2241 Woodwinds: Major Instruction Cr. 3

Offered Fall, Winter.

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2242 Woodwinds: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2241](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2243 Woodwinds: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2242](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2244 Woodwinds: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2243](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2251 Brasswinds: Major Instruction Cr. 3

Offered Fall, Winter.

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2252 Brasswinds: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2251](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2253 Brasswinds: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2252](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2254 Brasswinds: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2253](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2261 Percussion: Major Instruction Cr. 3

Offered Fall, Winter.

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2262 Percussion: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2261](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2263 Percussion: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2262](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2264 Percussion: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2263](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2271 Harp: Major Instruction Cr. 3

Offered Fall, Winter.

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2272 Harp: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2271](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2273 Harp: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2272](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2274 Harp: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2273](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2281 Classic Guitar: Major Instruction Cr. 3

Offered Fall, Winter.

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2282 Classic Guitar: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2281](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2283 Classic Guitar: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2282](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2284 Classic Guitar: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2283](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 3201 Organ: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1204](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3202 Organ: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3201](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3203 Organ: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3202](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3204 Organ: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3203](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3205 Organ: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 3211 Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1214](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3212 Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3211](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3213 Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3212](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3214 Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3213](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3215 Piano: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 3221 Voice: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1224](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3222 Voice: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3221](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3223 Voice: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3222](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3224 Voice: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3223](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3225 Voice: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 3231 Strings: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1234](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3232 Strings: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3231](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3233 Strings: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3232](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3234 Strings: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3233](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3235 Strings: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 3241 Woodwinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1244](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3242 Woodwinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3241](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3243 Woodwinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3242](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3244 Woodwinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3243](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3245 Woodwinds: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 3251 Brasswinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1254](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3252 Brasswinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3251](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3253 Brasswinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3252](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3254 Brasswinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3253](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3255 Brasswinds: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 3261 Percussion: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1264](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3262 Percussion: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3261](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3263 Percussion: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3262](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3264 Percussion: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3263](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3265 Percussion: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 3271 Harp: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1274](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3272 Harp: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3271](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3273 Harp: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3272](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3274 Harp: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3273](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3275 Harp: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 3281 Classic Guitar: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1284](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3282 Classic Guitar: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3281](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3283 Classic Guitar: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3282](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3284 Classic Guitar: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3283](#) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3285 Classic Guitar: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 3321 Jazz Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 1324](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3322 Jazz Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: [MUP 3321](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3323 Jazz Piano: Principal Instruction Cr. 1

Advanced private instruction in jazz piano. Offered Fall, Winter.

Prerequisite: MUP 3322 with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3324 Jazz Piano: Principal Instruction Cr. 1

Advanced private jazz piano. Offered Fall, Winter.

Prerequisite: MUP 3323 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3325 Jazz Piano: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 3331 Jazz Strings: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1334 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3332 Jazz Strings: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 3331 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3333 Jazz Strings: Major Instruction Cr. 1

Individual instruction on a jazz string instrument. Offered Fall, Winter.

Prerequisite: MUP 3332 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3334 Jazz Strings: Principal Instruction Cr. 1

Advanced private instruction on a jazz string instrument. Offered Fall, Winter.

Prerequisite: MUP 3333 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3335 Jazz Strings: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 3341 Jazz Woodwinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1344 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3342 Jazz Woodwinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 3341 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3343 Jazz Woodwinds: Principal Instruction Cr. 1

Individual private instruction on a jazz woodwind instrument. Offered Fall, Winter.

Prerequisite: MUP 3342 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3344 Jazz Woodwinds: Principal Instruction Cr. 1

Individual instruction on a jazz woodwind instrument. Offered Fall, Winter.

Prerequisite: MUP 3343 (may be taken concurrently) with a minimum grade of C and (MUA 2820 with a minimum grade of C or MUA 2822 with a minimum grade of C)

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3345 Jazz Woodwinds: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 3351 Jazz Brasswinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1354 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3352 Jazz Brasswinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 3351 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3353 Jazz Brasswinds: Principal Instruction Cr. 1

Individual instruction in a jazz brasswind instrument. Offered Fall, Winter.

Prerequisite: MUP 3352 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3354 Jazz Brasswinds: Principal Instruction Cr. 1

Individual instruction on a jazz brasswind instrument. Offered Fall, Winter.

Prerequisite: MUP 3353 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3355 Jazz Brasswinds: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 3361 Jazz Percussion: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1364 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3362 Jazz Percussion: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 3361 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3363 Jazz Percussion: Principal Instruction Cr. 1

Individual instruction on jazz percussion. Offered Fall, Winter.

Prerequisite: MUP 3362 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3364 Jazz Percussion: Principal Instruction Cr. 1

Individual instruction on jazz percussion. Offered Fall, Winter.

Prerequisite: MUP 3363 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3365 Jazz Percussion: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 3371 Jazz Guitar: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1374 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3372 Jazz Guitar: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 3371 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3373 Jazz Guitar: Principal Instruction Cr. 1

Advance private instruction on the jazz guitar. Offered Fall, Winter.

Prerequisite: MUP 3372 with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3374 Jazz Guitar: Principal Instruction Cr. 1

Individual instruction on the jazz guitar. Offered Fall, Winter.

Prerequisite: MUP 3373 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3375 Jazz Guitar: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 4201 Organ: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2204](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4202 Organ: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4201](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4203 Organ: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4202](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4204 Organ: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4203](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4211 Piano: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2214](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4212 Piano: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4211](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4213 Piano: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4212](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4214 Piano: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4213](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4221 Voice: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2224](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4222 Voice: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4221](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4223 Voice: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4222](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4224 Voice: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4223](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4231 Strings: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2234](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4232 Strings: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4231](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4233 Strings: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4232](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4234 Strings: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4233](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4241 Woodwinds: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2244](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4242 Woodwinds: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4241](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4243 Woodwinds: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4242](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4244 Woodwinds: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4243](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4251 Brasswinds: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2254](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4252 Brasswinds: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4251](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4253 Brasswinds: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4252](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4254 Brasswinds: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4253](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4261 Percussion: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2264](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4262 Percussion: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4261](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4263 Percussion: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4262](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4264 Percussion: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4263](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4271 Harp: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2274](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4272 Harp: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4271](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4273 Harp: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4272](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4274 Harp: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4273](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4281 Classic Guitar: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 2284](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4282 Classic Guitar: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4281](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4283 Classic Guitar: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4282](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4284 Classic Guitar: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4283](#) with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4323 Jazz Piano: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 3322](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4324 Jazz Piano: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4323](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4333 Jazz Strings: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 3332](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4334 Jazz Strings: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4333](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4343 Jazz Woodwinds: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 3342](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4344 Jazz Woodwinds: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4343](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4353 Jazz Brasswinds: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 3352](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4354 Jazz Brasswinds: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4353](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4363 Jazz Percussion: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 3362](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) with a minimum grade of C)

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4364 Jazz Percussion: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4363](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4373 Jazz Guitar: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 3372](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) with a minimum grade of C)

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4374 Jazz Guitar: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: [MUP 4373](#) with a minimum grade of C and ([MUA 2820](#) (may be taken concurrently) with a minimum grade of C or [MUA 2822](#) (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4470 Junior Recital Cr. 0

Required recital for junior-year performance majors; minimum of 30 minutes of music. Registration must be completed before recital is scheduled; pre-recital approval jury is required. Offered Fall, Winter.

Restriction(s): Enrollment limited to students in the Fine, Performing & Comm. Arts; enrollment limited to students in the Bachelor of Music program.

MUP 4480 Senior Recital Cr. 0

Required recital for senior-year performance or jazz studies majors; minimum of 60 minutes of music. Registration must be completed before recital is scheduled; pre-recital approval jury is required. Offered Fall, Winter.

Restriction(s): Enrollment limited to students in the Fine, Performing & Comm. Arts; enrollment limited to students in the Bachelor of Music program.

Music Theory

MUT 1100 Elementary Music Theory Cr. 3

Terminology and standard notation, including intervals, triads, scales, rhythm, correlated ear training, and general musicianship. No degree credit for music majors. Offered Every Term.

MUT 1140 Theory I Cr. 3

Prior knowledge of scales, clefs, and key signatures. Triads, intervals, principles of four-part writing, voice leading and melody harmonization, including all diatonic triads, dominant and super tonic seventh chords, inversions, and nonharmonic tones. Offered Fall, Winter.

Prerequisite: [MUT 1100](#) with a minimum grade of C

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

MUT 1150 Ear Training I Cr. 1

An introduction to sight singing, solfeggio, and the basic materials of tonal music including intervals, chords, simple melodies, and basic harmonic progressions. Offered Fall, Winter.

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

MUT 1160 Theory II Cr. 3

Further study of diatonic harmony, including idiomatic chord functions and tonal sequences. Offered Winter, Spring/Summer.

Prerequisite: [MUT 1140](#) with a minimum grade of C

MUT 1170 Ear Training II Cr. 1

A continuation of [MUT 1150](#). Sight-singing and dictation of more advanced diatonic materials. Offered Winter, Spring/Summer.

Prerequisite: [MUT 1150](#) with a minimum grade of C

MUT 1200 Beginning Composition I Cr. 2

Introduction to creative writing in twentieth and twenty-first century composition. Group composition projects and associated private lessons explore a broad range of contemporary styles and techniques. Topics include melodic studies, process, acoustics, polytonality, free atonality, serialism, timbre, postmodernism. Offered Fall.

Restriction(s): Enrollment is limited to Undergraduate level students; enrollment is limited to students with a major in Music or Music Honors.

MUT 1210 Beginning Composition II Cr. 2

Introduction to creative writing in twentieth and twenty-first century composition. Group composition projects and associated private lessons explore a broad range of contemporary styles and techniques. Topics include rhythmic studies, notational exploration, indeterminacy, extended techniques, minimalism, pitch class sets, electronic music. Offered Winter.

Prerequisite: [MUT 1200](#) with a minimum grade of C

MUT 2030 Keyboard Harmony I Cr. 1

First of a two-course sequence. Basic training in score reading, such as practice in various clefs and transpositions found in current instrumental writing. No credit after [MUT 2040](#). Offered Every Other Year.

Prerequisite: [MUA 2795](#) with a minimum grade of C and [MUT 1160](#) with a minimum grade of C

MUT 2040 Keyboard Harmony II Cr. 1

Continuation of [MUT 2030](#). Advanced harmonic progressions applied to the keyboard; figured bass; harmonization of soprano or bass; modulation; transposition, and score reading. Offered Every Other Year.

Prerequisites: [MUT 2030](#) with a minimum grade of C

MUT 2100 Counterpoint Cr. 2

Overall introduction to counterpoint with some emphasis on the style of J. S. Bach. Offered Fall.

Prerequisite: [MUT 2140](#) with a minimum grade of C

MUT 2120 Jazz Theory and Harmony Cr. 3

Harmonic, rhythmic and melodic concepts used in jazz including basic chord nomenclature, non-tertian sonorities and advanced improvisation. Offered Winter.

Prerequisite: [MUT 1160](#) with a minimum grade of C

MUT 2140 Theory III Cr. 3

Study of chromatic harmony and voice leading; introduction to complete tonal structures. Offered Fall.

Prerequisite: [MUT 1160](#) with a minimum grade of C

MUT 2150 Ear Training III Cr. 1

Sight singing and dictation of chromatic materials; more advanced work with rhythm and meter. Offered Fall.

Prerequisite: [MUT 1170](#) with a minimum grade of C

MUT 2160 Theory IV Cr. 3

Twentieth- and twenty-first century music; impressionistic techniques. Mainstream compositional devices of melody, harmony and rhythm; serial music, electronic music, aleatoric music, contemporary notation. Offered Winter.

Prerequisite: [MUT 2140](#) with a minimum grade of C

MUT 2170 Ear Training IV Cr. 1

Sight singing and dictation of more advanced chromatic material; introduction to ear training with post-tonal music. Offered Winter.

Prerequisite: [MUT 2150](#) with a minimum grade of C

MUT 2200 Beginning Composition III Cr. 2

Students continue to develop compositional skill and technique. Small groups and associated private lessons explore writing for specific instrument families and larger combinations than those explored in the first year. Offered Fall.

Prerequisite: [MUT 1210](#) with a minimum grade of C

Restriction(s): Enrollment is limited to Undergraduate level students.

MUT 2210 Beginning Composition IV Cr. 2

Continuation of [MUT 2200](#). Offered Winter.

Prerequisite: [MUT 2200](#) with a minimum grade of C

Restriction(s): Enrollment is limited to Undergraduate level students.

MUT 2885 Jazz Improvisation I Cr. 1

Techniques of individual jazz improvisation. Offered Fall.

Prerequisite: [MUT 1160](#) with a minimum grade of C and [MUT 1170](#) with a minimum grade of C

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Repeatable for 2 Credits

MUT 2887 Jazz Improvisation II Cr. 1

Continuation of [MUT 2885](#); emphasis on individual jazz improvisation skills. Offered Winter.

Prerequisite: [MUT 2885](#) with a minimum grade of C

Restriction(s): Enrollment is limited to Undergraduate level students; enrollment is limited to students with a major in Music or Music Honors.

Repeatable for 2 Credits

MUT 3000 Orchestration Cr. 2

Practical course in arranging music for orchestra, including study of transposition, arrangements from a piano score; general treatment of range, relationship, timbre, balance of orchestral instruments. Offered Fall.

Prerequisite: [MUT 2160](#) with a minimum grade of C and [MUT 2170](#) with a minimum grade of C

MUT 3200 Intermediate Composition I Cr. 2

Emphasizes refinement and personalization of student compositional activity through private composition lessons. Offered Fall.

Prerequisites: [MUT 2210](#) with a minimum grade of C

Restriction(s): Enrollment is limited to Undergraduate level students.

MUT 3210 Intermediate Composition II Cr. 2

Continuation of [MUT 3200](#). Offered Winter.

Prerequisites: [MUT 3200](#) with a minimum grade of C

Restriction(s): Enrollment is limited to Undergraduate level students.

MUT 3990 Directed Study Cr. 1-3

Individualized research and work in music theory or composition under the supervision of a faculty member. Offered Fall, Winter.

Restriction(s): Enrollment limited to students with a class of Junior or Senior.

Repeatable for 6 Credits

MUT 4200 Advanced Composition I Cr. 2

Creative writing in twentieth- and twenty-first century idioms. Aesthetic, stylistic and formal problems in private composition lessons employing contemporary techniques. Offered Fall.

Prerequisite: [MUT 3210](#) with a minimum grade of C

Restriction(s): Enrollment is limited to Undergraduate level students.

Repeatable for 4 Credits

MUT 4210 Advanced Composition II Cr. 2

Continuation of [MUT 4200](#). Offered Winter.

Prerequisites: [MUT 4200](#) with a minimum grade of D-

Restriction(s): Enrollment is limited to Undergraduate level students.

Repeatable for 4 Credits

MUT 4990 BA Project Cr. 2

Directed study leading to completion of the B.A. project in music. Offered Fall, Winter.

Restriction(s): Enrollment limited to students with a class of Senior; enrollment is limited to students with a major in Music or Music Honors; enrollment limited to students in a Bachelor of Arts degree.

Equivalent: [MUA 4990](#), [MUH 4990](#)

MUT 5060 Advanced Orchestration Cr. 3

Arranging and scoring for orchestra in all forms of ensemble structure. No credit for the M.Mus. in composition/theory degree. Offered Intermittently.

Prerequisite: [MUT 3000](#) with a minimum grade of C

MUT 5085 History of Theory Cr. 3

Theoretical writings from Plato to Rameau to Schenker, in historical contexts. Offered for undergraduate credit only. Offered Intermittently.

Restriction(s): Enrollment is limited to Undergraduate level students.

MUT 5110 Jazz Arranging and Composition I Cr. 3

Creative writing for small jazz and pop ensembles. Arranging for three to five pieces including ""head"" arrangements, block chord technique and contrapuntal writing. No credit for M.Mus. in jazz performance degree. Offered Fall.

Prerequisite: [MUT 2160](#) with a minimum grade of C and [MUT 2170](#) with a minimum grade of C

MUT 5120 Jazz Arranging and Composition II Cr. 3

Creative writing for larger jazz and pop ensembles; jazz arranging for six to eighteen pieces combining various textures and timbres. No credit for M.Mus. in jazz performance degree. Offered Winter.

Prerequisite: [MUT 5110](#) with a minimum grade of C

MUT 5130 Jazz Arranging and Orchestration Cr. 3

Arranging pieces with concentration on orchestrating for large jazz ensembles. No credit for M.Mus. in jazz performance degree. Offered Fall.

Prerequisite: [MUT 5120](#) with a minimum grade of C

MUT 5200 Special Topics in Theory Cr. 3

In-depth study of such topics as set or serial theories, aesthetics and philosophies of musics, and recent theoretical developments. Student may repeat course when topic changes. Offered for undergraduate credit only. Offered Intermittently.

Prerequisite: [MUT 5997](#) with a minimum grade of C

Equivalent: [MUT 7200](#)

Repeatable for 6 Credits

MUT 5220 Introduction to Schenkerian Analysis Cr. 3

Aesthetic premises and basic analytic procedures of tonal music, viewed from a Schenkerian perspective. Applications of graphic technique to short phrases and to larger forms (e.g., sonata) from a wide repertory (1700-1900). Offered for undergraduate credit only. Offered Every Other Year.

Prerequisite: [MUT 5997](#) with a minimum grade of C

Restriction(s): Enrollment is limited to Undergraduate level students.

MUT 5240 Analysis of Twentieth-Century Music Cr. 3

Aesthetic and technical procedures of twentieth-century music. Applications of pitch-class set and interval analysis to short phrases and to large-scale organizational strategies of entire pieces. Offered for undergraduate credit only. Offered Every Other Year.

Prerequisite: [MUT 5997](#) with a minimum grade of C

Restriction(s): Enrollment is limited to Undergraduate level students.

MUT 5280 Interactive Electronic Music Composition Cr. 3

Explores basic interactive electronic music composition using computer music software for sound. Offered Yearly.

MUT 5997 Analytical Techniques Cr. 3

Capstone course for Music Department. Structural analysis of tonal music in historical perspective. Credit not applicable to graduate degrees in music. Offered Winter.

Prerequisite: [MUT 2160](#) with a minimum grade of C and [MUT 2170](#) with a minimum grade of C and [MUH 3330](#) with a minimum grade of C



**WAYNE STATE
UNIVERSITY**

**Graduate Bulletin
2019-2020**

General Information

see: <https://bulletins.wayne.edu/graduate/>

GRADUATE BULLETIN

University Mission

Wayne State's mission is to create and advance knowledge, prepare a diverse student body to thrive, and positively impact local and global communities.

Our vision

Wayne State will be a pre-eminent, public, urban research university known for academic and research excellence, success across a diverse student body, and meaningful engagement in its urban community.

Our values

While our vision and mission show where we want to go, our values guide us on the way. They cut across organizational boundaries, bind us culturally, and permeate our strategic and tactical initiatives. They are the defining traits of the Wayne State community.

Collaboration: When we work together, drawing upon various talents and perspectives, we achieve better results.

Integrity: We keep our word, live up to our commitments and are accountable to ourselves and each other.

Innovation: We are unafraid to try new things and learn by both failure and success.

Excellence: We strive for the highest quality outcomes in everything we do.

Diversity and Inclusion: We value all people and understand that their unique experiences, talents and perspectives make us a stronger organization and better people.

Wayne State intends to remain one of the nation's most respected public research universities, and feels that these goals provide a way to make that happen. National recognition is not an end in itself; what matters most is how Wayne State's progress as shaped by these goals will position the university to benefit its students and, ultimately, its city, state, nation and the world.

GENERAL INFORMATION

Mission of the Graduate School

The mission of the Wayne State University Graduate School is to provide leadership in advancing excellence in graduate and postdoctoral education and cultivating a supportive environment for research, scholarly activities and other creative endeavors that are integral to the success of a diverse body of master's and doctoral students, postdoctoral scholars, and graduate faculty across programs. It assures the quality and integrity of graduate programs and monitors the academic requirements for the Ph.D. degree, specific master's degrees and graduate certificates. The Graduate School also administers and regulates funds that support graduate studies and disseminates information related to graduate programs and policies. The University's Carnegie designation within the classification of Research Universities with very high research activity is reflective of a deep commitment to excellence in graduate education, relevance in academic curriculum, and leadership in research and scholarship. Accordingly, the Graduate School is committed to the highest standards of academic performance and ethical behavior.

Graduate Council

The Graduate Council, the policy-formulating body for the Graduate School, is composed of two members elected from the regular graduate faculty of each of the various schools and colleges of the University, at least one graduate student member, the Dean of the Graduate School, and three members of the graduate faculty appointed by the Dean of the Graduate School. The Council meets monthly during the academic year, and all meetings are open to the University community.

In 1968, the Board of Governors established the Graduate Council and granted it the 'authority and responsibility for the development of basic policies for the graduate education system and for the encouragement, improvement and evaluation of graduate programs throughout the University.' In addition to reviewing new and existing graduate programs, the Council sets admission standards for graduate programs, makes recommendations for graduate faculty appointments, establishes criteria and evaluates applications for the Graduate-Professional Scholarship program, and awards all Ph.D. degrees, select master's degrees, and interdisciplinary graduate certificates.

Graduate Faculty

The Graduate Faculty consists of faculty members who are eminently qualified by virtue of preparation and competence to teach and direct research at the graduate level, according to specific criteria. Appointment to the Graduate Faculty does not modify a faculty member's responsibility to or affiliation with their department, division, college, or other instructional or administrative unit. The Dean of the Graduate School, on behalf of the Graduate Council, may appoint members of the WSU faculty to the Graduate Faculty, upon recommendation of their departments or divisions and with the approval of their deans.

Appointments to the Graduate Faculty are for a period of five years. Upon completion of the term, a qualified candidate may be recommended for reappointment to the Graduate Faculty by the department chairperson and the college dean.

History and Procedures of the Graduate School

Wayne State University's graduate and professional programs were established early in the history of the University and were unified within the newly-created Graduate School in 1933. Since that time, the

Graduate School has grown steadily both in terms of quality and size and now ranks as one of the largest graduate schools in the nation. The University's Carnegie classification is reflective of a deep commitment to excellence in graduate education, relevance in academic curriculum, and leadership in research and scholarship.

The Graduate School is the central unit for the supervision and encouragement of graduate work in the University and has basic responsibility for the improvement and review of existing programs. The Ph.D. degree at Wayne State University is conferred by the Graduate School. The Graduate School monitors every significant stage in the doctoral student's career and ensures that all university-wide requirements have been fulfilled. Ph.D. plans of work must be approved by the Graduate School, and a Ph.D. applicant cannot advance to Ph.D. candidacy without the Graduate School's approval. After the dissertation defense, the Graduate School conducts a final audit of the student's record to certify them for graduation.

History of the University

Wayne State University's story begins in 1868 with the founding of the Detroit Medical College, now the School of Medicine. In 1881, the Detroit Normal Training School was established, which is now the College of Education. The now-iconic Old Main Hall was built in 1896 as Central High School, which began adding college classes in 1913. Those classes evolved into the Detroit Junior College (offering a two-year general education program) in 1917, which became the College of the City of Detroit (with four-year degree programs) in 1923, and now is the College of Liberal Arts and Sciences.

In 1924, the College of Pharmacy was organized, and six years later the first regular graduate courses were offered in liberal arts and education. Frank Cody became the first president in 1933, with the existing colleges united into a university organization, eventually named Wayne University, taken from Wayne County in honor of General Anthony Wayne.

Wayne University continued to grow, adding the School of Social Work, the Law School, and the School of Business Administration. In 1956, it was renamed Wayne State University. In 1963, Wayne State was designated one of Michigan's three constitutionally established universities.

1868 — The Detroit Medical College, forerunner of the School of Medicine, was established.

1881 — The Detroit Normal Training School, forerunner of the College of Education, was established.

1917 — The Detroit Junior College, offering a two-year program in general education, was established in 'Old Main' and later developed into the College of Liberal Arts.

1923 — The Detroit Normal Training School became a four-year degree-granting institution under the name of the Detroit Teachers College. The first degrees were granted in 1924. The Detroit Junior College became the College of the City of Detroit with four-year degree programs. The first degrees were conferred in 1925.

1924 — The College of Pharmacy was organized.

1930 — The first regular graduate courses were offered in Liberal Arts and Education. The first Master's degrees were conferred in 1932.

1933 — The College of Engineering and the Graduate School were established.

1933 — The Colleges of Liberal Arts, Education, Engineering, Medicine and Pharmacy and the Graduate School were united by action of the

Detroit Board of Education into a university organization, temporarily called the Colleges of the City of Detroit.

1934 – The name Wayne University was adopted, taken from Wayne County and, ultimately, from General Anthony Wayne.

1935 – The School of Public Affairs and Social Work was organized. In 1950 it became the present School of Social Work.

1937 – The Law School, established in 1927 as Detroit City Law School, came into the University.

1945 – The first doctoral programs were authorized in the fields of Chemistry, Physiological Chemistry and Education.

1945 – The College of Nursing, which began as a program in the College of the City of Detroit, became a separate college.

1946 – The School of Business Administration, originating in the College of Liberal Arts, became the tenth academic unit in the University.

1956 – Wayne University became Wayne State University by Act 183 of Michigan Public Acts of 1956.

1959 – Monteith College was established.

1959 – Wayne State University became a constitutionally established University by popularly adopted amendment to the Michigan Constitution.

1964 – The Division of Urban Extension was established.

1973 – The College of Lifelong Learning was established as successor to the Division of Urban Extension.

1973 – The College of Pharmacy and Allied Health Professions was established.

1985 – The School of Fine and Performing Arts and the College of Urban, Labor and Metropolitan Affairs were established.

1989 – The name of the School of Fine and Performing Arts was changed to the College of Fine, Performing and Communication Arts.

1993 – The College of Science was established.

2001 – The name of the College of Pharmacy and Allied Health Professions was changed to the Eugene Applebaum College of Pharmacy and Health Sciences.

2002 – The College of Lifelong Learning was discontinued and its programs transferred to other units.

2004 – The College of Liberal Arts and the College of Science were merged into the College of Liberal Arts and Sciences.

2005 – The College of Urban, Labor and Metropolitan Affairs was discontinued and its programs transferred to other units.

2008 – The Irvin D. Reid Honors College was established.

2009 – The Library and Information Science Program was established as the School of Library and Information Science.

2011 – The Warrior football team made its first appearance in the NCAA Division II championship game.

2015 – The name of the School of Business Administration was changed to the Mike Ilitch School of Business.

2017 – The name of the School of Library and Information Science was changed to the School of Information Sciences.

Location of the University

More than 100 buildings provide housing for the services, instructional and research needs of the University and its students and staff. Most academic and service units of the University are located on the main campus in Midtown Detroit, largely bounded by York Street on the north, Woodward Avenue on the east, Forest Avenue on the south and Trumbull Street on the west. The major classroom, laboratory, library and other academic buildings are located east of the John C. Lodge Freeway; most of the athletics and recreational facilities are on the west side of the freeway.

The School of Medicine and its affiliated teaching hospitals and clinics are located a short distance south and east of the main campus in the Detroit Medical Center. The Eugene Applebaum College of Pharmacy and Health Sciences is also located on the medical campus. Certain smaller instructional and service units are located in other parts of the metropolitan area

Academic Calendar 2019-2020

Fall Term: 2019

University Year August 19, 2019

Appointments
Begin¹

Priority
Registration March 25 - August 18, 2019

Open
Registration August 19 - August 27, 2019

Classes Begin August 28, 2019

Late Registration, August 28 - September 4, 2019
Late Adds

Late Registration, September 5 - September 11, 2019

Late Adds,
Instructor
Approval
Required

Holiday -
University Closed September 2, 2019

Last Day to
Drop w/ Tuition
Canceled
(Census Date) September 11, 2019

Early
Assessment-Mid-
Term Grading September 11 - October 15, 2019

Degree
Applications Due September 27, 2019

Last Day to
Withdraw November 10, 2019

Holiday - No
Classes November 27, 2019

Holiday -
University Closed November 28 - November 30, 2019

Commencement To Be Determined

Classes End December 9, 2019

Study Day - Final
Exams May Not
Be Scheduled December 10, 2019

Final Exams	December 11 - December 17, 2019
Holiday - University Closed	December 25, 2019 - January 1, 2020

Winter Term: 2020

Priority Registration	October 28 - December 29, 2019
Open Registration	December 30, 2019 - January 5, 2020
Classes Begin	January 6, 2020
Late Registration, Late Adds	January 6 - January 12, 2020
Late Registration, Late Adds, Instructor Approval Required	January 13 - January 17, 2020
Last Day to Drop w/ Tuition Canceled (Census Date)	January 17, 2020
Holiday - University Closed	January 20, 2020
Early Assessment-Mid- Term Grading	January 21 - February 24, 2020
Degree Applications Due	February 7, 2020
Spring Break - No Classes	March 9 - March 14, 2020
Last Day to Withdraw	March 22, 2020
Classes End	April 20, 2020
Study Day - Final Exams May Not Be Scheduled	April 21, 2020
Final Exams	April 22 - April 28, 2020
Commencement	To Be Determined
University Year Appointments End ¹	May 14, 2020

Spring/Summer Term: 2020

Priority Registration	February 3 - May 3, 2020
Classes Begin	May 4, 2020
Late Registration	May 4 - May 17, 2020
Last Day to Drop w/ Tuition Canceled	May 17, 2020
Holiday University Closed	May 25, 2020
Day Scheduled as a Monday ²	May 29, 2020
Degree Applications Due	June 5, 2020
Holiday University Closed	July 3, 2020
Census Date	June 30, 2020

Last Day to Withdraw	July 12, 2020
Classes End	July 24, 2020
Study Day - Final Exams May Not Be Scheduled	July 25, 2020
Final Exams	July 27 - July 30, 2020

Spring Term: 2020

Priority Registration	February 3 - May 3, 2020
Classes Begin	May 4, 2020
Late Registration	May 4 - May 10, 2020
Last Day to Drop w/ Tuition Canceled	May 10, 2020
Holiday University Closed	May 25, 2020
Day Scheduled as a Monday ²	May 29, 2020
Degree Applications Due	June 5, 2020
Census Date	June 30, 2020
Last Day to Withdraw	June 7, 2020
Classes End	June 19, 2020
Study Day - Final Exams May Not Be Scheduled	June 20, 2020
Final Exams	June 22 - June 23, 2020

Summer Term: 2020

Priority Registration	February 3 - June 23, 2020
Degree Applications Due	June 5, 2020
Classes Begin	June 24, 2020
Late Registration	June 24 - June 30, 2020
Last Day to Drop w/ Tuition Canceled	June 30, 2020
Holiday University Closed	July 3, 2020
Day Scheduled as a Monday ²	N/A
Census Date	June 30, 2020
Last Day to Withdraw	July 29, 2020
Classes End	August 11, 2020
Study Day - Final Exams May Not Be Scheduled	August 12, 2020
Final Exams	August 13 - August 14, 2020

Administrative Dates for 2019-2020 Academic Year

Fall Term Begins	August 19, 2019
Fall Term Ends	December 31, 2019

Winter Term Begins	January 1, 2020
Winter Term Ends	May 14, 2020
Spring/Summer Term Begins	May 15, 2020
Spring/Summer Term Ends	August 14, 2020

- University Year Appointments are a full nine months in length. Individual service assignments are the responsibility of the appropriate Dean, or, by delegation, the Department Chairperson
- An equal number of class days is needed for courses.

Academic Regulations

Graduate Status

Continuance in graduate status is contingent upon the student keeping informed of and abiding by all guidelines, rules, regulations and requirements and complying with all official procedures of the university, the Graduate School, the individual college or school, and the department or program. The student is responsible for fulfilling all course and degree requirements in proper sequence with satisfactory scholarship. In case of doubt regarding any matter affecting their standing as a graduate student, students should consult with their advisor. The primary responsibility of keeping informed of policy and procedures rests with the student. Regulations contained herein should not be construed as exhaustive.

Graduate Courses

Graduate work is classified either as course work, in which students meet as an assembled group, or as research. Generally, courses numbered 5000 and above may be considered graduate level; in some departments, certain 5000 and 6000-level courses are not permitted for graduate credit and are so designated. Courses numbered 7000 and above are open only to graduate students.

Graduate Course Numbering Systems

– For the College of Education

- 5000-6999 – Undergraduate or graduate credit.
- 7000-8999 – Open to graduate students exclusively.
- 9000-9999 – Open to doctoral students exclusively.

– For the Faculty of Pharmacy

- 6000-6999 – Undergraduate/Graduate Courses.
- 7000-8999 – Graduate Courses.
- 9000-9999 – Ph.D. Courses.

– For all other Schools and Colleges

- 5000-6999 – Junior- and senior-level courses; also may be taken for graduate credit by students admitted to a graduate program, except where expressly prohibited.
- 7000-8999 – Open to graduate/professional students exclusively.
- 9000-9999 – Open to doctoral students exclusively.

Mike Ilitch School of Business: All courses numbered 6000-6100 and 7000 or higher are open *only* to students formally admitted to a Wayne State graduate program, or to qualified guest students. Enrollment in these courses must be approved by a graduate advisor or be consistent with a student's Plan of Work. Students in an undergraduate, post-bachelor, or non-matriculated status are not eligible.

Law School: In addition to the above approvals, graduate students must obtain the written permission of the Law School Dean to elect Law School courses or directed studies.

University Grading System

Final grades are available on Academics (<http://academics.wayne.edu>). Grades are not mailed to students. Final grades are recorded under the following system.

Graduate Grades

The graduate grading system is intended to reflect higher standards of critical and creative scholarship than those applied at the undergraduate level. To receive a graduate grade in courses open to both undergraduate and graduate students, the graduate student is expected to do work of superior quality and is required to do any additional work specified by the instructor.

To be awarded a graduate degree, a student must have achieved at least a 'B' (3.0) overall grade point average. Grades of 'B-minus' and below are unsatisfactory for graduate level work. A limited number of 'B-minus', 'C-plus', or 'C', though unsatisfactory, may be applied toward a graduate degree provided they are offset by a sufficient number of higher grades to maintain a grade point average of 3.0. Grades below 'B' can constitute reason for dismissal from a program at the department or program's discretion. Students should consult with their departments and advisors regarding unsatisfactory grades and their impact on good academic standing. All graduate teaching assistants and graduate research assistants must maintain a minimum grade point average of 3.0 in order to continue their assistantship appointments. Every effort is made to assist students whose work suffers as a result of a condition beyond their control, or interruption of study for military service.

Law School and School of Medicine: This grading system does not apply to Law School students in the J.D. program or students in the four-year M.D. program of the School of Medicine. Students enrolled in those programs should see the appropriate sections of this bulletin and should consult with appropriate Program Directors for more information.

Final grades for graduate courses are recorded under the following system.

A	Excellent	4.0 per credit hour
A-minus		3.67 per credit hour
B-plus		3.33 per credit hour
B	Good	3.0 per credit hour
B-minus	Below Graduate Standards	2.67 per credit hour
C-plus	Below Graduate Standards	2.33 per credit hour
C	Below Graduate Standards	2.0 per credit hour
F	Failure	0 per credit hour
M	Marginal Pass in designated courses such as field work, practicums and internships (not considered in calculation of grade point average)	

S and U	Satisfactory and Unsatisfactory performance in non-degree courses and in certain designated courses such as field work, practicums and internships. The grade of 'S' is given for all dissertation credits upon final acceptance of the dissertation in partial fulfillment of the requirements for the Ph.D. and Ed.D. degrees. 'S' and 'U' grades are not considered in the calculation of the grade point average but courses completed with an 'S' grade may count toward a degree
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The mark of I (Incomplete) is given to a student when he/she has not completed all of the course work as planned for the term and when there is, in the judgment of the instructor, a reasonable probability that the student will complete the course successfully without again attending regular class sessions. The student should be passing at the time the grade of I is given. A written contract specifying the work to be completed should be signed by the student and instructor. Responsibility for completing all course work rests with the student.

The mark of I will be changed to a letter grade when the student completes the course work as arranged with the instructor or, if the instructor has left the University, with the Chairperson of the department or other instructional unit. Work must be completed within one calendar year. There are NO extensions.

The mark of I will not be awarded if, in the instructor's judgment, it is necessary for the student to attend subsequent sessions of the class. If regular attendance is necessary to complete coursework, the student must register for the class for the semester in which attendance is planned. The student will be assessed tuition and applicable fees for the second registration. If the student decides to register for the course, subsequent to the assignment of an I, then the mark of I for the original election will be changed to a Withdrawal/Passing (WP), and the student will be responsible for tuition and applicable fees for the second registration. Students are responsible for notifying their department and the department offering the course that they have reregistered for the course so that the I is not changed to an F.

Any unchanged mark of I will, within one calendar year from the time it was received, be changed to a grade of F or failure. This will not be changed after the I is replaced.

The mark of WF (Official Withdrawal Failing) is given when the student withdraws from the course in accordance with University policy and the student had earned a failing grade as of the date the withdrawal is approved.

The mark of WN (Official Withdrawal No Basis for Letter Grade) is given to students when there is no basis for a letter grade.

The mark of WP (Official Withdrawal Passing) is given when the student drops the course in accordance with University policy and the student had earned a passing grade as of the date the withdrawal is approved.

The mark of Y (Deferred) is given when the student is up-to-date in the work of a course planned to continue beyond the semester (i.e., essay, thesis, dissertation and certain courses taken in sequence).

The mark of Z (Auditor) is given when the student has formally registered for the course for audit. The student's Academic Dean or his/ her designee must provide written audit authorization to the student at the time of registration.

Credit by Examination

A student wishing to obtain credit toward an advanced degree for knowledge essential to his/her program of study, acquired by means precluding formal transfer to Wayne State University, may petition for an advanced credit examination in a course or courses covering the relevant area of study. The petition requesting such advanced credit shall state the basis for the request in terms of the student's competence at the graduate level in the particular academic area. The established examination fee must be paid before the examination is taken. All grades will be recorded on the student's transcript. Such grades will not be used in computing the grade point average. The fulfillment of any requirement through credit by examination does not relieve the student of the residence requirement for degree.

Change of Grades and Marks

Once recorded in the Office of the Registrar, grades/marks will be changed only if the instructor posts the grade change in the online grade/mark change system in Academica. Most changes must be posted within one calendar year. (Deferred (Y) grades are the exception.) Failure grades that are posted as a result of a student not completing an incomplete course may not be changed. After a degree has been awarded, the grades associated with that degree may not be changed. Other change of grades or marks older than a year must be approved by the department chair and the Associate Dean of the school or college that offered the course.

Grade Point Average

The grade point average (g.p.a.) is the numerical index of the student's scholastic average. Points are assigned to each letter grade (see University Grading System, above) for each hour of credit. To compute your grade point average, multiply the grade points assigned to each course grade by the number of credits for each course; add the results and divide by the total number of credits.

For example, a grade of A in a class carrying 3 credits would be assigned 12 grade points (3 x 4), and a grade of C in a class carrying 4 credits would be assigned 8 grade points (4 x 2). In this example, the grade point average is: 20 (total grade points) divided by 7 (total credits attempted) = 2.85 g.p.a.

Credit for special examinations, transfer credit, and courses in which a mark of I, W, WF, WN, or WP or a grade of S, U, M, P, and N, has been earned are excluded from grade point average computation.

Law School: This grade point system does not apply to Law School students.

Directed Study

Independent study may be authorized provided the area of interest is an integral part of the student's graduate program and is not covered by courses scheduled while completing one's course requirements. Before Ph.D. students may register in directed study, they must complete the Ph.D. directed study petition form, *Doctor of Philosophy Petition and Authorization for Directed Study*, and obtain the written permission of his/

her department's graduate director. The petition must contain information about the nature, scope, and significance of the course, and indicate the major requirements the student must fulfill. Master's students must provide the same information and obtain the written permission of their college/school Graduate Officer.

Definition of Credits

A credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that reasonably approximates not less than:

1. one hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester hour of credit, or the equivalent amount of work over a different amount of time; or
2. at least an equivalent amount of work for other activities, including laboratory work, internships, practicums, studio work, and other academic work leading to the award of credit hours.

Major and Minor Graduate Credits

Major Credits: Credits earned in the student's major field are designated as major credits. The dissertation, thesis, or essay must be in the major field.

Minor Credits: Credits earned in departments other than the major are classified as minor or cognate credits. Election of minor credit is encouraged to enable the student to broaden his/her program. In doctoral programs, minor courses should be related to the major and six or more graduate credits approved by the unit graduate director will constitute a minor.

Normal Program Load

A full-time graduate student is one who is enrolled for eight or more credits during academic-year semesters; a graduate student is considered full-time during the spring/summer term if she/he enrolls for at least two credits. The definition of normal course load will vary depending upon the requirements of each program.

Maximum Credit Load

A student with a strong academic record who is devoting full-time to graduate study may register for a maximum of *sixteen credits per semester*. Graduate Assistants are required to register for at least six credits each semester. The University considers a program of eight graduate credits per academic-year semester and two credits per spring/summer semester to be full-time study. Note that students are not required to enroll over spring/summer to continue their full-time status. For students who have advanced to Ph.D. candidacy, 7.5 credits is considered as full-time study.

Auditing Courses

To audit a course, a student must indicate that they wish to audit the course rather than receive academic credit, at the time of registration. Registration to audit a course is subject to the following regulations:

1. Students must pay the tuition assessment for the course, which is the same as if it were taken for academic credit;
2. A student is not permitted to take quizzes and examinations in audited courses;
3. A student may not normally change from audit status after registering for the course. In some cases, exceptions may be permitted during the term with the written recommendation of the instructor and the written approval of the Dean of the college/school in which the student is enrolled. The instructor's recommendation

and Dean's approval must be included with the student's Drop/Add Form indicating the desired change.

The Graduate School does not encourage students to audit graduate-level courses.

Retaking Courses

Graduate Students: A graduate program may, if it wishes, allow a student to retake a graduate course in which the student earned a grade of 'B-minus' or lower. This prerogative is exercised by the program through the use of the override provisions in the University's registration system which will prevent students from independently retaking courses. The number of courses and the number times a course may be retaken is determined by the program. The original grade for the course will remain on the student's transcript, but only the final grade received in retaking of the course will be used in computation of the student's grade point average. Students will not receive University financial aid for courses that are retaken. It is the student's responsibility to be apprised of his/her program's repeat policy.

Mike Ilitch School of Business: No course in which a student has received a passing grade or mark may be retaken without the prior written approval of the Director of Student Services of the Mike Ilitch School of Business.

College of Engineering: No course may be retaken without the prior written approval of the respective department's Graduate Program Chairperson and the Associate Dean of Engineering for Graduate Studies. Students may not retake any course in which a grade of 'A' or 'B' was received.

Dual Enrollment

Graduate Election of an Undergraduate Course: Graduate students may register for undergraduate courses, however these courses will be recorded on the undergraduate transcript. All courses elected under this status will be assessed at the graduate rate. These courses cannot be used as graduate credit nor to meet requirements for any graduate degree.

Undergraduate Election of a Graduate Course: Highly qualified undergraduate students may, under special circumstances, take a 7000-level course for undergraduate credit only (these credits may not be transferred in to a graduate program at a later date). A written petition initiated by the student's advisor must be approved by the graduate officer of the School or College, the professor teaching the course, and the Dean of the Graduate School. The petition, with all required signatures, must be turned in at the time of registration.

Accelerated Graduate Enrollment Program (AGRADE). AGRADE programs enable highly qualified seniors in the university to enroll simultaneously in undergraduate and graduate programs and to apply a maximum of 16 credits toward both the undergraduate and graduate degrees. They encourage such students to continue to graduate school at Wayne State by reducing the time to the master's degree. To be eligible for AGRADE, students must achieve an undergraduate GPA of at least 3.3 and complete at least 90 credits of undergraduate degree requirements (up to 16 credits can count for both undergraduate and graduate degrees). The availability of the AGRADE program differs depending on programs and departments. AGRADE may not be used in conjunction with Senior Rule.

Senior Rule Graduate School Admission: In their last semester, undergraduate students with a 3.0 (or above) upper division grade point average who have completed all general education competencies (mathematics, basic composition, intermediate composition, oral communication, critical thinking, and computer literacy), have the option of taking a limited number of graduate credits. Graduate credit

is awarded only for those courses taken in excess of baccalaureate degree requirements. Undergraduate and graduate courses combined may not exceed sixteen credits for the final semester of baccalaureate degree course work. A Senior Rule student must register for at least one credit which is required for the undergraduate degree in order to be eligible for this status. Students who have completed all required courses for the baccalaureate degree may not obtain Senior Rule status. Completion of the Application for Graduate Admission form is required, and students are advised to consult their advisors and the Office of Graduate Enrollment Services. Application deadlines for Senior Rule admission are the same as for regular graduate admission. Students who qualify and are recommended by the Department or College will be admitted for one semester. Graduate admission will be regularized upon evidence that the student has completed all requirements for the bachelor's degree.

The University permits a student to pay undergraduate fees for the graduate courses elected in a Senior Rule status. It is recommended that students elect only courses numbered 5000-6999 in their Senior Rule semester. Senior Rule may not be used in conjunction with AGRADE .

Dual Registration at the University of Michigan

A student enrolled at either Wayne State University or the University of Michigan may elect a course or courses in the other institution if the course fits his/her program but is not available in his/her home institution. The student must have written approval of the department chairperson in his/her major area at the home college and the approval of his/her Dean. The election must also be approved by the department which offers the course. Students desiring to participate in Wayne State University - University of Michigan dual registration should obtain the necessary forms from the Office of the Registrar and pay the appropriate tuition at their home institution.

Transfer of Credits – Graduate Transfer Credits for master's degree

In work toward the master's degree, credit beyond the twenty-four credits which must be earned in residence may be transferred from accredited graduate schools, provided such credit is 'B' or better and certified as graduate-level credit on an official transcript. Up to nine credits may be used from a non-degree program at WSU or another institution. Up to 8 graduate credits from a graduate degree program (at WSU or another institution) may transfer to a student's WSU master's degree. Those 8 in addition to a maximum of twenty-four earned in residency will be transferred toward the Ph.D. Departments and schools/colleges may further restrict the number of credits that may be transferred.

Transfer Credits for the Ph.D. Degree

The Graduate School allows a maximum of 32 credits to be transferred to the Ph.D. These 32 credits may include up to eight master's degree transfer credits as noted above. Departments and schools/colleges may have additional requirements and restrictions. A student wishing to transfer graduate credit toward the Ph.D. degree must file a petition with the Graduate School via the Transfer of Credit form, approved by his/her advisor and departmental graduate director, requesting such transfers. The petition must be supported by a transcript showing a minimum grade of 'B' for the courses to be transferred; 'B-minus' and credit earned with 'S' and 'P' (satisfactory or pass) grades are not acceptable for transfer. When students would like to transfer credits from institutions without course codes, the closest WSU equivalents must be listed. When students would like to transfer credits from institutions without letter grades, a conversion chart must be provided and used. Transfer credits must be appropriate to the student's degree program. Doctoral dissertation credits will not be transferred. Courses accepted for transfer credit from outside or within Wayne State University cannot have provided credit toward a prior degree except when the master's or another pre-doctoral certificate

or degree is applied to the doctoral degree. Admission to Wayne State University based upon a previously earned master's degree does not guarantee that those credits are applicable to a graduate degree at Wayne State University.

Up to thirty-two semester credits of 'B' or better graduate credit earned prior to the student's admission as a doctoral applicant may be applied toward the Ph.D., whether the graduate credit was earned at Wayne State University or another institution, degree without regard to lapse of time. Credit earned with 'B' minus or 'S' or 'P' (satisfactory or pass) grades are not acceptable for transfer.

Extension Credits

Credits earned at other than Michigan institutions cannot be applied toward a graduate degree nor an education specialist certificate.

Short-Term and Travel-Study Courses for Graduate Credit

Short-Term, Workshop-Institute-Conference, and Travel-Study courses offered for graduate credit must be proposed, approved and authorized well in advance via the appropriate form (obtainable from the Graduate School). After an initial authorization, courses to be repeated with no substantial change may be petitioned and approved by memorandum on the basis of the original on file.

Short-Term Courses: These are created or adapted to meet for a time period of less than one-half an academic semester— i.e., less than 7-1/2 weeks. Such courses offered for graduate credit will provide for at least fifteen contact hours and the requisite proportion of outside preparation for each hour of credit. It is assumed that short-term courses will not differ from regular fifteen-week courses in terms of objectives, content, contact hours, or academic expectations, unless such a difference is reflected by a proportioning of graduate credits.

Workshop-Institute-Conference Courses (WIC): WIC courses are those specially formulated experiences which, because of their usually 'applied' nature, lend themselves to an exceptionally brief but intensive time span. They differ from short-term courses in their concentration, usually spanning from a single day to two or three weekends. Offered for graduate credit, these courses provide for a minimum of twenty-five contact hours and an appropriate proportion of additional work for each hour of credit. Since these experiences vary greatly in their purposes and the degree of participation expected of the student, they are offered for credit only infrequently and enroll only those students for whose academic programs they would be directly relevant. Graduate grading will be on an 'S' and 'U' basis only.

Travel-Study Courses are courses created or adapted to take special advantage of the opportunity to relate a particular course of study to the cultures, mores, or institutions studied. Such courses may involve either domestic or foreign travel. All are offered through the Educational Outreach Division. Graduate credit for travel-study courses will be graded on an 'S' and 'U' basis only.

CREDIT RESTRICTIONS: Graduate students may not register for any course or combination of courses in these categories that permit the accumulation of graduate credits at a rate greater than one credit hour per week. Registrations that exceed this rate will be canceled in advance if discovered and, in no case will the excess credit be counted toward the requirements for a Wayne State graduate degree.

Attendance Policy

Whenever attendance forms a basis for a portion or all of a course grade, students must be provided with explicit written information concerning that fact during the first week of classes. Such information shall be specific with regard to the penalty incurred for each absence and the

means, if any, to compensate for the absence. It should be recognized that there may be certain situations where the student may not be permitted to make up the absence(s). This policy shall be applicable to all courses within the University, regardless of setting.

Responsible Attendance and Performance

Students must show diligence and are normally expected to complete the courses they elect. Irresponsible attendance is wasteful of both student and University resources. Those students who consistently receive excessive marks of 'I' (incomplete), 'WF' (Withdrawal Failing), 'WN' (Withdrawal No Basis for Letter Grade), or 'WP' (Withdrawal Passing) may be refused the privilege of further registration by the dean or the dean's designee of their school or college.

Appeal Procedures

In matters where a College's signed final decision is based upon the evaluation of a student's academic performance, and when review procedures available to him/her within the College have been exhausted, the student may request the Associate Provost for Academic Programs to review that decision on the record. The academic appeal form must be submitted by the student himself/herself, **within thirty calendar days** of the postmark of the College's final decision, which is to be sent to the address provided by the student in the College's review procedures. The Associate Provost's review of the College's decision will proceed as soon as practicable after submission by the student of his/her wish to seek review. The form is located at <https://provost.wayne.edu/academic-policy>

Grade Appeal Procedure

Students should first seek to settle grade disputes informally with the instructor. The dean's office of each school/college has established formal grade appeal procedures. Links to these procedures are also available on the Office of the Provost website: <https://provost.wayne.edu/academic-policy>. In most instances, formal grade appeals must be filed within thirty (30) calendar days of the time the student has or should have received their final grade. Note that the college of record for Ph.D. students is the Graduate School. For all other students, the college of record is the college or school in which the degree program is housed.

Academic Appeal Procedure

Ph.D. program dismissals should begin in the program or department and should be made on the basis of evidence, existing policy, and must follow due process procedures. Graduate directors must communicate with students in writing about the dismissal including a description of the evidence used to justify the dismissal. Students begin the appeal process in writing, following their unit's grade appeal procedures. If the student is dissatisfied with the outcome of the response, the student may then appeal in writing to the Dean of the Graduate School within thirty (30) calendar days of receiving the program's decision. A decision by the Dean of the Graduate School is final and ends the appeal process.

Academic Misbehavior Appeal Procedure

Where the Ph.D. program dismissal is based upon academic misbehavior as defined in Section 2.1 of the Student Code of Conduct, as opposed to poor academic performance, the procedures outlined in the Student Code of Conduct under Section 10.1 (a) and (b) must be followed. Students begin the appeal process for academic misbehavior in writing as defined in Section 10.1 (a), within ten (10) school days of oral or written notice of action taken by a faculty member under 10.1(a).

In addition to any action taken under Section 10.1(a), if a charge is also filed for academic misbehavior under Section 10.1(b), the procedures set forth in section 13.0 of the Student Code of Conduct are followed.

The student may initiate an appeal under Section 18.1 of the Student

Code of Conduct within twenty (20) school days of the school or college's final decision. The appeal is before the Provost, who is the President's designee for all purposes under the Student Code of Conduct. A decision by the Provost is a final decision and ends the appeal process.

Disputes Regarding Graduate Student Contractual Employment

Disputes concerning contractual employment including GTA/GSA assignments should be resolved in accordance with the Graduate Employees Organizing Committee (GEOC) contract in effect. Note that for non-Ph.D. students, academic appeals move from the department/program to the college or school in which the degree program is housed.

Student Ethics

Academic Records: The submission of fraudulent academic records for admission or transfer of credit by a student may be cause for the student's dismissal.

Academic Work: Academic work submitted by a student for credit is assumed to be of his/her own creation, and if found not to be, will constitute cause for the student's dismissal.

Student Code of Conduct

High standards of student conduct play a major role in creating an environment of excellence and the Student Code of Conduct is used to maintain these standards. The code:

1. establishes the expectations that students are accountable for their behavior;
2. describes acceptable student conduct, both academic and non-academic;
3. describes disciplinary policies and procedures;
4. specifies the rights of students and other parties; and
5. specifies prohibited conduct and sanctions to be imposed if such conduct occurs.

Examples of prohibited conduct subject to the Student Code of Conduct include, but are not limited to, academic misbehavior, knowingly furnishing false information to the University, disorderly behavior, theft, damage of property, illegal drugs, weapons on campus, physical assault, unauthorized entry, violation of criminal law, etc.

The University Student Conduct Officer, housed in the Dean of Students Office, monitors the student disciplinary process and is responsible for coordinating matters involving student discipline; describing the disciplinary procedures; and informing students and other parties of their rights. Copies of the Student Code of Conduct can be found online (<http://www.doso.wayne.edu/codeofconduct.pdf>) at or in the Dean of Students Office, 351 Student Center.

Obligations to the Instructional Process

Since education is a cooperative effort between teacher and student, both parties must fulfill obligations if the integrity and efficacy of the instructional process are to be preserved.

Responsibilities of Faculty Members

1. To contribute to and remain abreast of the latest developments in their fields;
2. To continually pursue teaching excellence;
3. To treat all students with respect and fairness without regard to ancestry, race, color, religion, political belief, national origin, gender, sexual orientation, age, marital status, disability, or veteran status;
4. To encourage differing viewpoints and demonstrate integrity in evaluating their merit;

5. To attend regularly and punctually, adhere to the scheduled class and final examination times, and arrange for notification of absence and coverage of classes;
6. To establish and maintain appropriate office hours;
7. To present, early in the semester, the following course information:
 - a. course objectives and general outline;
 - b. classroom procedures to be followed, expectations concerning class attendance, and proposed dates of major evaluations (including examinations, papers, and other projects);
 - c. grading policy;
 - d. where appropriate, a schedule of class-related activities, including class meetings and laboratory sessions;
 - e. lists of texts and/or other materials needed for the course;
 - f. late enrollment, withdrawal, and other special policies.
8. To provide and adhere, within reasonable limits, to the written syllabus of the course;
9. To know course matter thoroughly and prepare and present the material conscientiously;
10. To be informed of University services and recommend their use to students when advisable;
11. To follow these policies concerning written work and grades:
 - a. grade and return written work promptly;
 - b. submit final grades by the scheduled time;
 - c. retain written materials not returned within the semester (e.g., final examinations, major term papers) for one academic semester in accordance with unit policy and allow students to examine such materials;
12. To implement unit procedures for student evaluation of faculty teaching, with attention to preserving student anonymity;
13. To behave appropriately in dealing with students so as to maintain a scholarly atmosphere

Responsibilities of Students

1. To inform themselves of and to fulfill all requirements of the University and those of the College and Department from which they expect to receive their degree;
2. To fulfill conscientiously all assignments and requirements of their courses;
3. To attend classes regularly and punctually;
4. To maintain a scholarly, courteous demeanor in class;
5. To uphold academic honesty in all activities;
6. To notify the instructor as early as possible if prevented from keeping an appointment or carrying out an assignment;
7. To discuss with the instructor any class-related problem and follow established procedures in the resolution of these problems;
8. To adhere to the instructor's and general University policies on attendance, withdrawal, or other special procedures.

It is expected that faculty and students will fulfill their obligations to the instructional process. If, however, a complaint does arise, the parties should meet in an effort to resolve the matter. When such a discussion fails to resolve the problem or is inappropriate given the circumstances, the head of the academic unit should be contacted. If this contact fails to satisfy the complaint, the College's published procedures should be followed. Although the University Ombudsperson is not a direct part of the appeal process, students and faculty may consult the Ombudsperson at any point during such proceedings.

Academic Nepotism

Faculty members are not to place themselves, or allow themselves to be placed, in situations amounting to 'academic nepotism,' i.e., teaching or

otherwise directing the credit study or research of a student who is also a close relative. Concomitantly, students are not to take courses from close relatives or engage in research for academic credit under the direction of close relatives. All such credit will be disallowed.

Fraud and Misuse of Documents

Intentionally furnishing false information to the University is explicitly prohibited, as is forgery, alteration, unauthorized possession, or misuse of University documents, records and identification cards. The University reserves the right to rescind degrees if the award of the degree was based in whole or in part on deception, fraud, other unacceptable academic conduct, or misuse of University documents.

Data Access, Retention, and Ownership Guidelines

The Graduate School developed guidelines (<https://gradschool.wayne.edu/policies/data-ownership>) regarding the responsibilities and rights with respect to research data collected or produced by WSU graduate students, postdoctoral scholars, faculty, staff, and volunteers. These guidelines are of particular importance for collaborative work involving multiple stakeholders or investigators. Doctoral and Master's theses are important publications associated with the scholarly work of the University's students. Research Data that is included in these publications are expected to be predominantly the result of work by the primary author. A thesis may use Research Data from other Stakeholders in a research project only if the Principal Investigator or research supervisor provides a signed statement explicitly acknowledging the use as appropriate and setting forth any applicable limitations on use of the other Stakeholders' Research Data as necessary to protect those Stakeholders' interest in the research project. Additional guidelines are provided on the Graduate School website (<https://gradschool.wayne.edu/policies/data-ownership>).

Accreditation

Wayne State University as a whole is accredited as a doctoral degree-granting institution by the regional accrediting agency:

The Higher Learning Commission
230 South LaSalle St., Suite 7-500
Chicago, Illinois 60604-1411
telephone: 800-621-7440.

In addition, many specific programs and curricula are accredited individually by specialized or professional accrediting agencies. A report is produced annually for the Board of Governors which designates the accrediting agencies of the University's programs; the report is available from the Office of the Provost (<https://provost.wayne.edu/apr/accreditations>). The principal accreditation agencies are as follows:

Mike Ilitch School of Business

BS and BA, MBA, MS in Taxation, MS in Accounting, and PhD:
Accreditation Council of AACSB International – The Association to Advance Collegiate Schools of Business (AACSB)

Education

Art Therapy Program: *American Art Therapy Association*

Counseling (graduate only): *Council for Accreditation of Counseling and Related Educational Programs (CACREP)*

School Psychology, MA and Graduate Certificate: *National Association of School Psychologists*

Rehabilitation Counseling and Community Inclusion (graduate only): *Council for Accreditation of Counseling and Related Educational Programs (CACREP)*

Teacher Education Programs: *Council for the Accreditation of Educator Preparation (CAEP)*

Engineering

Division of Engineering (undergraduate): B.S. degrees in Biomedical Engineering, Chemical Engineering, Civil Engineering, Electrical Engineering, Industrial Engineering, and Mechanical Engineering: *Accreditation Board of Engineering and Technology, Inc. (ABET, Inc.) Engineering Accreditation Commission*

Division of Engineering Technology (undergraduate): B.S. degrees in Electrical/Electronic Engineering Technology and Mechanical Engineering Technology: *Accreditation Board of Engineering and Technology, Inc. (ABET, Inc.) Technology Accreditation Commission*

Computer Science (undergraduate): B.S. degree in Computer Science: *Accreditation Board of Engineering and Technology, Inc. (ABET, Inc.) Computing Accreditation Commission*

Fine, Performing And Communication Arts

Communication (B.A. in Public Relations): *The Public Relations Society of America, Inc. (PRSA)*

Dance: *National Association of Schools of Dance (NASD)*

Music: *National Association of Schools of Music (NASM)*

Theatre: *National Association of Schools of Theatre (NAST)*

Information Sciences

MLIS: *American Library Association (ALA)*

Law

American Bar Association (ABA) and Association of American Law Schools (AALS) (Joint Committee)

Liberal Arts and Sciences

B.S. in Chemistry: *American Chemical Society (ACS)*

B.S. in Biochemistry and Chemical Biology: *American Society for Biochemistry and Molecular Biology*

Communication Sciences and Disorders (Doctor of Audiology and M.A. in Speech Language Pathology): *American Speech-Language-Hearing Association, Council on Academic Accreditation (CAA) in Audiology and Speech-Language Pathology*

Nutrition and Food Science (Coordinated Program in Dietetics): *Accreditation Council for Education in Nutrition and Dietetics*

Political Science (Master of Public Administration): *Network of Schools of Public Policy, Affairs and Administration (NASPAA)*

Psychology (Clinical Training Program): *American Psychological Association (APA)*

Urban Planning (Master of Urban Planning): *Planning Accreditation Board (PAB)*

Medicine

Continuing Medical Education: *Accreditation Council for Continuing Medical Education (ACCME)*

Doctor of Medicine Degree Program (M.D.): *Liaison Committee on Medical Education (LCME), representing the American Medical Association and the Association of American Medical Colleges*

Genetic Counseling (Master of Science in Genetic Counseling): *Accreditation Council of Genetic Counseling*

Graduate Medical Education Programs, Affiliated Hospitals' Resident Physician Programs: *Accreditation Council on Graduate Medical Education (ACGME)*

Master of Public Health: *Council on Education for Public Health*

Medical Physics/Radiation Oncology: *Commission on Accreditation of Medical Physics Educational Programs, Inc.*

Nursing

Nursing (Baccalaureate programs, M.S.N., and D.N.P.): *Commission on Collegiate Nursing Education (CCNE)*

Nurse-Midwifery Program: *Accreditation Commission for Midwifery Education (ACME) and Commission on Collegiate Nursing Education (CCNE)*

Eugene Applebaum College of Pharmacy and Health Sciences

Clinical Laboratory Science: *National Accrediting Agency for Clinical Laboratory Sciences (NAACLS)*

Mortuary Science: *American Board of Funeral Service Education, Inc. (ABFSE)*

Nurse Anesthesia: *Council on Accreditation of Nurse Anesthesia Educational Programs (COA)*

Occupational Therapy: *American Council on Occupational Therapy Education (ACOTE)*

Pathologists' Assistant Program: *National Accrediting Agency for Clinical Laboratory Sciences (NAACLS)*

Pharmacy (Doctor of Pharmacy): *American Council on Pharmaceutical Education (ACPE)*

Physical Therapy: *Commission on Accreditation in Physical Therapy Education (CAPTE), American Physical Therapy Association*

Physician Assistant Program: *Accreditation Review Committee on Education for the Physician Assistant, Inc. (ARC-PA)*

Radiation Therapy Technology (undergraduate): *Joint Review Committee on Education in Radiologic Technology (JRCERT)*

Radiologic Technology (undergraduate): *Joint Review Committee on Education in Radiologic Technology (JRCERT)*

Social Work

Bachelor of Social Work and Master of Social Work: *Council on Social Work Education (CSWE)*

Administration of the University

The general governance of Wayne State University is constitutionally vested in the Board of Governors, consisting of eight popularly elected members and the President of the University, who is named by the elected members. The President is the chief executive officer of the University and is charged by the Board of Governors with responsibility for its administration. For educational and administrative purposes, the

University is organized into major academic units - schools, colleges, divisions, centers and institutes. The following schools, colleges and divisions constitute the heart of the University:

Mike Ilitch School of Business
College of Education
College of Engineering
College of Fine, Performing and Communication Arts
Irvin D. Reid Honors College
Graduate School
Law School
College of Liberal Arts and Sciences
School of Information Sciences
School of Medicine
College of Nursing
Eugene Applebaum College of Pharmacy and Health Sciences
School of Social Work

The Dean of the College or School is its chief executive officer. More than half the Colleges and Schools are organized into departments or divisions, each administered by a chairperson (or head). Academic standards, curricular development, course revision and similar academic matters are the primary responsibility of the faculty and dean of the College or School, although these matters are subject to review and approval by the Provost and Senior Vice President for Academic Affairs and by the President and, whenever they involve major educational policy decisions, by the Academic Senate.

The Graduate School is the central unit for the supervision and encouragement of graduate work in the University and has basic responsibility for the improvement and review of existing programs and the approval of new graduate programs. Except for applicants and candidates for the Doctor of Philosophy degree, the detailed supervision of graduate students' work is conducted by the College and School and, where appropriate, by the departments.

All degrees are granted by the University through the Colleges and Schools, except that the Dean of the Graduate School, with the approval of the Graduate Council, recommends candidates for the Doctor of Philosophy degree, selected master's degrees and interdisciplinary graduate certificate programs.

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Admission: Graduate School

OFFICE OF GRADUATE ADMISSIONS

5057 Woodward, Suite 6305

Detroit MI 48202

Telephone: 313-577-4723; Fax: 313-577-0131

<http://wayne.edu/admissions/graduate>

Admission: Graduate

To be considered for graduate admission, an applicant must hold or be completing an earned baccalaureate degree or its equivalent from a college or university of recognized standing and have adequate preparation with discernible ability to pursue graduate studies in the major field elected. These criteria are subject to standards set by the individual Colleges and Schools, which reserve the right to revise or amend their entrance requirements beyond the minimal requirements of the University. Note: Proof of the earned bachelor's degree must be submitted before regular admission will be granted.

Before any student can be considered for admission to graduate study, the following must be submitted to the Office of Graduate Admissions: A completed online Application for Graduate Admission and an official transcript from any college or university at which a bachelor's degree was earned. A transcript is considered official only if it is sent directly from the institution where the course work was completed and bears an official seal. International applicants are expected to submit additional documentation for regular admission. Note: The applicant is also responsible for arranging to take any examinations that may be specified by the Office of Graduate Admissions, the College, or the Department in which the student intends matriculation.

Some academic programs may require an additional departmental application for admission. Students are advised to contact the department to which they are applying and request full particulars on admission procedures.

In most departments (see the departmental sections of this bulletin for variants), a regular admission may be authorized for the domestic master's degree applicant upon the department's recommendation, if the applicant's grade point average is 2.75 ('C'=2.00) or above for the upper division (approximately the last sixty semester credits) of his/ her undergraduate course work and if he/she holds a bachelor's degree from a regionally accredited institution.

All baccalaureate graduates of unaccredited institutions must present a 3.00 ('B') or better upper-division grade point average to be considered for graduate admission. Course work completed after the baccalaureate which is presented as the qualifying basis for graduate admission cannot be applied toward a graduate degree at Wayne State University.

Doctoral applicants must present higher entrance qualifications than those required of master's degree applicants. A doctoral applicant is required to have an undergraduate grade point average of 3.0 ('B'=3) or above for the upper division of the undergraduate, bachelor's degree course work and must have completed an undergraduate major or substantial specialized work in his/her proposed doctoral major field. Certain departments require the completion of a master's degree with superior scholarship before considering acceptance of a student as a doctoral applicant. Applicants with less than a 3.0 grade point average in undergraduate course work may be eligible for admission to doctoral study if they have subsequently achieved a grade point average of 3.0 or better in substantial graduate course work in the proposed doctoral field.

The individual colleges reserve the right to refuse a non-resident admission if such admission prevents registration of a qualified Michigan resident. This ruling may not be invoked to secure admission to a Michigan resident if his/her grade point average entitles him/her to qualified status only.

Admission: Qualified Graduate

In most Departments, qualified admission to a master's or certificate program may be authorized if an applicant's grade point average is between 2.50 and 2.74 or if his/her degree is from a non-accredited

institution, provided the major Department and the Graduate Officer of the appropriate School or College have reviewed the applicant's academic experience, extra-scholastic qualifications and reasons for pursuing graduate study and have recommended his/her admission to the Graduate School.

Upon recommendation of the Department and the Graduate Officer of the appropriate College or School, qualified status may be granted to an applicant whose grade point average is below 2.5, if, since the time his/her baccalaureate degree was conferred, he/she has shown substantial evidence of academic or extra-scholastic qualifications of such merit as to warrant special consideration.

Applications from students who have completed substantial course work at, and/or graduated from, institutions which were not accredited by one of the six regional U. S. accrediting institutions (MSCHE, NEASC, HLC, NWCCU, SACS, or WSCUC) at the time studies were undertaken, will have a special review. If requested, the applicant will be required to furnish documentation of the nature and level of the credit obtained, the bases on which the credit was awarded, institutional operating practices, library holdings, physical facilities, faculty qualifications, and any other matters that may be relevant to an evaluation of credit. The director of admissions is authorized to deny admission to any applicant whose previous education does not conform to Graduate School standards. The Office of Graduate Admission may also make recommendations concerning the appropriateness for transfer of previously completed graduate course work.

All graduate admission procedures and regulations are subject to revision by the University Graduate Council at any time.

Graduate Application Dates

The Office of Graduate Admission will make every effort to process applications in time for the semester of the student's choice. However, only complete applications received by the last recommended dates shown below are ensured academic review before the semester starts. Unless an application and all supporting materials are received by the date indicated, there may not be adequate time for the desired program to review the application and make the admission decision.

Fall Term — Classes begin Late August: **apply by June 1**

Winter Term — Classes begin Early January: **apply by October 1**

Spring Term — Classes begin Early May: **apply by February 1**

For international students, the application form and all transcripts and documents must be on file in the Office of Graduate Admission at least four months prior to the start of the term in which the applicant plans to begin graduate studies.

Several Colleges and Departments have earlier deadlines. Doctoral programs also have earlier application deadlines. Students should consult the School/College and Department sections of this bulletin, the program's website, or the Office of Graduate Admissions for complete information.

Change of Graduate Status

A Change of Graduate Status is a type of admission only for those students who have previously been admitted to and registered as regular graduate students at WSU. For such students, a Change of Graduate Status is used to request:

1. to change from one graduate program or level to another graduate program or level; or
2. to add a second graduate program to the one in which the student is already enrolled.

A department's normal admission criteria apply to Change of Graduate Status applicants. The application form (<http://gradschool.wayne.edu/current/forms.php>) is downloadable from the Graduate School.

Students should submit the form and transcripts, if needed, to the Graduate Office of the School/College of the new program. Other admission documents required by the department should be submitted directly to the department. The School/College Graduate Office prepares and sends the application and documents to the department for decision. The Graduate Office notifies the student of the admission decision, and, if admission was approved, notifies the Records Office of the change to be made to the student's record. The department's regular admission deadlines apply. No fees are charged for a Change of Status application.

The Change of Graduate Status application should NOT be used by the following students: those who have never been admitted through the Office of Graduate Admissions, those who were admitted but did not register, those who were admitted on a Permit to Register or as Guest students, and those who have been registered in graduate classes only as Non-Matriculated students through the College of Liberal Arts and Sciences.

Graduate Non-Degree Admission

An applicant who wishes to take graduate courses but does not wish to be in a degree program may request admission on a non-degree basis. The eligible applicant will be admitted to a particular College but not to an individual major program. In most instances, a non-degree student may, with the Department's approval, register for any courses for which he/she has the necessary preparation.

The applicant for a non-degree graduate classification is cautioned that *only one semester of full-time graduate study, or part-time registrations not to exceed nine credits, is normally permitted in this classification*. Beyond these limits, registration as a non-degree student requires the approval of the Graduate Officer of the student's College. Not more than nine credits, subject to the approval of the Graduate Officer, may be applied at a later date toward the residency and credit requirements for either the master's or Ph.D. degree. For the Ed.D. degree, credit earned beyond the nine-credit limitation will be reviewed by the appropriate Division and the Education Graduate Officer for possible application toward the degree.

If a student in non-degree status decides to seek admission to a graduate degree program, he/she should apply to the appropriate College Graduate Office for a Change of Status *before* completing nine credits. There is no assurance that credits earned while holding a non-degree classification will be acceptable in a degree program, or that prerequisites may not have to be specified if the student later becomes a degree applicant. Also, financial aid is not available to students in Non-Degree status.

Graduate Guest Admission

Graduate students actively pursuing degrees and who are in good standing at other accredited colleges and universities may be admitted to elect a limited number of credits at Wayne State University. Interested students may obtain a Graduate Guest Application (<http://wayne.edu/admissions/graduate/applying/app-instructions>) from the Office of Graduate Admissions. This must be signed by their home institution before it can be accepted for consideration. **A guest admission is valid for only one semester and must be renewed with each subsequent registration.** A maximum of twelve semester credits may be earned as a Graduate Guest Student. Admission as a Graduate Guest student does not constitute permission to register as a degree applicant.

Senior Rule

In their last undergraduate semester, Wayne State students with a 3.0 (or above) upper division grade point average have the option of taking a

limited number of graduate credits. Graduate credit is awarded only for those courses taken in excess of baccalaureate degree requirements. Undergraduate and graduate courses combined may not exceed sixteen credits for the final semester of baccalaureate degree course work. A Senior Rule student must register for at least one credit which is required for the undergraduate degree in order to be eligible for this status. Students who have completed all required registrations for the baccalaureate may not obtain Senior Rule status. Completion of the *Application for Graduate Admission* is required, and students are advised to consult their advisors and the Office of Graduate Admissions. Application deadlines for Senior Rule admission are the same as for regular graduate admission. Students who qualify and are recommended by the Department or College will be admitted for one semester. Graduate admission will be regularized upon evidence that the student has completed all requirements for the bachelor's degree; it is the student's responsibility to provide this transcript.

As a courtesy, the University permits a student to pay undergraduate fees for the graduate courses elected in a Senior Rule status. It is recommended that students elect only courses numbered 5000-6999 in their Senior Rule semester. Senior Rule may not be used in conjunction with AGRADE.

AGRADE: Accelerated Graduate Enrollment

Several Colleges have established an accelerated combined undergraduate and graduate program (AGRADE) in which highly qualified seniors in the college may enroll simultaneously in some undergraduate and graduate programs of the College. A maximum of sixteen credits may be applied towards both undergraduate and graduate degrees in a student's major field if that program is an AGRADE participant. Those who elect the AGRADE program may expect to complete the Bachelor's and Master's degrees in five years of full-time study. AGRADE may not be used in conjunction with Senior Rule.

AGRADE Credits: Students may elect a minimum of three and a maximum of sixteen AGRADE credits. These will be used to complete the baccalaureate degree as well as to serve as the beginning of graduate study. Upon formal admission to a master's program, AGRADE credits are transferred as if they were graduate credits transferred from a graduate program at another university. The remaining graduate credits required for the master's degree will be earned in the conventional manner following formal admission to the graduate program.

Eligibility: AGRADE applicants must have an outstanding overall g.p.a. and have performed at a superior level in their major, as determined by the major department. The earliest date by which a student may apply for the AGRADE program is during the semester in which he/she completes ninety credits toward the undergraduate degree.

Application: A student seeking AGRADE status should present to the Graduate Admissions Committee of his/her major department all of the materials which that department requires for normal admission (except the GRE; where required, the GRE scores should be forwarded at the normal point in the formal graduate admission process).

Admission and program requirements are described in the respective School and College sections of this bulletin, the Undergraduate Bulletin, and department advising offices.

Permit to Register Status

This is a one-term-only admission status which may be granted to applicants with incomplete applications for graduate admission, at the discretion of the academic department, and upon presentation of evidence of an earned baccalaureate degree with an acceptable grade

point average and the application fee. Registration beyond the initial semester requires the submission of a regular graduate admission application, official transcripts and other required documentation as determined by the university and department. Admission as a graduate Permit-to-Register student does not obligate Wayne State University to accept the applicant in the future for a graduate degree, nor is there any assurance that credit earned in this status will be accepted toward a graduate degree.

This option is not available in all University Schools and Colleges. Applicants are encouraged to discuss admission options with the staff of the Office of Graduate Admissions. In addition, financial aid is not available to students in Permit to Register status.

Michigan Intercollegiate Graduate Studies (MIGS) Program

The Michigan Intercollegiate Graduate Studies (MIGS) Program enables graduate students of Michigan public institutions to take advantage of educational opportunities at other Michigan public institutions offering graduate degrees. Any graduate student in good standing in a master's, specialist, or doctoral program at a member institution is eligible to participate with approval of the appropriate academic unit. Students on a MIGS enrollment pay tuition and other fees at the host institution. All credits earned under a MIGS enrollment are accepted by a student's home institution as if offered by that institution. *This type of enrollment is limited to one term for master's or specialist degree students, or two terms for doctoral degree students.* Students interested in this program should contact the Office of Graduate Admissions (<https://wayne.edu/admissions/graduate/application-types>) for further information.

University of Windsor – WSU Exchange Program Agreement

Wayne State University and the University of Windsor have entered into an exchange agreement whereby students from each institution may enroll in selected courses at the other institution. Courses available are limited to those not offered at the student's home institution. Limitations also apply to the number of courses and credits a student may take under this agreement. Wayne State University and the University of Windsor students who wish to participate in the program must be in good standing at their home institution and must have prior approval of the appropriate academic unit that the course(s) will be accepted as part of the student's course of study. Students who participate in the Wayne State University/University of Windsor program pay tuition and fees at the home institution and receive credit for the course(s) only at the home institution. Students should consult the Director of the Office of Study Abroad for further information.

Post-Bachelor Admission

The Post-Bachelor status is granted to college/university graduates who wish to take Wayne State University courses through the 6000 level *for undergraduate credit only*. The status serves two groups of students:

1. Those who wish to pursue vocational or avocational interests without intending to use Wayne State University credit to earn another degree at Wayne State University;
2. Those who seek admission to a graduate program but need to raise their undergraduate grade point average and/or fulfill specific undergraduate course requirements for graduate admission consideration.

The following special rules apply to Post-Bachelor Admission:

1. **Under no circumstances will credit earned in this status apply toward a graduate degree program.**
2. The applicant must present evidence of a degree earned from an accredited institution (official transcript or diploma).
3. Post-Bachelor status students are not eligible for financial aid from Wayne State University, except in certain circumstances depending on the program; students should consult the Office of Student Financial Aid (<http://www.finaid.wayne.edu>) for a list of eligible programs.
4. Applications for Post-Bachelor status from students new to Wayne State University should be made to the Office of Undergraduate Admissions, Welcome Center, 42 W. Warren, Wayne State University.
5. An applicant who earned an undergraduate degree from Wayne State University, or who was previously admitted and registered in a Wayne State graduate program, should contact the Records Office to be re-admitted to the University as a Post-Bachelor student. Post-Bachelor applicants in the Colleges of Education and Nursing must obtain authorization directly from the College.

International Graduate Students

To be considered for graduate admission, international applicants must have completed an appropriate university-level program comparable in subject matter and credits to a program for which a bachelor's degree is awarded at Wayne State University.

The fact that a degree in another country may have a similar name to a degree offered in the United States does not mean the two degrees require similar lengths and content of study or that they should be accepted as equivalents. *All graduate applicants must:*

1. present an excellent scholastic record;
2. have sufficient financial resources for minimum tuition, supplies and living expenses; and
3. have a sufficient proficiency in English (see the section on English Proficiency Requirement – International Students, below).

FINANCIAL AID: University-sponsored financial assistance for international students is extremely limited and unconfirmed awards should not be included in financial projections.

English Proficiency Requirements

Graduate applicants who graduated from colleges/universities in other countries must demonstrate proficiency in English. To fulfill this requirement an applicant must satisfy one of the following criteria:

1. Complete baccalaureate degree requirements at an accredited U.S. institution or in a country where English is the native language.
2. Present an acceptable score on the Michigan English Language Assessment Battery (MELAB).
3. Present an acceptable score on the Test of English as a Foreign Language (TOEFL) or equivalent tests such as the IELTS or PTE.

Some units may elect to grant qualified graduate admission to academically-talented International Students whose TOEFL scores fall slightly below the University minimum score. Interested students should contact the chairperson or director of their prospective program, to determine whether the program offers such qualified admission. For further information on the English Proficiency policy, please consult the Office of Graduate Admissions.

Faculty Admission

Tenured Wayne State University faculty members holding the rank of Assistant Professor or above may be admitted to Wayne State graduate

degree programs outside the faculty member's school/college, under certain specified conditions. Untenured tenure-track faculty members are not eligible to pursue a graduate or professional degree at Wayne State while in University employment. Faculty members who are not tenured and not on the tenure track may enroll in degree programs outside their own unit with the approval of the dean of their college. For further information, contact the Dean of the Graduate School.

Special Status Students

Visiting Doctoral Guest

The Graduate School may issue a Visiting Doctoral Guest certificate to persons with an earned doctorate who come to Wayne State for scholarly study under the sponsorship of a department. Such Guests may obtain University library privileges and attend classes upon invitation of the department. No official record of attendance is kept on such Guests. For further information, contact the Graduate School.

Visiting Scholar

The Graduate School may issue a Visiting Scholar certificate to persons who have an advanced degree, such as an M.D., or are earning a doctoral degree, and who have come to Wayne State for scholarly study under the sponsorship of a department. Scholars may obtain University library privileges and attend classes upon invitation of the department. No official record of attendance is kept on such Scholars. For further information, contact the Graduate School.

Campus Life

Dean of Students Office

301 Student Center; 313-577-1010

The Dean of Students Office provides services and affords opportunities to enhance student life and campus activities. The Office coordinates major campus student activities and events, including Orientation Part 2 (O2), New Student Convocation and Festifall, Student Organizations Day, Homecoming, and the Finals Week Late Night Breakfast.

The office coordinates the campus calendar of student activities, community service programs; advises fraternities and sororities; and promotes student involvement in co-curricular life at Wayne State and Detroit including the Thursdays in the D series, the Discover Detroit series, the Weekends in the D series, the Arts in the D program, and the Campus Activities Team program board. The office also coordinates the Warrior Pride program focused on school spirit, and the Warrior Zone athletic events student section. The University Student Conduct Officer is housed in the Dean of Students Office and the office also coordinates the Student Care Report process

The Dean of Students serves as the Deputy Coordinator for Title IX and the Student Life Wellness Coordinator resides in the Dean of Students Office and focuses on sexual violence prevention education, substance abuse prevention education, and digital citizenship education.

Student Organizations

There are over 400 recognized student organizations including such diverse categories as academic/professional, social action, political, sororities/fraternities, honoraries, ethnic and religious groups, as well as student governments. Student organizations use the Dean of Students Office to process their event planning and all students use the Dean of Students Office to learn about getting involved in campus life. The Office staff also assists students who want to organize new student groups. The staff also coordinates various campus publications including the on-line newsletter Get Involved at Wayne. Student organizations can apply

to the Student Activities Funding Board for funds to present events, programs, and activities on-campus.

The official student newspaper is the South End (<http://www.thesouthend.wayne.edu>).

Parent and Family Services

The Dean of Students Office coordinates Wayne State's Parent and Family Services. Through this office, parents and family members receive the twice monthly parent and family newsletter and have services available to them to help them help their students be successful, including the parents helpline: 1-877-WSU-PARENT. The office may be e-mailed at: parents@wayne.edu.

Student Senate

395 Student Center
<http://www.studentsenate.wayne.edu>

The Student Senate is the recognized student government of Wayne State University. It consists of twenty-eight members, fourteen members at large elected in a University-wide election, and fourteen appointed members, one student representative appointed by the Office of Housing and Residential Life, and one representative appointed by the Associate Vice President for Educational Outreach to represent the extension centers. The Student Senate has an official advisory responsibility in policy formation for the governing of student activities at Wayne State. The Student Senate is advised by the Dean of Students Office

Office of Housing and Residential Life

582 Student Center; 313-577-2116
<http://www.housing.wayne.edu>

Housing and Residential Life at Wayne State fosters student learning and success through engaging residents in an intentional living-learning community. Supported by safe, comfortable and convenient residence hall, apartment and dining environments, residents grow in self-awareness and cross-cultural understanding as they practice social and group development as members of a diverse group of Wayne State learners.

Facilities and programs administered by this Office are located just steps away from classrooms, libraries, the Student Center, and the Recreation and Fitness Center and combine the convenience and activity of the campus with the energy and pace of downtown urban living.

Parking: Faculty, Staff, and Visitor

42 W. Warren, Suite 257, Welcome Center (8:30 a.m. - 5:00 p.m., Mon. - Fri.); 313-577-2273
<http://www.parking.wayne.edu>

The University maintains numerous parking facilities available to faculty, staff and visitors on a fee basis. The easiest way to approach parking, for faculty, staff and students, is to purchase a semester-long assigned parking pass. This allows unlimited entry and access to a designated structure or lot, which you'll choose based on availability and where you spend most of your time on-campus.

All new parking pass customers will pay a one-time fee for an RFID tag (\$25 at the time of issuance), which hangs from their rear-view mirror to allow for quick, hands-free entry and exit. The hang-tag is linked to a student, faculty or staff person's OneCard and all current/future parking assignments. If the hang-tag is lost, parking patrons can simply swipe their OneCard to enter their assigned structure or lot. Lost hang-tags should be immediately reported to the parking office to be deactivated.

A replacement tag must be purchased at \$25.00 and is required to avoid ticketing or towing.

General parking is also available for visitors and those without a parking assignment. This allows patrons to pay as they go, with access to any of the general parking areas. Students, faculty and staff can deposit funds onto their OneCard for easy in-and-out access. Students only can take advantage of the discounted student OneCard parking rate (\$3.75 at time of publication and \$4.75 for premium parking areas). The general public may park in designated WSU lots and structures at the public rate, typically between \$7.50 and \$10.00, using a credit/debit card for entrance and exit and cash at limited locations.

Campus Health Center

Helen DeRoy Apartment Building, Suite 115
5200 Anthony Wayne Drive; 313-577-5041

The Campus Health Center provides comprehensive health care services for students, including physical examinations, family planning, illness visits, and immunizations (including flu, meningitis, hepatitis B, etc.). Visits are by appointment, but walk-ins are accepted for students experiencing an illness. Counseling referral services are also available. All currently enrolled students receive one free office visit per semester. Additional visits are billed to student's health insurance with most health care plans accepted. Students without insurance have reduced fees based on a sliding scale and ability to pay for additional office visits per semester. Payment is accepted at the time of service by cash, OneCard, Visa, MasterCard, Discover, or American Express credit cards. To make an appointment, call 313-577-5041.

Police and Public Safety Services

6050 Cass; 313-577-2222
<http://www.police.wayne.edu>

The Wayne State University Police Department patrols and services the University including the city streets, businesses, and private residences within and between the various campus areas. The Department, to the extent that resources allow, also patrols and provides other police services to the neighborhoods and businesses in the area surrounding the University.

Police service is provided twenty-four hours a day, seven days a week. All officers have, at minimum, a bachelor's degree. They are commissioned as Detroit Police Officers, with full police authority on and off campus, after training at a State-certified Police Academy. Any matter requiring the services of a police officer can be reported at any hour of the day or night.

Blue Light System – Emergency Telephones (7-2222): The University has installed outdoor emergency telephones throughout the campus. These emergency telephones are identified by bright blue lights.

Emergencies (313-577-2222): All emergencies should be reported immediately, i.e.: all crimes, missing/stolen property, automobile accidents, suspicious persons, injured persons, vandalism, break-ins or burglaries.

Accidents (313-577-2222): Ambulatory patients will be transported, by officers, to either Detroit Receiving Hospital or the University Health Center. The Police Department does not provide ambulance service but utilizes the Detroit Fire Department Emergency Medical Service to handle other than minor injuries.

Fire or Other Extreme Hazards (313-577-2222): Emergencies such as fire, smoke, explosions, broken gas or water mains, severe electrical hazards, etc., should be reported.

Crime Prevention Section (313-577-6064): The Police Department's Crime Prevention Section provides a number of crime prevention services, including personal safety seminars, crime prevention programs, and services. All programs and services are free of charge (except the Rape Aggression Defense Training for which there is a fee of \$25.00) to any Wayne State department, student, staff, or faculty member. Examples of services provided include:

- Security Services
- Street Smarts seminars
- Operation Identification
- Alcohol Awareness
- Rape Aggression Defense Training

The Crime Prevention Section also publishes monthly 'CampusWatch' articles. Email inquiries may be made to: campuswatch@wayne.edu.

Athletics, Intramurals and Recreation

Matthaei Facility: 126 Matthaei Building; 313-577-4295

Intramural Sports: Mort Harris Recreation and Fitness Center; 313-577-6712

Intercollegiate Athletics: 101 Matthaei Building; 313-577-4280
<http://wsuathletics.com>.

Wayne State University has a rich athletic tradition dating back to the fall of 1917 and recently celebrated 100 years of singular outreach and academic success. The first Detroit Junior College athletic event (precursor of Wayne State University) was a basketball game against the Detroit College of Law on January 19, 1918. Since then WSU student-athletes have captured numerous honors, including national championships awarded by the NCAA and conference championships. In the past ten years, 276 WSU student-athletes have been recognized as All-American. In the 101 year history, 644 students have been so recognized. Over seventy percent (70.26%) of the nearly 400-plus student-athletes currently involved in competitive athletics have a 3.00 or better cumulative grade point average. According to the latest federally mandated report, WSU student-athletes graduation rate is eighty-three percent (83%). The athletic department provides competitive opportunities in the following sports: baseball, men's and women's basketball, men's and women's cross country, men's and women's fencing, football, men's and women's golf, softball, men's and women's swimming/diving, men's and women's tennis, volleyball, and women's indoor/outdoor track. Last season, nine out of eighteen programs competed in NCAA championships. In 2012, women's swimming and diving won the NCAA National Championship joining ten other programs to be so honored. The past seventeen years WSU Athletics has had its seventeen highest ratings in the annual NACDA Cup and in twelve of the past fifteen years finished in the top 12% of the 319 institutions in Division II. The NACDA ranks the top overall competitive intercollegiate athletic programs in the country.

The University competes in both the NCAA Division I (men's and women's fencing) and Division II levels. The sixteen non-Division I University athletic programs compete in the Great Lakes Intercollegiate Athletic Conference (GLIAC). Members of the GLIAC are: Ashland University, Davenport University, Ferris State University, Grand Valley State University, Lake Superior State University, Michigan Technological University, Northern Michigan University, Northwood University, Purdue Northwest University, Saginaw Valley State University, and the University of Wisconsin-Parkside.

The fencing teams compete in the Midwest Fencing Conference with Ohio State, Cleveland State, Detroit Mercy, and Northwestern, among other schools.

The University offers a wide and varied program of recreational and intramural activities. The Matthaei Complex, and the surrounding athletic campus on forty-three acres of land, located on the west end of campus, offers a myriad of drop-in activity areas that include courts and fields for basketball, football, jogging, racquetball, soccer, squash, tennis, and volleyball, a weight training/exercise room, and swimming facilities. Use of these facilities is free with a current University ID or with a membership through the Mort Harris Recreation and Fitness Center. The recently built Doris J. & Donald L. Duchene, Sr. Athletic Facility features 35,000 square feet of usable space, four tennis courts and a sprint track. Open recreation hours and rental information for this facility are available at: <http://rfc.wayne.edu/multipurpose/>

Ticket and schedule Information is available at the Athletic Office (<http://WSUathletics.com>), 101 Matthaei Building, 313-577-4280. All men's basketball and football games are broadcast on the Warrior Radio Network at WDTK-AM 1400 and FM 101.5 and are also available for free on the internet. Students are admitted free to all University-controlled WSU athletic events with a One Card.

Sports Facilities

Matthaei Building

Matthaei is normally open from 7:00 a.m. to 8:30 p.m., Monday through Friday; and is closed to recreation on Saturday and Sunday, during the fall and winter semesters. During the spring/summer semester the Building is open from 7:00 a.m. to 7:30 p.m., Monday through Friday. Outdoor tennis courts and track are available during posted hours. A facility schedule is published monthly. Operational hours are subject to change, and not all areas of the complex will be available at all times, due to scheduled classes, intramural activities and varsity athletics. Lap swim is available at the Matthaei for all affiliates and the lap hours are on the monthly recreation schedule, available online or hard copy at Matthaei. Locker and towel services are available for all affiliates daily with current OneCard at no charge. Locker rental plans both semester and yearly are also available. For charges and additional facility information, visit the Matthaei Shop in the Matthaei Building; or call 313-577-4295.

Mort Harris Recreation and Fitness Center

The Mort Harris Recreation and Fitness Center is open from 5:30 a.m. to 11:00 p.m., Monday through Friday; and 10:00 a.m. to 7:00 p.m. on Saturday and Sunday, during the fall, winter and spring/summer semesters. Operational hours are subject to change, and not all areas of the complex will be available for open recreation at all times, due to scheduled group fitness classes, intramural activities, club sport activities, and varsity athletics. Locker and towel services are available for all students and members with a current OneCard. Locker rentals are available for semester and yearly rentals. For charges and additional facility information, please visit the Mort Harris Recreation and Fitness Center (<http://rfc.wayne.edu>) website or call 313-577-2348.

Group Fitness Classes (non-credit)

These classes include a variety of programming, conducted by trained, certified and experienced instructors. Class options include yoga, cycling, Zumba, and a variety of strength and conditioning classes.

Open Recreation: The fitness areas, multi-purpose courts, walking track and climbing wall offer opportunities for unstructured play and participation. Basketball, volleyball, and a variety of equipment and areas for working out, stretching, and socializing are also available.

Intramural Sports Programs: Men's, Women's and Co-Rec intramural sports leagues are available for all currently enrolled WSU students as well as WSU faculty/staff members of the facility. Leagues and

tournaments are available in a variety of sports, including basketball, volleyball, dodgeball, flag football, soccer, Esports and more.

Club Sports: The Mort Harris RFC is also the home for all Club Sports. Students interested in starting a particular club sport, are invited to consult our website (<http://www.rfc.wayne.edu>) to view the registration process and to become familiar with g.p.a., credit load, and insurance guidelines. All WSU Club Sports are fully funded by the participating students themselves. Current clubs include men's and women's soccer, men's lacrosse, men's and women's volleyball, quidditch, equestrian, rowing and cricket.

Fitness and Wellness Programs: Fitness assessments, personal training, and group fitness programs for every level of fitness are available to all students and members. All students and members have a free consultation included with their membership every year.

Climbing Wall: The facility offers ten top rope anchors with dozens of routes which change weekly. All necessary equipment may be rented; day and yearly passes are available.

Adventure Trips: The Mort Harris Recreation and Fitness Center offers a variety of outdoor excursions for novices to seasoned adventures. Trips include but are not limited to whitewater rafting, kayaking, skydiving, skiing and snowboarding, fishing, camping, and mountain biking.

Team Building: The high ropes course is designed to foster interpersonal and intra-personal growth in a fun and challenging environment. Your Student Organization, Department, Corporation or group will climb up thirty feet and traverse through fifteen different elements that focus on teamwork and interdependency. Groups will learn to communicate effectively, listen to each member, recognize individual strengths and utilize collaborative efforts.

Student Center Administration

Student Center Administration (313-577-4585) is located in the lower level of the Student Center. This office schedules rooms and audio-visual equipment available for meetings, seminars, conferences and special programs. Bake sale, literature and vendor tables as well as Community Arts and St. Andrews reservations are also provided.

Student Center Administration provides the following services for a fee: duplicating service, SMART and DDOT bus passes, fax service, and State Hall locker rentals. In addition, Student Center Graphics, University Lost and Found, and the campus bulletin board posting service are located here.

Student Center Graphics (313-577-3730): Student Center Graphics is a student operated design and print shop. They provide design services and large format printing for the campus community and outside clients. SCG also provides items such as banners, posters, logo designs and consultations for a fee.

Religious Organizations

Various religious denominations have offices on the sixth and seventh floors of the Student Center. Programs and personal and spiritual counseling are available from various denominations. A reflection room is available on the 3rd floor of the Student Center.

Centers and Institutes

Barbara Ann Karmanos Cancer Institute

4100 John R Street, 2nd Floor; 313-576-8670, 1-800-527-6277; Fax: 313-576-8668

Director, President, and CEO: Gerold Bepler, M.D., Ph.D.

Email: beplerg@med.wayne.edu
http://www.karmanos.org

The Barbara Ann Karmanos Cancer Institute is one of forty-five National Cancer Institute-designated comprehensive cancer centers in the country and has been serving the Detroit area for more than sixty years. The Karmanos Cancer Institute operates the Karmanos Cancer Center, an independent cancer hospital, and manages the comprehensive cancer center core grant from the National Cancer Institute, in affiliation with Wayne State University. The faculty of the graduate program in cancer biology are drawn from a number of academic departments at Wayne State University and are Scientific Members of the Cancer Center. Students are trained in the biology of cancer at the molecular, cellular, and tissue levels, as well as in translational research and population studies of cancer. The focus of the training experience can be varied to suit individual student needs. It leads to the Doctor of Philosophy degree in Cancer Biology.

The Barbara Ann Karmanos Cancer Institute is a premier, nationally-recognized cancer research, treatment, education, and outreach center. It is also home to one of the eighteen national registries of the SEER (Surveillance, Epidemiology, End Result) programs. The current research programs are as follows:

- Molecular Imaging
- Molecular Therapeutics
- Population Sciences and Disparities
- Tumor Biology and Microenvironment

Bioengineering Center

818 W. Hancock, 2208 Bioengineering Center.;
313-577-0252; Fax: 313-577-8333
Director: King H. Yang

The Bioengineering Center is an interdisciplinary research unit that coordinates and supports joint research activities between the College of Engineering and the School of Medicine. Although the Center is administered by the College of Engineering, the research faculty is drawn from such diverse departments as Anatomy, Physiology, Orthopedics, Neurological Surgery, Mechanical Engineering, Electrical and Computer Engineering, Chemical Engineering, and Physical Medicine and Rehabilitation. The research activities are located on campus as well as in various hospitals and clinics of the Detroit metropolitan area.

Current research projects include a continuing program on trauma biomechanics, the study of human response and tolerance to injury resulting from high speed vehicular accidents and contact sports. This area of research has recently been expanded to include an investigation of the effects of non-lethal munitions, blast-induced mild traumatic brain injuries, and landmine-induced spine and lower extremity injuries. The Center is equipped with a vast array of impact facilities, including three horizontal accelerator mechanisms used for simulating car and aircraft crashes, two linear impactors, three servo hydraulic Instron material testing systems, a high-rate Instron material testing system, and a 12-inch diameter shock tube. The Center is also equipped with a computer-controlled universal receiver (which can fire 9 mm, .357 Magnum, .44 Magnum, and 12 gauge ammunitions) and an air cannon system (which can fire 37 mm sub-munitions through the use of compressed gases) to study the injurious effects of non-lethal munitions as well as behind body armor. In 2015, a split Hopkinson pressure bar system was added to measure highrate properties of biological materials.

Up to 150 channels of data can be acquired simultaneously for digitization and data processing. Additionally, the Advanced Human Modeling Laboratory in the Center is equipped with an Opteron Cluster

an Opteron Cluster #1: 15 nodes (30 CPU, 64 bits) + 1 master (Sun Fire V20z dual AMD Opterons 250 with 4G RAM) linked by a Myrinet network, running RH Linux + Rocks cluster software, an Opteron Cluster #2: 15 nodes (60 CPU, 64 bits) + 1 master, 3 TB raid, running RH Linux and Beowulf cluster software + PBS, a new Opteron Cluster #3 (ON ORDER): 16 nodes (120 CPU, 64 bits) + 1 master, 3TB raid 20GB infiniband interconnect, running RH Linux WS5.2 + Rocks cluster software, and 10 Intel dual Xeon (2GHz-3.2GHz), running Redhat Linux 7.2 to RHWS4. For high-speed graphics, the Center has 4 Intel P4 3.2GHz 1M L2 2G Ram with Nvidia Quadro FX3400 Graphics running RedHat WS4, 3 Intel Core 2 Duo 2GHz with Nvidia Graphics running Windows XP 64-bit and Redhat Linux WS5.1 (dualboot), and legacy capability with HP j6000, j5600, c5600 (dual PA8500, HPUX11), two SGI Octane (dual R1000, IRIX6.5) graphic workstations. For data storage, the Center has Anacapa Opteron 250 2U raid (3.6TB raid mirrored) and 3 external raid boxes on SCSI160/320 (1.8-2.2TB) with an external 12 tapes system (2.4TB capacity).

The Center is also engaged in a study of low back pain, which is a common affliction among workers in industrialized countries, and whiplash associated neck pain. A full neurophysiology laboratory is available for the characterization of neural impulses and the histological evaluation of tissues associated with pain stimuli. Research also includes the characterization of biological materials using uni-axial and multi-axial testing protocols from quasi-static to high strain rates. This activity includes the assessment of orthopedic soft tissues, bone, brain, and individual axons. Other areas of research include human motion biomechanics and orthopedic biomechanics.

The research program in the Bioengineering Center has been strengthened through the creation of a broader graduate program in biomedical engineering. This program, offering both M.S. and Ph.D. degrees, involves fifteen faculty members drawn from seven departments within both the College of Engineering and the School of Medicine. The areas of concentration have been expanded beyond the traditional transportation-related trauma to include age-related injury, engineering neurophysiology and biomaterials, including tissue engineering. Students who wish to major in biomedical engineering should apply for admission to the graduate program in Biomedical Engineering, housed in the College of Engineering. In addition, a number of traditional engineering departments allow their students to concentrate in biomedical engineering; consult the program descriptions in the College of Engineering section of this bulletin.

Cardiovascular Research Institute

1107 Elliman Building, 421 E. Canfield; 313-577-4630; FAX: 313-577-8615
Director: Karin Przyklenk, Ph.D.

The Cardiovascular Research Institute (CVRI) was chartered in August 2009 with the mission of establishing a nationally and internationally recognized center of excellence for the study of cardiovascular pathophysiology and disease. The hallmarks of the CVRI are collaboration and innovation: the institute serves as a nexus for cardiovascular investigators from a broad range of disciplines and departments within Wayne State University's School of Medicine with interests and expertise encompassing the continuum from basic molecular and cellular biology to clinical application.

The CVRI and its member-faculty are dedicated to conducting state-of-the-art translational research that is at the forefront of cardiovascular science. Areas of research strength include: myocardial ischemia-reperfusion injury and cardioprotection; cerebral ischemia and stroke; heart failure; thrombosis, and platelet aggregation and coagulation. In addition, the CVRI is committed to providing a robust and productive multi-disciplinary training environment for the next generation of leaders in cardiovascular medicine.

Center to Advance Palliative-Care Excellence (CAPEWAYNE)

4201 St. Antoine, Suite 5C-UHC; 313-576-3997; Fax: 313-745-4710
<http://www.capewayne.med.wayne.edu>

CAPEWAYNE is an inter-disciplinary academic center bringing together scholars, educators, researchers and clinicians dedicated to improving the quality of end-of-life care. The main focus areas of this center are education, research and clinical practice, all of which permeated by the field of humanities.

Education: The Center offers an end-of-life curriculum for students, trainees and clinicians across disciplines and levels of training. A major undertaking of the Center is to offer a highly regarded regional conference on Palliative Care annually.

Research: The Center gathers researchers who have a shared interest in the conduct of collaborative, interdisciplinary interdepartmental research.

Clinical Practice: The Center provides resources to clinicians across disciplines and settings that practice palliative care, through a paradigm of sharing and ensuring optimization of clinical care in our community.

Center for Automotive Research

2121 Engineering; 313-577-3887; Fax: 313-577-8789
Director: Naiem Henein, Ph.D.
Email: henein@eng.wayne.edu

The Center for Automotive Research (CAR) was established in 1980 to advance, promote and support research and academic courses in areas of interest to the automotive industry. Faculty and graduate students from the College of Engineering and local industry participate in the research programs conducted at the Center.

Current research areas include the auto-ignition, combustion and emission characteristics of petroleum, alternate and renewable fuels in spark-ignition and compression-ignition engines, under different operating conditions. The research thrust areas are auto-ignition and combustion in engines, conventional, alternate and renewable fuels, cold startability at low ambient temperatures, sensors, diagnostics, electronic controls, engine dynamics, friction and wear, and simulations and mathematical modeling.

A unique research area at CAR is engine cold start at low ambient temperatures to reduce the number of cranking cycles and exhaust emissions in gasoline and diesel engines. In gasoline engines, the hydrocarbon emissions in the first few seconds of engine start, before the catalyst is warmed up, represent a challenging problem. At CAR, strategies have been developed for managing the fuel delivery, intake charge and spark timing to reduce hydrocarbon emissions by cutting the number of cranking cycles and by eliminating combustion instability. The factors that cause misfiring after acceleration have been identified in both gasoline and diesel engines. In diesel engines, innovative strategies for fuel injection have been developed to reduce the cranking period and combustion instability at low ambient temperatures, while injecting smaller amounts of fuel than has been conventionally applied. The low ambient temperature research is conducted in a cold room, electronically controlled to produce ambient temperatures between 25°C and -50°C.

In addition to the cold room facility, the research has been extended to gain a basic understanding of the spray behavior, auto-ignition and combustion processes at low ambient temperatures, using advanced laser based diagnostic techniques. The research is conducted on a unique optically accessible engine at low ambient temperatures. The engine has an extended piston with a transparent piston top for spray

and combustion imaging. Furthermore, the engine has four transparent windows on the top of the cylinder for laser beam based combustion diagnostic investigations. In addition, spectroscopic techniques are used to determine the key radicals and combustion intermediates that lead to the auto-ignition of fuel-air mixtures, flame development, formation of nitrogen oxides, soot and other emissions.

The research in the Center combines theoretical and experimental investigations. Theoretical research deals with fundamental processes of thermodynamics, heat transfer, mass transfer, and combustion kinetics, applied to combustion engines. CFD and chemical kinetics codes are used to determine the flow in the combustion chamber, the development of the auto-ignition and combustion processes, the radicals concentrations and the formation of the different engine-out emission species. In addition to the cold room and optical engine test cells, experimental research is conducted under warmed up and loaded engine conditions in six dynamometer test cells equipped with electric dynamometers, flow-meters, pressure transducers, charge amplifiers, shaft encoders, gas analysis equipment, particulate mass and characterization equipment, gas chromatograph, FTIR spectrometer, mass spectrometer, fast response flame ionization detectors, fast-response NO detectors, and fast response CO and CO₂ detectors and high speed data acquisition systems.

Center for Excellence and Equity in Mathematics

1309 Faculty Administration Building; 313-577-2558; Fax: 313-577-7596;
Email: ceem@wayne.edu
Director: Steven Kahn, Ph.D.
<http://clas.wayne.edu/ceem/>

The Center for Excellence and Equity in Mathematics, in the College of Liberal Arts and Sciences, is a research and educational center with a two-fold mission: to find ways to significantly improve the quality of K-12 and introductory college-level mathematics instruction across the United States; and, by using mathematics as a tool, to provide students from inner cities and underrepresented minority groups with the kinds of educational and lifetime opportunities that should be available to all students.

The Center currently operates five core programs: the WSU Math Corps, an outreach program serving Detroit middle and high school students; the WSU Middle and High School Math Network, which provides day to day instructional and/or operational resources to Detroit area middle and high school math departments; the Math Corps Learning Community at WSU, a University support and retention program for Math Corps "kids" now attending WSU; and the Emerging Scholars Program (ESP), a WSU honors-level calculus and pre-calculus program; and the Rising Scholars Program (RSP), serving WSU students at the developmental level.

Center for Latino/a and Latin American Studies

3324 Faculty/Admin. Bldg.; 313-577-4378; Fax: 313-993-4073;
Director: Jorge L. Chinea, Ph.D.
Email: aa1941@wayne.edu
<http://www.clas.wayne.edu/cllas/>

The Center for Latino/a and Latin American Studies is a multi-service unit engaged in teaching, research, and service. The Center plays an important role in the urban mission of Wayne State University and involves four components:

1. The Center hosts two learning communities: the CBS Scholars Program and the College-to-Career Program. The first one recruits

students into the University, facilitates their transition between high school and college, and promotes increased retention. The second program supports students through completion of their degrees and beyond, especially in the areas of career development and graduate school preparedness. It also offers courses and related educational activities for students interested in Latino and Latin American Studies.

2. It promotes research on issues relevant to the Latino/a community, especially in the urban and workplace environment; and Latin American cultural studies and current issues.
3. It creates and fosters the interaction and exchange of personnel and resources between the University and the Latino/a community; and it serves as a source of expertise on Latino issues to the larger metropolitan community.
4. As an advocate for the awareness and advancement of Latino/a issues within the University, the Center contributes to the University's continuing efforts to create a richer multicultural campus environment.

Center for Molecular Medicine and Genetics

3127 Scott Hall; 540 E. Canfield; 313-577-5323; Fax: 313-577-5218

Email: l.grossman@wayne.edu

Director: Lawrence I. Grossman, Ph.D.

<http://genetics.wayne.edu>

The Center for Molecular Medicine and Genetics conducts and fosters interdisciplinary health-related research and research training in three focal areas of molecular biology:

1. Structure and function of macromolecules: chemical synthesis and analytical characterization of nucleic acids and protein products with scientific and commercial potential; and genetically-engineered products with new or improved functions.
2. Structure and function of human, viral, mitochondrial and other genomes; DNA sequences of genes and their regulatory regions; genetic and physical maps of simple and complex genomes, with emphasis on those important in human health and disease.
3. Development and characterization of animal models of human disease: use of transgenic and knockout technologies in vertebrate and invertebrate model organisms to elucidate the etiology and pathophysiology of major diseases.

The Center offers the MS and Ph.D. in Molecular Genetics and Genomics and the MS in Genetic Counseling.

The research and research training activities promoted by the Center involve its own research faculty and faculty from at least twelve departments throughout the University. The Center is supported by the University's Research Excellence and Economic Development Fund.

Center for Peace and Conflict Studies

Director: Frederic S. Pearson

2320 Faculty/Administration Building

Phone: 313-577-3453; Fax: 313-577-8269

<http://www.clas.wayne.edu/pcs/>

On November 20, 1965 the Center for Teaching about War and Peace opened its doors under the leadership of Director Russell Broadhead and a committee of distinguished faculty members. The mission then was to provide interdisciplinary, University wide, academic programs in the field of domestic and international conflict and peace issues. In 1987 the WSU

Board of Governors, building upon this rich heritage, created The Center for Peace and Conflict Studies.

The mission of the Center for Peace and Conflict Studies is to develop and implement projects, programs, curricula, research, and publications in areas of scholarship related to international and domestic peace, war, social justice, arms control, globalization, multicultural awareness and constructive conflict resolution. The Center addresses this mission in three ways. CPCS supports undergraduate and graduate student excellence through its academic programs. CPCS staff and students engage in scholarly research initiatives on aspects of domestic and international conflict management. CPCS provides community outreach programs that emphasize: conflict resolution, development of intercultural understanding, and enhance local knowledge of global affairs.

Center for School Health

125 Matthaei Building, 5101 Lodge Service Dr.;

Phone: 313-577-0014; Fax 313-577-5002

Director: Nate McCaughtry, Ph.D.

<http://coe.wayne.edu/centerforschoolhealth>

Founded in 2010, the Center for School Health aims to address social, economic, academic and health disparities by improving healthy eating and physical activity opportunities and education in community and educational institutions. The center conducts two types of activities:

1. research on healthy school transformation interventions and
2. providing support services for health promotion and reform initiatives in a range of diverse community and education institutions.

The primary activities conducted in the Center for School Health involve research on healthy school transformation interventions. In these projects, research faculty in the Center design innovative solutions to improving youth and family physical activity and healthy eating in community and education venues, acquire external funding to execute interventions and research, implement health school transformations, and conduct research on process and impact. Several large-scale, long-term, externally-funded healthy school transformation programs include: Building Healthy Communities, the Detroit Healthy Youth Initiative, and the Volunteers, Administrators and Coaches program.

Secondary activities conducted in the Center for School Health include providing support services to community and educational institutions to initiate, support, develop and execute environmental health reforms and individual and population health promotion. Support services provided include: grant writing, professional development, technical assistance, program implementation, curriculum development, evaluation, reporting and marketing, and grant administration.

In 2013, Center for School Health faculty, staff, and graduate students acquired \$2.8 million to support healthy school transformation projects; published twenty-eight journal articles, books and chapters; and presented forty-three research and keynote lectures. Their healthy school transformation work involved eighty-four educational institutions, 720 educators and site staff, and 36,000 children and their families.

The Center for School Health supports the educational mission of Wayne State University by serving as an incubator for undergraduate and graduate research opportunities, field placements, service learning, and internship sites.

Center for School Health faculty include: Nate McCaughtry (Director), Jeffrey Martin, Mariane Fahlmann, Bo Shen, Cheryl Somers, Anne Murphy, Noel Kulik Erin Centeio, Suzanna Dillon, Laurel Whalen, and Ronald Simpkins.

Center for Social Work Research

5447 Woodward; 313-577-4439; Fax 313-577-8770

Director: Joanne Sobeck, Ph.D.

Email: ab1350@wayne.edu

<http://www.research.socialwork.wayne.edu>

Chartered in 2008, the goals of the Center for Social Work Practice and Policy Research are to:

1. conduct research that advances social work practice and policy in settings that range from urban neighborhoods to international contexts;
2. develop relationships with the purpose of identifying and expanding research opportunities and promoting Center sustainability; and
3. foster a commitment to the dissemination of findings that inform social work practice and expand the body of social work knowledge.

The Center fosters a culture for research within the School of Social Work by creating an infrastructure of resources for faculty scholarship and research including pre- and post-award grant support. In addition, the Center facilitates opportunities for faculty and staff engagement with community partners. The Center strongly believes in using interactive processes where researchers, practitioners and policy makers can find new ways to work together, generate innovative ideas, share knowledge and solve problems. Through our Strategic Partners Project and other Center activities, the School of Social Work continues to demonstrate its commitment to the Detroit area, researching and developing real solutions for real world problems. To this end our faculty and staff are engaged in evaluation research, grant writing, instrument development and other research-related service projects with community agencies.

Translating research and disseminating social work knowledge among practitioners is critical. The Center implements a variety of strategies to synthesize recent research findings into serviceable formats for practitioners including an enhanced web page, policy and practice briefs, and researcher-practitioner dialogue meetings. Learning communities are also provided for students interested in applying research methods to social work contexts.

Center for the Study of Citizenship

3089 Faculty/Admin. Bldg.; 313-577-2593; Fax: 313-577-6987

Email: M.Kruman@wayne.edu

<http://www.clas.wayne.edu/citizenship>

Twitter: @CitizenshipWSU

Director: Marc W. Kruman, Ph.D. The Center for the Study of Citizenship at Wayne State University promotes research and intellectual exchange about citizenship among a global community of scholars; students; political, community, and business leaders; and the general public. The Center fosters research in the emerging interdisciplinary field of citizenship studies locally, nationally, and internationally. In particular, the Center encourages analysis of the relationship between citizens and the political, social, economic, and cultural communities of which they are a part. Toward these ends, the Center hosts the leading international conference in citizenship studies; publishes a book series, *Citizenship Studies*, in collaboration with the Wayne State University Press; sponsors a discussion network with over 2000 subscribers from over 30 countries; hosts an annual civic festival in September; and sponsors public programs about citizenship.

Center for Urban Studies

5700 Cass Avenue, Room 2207 Academic/Administration Building;

Tel.: 313-577-2208; Fax: 313-577-1274

Director: Lyke Thompson, Ph.D.;

Email: ad5122@wayne.edu

Managing Director: Charo Hulleza, M.P.A.

Email: c.hulleza@wayne.edu

Email: CUSinfo@wayne.edu

<http://www.cus.wayne.edu>

The Center for Urban Studies improves understanding of and provides innovative responses to urban challenges and opportunities. The Center conducts and disseminates research, develops policies and programs, and provides training, capacity-building, and technical assistance. The Center participates in defining and influencing local, regional, State, and urban policy. The Center's current initiatives have a real, substantial and lasting impact on Detroit's challenges across a number of areas ranging from crime reduction to healthy homes. Committed to serving Detroit and its metropolitan area, the Center exemplifies Wayne State's urban research and service mission. The Center employs a highly trained multi-disciplinary team consisting of social science Ph.D. and master's-level researchers, as well as WSU graduate and undergraduate students. The Center is organized into eight specialized programs:

Healthy Homes: The Center's Healthy Homes unit has focused on researching and facilitating collaborative solutions to addressing housing-based hazards to health. The Center is conducting national and local studies on housing risks and their amelioration. Families have been assisted through educational presentations and programs, and home assessments.

Early Childhood and Disabilities: The Center provides a variety of education program evaluations for the State of Michigan and local school districts throughout Michigan, particularly in special education. Many of these evaluation studies collect information from program participants using different techniques including surveys and focus groups.

Urban Safety: The Urban Safety unit employs the latest techniques to evaluate crime prevention projects including, but not limited to, showing hot spots of urban crime, determining safe routes for children to walk to school, and prisoner re-entry initiatives. Community partners include community development organizations, local police departments, and municipalities. The Center maintains numerous databases that include, but are not limited to, crime statistics, transportation, housing, Census data, and health.

Governor's and Mayor's AmeriCorps Urban Safety: The Center is operating the Governor's and Mayor's AmeriCorps Midtown Urban Safety program to improve resident public safety capacity in seven areas of Detroit. AmeriCorps members work with local non-profits, police departments, schools and residents to improve resident public safety by recruiting residents to establish block clubs, and using mobile mapping to tackle area problems. Members are also facilitating safety workshops, conducting home assessments, and boarding up dangerous buildings/cleaning up public private areas to promote neighborhood stabilization and safe routes to school.

Urban Health: The Urban Health unit partners with local agencies to conduct research and program evaluation on specific urban health issues. The unit specializes in projects geared to address obesity and emergency preparedness, and to assist people diagnosed with HIV and victims of trauma. However, unit researchers can also assist organizations with health research/evaluation on other urban health topics.

Survey Research: The Survey Research unit engages in a variety of data collection techniques, including computer assisted telephone interviews, computer assisted self-administered interviews, community-based in-person interviews, focus groups, mail surveys, and web-based surveys. The unit has the capability to implement any and all phases of a project,

from design and implementation to production of computerized data files and data analysis.

Evaluation Research: The Center provides program evaluation service to a range of organizations in the Detroit area and statewide. The support is structured to provide both process and outcome evaluation, as well as to provide training and capacity building on evaluation implementation.

Faculty Support: The Center regularly provides support for Wayne State faculty and administrative projects that include the Center as a project partner. The type of support varies by project, and ranges from project evaluation design to performing the lead role in grant submission (filling out all forms, developing overall budget, active development of grant narrative, etc.).

Cohn-Haddow Center for Judaic Studies

2311 Faculty/Admin. Bldg., 656 W. Kirby; 313-577-2679; Fax: 313-577-8136

Director: Howard Lupovitch, Ph.D.

Email: cohnhaddowcenter@wayne.edu

<http://www.judaicstudies.wayne.edu/>

Established in 1988 as a cooperative venture between Wayne State University and the Jewish Foundation of Metropolitan Detroit/United Jewish Foundation, the Cohn-Haddow Center embodies the fruitful relationship that has long linked the University to the metropolitan Jewish community. As such, it is a model for universities and Jewish communities in a dynamic urban setting. The Cohn-Haddow Center serves as a resource to the University and to the larger community in Jewish studies and related areas. It sponsors a broad array of programs and activities related to several of the University's wide-ranging missions. From biannual international conferences to smaller symposia, incidental lectures, and broadly-defined cultural events, the Cohn-Haddow Center has introduced the University and community to some of the world's most distinguished academics and eminent writers, poets, artists and musicians.

Confucius Institute

5057 Woodward, Suite 11204; 313-577-0153; Fax: 313-577-6929

Director: John Brender, Ph.D.

Email: ci@wayne.edu

<http://www.clas.wayne.edu/ci/>

The Confucius Institute was launched in January 2008 and established with the mission of offering Chinese language and culture in southeast Michigan and to establish educational ties with China. With support from Hanban: Chinese Language International, there are over 100 Confucius Institutes in the United States and over 425 institutes worldwide in over 100 countries. While some Confucius Institutes are dedicated to Chinese art, music, distance learning and other specialty areas, the Confucius Institute at Wayne State University provides programmatic support to K-12 teachers and schools, the Wayne State University community, and to various professional groups.

K-12 programs include K-12 outreach, after school programs, a three-week summer camp, an annual Chinese quiz bowl, Chinese language testing, a two-week summer program in China, and grants for local school districts to establish or improve upon their Chinese language programs. At the university level, the WSU-CI provides study-abroad opportunities in China, including year-long scholarships and a summer service learning program to rural areas. Additional campus programs include a Chinese language and culture learning-community, a weekly Confucius Cafe featuring lectures about China, and regularly-scheduled opportunities to practice Chinese with native speakers. At the professional level, the WSU-CI hosts an annual Chinese language and culture teaching conference,

sponsors and produces TV documentaries, and offers forums on Chinese language and culture upon request. Since December 2012, the WSU-CI has produced short, weekly videos spotlighting Chinese idioms with corresponding supplementary videos to enhance Chinese language learning. The WSU-CI also works with its sister school, Huazhong University of Science and Technology and other Chinese universities, to promote exchange and joint degree programs.

C.S. Mott Center for Human Growth and Development

275 E. Hancock; 313-577-1337; Fax: 313-577-8554

Interim Director: Jay M. Berman, M.D.

Co-Director: Stephen A. Krawetz, Ph.D.

The Mott Center was established in 1973 for the purpose of conducting basic and applied research in the areas of biomedical reproductive sciences. Its mission is to advance research and research training in women's and children's health, focusing on reproductive biology, toxicology and perinatal medicine towards personalized reproductive medicine using a systems approach. The Center's objectives are to conduct basic and clinical research and research training in:

1. developmental biology, developmental disorders, preterm birth, preeclampsia, perinatal and neonatal physiology;
2. reproductive toxicology, teratology and the effects of drugs and environmental pollutants on pre- and post-natal life;
3. the etiology, mechanism and treatment of human genetic diseases;
4. developing new technologies in fertility/infertility and contraception;
5. changes and problems associated with reproductive and related mechanisms across the life cycle, as well as management and treatment relevant to these changes; and
6. undergraduate and postgraduate education in human growth and development.

The Center is strategically situated in a recently renovated state-of-the-art free standing physical plant that houses primarily faculty and staff from the Department of Obstetrics and Gynecology, School of Medicine. It is utilized to support the basic research activities of this department, as well as work in conjunction with departments across the University, including Physiology, Molecular Medicine and Genetics, Pediatrics, Computer Sciences, Psychiatry, the Merrill Palmer Skillman Institute as well as others. Obstetrics and Gynecology faculty at the Mott Center also work in close association with basic science and clinical departments within the School of Medicine and with Hutzel Women's Hospital and other clinical facilities in the Detroit Medical Center and the Henry Ford Health System. In addition, the Mott Center provides laboratory facilities to support the basic research activities of the Perinatology Research Branch (PRB) of the National Institute of Child Health and Human Development, National Institutes of Health, and houses the Wayne State University Applied Genomics Technology Center along with substantial epigenomics and bioinformatics capacity. In addition the Mott Center houses the new Clinical Research Center that serves the needs of the University's translational research program.

As the basic research hub of the Department of Obstetrics and Gynecology, the Mott Center also supports the graduate teaching activities of this department. The graduate program offers interdisciplinary doctoral-degree training in the reproductive sciences with the Ph.D. degree earned through the Department of Physiology. This is an integrated Ph.D. program incorporating the teaching, research and physical resources of two departments Obstetrics and Gynecology and Physiology at the Wayne State University School of Medicine. The program's integration into the Department of Obstetrics and Gynecology allows students the unique opportunity to obtain a Ph.D.

in a clinical environment. Reproductive scientists and physiologists from both departments guide graduate students through their course work and research training. The curriculum focuses on education and research training in reproduction and development using a systems biology approach including genomics, proteomics, molecular biology and bioinformatics. Dissertation research is typically performed in the basic science laboratories at the Mott Center under the mentorship of Obstetrics and Gynecology faculty.

Damon J. Keith Center for Civil Rights

471 W. Palmer St.; 313-577-3620
Director: Peter J. Hammer, J.D., Ph.D.
<http://www.keithcenter.wayne.edu/>

The Damon J. Keith Center for Civil Rights memorializes the work of the Honorable Damon J. Keith, Senior Judge for the United States Court of Appeals for the Sixth Circuit, a civil rights icon, and one of our country's leading jurists. The Keith Center is also a leading source for the legal history of the civil rights movement and the historic accomplishments of African American lawyers and judges. The Keith Center is further dedicated to research and community outreach addressing modern challenges to civil rights and racial justice.

The Keith Center seeks to honor Judge Keith by developing programs and opportunities that build upon his contributions to promoting equality and justice under law. The Keith Center promotes civil rights educational opportunities and encourages research on racial justice issues, including housing segregation, inadequate and segregated education, and unequal economic opportunities, with a particular focus on southeastern Michigan. It also contributes to the development of the next generation of civil rights advocates by providing opportunities to work with leading civil rights organizations and providing scholarships to Wayne Law students interested in pursuing civil rights law. The Keith Center partners with the Wayne Law clinics to engage the community directly through education initiatives and direct services.

The Keith Center recognizes the ongoing need for institutions that instill the virtues of social conscience and sensitivity to the challenges that remain in the fight for legal and social equality. The Keith Center is a national and international resource for identifying and defining the struggles that have occurred and addressing those that remain.

Developmental Disabilities Institute

Leonard Simons Building, Suite 268, 4809 Woodward Avenue;
313-577-2654 or 1-888-978-4334; Fax: 313-577-3770
Director: Barbara LeRoy, Ph.D.;
Email: B_Le_Roy@wayne.edu
<http://www.ddi.wayne.edu/>

The Developmental Disabilities Institute is one of a national network of over sixty University Affiliated Programs, nationally and in U.S. territories. The Institute's mission is to contribute to the development of inclusive communities, which enhance the quality of life of people with disabilities and their families through a culturally-sensitive statewide program of interdisciplinary education, community support and services, and research and dissemination of information.

Staff and faculty engage in technical assistance, training, and research programs throughout Michigan via collaborative efforts with schools, community agencies, community colleges, and other Universities. Over 10,000 individuals with disabilities benefit from these activities annually. The Institute offers a wide range of opportunities for students and faculty to engage in state-of-the-art community-based research, education, and technical assistance.

Students from a wide range of disciplines are provided opportunities for interdisciplinary leadership education and participation in research, training, and technical assistance projects. Students may earn credits for designation as Trainees of the University Affiliated Program. These activities allow students to develop leadership skills and to gain skills in working with an interdisciplinary team. Interdisciplinary Education Programs of the Institute are developed as cooperative efforts between the Institute and academic units throughout Wayne State University and in collaboration with other universities in Michigan. The Graduate Certificate Program in Disabilities offers leadership education opportunities related to community integration and support of persons with disabilities; see Disabilities (Graduate Certificate (p. 323)). A number of other programs have been developed with academic programs throughout the University.

The Institute develops activities and projects based on needs of persons with disabilities and the communities in which they live and work. The Community Advisory Council, composed of representatives of twenty-five key statewide organizations, meets bi-annually to provide information and assistance to Institute staff and faculty in establishing priorities and evaluating activities.

Douglas A. Fraser Center for Workplace Issues

Walter P. Reuther Library, 5401 Cass Ave.; 313-577-5382; Fax:
313-577-5359
Director: Marick F. Masters, Ph.D.
Email: marickm@wayne.edu
<http://www.clas.wayne.edu/fraser/>

The Douglas A. Fraser Center for Workplace Issues is a core part of Labor@Wayne. It was chartered by the University Board of Governors in 1998 to honor Douglas Fraser, former president of the United Automobile Workers (UAW). The Center has been endowed by major gifts from the UAW, General Motors Corporation, Chrysler Corporation, and Ford Motor Company, and generous gifts from many other organizations and individuals, including the United Steelworkers of America. The mission of the Fraser Center is to generate knowledge and information about best practices in the workplace through effective union representation. The Center is guided by the external and internal advisory Boards of Labor@Wayne. It supports research through the Fraser Fellows, Fraser Scholars, Fraser Paper Series, and Fraser Workshop activities. It sponsors the annual Labor Leaders on Labor Forum which honors nationally prominent leaders for their contributions to working people and families. The Fraser Center also convenes numerous conferences and events to bring academics, labor leaders, business leaders, and policymakers together to discuss important workplace and public policy topics. It focuses on manufacturing, healthcare, and the public sector. The Fraser Center supports various topical White Papers on key issues such as employee engagement through labor-management joint initiatives.

Humanities Center

2226 Faculty/Administration Building; 656 W. Kirby
Telephone: 313-577-5471; *Fax:* 313-577-2843
Director: Walter F. Edwards, Ph.D.
Email: walter.edwards@wayne.edu
<http://www.research2.wayne.edu/hum/>

The mission of the Humanities Center is to nurture interdisciplinary, transdisciplinary and intradisciplinary work in the humanities and the arts through competitions, conferences, discussion groups and other programs for Wayne State's humanities and arts faculty and students, and for visiting scholars and artists. The Center promotes excellence in research and creative endeavors through rigorous peer review of

proposals submitted to it for funding. By sponsoring programs that involve community participants, the Center supports the University's urban mission. Through its various programs, the Center brings humanists of diverse talents and interests together for conversation and collaboration, and fosters innovation and creativity across the humanistic disciplines.

The Humanities Center provides funding support to both faculty members and students. Two of the Center's most prominent faculty programs are the Marilyn Williamson Endowed Distinguished Faculty Fellowship (MWEDF) and an annual themed Faculty Fellowship Competition. The Center awards either one or two Williamson fellowships a year, each worth \$20,000, depending on the funds available in the budget. Other faculty award programs include an annual themed the Faculty Fellowship Competition with between eight and ten recipients awarded up to \$6,000 each. Prominent student programs are the Doctoral Dissertation Fellowship and the Graduate Travel program. The Doctoral Dissertation Fellow will receive \$15,000 plus health care coverage if it is requested. Up to three smaller awards of \$500 may be made at the discretion of the Center to applicants for the award. The Graduate Travel program encourages graduate students in the humanities and the arts to present their research or artistic work at national conferences and exhibitions by offering up to \$300 in travel assistance to applicants. Please check the Humanities Center Web site for additional programs that provide funding opportunities for faculty.

Institute of Environmental Health Sciences

Integrative Biosciences Center, 6135 Woodward Ave.; 313-577-5631; Fax: 313-972-8025

Director: Melissa Runge-Morris, M.D.

Email: iehs_info@wayne.edu

<http://www.iehs.wayne.edu>

The Institute of Environmental Health Sciences (IEHS) is the originator of the Center for Urban Responses to Environmental Stressors (CURES). The CURES Center focuses on how the stresses of urban, industrialized life affect vulnerable populations. Two defining features of this urban environment are:

1. the exposure to stressors that are especially prevalent in the urban industrialized environment, including physico-chemical (e.g., air pollution, heavy metals, polychlorinated biphenyls, maternal alcohol exposure) and psychosocial (e.g., the stress experienced by first responders to emergencies) stressors; and
2. the experiences of people who are particularly vulnerable to the adverse effects of such exposures (e.g., children and adults of low socio-economic status, older adults, first responders, and refugees).

Detroit's leadership in the automobile manufacturing industry during the 1950s-60s brought prosperity to this region with an unprecedented level of private home ownership. The 1970s-90s introduced global competition to car manufacturing and eroded Detroit's dominance in the automotive industry. Today, with its reduced tax base and aging population, Detroit's infrastructural support is at an all-time low. The population of the City of Detroit has declined by 64% from its zenith of 2 million in 1950 to an estimated 713,777 according to the 2010 census. As industry and residents leave Detroit, urban blight has caused large areas of the city to become areas of environmental concern. Today, Detroit is the "poster child" for urban rezoning, restructuring, and rebuilding (Time Magazine, Sept. 24, 2009; The Wall Street Journal, May 14, 2010; The Washington Times, March 9, 2010). The mayor is working with Detroit's communities and urban leaders to "right size" the city so that neighborhood resources and infrastructure can be realigned to match the current density and

needs of the urban populace. This ambitious goal will require activity by many groups and stakeholders, and includes plans to relocate individuals, schools, and support facilities from abandoned "ghost town" neighborhoods to newer revitalized population centers. Urban gardens are planned, and thousands of dilapidated homes and businesses are slated for demolition in Detroit. However, the toxicological implications of urban restructuring have not been adequately addressed and need to be dealt with effectively to ensure a safe transition toward a modernized, clean, "right-sized" urban community.

CURES investigators are partnering with members of Detroit's urban community and with academic investigators in our region. We share an underlying concern that diseases that compromise the quality of life in the residents of an industrialized urban environment, such as Detroit, occur as a consequence of dynamic interactions among an individual's genetic and epigenetic make-up, nutritional status, and environmental stressors, which include chronic low-level toxicant exposures as well as psychosocial and physical stressors, that reprogram key cellular gene expression and regulatory networks to favor pathogenesis. Major goals of the CURES Center are to:

1. identify the chief environmental health threats to metropolitan Detroit's urban communities and vulnerable populations;
2. develop well-integrated mechanistic, epidemiological, and community-based research programs focused on the impact of urban environmental exposure on human health;
3. characterize the molecular signatures of urban environmental toxicant exposure using cellular, animal, and human models; and
4. discover and validate novel biomarkers of environmental disease risk that can be applied to disease prevention and policy change initiatives

With its unique emphasis on applying transdisciplinary team science to achieve translational research gains in the field of urban environmental public health, the CURES Center stands at the leading edge of the next wave of paradigm-shifting advances in this field. The next generation of "environmental health scientists" will most certainly be team scientists who above all are supremely facile with applying transdisciplinary approaches to tackle tough environmental health issues. Understanding exposure to environmental stressors requires an integrated appreciation of environmental contaminants in our physical environment, their bioavailability, the means of personal exposure, and interactions of contaminants with emotional stress and gene expression networks that influence health outcomes in the individual. The new leaders in this field will bring a transdisciplinary team approach to the research table, offering much needed diversity of expertise in civil engineering, industrial hygiene, urban planning, community engagement, toxicant chemistry and bioavailability, mechanistic science, exposure science and bio-monitoring, medicine, population science, psychiatry, social work, geopolitics, computer modeling, genetics/epigenetics, bioinformatics and yes, teamwork. The CURES Center is optimally positioned on "the ground floor" of innovative team science opportunities that have the greatest promise to realize the early detection, prevention and eventual eradication of urban environmental disease in our lifetime.

Institute of Gerontology

87 E. Ferry St.; 226 Knapp Bldg.

Telephone: 313-577-2297; Fax: 313-664-2667

Director: Peter Lichtenberg, Ph.D., A.B.P.P.

Email: ioginfo@wayne.edu

<http://www.iog.wayne.edu>

The Institute of Gerontology was created in 1965 by the Wayne State University Board of Governors in response to a mandate by the State of Michigan. Its mission is to:

1. sustain a premiere program of behavioral and social research with a focus on aging and health among diverse social groups in varying social settings;
2. collaborate with faculty across Wayne State University, the State of Michigan, and globally to stimulate research and teaching on gerontology issues;
3. prepare tomorrow's leaders in aging research through mentorship in its rigorous and nationally recognized pre- and post-doctoral training programs;
4. prepare practitioners, connect seniors and their families to current knowledge, and improve the lives of citizens through the Institute's colloquia series, continuing education, and community outreach education programs; and
5. build research, education, and outreach programs in aging that will stand the test of time by strengthening support of the Institute of Gerontology through community partnerships.

The Institute of Gerontology strives to contribute relevant research and education devoted to enhancing the quality of life of older people, especially those who reside in metropolitan Detroit and the State of Michigan. The interdisciplinary team of faculty partner with academic colleagues, trainees, community organizations, and citizens to better understand aging and health. It works to promote the integration of gerontology into the broader research, teaching, and service activities of Wayne State University, and employs analytical and conceptual advances in the understanding of aging and related processes, with specific attention focused on health and health disparities in our urban environment.

Institute for Learning and Performance Improvement

399 Education Bldg.; 313-577-5139; Fax: 313-577-1693
Director: Ingrid Guerra-López, Ph.D.
Email: iguerra@wayne.edu

The mission of the Institute for Learning and Performance Improvement (ILPI) is to improve community, organizational, and individual performance in the workplace. To this end, one of ILPI's aims is to bridge research and practice through the application of systematic and scientific processes for measurably improving performance. Therefore, ILPI offers rigorous performance improvement methodologies that are based on empirical evidence, and have the scalability and flexibility to fit a variety of contexts and situations in private and public sectors. ILPI personnel are internationally recognized experts in their fields with both theoretical and applied experience in a variety of areas including: needs assessment; performance, program, and impact evaluation; performance measurement and management systems, including dashboard design; instructional and performance design; change creation and change management; training and development, including interactive technologies; leadership coaching; and customer and employee surveys. The benefits targeted by ILPI are measured through several important indicators, including:

Organizational Benefits

- Increased personnel competence, productivity, efficiency, and profitability
- Reduced costs and improved image in the community and customer satisfaction

Community Benefits

- Improved quality of life, self-sufficiency and resident satisfaction
- Business and job creation
- Educational attainment and health promotion

Intellectual Property Law Institute (I.P.L.I.)

This Institute was created in 1987 as a cooperative effort of the law faculties of Wayne State University, the University of Detroit Mercy and the University of Windsor in Ontario. The Institute offers an exceptional, rich curriculum for law students with courses and seminars in patent, copyright, trademark, computer and related technology, communications and media law and entertainment law. Law students who enroll in I.P.L.I. courses pay tuition to their home institution; Wayne State students receive transfer credit for I.P.L.I. courses taken at the other law schools. In addition to these courses, Law School students have the opportunity to take courses at another Detroit law school and at a law school across the border in Canada through the Intellectual Property Law Institute (I.P.L.I.).

Labor Studies Center

3178 Faculty/Administration Building; 313-577-2191; Fax: 313-577-7726;
Email: laborschool@wayne.edu
Director: Gayle Hamilton

The Labor Studies Center is a comprehensive labor education center committed to strengthening the capacity of organized labor to represent the needs and interests of workers, while at the same time strengthening the University's interdisciplinary research and teaching on labor and labor relations issues. The Center's primary areas of research and practice include: training and technical assistance to unions on labor relations and workplace issues; an undergraduate labor studies major and internship program; interventions to increase the organizational effectiveness of unions; the development and diffusion of constructive labor-management relations practices, particularly in the public sector; the formation and institutionalization of labor-community coalitions; and the impact of lean production systems on workers and labor relations practice in the North American auto industry.

Ligon Research Center of Vision

Ligon Research Center of Vision, 4717 St. Antoine; 313-577-9136
Director: Gary Abrams, M.D.
Scientific Director: Zhuo-Hua Pan, Ph.D.
Email: ligoncenter@med.wayne.edu
<http://www.kresgeeye.org/research/ligon-research-center-of-vision/>

The Ligon Research Center of Vision was chartered in 1999. The Center was founded by a gift from philanthropist Robert Ligon, with the mission to restore vision to the blind. The Center is a collaborative effort between the departments of Ophthalmology and Anatomy & Cell Biology at Wayne State University, conducting interdisciplinary research on molecular biology, immunocytochemistry, electrophysiology, gene therapy, and animal behavior. In particular, the Center invented a novel strategy for vision restoration, the optogenetic gene therapy.

The severe loss of photoreceptive cells in inherited or acquired retinal degenerative diseases, such as retinitis pigmentosa or age-related macular degeneration, can result in partial or complete blindness. The optogenetic gene therapy strategy for restoring vision relays upon expressing a light sensitive protein, called channelrhodopsin-2 (ChR2) from green algae, to convert light-insensitive inner retinal neurons into photosensitive cells, thus restoring light sensitivity to retinas lacking photoreceptors. Using recombinant adeno-associated virus (rAAV) vectors to deliver ChR2, previous work in the Department of

Anatomy/Cell Biology and the Ligon Center of Kresge Eye Institute has demonstrated the feasibility of restoring light sensitivity to the retinas of photoreceptor-deficient animal models. The technologies developed at Wayne State University have been licensed to a biotech company, RetroSense therapeutics. In August, 2015, RetroSense's first optogenetic gene therapy drug application received clearance from the US Food and Drug Administration (FDA) for clinical trial.

To achieve better outcomes for the restored vision in patients, current research in the Center focuses on the further development of the optogenetic technologies. The studies include improving the properties of optogenetic light sensors, developing virus-mediated targeting to specific inner retinal cell type(s), improving rAAV-mediated delivery and transduction efficiency in retinal neurons using non-human primate models.

Manufacturing Information Systems Center

328.02 Prentis Bldg., 5201 Cass Ave.; 313-577-4545; Fax: 313-577-5486
Email: aragowsky@aol.com
Director: Arik Ragowsky, Ph.D.

The Manufacturing Information Systems Center was chartered in 2000. Its mission is to enhance and extend the Mike Ilitch School of Business' involvement with Enterprise Resource Planning (ERP) systems research, and place it at the front of information systems and ERP research. The Center conducts interdisciplinary research on the use and value of ERP systems to the manufacturing industry and on methods of using information systems for management and competitive purposes. In addition, the center conducts research about the following topics: The gap between IT and the organizational managers and users, and the way to bridge this gap; Outsourcing versus insourcing of IT activities; and, Different trends in the IT industry like cloud computing.

Another goal of the Center is to link research to real life and to address the business community's needs. For this purpose, the Center's research staff collaborates with the business community and provides the respective participants with the research findings in order to help them to efficiently plan and use their ERP and other information systems for better operation, management, and competition. For this purpose, a new initiative with colleagues from Oakland University and Drexel University (Philadelphia) has been undertaken: an annual CIO (Chief Information Officer) Roundtable discussion. In consultation with some of the CIOs, the faculty members determine which topics will be covered at the next Roundtable. The faculty members undertake research on these topics, present opening comments on the topics, and then moderate the discussion while refraining from offering their own opinions. The purpose of the Roundtable is to let the CIOs discuss significant topics among themselves and to learn from each other. These discussions inform the faculty members' course content and research efforts, enhancing student learning and leading to scholarly presentations/publications of both basic and applied research. To date, the Center has held eight Roundtable discussions; the participants have been very pleased and encouraged us to continue these meetings. As ERP systems have grown beyond the manufacturing sector, the Center has involved organizations from other industries, such as finance, green energy, and government. We published seven papers in different academic journals based on these Roundtable discussions, with additional papers in process.

The Center involves students in its activities. The Center organizes projects for students in real-life organizations where the students can practice the theory they learned in class. For instance, the Center worked with the Lear Corporation, conducting projects with fourteen of Lear's plants. Students gained significant knowledge and experience, the

participant plants learned how to better use information systems in general and ERP in particular, and the Center faculty members prepared academic papers based on these case studies.

These types of activities expand the visibility of the University and the Mike Ilitch School of Business in the business community, while benefiting businesses, students and faculty research activities.

Merrill-Palmer Skillman Institute for Children and Families

71 East Ferry Ave.; 313-664-2500; Fax: 313-664-2555
Interim Director: Peter Lichtenberg, Ph.D.
Email: mpsi@wayne.edu
<http://www.mpsi.wayne.edu/>

The Merrill-Palmer Skillman Institute is an interdisciplinary research institute focusing on urban children and families. It has a long and distinguished history as a research and educational institution, serving as a pioneer in the field of child development and early education. Since it became a part of Wayne State University in 1982, the Institute has encouraged collaborations among faculty from many departments within the University.

The Institute emphasizes research, research training and community engagement and service in the areas of children's health and development. Current research strengths range from pre-natal exposures and child development, infant mental health, cognitive development of high risk infants as well as adolescent health and development. The service programs of the Institute are an outgrowth of its research mission. MPSI operates one of the nation's oldest preschools. Community outreach and engagement through MPSI's Healthier Urban Families Program includes training of mental health workers who serve very young children in the care of public and non-profit agencies; consultation to education and child care organizations; workshops for teachers, parents and the public; and the annual Metropolitan Detroit Teen Conference.

Infant Mental Health: Dual-title degree programs in infant mental health are offered in conjunction with degrees sponsored by the Schools of Nursing, Education and Social Work. For curricula pertaining to these programs, please refer to the individual program and school/college sections in this bulletin.

Computing and Information Technology Division (C&IT)

Office: 5925 Woodward Ave.
Tel.: 313-577-4722; Fax: 313-577-5500
Associate Vice President and Chief Information Officer: Daren Hubbard
<http://computing.wayne.edu>

Computing and Information Technology (C&IT) provides IT services and resources that support and enhance Wayne State University's teaching, learning, research, and administrative activities. C&IT's primary goal is to provide technology services that enable our students, faculty, and staff to be successful at WSU. C&IT employees strive to provide excellent customer service, respond to the changing needs of the University community, and make it easy and convenient for everyone to use technology at Wayne State. Functional C&IT organization charts are available on our website (<https://computing.wayne.edu/about/org-charts.php>).

AccessID

Everyone at Wayne State receives a unique identification code (AccessID) consisting of two letters and four numbers, for example: xy1234. The AccessID and password are key to accessing many University online systems; the Access ID can be found on the One-Card; passwords are assigned with initial email communications in the admissions application process.

Email and Communication Tools

Wayne Connect: The University's Wayne Connect system is a campus-wide method of communication. It is powered by Microsoft and features email, calendars, online storage, mobile apps, and more.

Broadcast Messaging (Emergency Alerts) (<https://broadcast.wayne.edu>): This University-wide service delivers emergency alerts and other significant messages to faculty, students, and staff. Recipients can register their cell phones to get emergency alerts, grades, and other important information via text messages.

Mobile Apps

Wayne State Mobile App offers students, faculty, staff, and alumni an easy way to access University information like email, calendar, parking availability, class schedules, campus maps, OneCard balances, and more. Apps are available for free download on Android and iOS devices.

Academic IT Services

Canvas (<https://tech.wayne.edu/kb/academic-services>) is Wayne State's online learning management system. Students can take quizzes, upload assignments, participate in message boards and more. Free mobile apps for teachers and students are available.

Computer Labs (<http://www.computing.wayne.edu/computer-labs>): The University libraries have both open and restricted-access computing areas, with more than 600 computers and a variety of applications. Additionally, many Schools, Colleges, and academic departments provide special-purpose computers and software for their students and faculty.

Grid Computing (<http://www.grid.wayne.edu>): WSU researchers with projects requiring high performance computing can use Wayne State University's scalable, Grid-enabled computing system.

Administrative IT Services

Academica is the primary online means to securely register for classes, apply for financial aid, pay tuition, and more.

Internet Access (<http://computing.wayne.edu/wireless>): WSU's wireless networks offer high-speed Internet access within campus buildings including the residence halls. We recommend connecting to WSU-SECURE whenever possible.

Research Networks: Internet2 and MiLR (<http://computing.wayne.edu/research-networks>): Wayne State's membership in the Internet2 advanced networking consortium offers researchers countless opportunities for participation and collaboration. The Internet2 Network addresses researchers' bandwidth-intensive requirements, such as: collaborative applications, distributed research experiments, and grid-based data analysis.

Software Purchases and Discounts (<https://computing.wayne.edu/helpdesk/freesoftware.php>): The C&IT Help Desk provides free and discounted software to current students, faculty and staff for academic, departmental and personal use.

Computer Security (<http://security.wayne.edu>): Students can rely on C&IT to protect the confidentiality, integrity, and availability of information on WSU computer systems, but security is everyone's responsibility.

Help Desk (<https://computing.wayne.edu/helpdesk>): The C&IT Help Desk is Wayne State's campus technology headquarters - a one-stop shop for all your tech support needs. Call, email, or live chat for one-on-one help with any of Wayne State's IT systems, like email, Canvas, or Academica.

Qualtrics Online Survey Software (<http://computing.wayne.edu/qualtrics>): The Qualtrics Research Suite is a user-friendly, feature rich, web-based survey tool that allows users to build, distribute, and analyze online surveys, collaborate in real-time, and export data in multiple formats. All Wayne State students have access to a free account for this service.

Graduate Degree and Certificate Requirements

Application for Degree or Certificate

Each candidate for a degree or certificate must file an Application for Degree (<https://wayne.edu/commencement/apply-for-graduation>), no later than the Friday of the fourth week of classes for the semester in which the student expects to complete the requirements for the degree or certificate. If an application for a degree was filed for a previous graduation term in which the student did not graduate, a new application and fee is required. Applications for graduation require that a \$40.00 fee be paid in the online application process.

Master's Degrees

In addition to the following regulations, requirements may be specified by the individual graduate departments.

The minimum Graduate School requirement for the master's degree is thirty credits, at least twenty-four of which must be taken at the University. In those master's degree programs where the college, school or department requires more than the Graduate School minimum, their requirements take precedence. The Graduate School recognizes three general master's degree plans, though not all plans are offered in each department (for exact information, see listings under individual departments in the appropriate sections of this bulletin):

PLAN A requires a total of thirty credits, including a total of eight credits for a thesis (some departments require less).

PLAN B requires a total of thirty credits, including a minimum of two credits for an essay.

PLAN C requires a total of thirty credits. The essay or thesis is not required.

Candidacy for Master's Degree

Admission as an applicant does not assure acceptance as a candidate for a degree. Candidacy is a necessary but not sufficient requirement for graduation.

Generally, students enrolled in master's degree programs are expected to file a Plan of Work by the time eight to twelve graduate credits have been earned. The applicant shall be advanced to the rank of 'Candidate' upon approval of the Plan of Work by the College Graduate Office. In most colleges candidacy must be authorized by the time twelve graduate credits have been earned or subsequent registration will be denied. In preparing the Plan, the student and advisor should evaluate with care the

personal and professional objectives of the student as well as all degree and departmental requirements.

Master's Essay

Under Plan B, students are required to complete an essay prior to the granting of a master's degree. The essay must show evidence of scholarly study and writing and be related to the student's major. Students should consult their departments regarding any additional requirements for essays, as well as for correct essay manuscript style.

Master's Thesis

Under Plan A, departments require the completion of a thesis prior to the granting of a master's degree. The thesis may be of a research, expository or critical nature and should be selected and planned with care. It must be an original work, in or related to the student's major field of specialization. Work submitted for credit in other courses cannot be used in fulfilling thesis requirements. Neither the results of the research nor the publication of findings may be restricted by any non-University agency. The results of the research may be published prior to submission and acceptance of the thesis, with the approval of the thesis advisor.

The presentation of a thesis generally brings to a close the pursuit of the master's degree. In essence such manuscripts represent a tangible summation of the many hours spent in study and research to acquire a higher education. For this reason such scholarly documents must evidence only the highest standards of research and writing. They must show consistency in punctuation, style and format. The Graduate School oversees the format requirements and templates (<http://www.gradschool.wayne.edu>).

Advisors have primary responsibility for approval of the thesis. Such approval includes all academic and professional evaluations and judgments as to originality, adequacy, accuracy, significance, methodology, justification or conclusions and correctness of style. Approval shall not be recorded until the work and manuscripts are fully verified and accepted.

Additional Essay or Thesis Elections and Fee Policy

A master's student who has enrolled for all elections (including essay or thesis) stipulated by his/her Plan of Work, and who has completed all the requirements of these elections, but has not completed the essay or thesis, will be required to register for at least one credit (the appropriate amount to be determined by the department) of essay or thesis direction until such time as the student:

1. completes the requirements for the degree;
2. declares themselves no longer a candidate for the degree; or
3. exceeds the time limit allotted for securing the degree.

For these credits, the student will pay customary fees and will register as an auditor. No degree credit will be granted for these elections which are beyond the required credits for an essay or thesis. A mark of 'Z' (Auditor) will be recorded on the student's record for additional elections.

College of Nursing: The additional elections and fee policy also applies to field studies and research practicums.

Time Limitation for Master's Degree

Students have a six-year time limit to complete all requirements for the master's degree. The six-year period begins with the end of the semester during which the student has taken work which applies toward meeting the requirements of the degree. The individual college or school reserves the right of revalidation of over-age credits which are between six and ten years old and which represent courses completed at Wayne State University. Such authority rests with the Graduate Officer of the college or school. Students are not permitted to revalidate credits earned at other

institutions. In revalidation cases the advisor and the student must set a terminal date for completion of all degree requirements, including such additional requirements as may be prescribed to revalidate the over-age credits. Time extensions beyond these conditions are authorized only for conditions clearly beyond the student's control.

A student registered in a non-degree graduate classification is cautioned that only one semester of full-time graduate study, or part-time registration not to exceed nine credits, is permitted in this classification. Not more than nine credits may be applied toward the credit requirements for the master's degree.

Please see the appropriate school and college sections of this bulletin for specific master's program information.

Doctor of Philosophy Degrees (Ph.D.)

In addition to the following regulations, additional requirements for doctoral degrees may be specified by the individual graduate departments.

Requirements for the degree of Doctor of Philosophy emphasize an overall understanding of and high competence in a field of knowledge, familiarity with cognate disciplines, facility in the use of research techniques, and responsibility for the advancement of knowledge. The meeting of the requirements for the doctorate is tested primarily by examinations and the presentation of the dissertation rather than by a summation of courses, grades and credits.

Admission: Ph.D. Program

Students may be admitted to the status of Ph.D. applicant if they meet all Graduate School requirements for admission, presents a grade point average of 3.0 ('B'=3) for the upper division of the undergraduate course work and are accepted for study toward the degree by their school or college and major department. Additional requirements (e.g., letters of recommendation, undergraduate research experience, personal interview, specific coursework, service learning) are specified by departments and programs. Students presenting less than a 3.0 undergraduate grade point average are required to complete a master's degree program, or its equivalent, prior to consideration for admission to a Ph.D. program.

Initial Ph.D. Advising

An advisor is assigned to the student at the beginning of his/her program and represents the Department in helping plan the student's program. The advisor provides academic guidance, approves required documents and monitors student progress. The initial advisor serves until the time the student identifies a dissertation director, who then assumes advising responsibilities.

Graduate Faculty and Ph.D. Student Responsibilities

Course work and research leading to the doctoral degree is a matter of shared responsibilities between faculty members and Ph.D. students. The Graduate Council has established the following reciprocal obligations:

Ph.D. program faculty are responsible for:

1. Admitting qualified students whose research interests can be accommodated within those of the program.
2. Ensuring that students receive competent and sustained advising from their entry into the program until degree requirements are completed or the student is separated from the program.
3. Monitoring and evaluating student progress toward the degree and for communicating the results of the evaluation to the student on an annual basis.
4. Assisting students in locating potential dissertation directors.
5. Offering guidance and instruction in those research areas in which they have expertise. To this end individual faculty members are responsible for deciding whether or not to serve as a dissertation

director for any given student. This responsibility rests solely with the faculty, who are expected to make decisions based on reasonable academic criteria.

Ph.D. program students are responsible for:

1. Identifying research areas in which the Ph.D. program can provide guidance. The selection of a research area outside these areas may cause difficulty in achieving the degree.
2. Maintaining good standing throughout the doctoral program and making normal progress toward the degree.
3. Requesting that an individual member of the faculty serve as the dissertation director, working with the dissertation director toward timely completion of degree requirements, and complying with the dissertation director's instructions.

Ph.D. Procedural Calendar

The stages of the Ph.D. degree are outlined below. The section following describes these stages in detail. Necessary forms and additional instructions and requirements may be found on the Graduate School website (<http://wayne.edu/gradschool/phd>).

1. **Plan of Work:** Initiated by the student and completed with his/her advisor to plan the sequence of study. An approved Plan is a requirement for Ph.D. Candidacy.
2. **Ph.D. Coursework:** Ninety graduate credits beyond the baccalaureate degree are required. Completion of about fifty credits of coursework is a requirement for Ph.D. Candidacy.
3. **Annual Review:** The student's department prepares a review of the student's progress at the end of each academic year.
4. **Qualifying Examination:** The qualifying examination contains a written portion and may include an oral component. Successful completion of the qualifying examination is a requirement for Ph.D. Candidacy.
5. **Dissertation Advisory Committee:** The naming of a dissertation advisory committee is a requirement for Ph.D. Candidacy.
6. **Candidacy:** Ph.D. Candidacy begins the dissertation preparation phase of the degree.
7. **Dissertation Registration:** Four consecutive academic-year semesters of registration as a degree candidate are required during the preparation of the dissertation.
8. **Oral Examination:** An oral examination is required of all Ph.D. students. It may be addressed as part of the qualifying examination, a prospectus meeting, a lecture or seminar, or another format approved by the student's department.
9. **Dissertation Prospectus:** After attaining Candidacy, the student prepares a description of the proposed research and dissertation for approval by his/her advisory Committee.
10. **Dissertation Preparation:** The dissertation presents the original scholarship or research completed by the student.
11. **Dissertation Public Lecture-Presentation Defense:** The student presents and defends the dissertation in a public lecture.
12. **Submission of approved dissertation:** The student must submit the approved dissertation electronically.

Plan of Work

This planning document, which is developed by the student and the advisor, should include both course and non-course objectives. An interim Plan of Work, to be retained in the department, should be developed by the end of the student's first year and updated annually. The final Plan of Work requires the signatures of both the advisor and the departmental Graduate Director prior to submission to the Graduate School for approval. The final Plan of Work (<https://gradschool.wayne.edu/phd/forms>) may be filed with the Graduate School at any time; however, it must be submitted before forty credits have been completed and before the qualifying examination is scheduled. Once a student has an approved Plan of Work on file with the Graduate School, any changes to that plan are monitored and approved at the department level. The student is primarily responsible for monitoring that they've taken the minimum number of credits to earn the degree; 90 credits total, at least 30 WSU coursework credits, 60 coursework credits total, and 30 dissertation block credits.

Transfer credit: A student wishing to transfer graduate credit toward the Ph.D. degree must file a petition with the Graduate School via the Transfer of Credit form (<https://gradschool.wayne.edu/phd/forms>), approved by his/her advisor and departmental graduate director, requesting such transfer. The petition must be supported by an official transcript showing a minimum grade of 'B' for the courses to be transferred; 'B-minus' and credit earned with 'S' and 'P' (satisfactory or pass) grades are not acceptable for transfer. When students would like to transfer credits from institutions without course codes, the closest WSU equivalents must be listed. When students would like to transfer credits from institutions without letter grades, a conversion chart must be used and submitted to the Graduate School. When students would like to transfer credits toward the 30 required 7000-level and above, evidence that those courses were open to graduate students only, and not undergraduates with special permission, must be submitted to the Graduate School. Up to thirty-two semester credits of 'B' or better graduate credit earned at Wayne State University or another institution prior to the student's admission as a doctoral applicant may be applied toward the degree without regard to lapse of time. Credit earned with 'B' minus or 'S' or 'P' (satisfactory or pass) grades are not acceptable for transfer.

Ph.D. Coursework

To ensure adequate preparation, the Graduate Council has adopted minimum coursework requirements for the University's highest degree. Many programs will exceed these minima.

A minimum of ninety graduate credits beyond the baccalaureate degree is required for completion of the Ph.D. program. A Ph.D. program will consist of:

1. at least twelve credits of coursework in the major (not including directed study or research credit);
2. sufficient additional coursework to total sixty credits (major and minor coursework, pre-dissertation research and directed study); and
3. thirty credits earned in four consecutive Candidate Status semesters after candidacy has been approved.

The Ph.D. program should provide for effective concentration in a major field with supporting courses in related fields. The decision concerning whether the student's Plan of Work will include a minor is made by the department.

The total Ph.D. program must include thirty credits, excluding Candidate Status semesters, in courses open only to graduate students (i.e., 7000 level or above).

Directed Study

Registration in directed study must have advance approval of the student's advisor and advance authorization of the student's department. A Graduate School Petition and Authorization for Directed Study must be signed by the student's advisor, instructor, and the Graduate Director of the department before registration. The Directed Study Petition must contain all relevant details, including an explicit course outline, a rationale for the course, and information about the major academic requirements the student must successfully fulfill.

Mandatory Ph.D. Pre-Candidacy Enrollment

During the pre-candidacy stage, registration is required in all semesters in which the Ph.D. student uses University resources, including the semester(s) in which the Qualifying Examination is taken. The student must register for a minimum of one graduate credit.

Annual Reviews

All Ph.D. students are required to receive an annual review of the student's progress toward completion of degree requirements. The student's progress in course work, scholarship, teaching, and all other academic or professional areas defined by the department will be summarized and communicated to the student in writing. The annual review must be signed by the student, advisor, and departmental Graduate Director. The annual review is filed in the student's department.

Individual Development Plans (I.D.P.'s)

To promote long-term career planning and development, all Ph.D. students are required to complete an Individual Development Plan (IDP) by the end of their first year in graduate school. These documents are designed to foster conversation between a student and their mentor(s) about career goals and the skills necessary to succeed in those positions after graduate school. The document is to be updated annually throughout the student's tenure in graduate school to promote follow through on the action plan and to revise the action plan in response to new opportunities and increased competency. This document is completed on-line. It is approved electronically by both the dissertation advisor and the Graduate Director.

Qualifying Examination

The Qualifying Examination covers the student's primary areas of study and research, as well as such related matters as the qualifying examining committee may prescribe. The Qualifying Exam must contain a written component; an oral component (described later) is optional. No part of the dissertation proposal may be used to satisfy the written Qualifying Examination requirement.

The Qualifying Examining Committee must consist minimally of three members, two of which must be from the major department, and at least two must hold Regular Graduate Faculty appointments. An external member may be added at the discretion of the department. In this latter instance, the department is encouraged to select a person from the student's minor/cognate area. The membership of this committee may not normally be changed until the Qualifying Examination(s) (written or written and oral, as required) have been passed.

If the written component of the Qualifying Examination is not completed successfully at the first administration, the examination may be repeated only once. A second examination may not be held until at least one semester has elapsed, but must be held within one calendar year following the first examination. The same examining committee must preside over both examinations. The second written examination will be considered final.

The student's examining committee will select one of its members to serve as the Graduate Examiner. The results of the oral qualifying

examination are to be communicated to the Graduate School via Report on Doctor of Philosophy Oral Examination form (<https://gradschool.wayne.edu/phd/forms>). If the Oral Examination is part of the final Qualifying Examination it must be completed within 60 days of the written exam.

If the Graduate Examiner certifies that the applicant has not passed all parts of the oral examination, the committee may recommend that a second oral examination be held. If a second oral examination is recommended, the committee must specify any additional work the student must complete prior to that examination. A second examination may not be held until at least four months have elapsed, but must be held within one calendar year following the first examination. The second oral examination shall be considered final.

Dissertation Advisory Committee

The dissertation advisory committee shall consist minimally of four members. If there are co-chairs, the committee shall consist of five members. At least two committee members shall be from the student's home department/program, and at least two shall hold Regular Graduate Faculty appointments. The committee chair shall hold a Regular Graduate Faculty appointment in the home unit, and if there are co-chairs, at least the one from the home unit shall hold a Regular Graduate Faculty appointment. The committee shall have at least one external member who broadens the dissertation committee beyond the home program to represent a different perspective by virtue of his/her field, location or knowledge application; who does not hold any salaried or contractual appointment, tenure line or retreat rights in the home program; and, who is familiar with the standards for doctoral research. The expertise of the extra-departmental member must be appropriate to the student's dissertation work. The dissertation director and advisory committee should be identified as early as possible, and by the time course work is completed at the latest. The dissertation advisory committee membership must be submitted to the Graduate School as a condition for attaining candidacy. The committee membership may be changed up to the time the dissertation prospectus is submitted. After Graduate School approval of the dissertation prospectus, any changes in committee membership will require written justification via the Change in Committee form (<https://gradschool.wayne.edu/phd/forms>).

Conflict of Interest: It is essential that the members of the committee have not only the requisite professional credentials, but that they are also free of conflicts of interest or commitment that could bias or have the appearance of biasing their judgment about the best interests of the student and the scholarly merit of the dissertation. The present policies and procedures provide a means of disclosing and managing perceived or real conflicts of interest or commitment among dissertation committee members. Each committee member must complete and sign the disclosure form, which must be submitted prior to the approval of the Prospectus and Record of Approval form and again at the time of the Dissertation Public Lecture Presentation Defense form. Conflicts of interest or commitment include financial, personal and/or professional affiliations that could potentially or actually affect the member's objectivity about the dissertation or the student. Committee members unable to sign or provide an electronic signature must email the Ph.D. Office with this exact verbiage: I, [committee member's name], do not have a financial, commitment or affiliation conflict of interest with [student's name] nor any member of his/her committee (should a conflict be disclosed, the conflict must be briefly described).

Candidacy for Ph.D. Degree

A Ph.D. applicant will be advanced to the rank of Ph.D. Candidate by the Graduate School upon the recommendation of the department and completion of the following requirements:

1. Approval of the Plan of Work by the Graduate School;
2. completion of didactic course work, or approximately fifty credits, as required by the Plan of Work;
3. satisfactory completion of the Qualifying Examination(s);
4. identification of the membership of the student's dissertation advisory committee.

(The advisory Committee membership may be changed prior to submission of an approved prospectus to the Graduate School.) The department shall submit the Recommendation for Doctor of Philosophy Candidacy Status form (<https://gradschool.wayne.edu/phd/forms>) to the Graduate School to recommend advancing the student to degree Candidacy.

Dissertation Registration

The Doctor of Philosophy degree requires that students register for Candidate Status during the preparation of the dissertation: Doctoral Dissertation Research and Direction I, II, III, and IV (courses numbered 9991, 9992, 9993, and 9994 offered under various subject area codes, respectively), in consecutive academic year semesters. Registration for these four Candidate Status courses equates to thirty credits.

Ph.D. student enrollment in the first candidate status course prior to candidacy: Ph.D. applicants may be permitted to register in XXX 9991, Doctoral Candidate Status I: Dissertation Research and Direction, during the semester in which they expect to take their Qualifying Examination. To obtain permission to register, students must already have an approved Plan of Work on file with the Graduate School, and submit written approval prior to the census date from their advisor and graduate director that explicitly states the student is expected to achieve candidacy that term to the Graduate School. Students who submit this request to the Graduate School but do not have a Plan of Work on file by the census date will not be provided the override. Students who do not submit this request to the Graduate School by the census and then do achieve candidacy later in the semester cannot retroactively register for 9991 that semester. Students who achieved candidacy in a previous semester but did not register for 9991 can do so after the census date.

Courses numbered 9990 should only ever be taken under special circumstances: If a student is not able to register for 9991 because they are studying for their Qualifying Exam(s) but have finished all 60 credits of coursework, they may request to register for 9990, Pre-Doctoral Candidacy Research, to meet enrollment requirements (8 credits are required for full-time status). Note that 9990 credits do not count toward the 90 required for the degree and cannot be taken in 7.5 credit blocks. If there is any doubt that a student will achieve candidacy, the applicant should register for required coursework or 9990 and not request to register for 9991. Students who register for 9991 but do not achieve candidacy during that term must notify the PhD Office in writing to explain the situation, then register for required coursework or 9990. Up to 8 credits of 9990 can be taken per term; with maximum of 12 credits during the student's degree program. The 7.5 credit blocks are reserved for dissertation blocks (9991, 9992, 9993, 9994).

If a student has registered for all four Candidate Status courses but has not completed the dissertation requirements, the student may register in Candidate Maintenance status (9995) until the requirements are completed, the time limit for the degree is reached, or the student withdraws from the program. Registration in Candidate Maintenance Status is required in all semesters in which the student uses University resources, including the semester in which the student defends the dissertation. The Candidate Maintenance fee is equivalent to the Registration Fee plus the Student Services Fee for one graduate credit and confers full-time registration status.

Dissertation Prospectus and Approval

The Ph.D. Candidate must prepare and complete a prospectus of the proposed dissertation research within 18 months of being named a PhD Candidate. If this timeline is delayed, one must request a formal extension of this policy, which must be approved by the dissertation committee, the director of graduate studies, and the Graduate School. In some departments, oral presentation of the prospectus constitutes the required Oral Examination. The student must submit the Doctoral Dissertation: Prospectus and Record of Approval form (<https://gradschool.wayne.edu/phd/forms>) with the prospectus. The prospectus and form must be approved by the dissertation advisory committee and the departmental Graduate Director, before being forwarded to the Graduate School, which requires a hard copy of the proposal; a completed Conflict of Interest (<https://gradschool.wayne.edu/phd/forms>); and Institutional Review Board (<http://research.wayne.edu/irb>)(IRB)/Institutional Animal Care and Use Committee (<http://research.wayne.edu/iacuc>) (IACUC) approvals, if needed. Students and their dissertation Chair are responsible for following IRB/IACUC regulations and rules.

Oral Examination

Successful completion of an Oral Examination is a requirement for the Ph.D. degree. The Oral Examination may be administered as part of the Qualifying Examination (see previous discussion of Qualifying Examination), or as part of the prospectus meeting, or a lecture, or in some other departmentally-approved format in which the student presents information orally and answers questions posed by the student's committee. The committee for the Oral Examination must be composed of minimally three members, two must be from the student's department, one must be the advisor; a member outside the department, is optional. The members of the Oral Examination committee may also serve as the student's dissertation advisory committee, but this is not required. At least two members must hold Regular Graduate Faculty appointment status, one must be the advisor. If the Oral Examination is part of the Qualifying Examination, the Oral Examination must be completed within 60 days of the written qualifying examination. If the Oral Examination is part of the prospectus meeting, the results of the Exam are to be reported to the Graduate School via the Doctoral Dissertation: Prospectus and Record of Approval form. The results of the Oral Examination administered in all other contexts should be reported to the Graduate School via the Report on Doctor of Philosophy Oral Examination form.

Dissertation Preparation

The dissertation should be selected and planned with care; it may be of a research, expository or critical nature. It must be an original work, in or related to the student's major field of specialization. Work submitted for credit in other courses cannot be used in fulfilling dissertation requirements. Neither the results of the research nor the publication of findings may be restricted by any non-University agency. The results of the research may be published prior to submission and acceptance of the dissertation, with the approval of the dissertation advisor.

Members of a doctoral dissertation advisory committee must read, approve and sign the dissertation. Such approval includes all academic and professional evaluations and judgments as to originality, adequacy, accuracy, significance, methodology, justification or conclusions and correctness of style. Approval shall not be recorded until the work and manuscripts are fully verified and accepted.

Format: Candidates preparing manuscripts are instructed to follow closely the Graduate School regulations governing the format of the dissertation. Format requirements and format templates are available on the Graduate School website. Two weeks prior to the Dissertation Defense, the student must submit the dissertation electronically (<http://>

dissertations.umi.com/wayne) for the initial format check. Note that format guidelines are written for Microsoft Word, and students who use other programs are expected to meet the same guidelines.

Inclusion of Publications in the Dissertation: In such instances where doctoral students have published work in discipline-appropriate refereed journals, and when the doctoral committee approves, these published materials may be incorporated into the dissertation. For papers so included, the student must be the principal author and/ or have made the major contribution to the published work. In cases of co-authored material, the text of the dissertation must make clear (e.g., in the summary and conclusion) to the reader the original contribution of the author. If published materials are included, references to them in the other dissertation sections may not need to be as detailed as is required in dissertations which do not incorporate published materials.

When a co-author is someone other than the candidate and the advisor, it is recommended that permission to include the publication in the dissertation be secured from the other author(s). Students are advised that incorporation of materials published elsewhere requires permission of the copyright holder. Once permission is secured, it must be cited in the chapter from whom the permission was granted/where the material is already published

Students must format a published article to conform to the body of the dissertation. As well, all remaining sections of the dissertation (e.g., abstract, introduction, conclusions) must conform to Graduate School format requirements.

Dissertation Public Lecture Presentation-Defense

Two weeks before the planned Defense, each dissertation advisory committee member must have certified in writing, via the Dissertation Public Lecture Presentation-Defense Final Report form (<https://gradschool.wayne.edu/phd/forms>), that the dissertation has been read and approved for the Defense. Committee members unable to sign or provide an electronic signature may email this exact verbiage to the PhD Office: I, [committee member's name], certify that I have read the dissertation, approve its content and verify that it is ready for the Public Lecture Presentation-Defense. And I, [committee member's name], do not have a financial, commitment or affiliation conflict of interest with [student's name] nor any member of his/her committee (should a conflict be disclosed, the conflict must be briefly explained). The Defense cannot be held without such certification.

Dissertation Readiness for the Defense: Dissertation committee members will sign Part 1 of the Defense form and thereby indicate their assessment that the dissertation is ready for the Defense. Under no circumstances will a committee member sign Part 1 of the Defense form if s/he has not read the dissertation. A pre-Defense meeting of the student and whole committee is recommended, allowing committee members to indicate their concerns regarding the dissertation and the student to make needed revisions. Consequently, no requests for major revisions of the dissertation should arise at the Defense.

The Graduate School requires that all dissertations and theses must be submitted for a plagiarism check through Canvas Learning Management System (LMS) plagiarism check software prior to the defense. The Graduate School further requires that the student's dissertation/thesis advisor or program Graduate Director certify that the dissertation/thesis has been checked through plagiarism software in Canvas. The Defense Final Report form and the first page of the plagiarism check report will be used to transmit the certification to the Graduate School. The Graduate School requires additional justification for reports that suggests evidence of plagiarism.

Policy on Presence at the Defense: The Graduate School expectation is that the student and all members of the dissertation committee be

physically present at the student's Final Defense of the dissertation. At the very least, the student and the dissertation committee chair(s) must be physically present; a student with dissertation co-chairs must have at least one in attendance. Committee members who cannot attend in person, synchronous audio-visual access, such as Skype, will be required. The Defense will be held during business hours, Eastern Standard Time. Electronic signatures on the Defense form and the title page are accepted.

Graduate Examiner: The Graduate Examiner is the presiding officer at the Defense and is responsible for its conduct. Representing the Graduate Council and the Graduate School, the Graduate Examiner serves as an advocate for the student. The dissertation advisor serves as the Graduate Examiner, but the student (or any committee member) may request that the Graduate School appoint a Graduate Examiner from outside the committee.

The Doctoral Dissertation Public Lecture Presentation-Defense has three phases, as follows:

Public Lecture Presentation-Defense: In the public lecture or presentation, candidates are expected to share the results of their dissertation research with the audience and the dissertation committee. This lecture or presentation may vary in length depending on the circumstances and discipline. At the end of this public lecture or presentation, members of the audience, as well as the dissertation committee members, are encouraged to direct questions pertaining to the presentation or research to the candidate. The Graduate Examiner moderates the questioning.

Communicating Dissertation Revision Requirements: To communicate to the Graduate School that revisions to the dissertation were requested at the Defense, a box on the Defense form will be checked that indicates "Changes Required." The dissertation advisor will not sign the dissertation cover page until the student has made all required revisions. Submission of the cover page to the Graduate School will indicate that the student has made the revisions satisfactorily.

Dissertation Committee's Meeting with the Candidate: At the conclusion of the public presentation and defense, the dissertation committee members will meet privately with the candidate to pose further questions about the candidate's research or to address issues related to the dissertation manuscript. The Graduate Examiner presides at this meeting.

Evaluation of the Candidate's Performance: Upon the completion of the public presentation and defense and the private meeting, the dissertation committee members, in the absence of the candidate and the audience, discuss the candidates' performance and decide whether or not they have passed the defense. The Graduate Examiner chairs the discussion and communicates the result to the candidate, and subsequently, to the Graduate School within 48 hours of the dissertation defense via the Dissertation Public Lecture Presentation-Defense Final Report form (<https://gradschool.wayne.edu/phd/forms>).

If the candidate fails the Defense, the advisor and committee may recommend that the student be given the opportunity for a second defense. If a second defense is recommended, the advisor and committee will submit to the Graduate School, the Graduate Director of the program and the student a written description of the areas of weakness and what the student must do to correct the weaknesses. If candidates will need to make extensive corrections to the manuscript (ones requiring more than ten days), they will not be passed. Candidates must wait at least four months before holding another defense. The second defense shall be considered final.

Ph.D. Completion Deadline: Each semester the Graduate School establishes a Ph.D. completion deadline calendar for students intending to graduate in that semester, by which time all work must be completed and all required documents submitted, if the Ph.D. degree is to be awarded that term. Any dissertation revisions stemming from the defense must be completed and submitted prior to the completion deadline for the semester, so the manuscript can be accepted for publication by the deadline. Acceptance for publication by the Ph.D. completion deadline is required for a student to graduate that term.

Submission of Approved Dissertation

The submission of the approved dissertation concludes work pursuant to the doctoral degree. In essence such manuscripts represent a tangible summation of the many hours spent in study and research to acquire a higher education. For this reason such scholarly documents must evidence only the highest standards of research and writing. They must show consistency in punctuation, style and format. It is official policy that acceptance of a dissertation, as well as certification of a candidate for a degree, shall not be granted unless a manuscript is technically correct in format and in a form suitable in all respects for publication.

The corrected dissertation must be submitted and accepted for publication by the completion deadline of the graduation semester. Manuscripts must be submitted electronically (<http://dissertations.umi.com/wayne>). The signature page must also be submitted to the Graduate School.

Dissertation Publication Plan: Filing a Doctoral Dissertation Publishing Agreement form is required.

Dissertation Copyrighting Charge: Copyright service, provided by Proquest, is available upon request. The student shall pay the amount necessary to cover the cost of copyrighting.

Students wishing to obtain bound dissertation copies for personal use must select a bindery and pay the binding charges for these.

Information regarding completion of additional forms is available from the Graduate School office and website. The Ph.D. degree will be certified only upon receipt of the approved dissertation and the reconciliation of the student's Plan of Work and transcripts.

Graduation

Each candidate for a degree or certificate must file a *Graduate Application for Degree* by the end of the fourth week of classes in the semester in which they expect to complete the requirements for the degree. If an application for a degree was filed for a previous term in which the student did not graduate, a new application is necessary.

Commencement

Information concerning commencement announcements, caps and gowns, invitations, tickets, time and place, assembling and other relevant items will be mailed to the graduates by the Commencement Office prior to the event. Candidates for advanced degrees are requested and expected to attend the commencement at which the University confers upon them the honor of the degree earned.

Exceptions

A student who wishes to request an exception to any of the Ph.D. program minimum requirements should file a written, detailed petition with his/her advisor. If the advisor approves the petition, they will forward it, along with their recommendation, to the Chairperson of the departmental Graduate Committee. If approved by the department, the petition will be forwarded to the Graduate School. All exceptions must ultimately be approved by the Graduate School. Appeals of decisions

follow the same process; appeals of Graduate School decisions may be presented to the Provost.

Time Limitation for Doctoral Programs

Students have a seven-year time limit to complete all requirements for the Ph.D. degree. The seven-year period begins with the end of the semester during which the student was admitted to doctoral study and was completing work toward meeting the requirements for the degree. In order to request a time extension, a student may petition his/her advisor. If the advisor supports the request, it is forwarded to the chairperson of the departmental Graduate Committee, and if approved, it is reviewed by the Graduate School. The petition must include information concerning the reasons for the request, an explanation of how the student's circumstances have changed to enable them now to complete the dissertation, compelling evidence that the student's dissertation is in progress, a plan and timeline for completion of the dissertation, an explanation of how the student has remained current in his/her field, and a copy of the current annual review. The initial request for a time extension must be filed within six months of the expiration date. There is no grace period for additional time extensions that may be granted after the initial request. To be considered eligible for a time extension, the student must have an approved prospectus on file at the Graduate School. If students do not complete the program within ten years of their applicant date with approved time extensions, the written qualifying examination(s) must be repeated and passed by the end of the time extension. Students who have been granted time extensions must complete all program requirements within twelve years of the applicant date.

Foreign Language Requirement

The Ph.D. Foreign Language Requirement is a matter of departmental option. Students are advised to contact the department in which they intend to major in order to determine the nature of the Ph.D. foreign language requirement, if any, for that discipline.

Doctoral students should bear in mind that most departments reserve the right to require foreign language proficiency for any Ph.D. student pursuing research which would benefit from the use of foreign language materials, even though other students in the same Ph.D. program are not required to establish foreign language competence.

Ph.D. Residence Requirement

The Ph.D. requirement of one year of residence is met by completion of at least six graduate credits in course work, exclusive of dissertation, in each of two successive semesters. The spring/summer semester may be excluded from the definition of successive semesters. Additional residence requirements may be imposed by the Ph.D.-granting departments. The student should contact the major department to determine what residence requirements must be satisfied.

In the experimental sciences for which it can be demonstrated that a student's research must be completed on campus, the residence requirement for the Ph.D. degree may be met by the dissertation director's written certification that the student has been in full-time residence for at least two successive semesters and one summer session. In this latter case, a count of course credits is not required for the fulfillment of the residence requirement, but specific dates of residence must be furnished.

In addition, the Ph.D. residence requirements stipulate that the student must elect at least thirty credits in graduate work exclusive of dissertation direction at the University.

Certificates: Graduate and Bridge Graduate Programs

Programs leading to Graduate Certificates and to Bridge Graduate Certificates are available through several University units and are open to students who meet the general graduate admission requirements of the University; individual programs may have additional admissions requirements. The specific number of credits required for completion varies by program, though Certificate programs must consist of at least twelve graduate credits.

Graduate Certificates may be earned independently of or concurrently with a graduate degree. A Graduate Certificate program must be completed within three years, a minimum grade point average of 3.0 in certificate courses must be maintained, and only nine semester credits of certificate course work may be applied toward a graduate degree.

Bridge Graduate Certificates are certificate programs designed to provide students with specialized knowledge that may subsequently be applied toward the requirements of a designated Master's degree and may be viewed as transitional to a Master's program. The program is for students who hold at least a baccalaureate degree and are admissible to graduate studies.

The Bridge Graduate Certificates are generally housed in the same unit as the Master's program that proposes it. The Certificate program consists of at least twelve graduate-level credits to be completed within three years and a minimum grade point average of 3.0. No transfer credits are accepted into a Bridge program. The curriculum consists of courses from the corresponding Master's program. All courses in the Bridge Certificate may be applied toward the requirements of the designated Master's degree, given that they meet the approval of the Master's program and the six-year time limit for Master's degrees. For specific certificate requirements interested students should consult the specific certificate program descriptions in this Bulletin or contact the sponsoring department.

Dual-title Graduate Degrees

A dual-title degree program is designed to provide additional valuable course work not prescribed in an existing major program. The dual-title degree program consists of two components: an area of study, in which there are graduate course offerings and faculty strength but no graduate degree program, and one or more major degree programs that adopts the area of study and integrates its content into the coursework and progressive stages of the major program, including the Qualifying Examination, thesis and dissertation. The dual-title areas of study are not available as separate graduate degree programs.

Potential dual-title areas of study typically are interdisciplinary with courses and faculty housed in various departments. When incorporated into an existing program, they provide students with knowledge and skills graduates of traditional programs do not have. Dual-title areas often exist in new and emerging fields, generally where the most significant advances in research occur. The addition of a dual-title area to an existing degree program enables graduates to acquire the most current knowledge and up-to-date research skills beneficial to the major program.

Joint Degrees

A joint degree program is a formally approved and authorized program between two cooperating graduate or graduate and professional programs that permits the use of a limited number of credits to fulfill requirements in both programs. The joint degree programs offer exceptionally talented students the opportunity to acquire expertise and

knowledge in a shorter time than is possible by completing two separate degrees in sequence.

Educational Outreach

5057 Woodward Avenue, Suite 3101, Detroit MI 48202; Telephone: (313) 577-4682

Email: educationaloutreach@wayne.edu

<http://www.educationaloutreach.wayne.edu>

Associate Vice President for Educational Outreach and International Programs: Ahmad Ezzeddine

Sr. Director, Business Affairs: Arthurine Turner

Director of Operations: Rebecca Journigan

Manager, Administrative Services: Heather Howell

Program Coordinators: Gail Stanford, Nevein Michail,

Director, Educational Outreach and Transfer Initiatives: Michael Quattro

Associate Director, Educational Outreach: Stacy Jackson

Program Manager, Schoolcraft Center: Gail Stanford

Associate Director, Executive and Professional Development: Michael Kelly

Instructional Services Supervisor: Margaret Matyniak

Project Coordinator, Marketing: Carol Baldwin

Financial Analyst: Stacey Smith

Educational Outreach is principally responsible for Wayne State University's off-campus offerings including online programs and courses. This division administers academic off-campus course offerings and programs for most Schools and Colleges of the University; the University Summer Session; and the partnership degree programs at University centers located on community college campuses. Educational Outreach staff coordinate relationships with community colleges partners and oversee transfer student recruitment and retention via the Transfer Student Success Center. Additionally, the division oversees credit and non-credit executive education, certificate, professional development and continuing education programs for the University.

The Division operates several instructional centers in the Detroit metropolitan area as well as in other selected locations in Michigan, and delivers distance learning and online instructional programs. Through these outreach efforts, WSU is able to serve and meet the educational needs of a diverse student audience: working adults who are unable to pursue traditional on-campus programs of study; persons who desire courses of instruction at or near their place of employment; and others who are simply taking courses to enrich their educational background or improve their technical skills.

Dual Enrollment Cohort Programs

Educational Outreach coordinates dual enrollment cohort programs for eligible high school students in interested school districts. Dual enrollment cohort programs may be offered on site within the school district or at any of the Wayne State University campuses. For information regarding Dual Enrollment Cohort Programs, telephone: 313-577-1430.

Visitor Program (Non-Credit)

Educational Outreach also administers the University's Visitor Program. Under this program, adults can attend a wide range of selected University courses, both on and off campus, provided classroom space is available. No grade or academic credit may be earned, and students may not be registered for courses taken for credit simultaneously with courses taken under the Visitor Program.

The Visitor Program allows any adult who is not currently enrolled in credit courses at Wayne State University to attend a wide range of University courses in a noncredit status. Visitor status students do not receive academic credit and do not receive acknowledgement on

transcripts. Provided space is available and permission has been granted, adults may enroll as visitors in most of the courses listed in the Schedule of Classes.

It is not necessary to be formally admitted to the University to take advantage of the Visitor Program. Visitor status students do not submit written work or take examinations. Registration for both on-campus and off-campus classes takes place the first two weeks of classes and is processed by the Division of Educational Outreach, located on the main campus.

Students enrolled in the Visitor Program are assessed one-half of the undergraduate resident lower division credit hour rate for each credit hour plus a non-refundable Registration Fee equal to one-half of the regular Registration fee and the full per credit hour undergraduate Student Service Credit Hour Fee. Payment of tuition and fees are due at the time of registration. Tuition must be paid in full at the time of registration. Payment is accepted by money order, check, Discover, Master or Visa Card. Money orders or checks must be drawn from a United States bank and cannot be starter checks. Students may register in person or by calling: 313-577-4682.

Travel Study

Sponsoring schools and colleges in the University offer travel study programs through the Division of Educational Outreach. Most programs occur in the spring/summer sessions; times and locales vary each year. Travel study refers to programs in the United States. Please refer to the Office of International Programs (<http://bulletins.wayne.edu/undergraduate/general-information/international-programs>) for study abroad programs. Recent travel study programs include:

College of Liberal Arts and Sciences: Biological Sciences: marine lab at the Florida Keys; field studies at Fish Lake, Michigan

College of Education: Science Education: ecology courses at Higgins Lake, Michigan

College of Fine, Performing and Communication Arts: Fashion Merchandising: design in New York City

Extension Centers

Director, Educational Outreach and Transfer Initiatives: Michael Quattro
Associate Director, Educational Outreach: Stacy Jackson
Program Manager, Schoolcraft Center: Gail Stanford

The Division of Educational Outreach operates several instructional centers in the Detroit metropolitan area as well as in other selected locations in Michigan. Through these outreach locations, the University is able to serve and meet the educational needs of a diverse student audience. The locations of the centers are listed below.

OAKLAND COMMUNITY COLLEGE, ORCHARD RIDGE CAMPUS
Building D, 27055 Orchard Lake Road
Farmington Hills, MI 48334
Telephone: 248-522-3905

SCHOOLCRAFT COLLEGE
18600 Haggerty Road
Jeffress Center, Suite 320
Livonia, MI 48152
Telephone: 734-853-3450
Fax: 734-853-3446
Email: schoolcraft@wayne.edu

MACOMB EDUCATION CENTER
16480 Hall Road
Clinton Township, MI 48038

Telephone: 586-226-4291; 313-577-9632
Fax: 586-226-8570
Email: macomb@wayne.edu

UNIVERSITY CENTER AT MACOMB
44575 Garfield Road
Clinton Township, MI 48038
Telephone: 586-263-6700; 313-577-6261
Fax: 586-263-6120
Email: macomb@wayne.edu

ADVANCED TECHNOLOGY EDUCATION CENTER
14601 East 12 Mile Road
Warren, MI 48088
Telephone: 586-447-3905; Fax: 586-447-3907
Email: atec@wayne.edu

Registration for Off-Campus Courses

Registration for off-campus academic courses is held during the regular registration periods for each semester. For specific registration information, telephone: 313-577-3541 or 313-577-4682.

Fees for credit classes are the regularly established fees of Wayne State University, which are published each semester in the University Schedule of Classes (<http://classschedule.wayne.edu>). All fees are subject to change at any time without notice by action of the Board of Governors of the University.

Non-Matriculant Advising

Persons who wish to enroll in credit courses offered through this division and who have NOT been formally admitted to the University are registered as non-matriculated students in the College of Liberal Arts and Sciences. Students are advised to consult the non-matriculant advisor as well as the specific degree program requirements cited in this bulletin, and are urged to process formal application and admission documents as soon as possible. Upon admission to a Wayne State school or college, credits earned in non-matriculant status may be applied toward degrees subject to the approval of the admitting school or college.

Admission Requirements

Most credit courses offered through Educational Outreach are open to all students who are qualified by virtue of meeting the prerequisites for individual courses or, in cases where there are no prerequisites, on the basis of their own assessment of their aptitudes. Those individuals who have been formally admitted to Wayne State University for a degree or certificate program, or post-baccalaureate study, and who are in good academic standing, will have course credits and grades earned through extension recorded on their transcripts in the same manner as credits earned on campus. Guest students should consult with their home institution when formulating their registration plans and submit an application for guest admission (<http://admissions.wayne.edu/guest/requirements.php>).

Programs Offered Through Educational Outreach

Educational Outreach offers entire curricula or selected courses applicable to many Wayne State University degrees and certificates at convenient times and places. The following complete degree programs are offered at various extension centers. Students should visit the Educational Outreach (<https://wayne.edu/educationaloutreach/>) website for more details.

Undergraduate Degree and Certificate Programs
Bachelor of Arts with a major in Anthropology

Bachelor of Arts in Business Administration with a major in Global Supply Chain Management
 Bachelor of Arts in Business Administration with a concentration in Accounting or Management
 Bachelor of Arts in Information Systems Technology
 Bachelor of Arts with a major in Communication Sciences and Disorders
 Post-bachelor's program in Communication Sciences and Disorders
 Bachelor of Arts with a major in History with optional minor in Political Science or Criminal Justice
 Bachelor of Arts with a major in Public Relations
 Bachelor of Arts/Science in Elementary Education with a major in Special Education with a concentration in Cognitive Impairment
 Bachelor of Science with a major in Computer Science
 Bachelor of Science in Construction Management
 Bachelor of Science in Criminal Justice
 Bachelor of Science with a major in Elementary Education (Integrated Science or Mathematics)
 Bachelor of Science in: (Engineering Technology degrees)

Electrical/Electronic Engineering Technology
 Electromechanical Engineering Technology
 Manufacturing/Industrial Engineering Technology
 Mechanical Engineering Technology
 Product Design Engineering Technology

Bachelor of Science in Mechanical Engineering
 Bachelor of Social Work
 Bachelor of Science in Nutrition and Food Science
 Bachelor of Science in Nursing

Graduate Degree and Certificate Programs

Master of Business Administration
 Education Specialist Certificate in Special Education with a concentration in Learning Disabilities or Autism Spectrum Disorder
 Endorsement in Bilingual/Bicultural Education with a concentration in English as a Second Language
 Master of Arts in Employment and Labor Relations
 Master of Education with a major in Special Education and concentrations in:

Cognitive Impairment
 Learning Disabilities
 Autism Spectrum Disorders

Master of Social Work

Transfer Student Success Center

Director, Educational Outreach and Transfer Initiatives: Michael Quattro
Manager: Jo Bains
Telephone: 313-577-2487
Email: transfer@wayne.edu

The Transfer Student Success Center (TSSC) is a hub for transfer students to obtain the help they need to successfully complete their degree at Wayne State University. The TSSC is designed to help those transferring from a community college or other four-year institution navigate the administrative and academic units of the university and ensure a timely and successful completion of their degree.

The TSSC provides direct service to students, community college staff, and WSU departments.

Direct service to students includes support with:

Transfer credit evaluation
 Academic advising
 Student organizations

Engaging students with the larger Wayne State community
 Providing opportunities for prospective students to visit campus

Direct service to community college staff includes:

Information about Transfer Plans and transferring of credit
 Development of articulation agreements
 Hosting/coordinating staff and faculty visits to WSU
 Providing counselors/advisors and other staff with current/updated WSU information

Direct service to WSU departments includes:

Facilitating and coordinating the development of articulation agreements
 Acting as a resource and clearinghouse for information on transfer students
 Participating in and leading development of events and activities for transfer students

Executive and Professional Development Programs (Non-Credit)

Associate Director: Michael Kelly
Project Manager: Abby Cheatham
Telephone: 313-577-4665
<http://www.ExecEd.wayne.edu>

Executive and Professional Development (EPD) provides proven practical solutions to business challenges through executive education, business training and consulting. Offering a unique blend of expertise and flexible design, EPD moves beyond off-the-shelf, pre-packaged education, training and consulting 'services' by applying problem-solving strategies to assess and meet the needs of its clients. EPD is committed to providing customized, fully integrated, in-depth programs to address specific organizational needs and improve individual and organizational capabilities and performance. The EPD portfolio includes:

Business Training and Executive Education

EPD offers programs that respond to problems currently facing business, government and industry. Programs are offered in a variety of formats and deliver the strategies, tools, and knowledge needed to succeed in today's changing business environment. EPD mobilizes the resources of WSU to serve the specific and unique needs of the community by offering customized degree and non-degree programs, be they an onsite MBA program offered for a specific company, an Engineering Management Master program offered for a group of engineering executives, or a master of social work offered at one of the university's extension sites.

EPD provides a blended training approach by using a variety of alternative delivery methods including on-site facilitated sessions, video-conferencing, online training and computer-based programs.

Certificate Programs

EPD responds to industry's demand for a more comprehensive approach to continuing education by offering certificate programs that encompass several current management and business issues. These multiple-session programs offer participants the opportunity for higher mastery and competency in a particular subject area and can be customized to meet each organization's specific needs.

On-Site Consulting Services

In conjunction with training, EPD's expert staff provides consulting services in a variety of areas including training and design development, leadership and organizational development, succession planning,

business process improvement, strategic planning, and executive coaching.

Procurement Technical Assistance Center

The Procurement Technical Assistance Center (PTAC) works with qualified businesses in the Detroit area to prepare them to bid for government contracts. PTAC's goal is to provide small business owners with a competitive edge in selling to the public sector by educating them about opportunities, and offering marketing and technical assistance. Recently, PTAC services resulted in awarded contracts totaling more than \$5 million.

For further information on any Executive and Professional Development services or activities, call: 313-577-4665.

Financial Aid

Office of Student Financial Aid (OSFA)

Welcome Center, 42 W. Warren Avenue
P.O. Box 2340, Detroit, MI 48202
Telephone: 313-577-2100, Fax: 313-577-6648
<https://wayne.edu/financial-aid>

The Office of Student Financial Aid (OSFA) provides need-based and non-need-based financial aid to help eligible students meet the expenses of their education. Financial aid is intended to supplement, not to replace, students' financial resources. Financial need is determined from the information that students submit on the Free Application for Federal Student Aid (FAFSA (<https://fafsa.gov>)).

Information concerning scholarships (<https://wayne.edu/scholarships>) is available online. Wayne State University offers a variety of University-wide scholarships that are awarded based on financial need, scholastic achievement, and/or leadership qualities. To apply for University-wide scholarships, students must complete the online application (<https://wayne.edu/scholarships/privateapp>). Note: Scholarships that have need as a criterion require submission of the FAFSA.

Service Hours: Walk-in financial aid assistance is provided in the lobby of the Welcome Center Monday through Thursday, 8:30 a.m. to 6:00 p.m., and Friday 8:30 a.m. to 5:00 p.m. June through August, appointments and walk-in services end at 5:00 p.m. Monday through Friday. You may also email studentservice@wayne.edu or call 313-577-2100.

The Office of Student Financial Aid will send email and notices to your WSU email account (<https://tech.wayne.edu/kb/communication-collaboration/wayne-connect>). Information about your award and award requirements is available in *Academica*. More information about using *Academica* is available on our website (<https://wayne.edu/financial-aid/receiving/pipeline>).

Financial Aid Types

Financial aid at Wayne State University is awarded in the form of a 'package,' or combination of aid sources, and generally consists of four types: grants, scholarships, loans, and employment. The amount of aid a student may receive cannot exceed the estimated cost of attendance. The amount of need-based financial aid that a student may receive cannot exceed their financial need, which is based on the information provided on the FAFSA. Graduate students may be eligible for a need-based Federal Work-study award or non-need-based Federal Unsubsidized or Grad PLUS loan.

Grants

Grants are gift assistance awarded on the basis of financial need and do not require repayment. The Free Application for Federal Student Aid

(FAFSA) is required. Note: The Federal Pell Grant is limited to students who have not earned a bachelor's or professional degree.

Scholarships

Scholarships are gift assistance awarded based on academic achievement or other special ability and do not require repayment. For some awards, financial need is a factor and a FAFSA is required.

Loans

Loans are money that must be repaid at a future date, usually following graduation or when the student ceases to be enrolled on at least a half time basis. Federal loans require submission of the FAFSA. A graduate student may qualify for a Federal Unsubsidized loan and may apply for a Federal Direct PLUS loan to assist with educational expenses.

Federal Work-Study

Federal work-study is on- or off-campus part-time employment with eligible employers. Work-study is awarded based on financial need. Students interested in work-study should complete the annual FAFSA. The Work-Study Request Form available on our website. The Student Guide to On-Campus Employment, which explains the hiring process and the terms and conditions of employment is available from the Office of Career Services (<http://careerservices.wayne.edu/student-employment.php>).

Free Application for Federal Student Aid (FAFSA)

How and When to Apply for Financial Aid: Each academic year, submit the Free Application for Federal Student Aid (FAFSA) (<http://www.fafsa.ed.gov>) and include the WSU federal code, 002329. The federal processor, the U.S. Department of Education, will electronically transmit the FAFSA data to the Office of Student Financial Aid.

Help Completing the FAFSA: Help completing the FAFSA is provided online throughout the application process. Help also is available by telephone from the Federal Student Aid Information Center: 1-800-4-FED-AID (1-800-433-3243) during regular business hours (Eastern Time), Monday through Friday.

Application Deadlines

Fall/Winter Application Priority Date: The application priority date for financial aid consideration at WSU for fall and winter semesters is the date by which the FAFSA should be submitted to facilitate determination of student eligibility for financial aid before the beginning of the fall semester. The priority date is not a deadline. See our website (<https://wayne.edu/financial-aid/resources/dates>) for current information.

Students may submit the FAFSA during the following periods:

The 2019-20 FAFSA can be submitted October 1, 2018 through June 30, 2020.

The 2020-21 FAFSA can be submitted October 1, 2019 through June 30, 2021.

The 2019-20 FAFSA requires 2017 federal tax information. The 2020-21 FAFSA requires 2018 federal tax information. Applicants may be able to use the IRS Data Retrieval Tool when completing the FAFSA. The IRS Data Retrieval Tool will immediately upload tax data to the FAFSA.

Spring/Summer Financial Aid: The Office of Student Financial aid will use your 2019-20 FAFSA information to determine your aid eligibility for spring/summer 2020 and your 2020-21 FAFSA information to determine your eligibility for spring/summer 2021. Note: If the FAFSA has been

submitted for the academic year, it is not necessary to submit it again for the spring/summer semester.

Academic Calendar: At WSU, the spring/summer semester is the third term of the school year. For example: The spring/summer semester 2020 is part of the 2019-20 school year; the spring/summer semester 2021 is part of the 2020-21 school year.

Financial Need Determination

The Student Aid Report (SAR) lists the financial aid applicant's answers to the questions on the FAFSA. Based on those answers, the SAR either states the student's Expected Family Contribution (EFC) or instructs the student to take additional action which will allow an EFC to be determined. The EFC is a measure of the student's financial strength and is used in determining financial need. The SAR also indicates whether the financial aid application has been selected for the verification process.

How Financial Need Is Determined: To determine financial need, OSFA subtracts the student's expected family contribution (EFC) from the average cost of attendance (COA) for their program at Wayne State University. COA minus EFC equals financial need.

Verification: The process by which an educational institution confirms the accuracy of the data reported on an individual student's FAFSA is called verification. The federal processor selects the FAFSA applications for which the data submitted must be verified. A student whose application is selected for verification must provide documentation to confirm the information on the FAFSA.

Note: If an application is selected for verification, the student must complete the verification process before eligibility for financial aid can be confirmed, and before financial aid can be paid.

The Cost of Attendance (COA): The cost of attendance (COA), which is also called a budget, components include: tuition, fees, books and supplies, housing allowance (based on the living arrangements reported on the FAFSA) and miscellaneous expenses. If a loan is awarded, loan fees will be an included component. All students are initially assigned estimated tuition costs and estimated costs for books and supplies based on full-time enrollment status for their academic programs. Financial aid awards are offered based on the estimated budgets. At the time of disbursement, each student's financial aid award is adjusted based on current enrollment status (full-time, three-quarter time, or half-time).

The COA may be adjusted to include dependent care directly related to attendance at WSU; costs related to a disability; computer purchase for educational purposes; costs to obtain a first professional license; and an allowance for reasonable costs directly related to one's program of study.

Michigan Resident and Out-of-State Resident Cost of Attendance (<http://wayne.edu/financial-aid/resources/cost-of-attendance>): Please access our website for detailed information concerning how student budgets are assigned and cost of attendance component amounts.

Current Tuition and Fees (<http://reg.wayne.edu/students/tuition.php>): Tuition and fees are subject to change by the WSU Board of Governors without notice.

Special Circumstances (<https://wayne.edu/financial-aid/forms/appeal>): The Office of Student Financial Aid recognizes that students may have extenuating financial circumstances that the standard need analysis form (FAFSA) does not consider. Applicants may request a review of extenuating circumstances that they believe affect their financial aid eligibility by submitting a Special Circumstances Appeal Form.

Eligibility and Conditions of Financial Aid

Students must be enrolled in an eligible degree- or certificate-granting program to receive financial aid funds. Enrollment must be at least half-time to be considered eligible for most types of aid.

Non-degree programs have aid limitations and not all programs are eligible for financial aid. OSFA can provide more information about non-degree programs, including a list of specific certificate programs that are ineligible for financial aid.

Prerequisite coursework aid eligibility is limited. Determination of aid eligibility requires submission of the Prerequisite Coursework Aid Request Form, which is available on our website.

Repeat Coursework

Federal financial aid will pay for only one repeat registration in a course for which the student has previously earned credit with a passing grade. That is, students are only eligible to receive financial aid the first time the course is repeated.

Calculating "Earned" versus "Unearned" Financial Aid

OSFA must follow federal regulations in determining the amount of "earned" versus "unearned" federal financial aid disbursed to a student who then leaves school without completing the semester. The refund percentage is determined by the student's effective date of withdrawal from all classes, which is the last recorded date of attendance.

A student who completes 60% or less of a semester will be considered to have "earned" the same percentage of financial aid as the percentage of the semester completed. The percentage will be calculated by dividing the completed number of days by the total number of days in the semester. The percentage of "unearned" aid will correspond to the percentage of the semester not completed. A student who completes more than 60% of a semester will be considered to have earned 100% of the financial aid disbursed for that semester and no return of federal financial aid will be calculated.

A student has not "earned" all of the financial aid received may be required to repay those funds. Detailed information is provided in the WSU Withdrawals and Return of Title IV Policy (<https://wayne.edu/financial-aid/receiving/cancellation>).

Enrollment Requirements for Federal Direct Loans

To receive a Federal loan disbursement, a student's enrollment status must be at least half-time.

Satisfactory Academic Progress (SAP)

Federal financial aid regulations require OSFA to apply reasonable standards for measuring whether a student is making progress toward a degree or certificate. The standards, which are called satisfactory academic progress (SAP), must be met for a student to remain eligible to receive financial aid. Academic progress is measured each semester.

WSU Satisfactory Academic Progress Standards are comprised of three components:

1. The cumulative grade point average of at least 3.0 is required at the graduate level.
2. The pace of progress toward the degree or certificate must be at least 67%, which is determined by dividing the cumulative number of credits completed by the cumulative number of credits attempted.
3. The maximum time frame for completing the degree or certificate, is 150% of the average published length in credits of the program.

Note: Full-time or part-time enrollment is not a factor in determining the pace of progress or the time frame since the sole unit of measurement is credits.

The WSU Satisfactory Academic Progress Policy is available online. (<https://wayne.edu/financial-aid/receiving/sap>) Check your SAP status in Academica (<https://academica.aws.wayne.edu>).

Consequences of Withdrawing from Courses

A student's satisfactory academic progress (<https://wayne.edu/financial-aid/receiving/sap>) may be affected if they withdraw from courses (some or all) during a semester. A student who does not comply with SAP standards may be denied financial aid for subsequent semesters. The university has specific instructions for SAP appeals (<https://wayne.edu/financial-aid/receiving/sap/sapappeal>).

A student who withdraws from all courses may be required to repay a portion of the financial aid received. Please see the section above titled Calculating "Earned" versus "Unearned" Financial Aid.

If a student's withdrawal from one or more courses results in less-than-half-time enrollment status, the student will not be eligible for new federal loan funds. At the end of the grace period on the loans received, repayment will begin. Detailed information about grace periods and loan repayment is available on the Federal Student Aid website (<http://studentaid.ed.gov/repay-loans/understand>). A student should contact their loan servicer (<https://studentaid.ed.gov/sa/repay-loans/understand/servicers>) to make payment arrangements or request a loan deferment or forbearance.

The amount in federal student loans that a student can receive has annual and aggregate limits. Students are strongly encouraged to consider these limits in developing their education plan.

The U.S. Department of Education's Office of Federal Student Aid (<https://studentaid.ed.gov/sa>) governs the policies and procedures for loan repayments, deferment, forbearance, and limits.

Financial Aid Disbursement

Financial Aid Disbursement: Financial aid (except work-study) is paid in two disbursements if the award is for the academic year (fall and winter semesters). Half of the award is paid in the fall semester and half is paid in the winter semester.

Financial aid recipients are expected to attend courses throughout the semester. Aid will not disburse after courses begin unless the instructor confirms participation in courses. If participation in class is not confirmed, the amount of financial aid may be affected.

Financial aid funds are applied directly to institutional charges (tuition, fees, room and board). Any excess funds will be available within 14 days of the date the credit balance occurs or within 14 days of the first day of classes — whichever is later.

Federal Work-Study Payments: Work-study earnings are paid biweekly in the form of a paycheck. The department in which the student is employed submits a record of the hours worked to the Payroll Office, and the Payroll Office authorizes payments.

Note: Students cannot earn more than the amount of their work-study award. Spring/summer semester is separate from the fall and winter semesters. Unused funds from a fall and/or winter work-study award cannot be earned in the spring/summer semester.

Enrollment Requirements for Federal Direct Loans: A student must be enrolled at least half-time to receive a federal loan disbursement.

Office of International Programs

4228 Faculty/Administration Building; Phone: 313-577-8968; Fax: 313-577-5666

Associate Vice President for Educational Outreach and International Programs: Ahmad Ezzeddine
Director of Operations: Rebecca Journigan
Associate Director: Jaclyn Assarian
Associate Director, Student Programs: Fareed Shalhout
Project Coordinator: Margaret Hall

<http://www.oip.wayne.edu>

The Office of International Programs (OIP) is responsible for coordinating the University's resources and expertise to support international education on and off campus, to expand the university's global presence, and to facilitate the engagement of students, faculty, and staff with its global agenda. It also connects the metropolitan Detroit community with other university constituencies, locally and abroad. OIP encompasses the following programs and activities:

- the Office of International Students and Scholars
- Study Abroad and Global Programs
- the English Language Institute

Office of International Students and Scholars (OISS)

416 Welcome Center; 313-577-3422; Fax: 313-577-2962

Director: Kelli Dixon
<http://www.oiss.wayne.edu>

The mission of OISS is to support and enhance the educational, cultural, and social experiences of the more than 2000 international students and scholars at Wayne State University. OISS is the University's main point of contact for issues related to international students and scholars' immigration regulation compliance.

OISS staff advise students and scholars on immigration regulations and issues of cross-cultural adjustment; provide educational, cultural and social programs and activities, including a comprehensive orientation program and written materials designed to help arriving students and scholars achieve their educational and personal goals; assist University departments in the hiring of foreign national employees, consult and interact with University units, governmental organizations and other agencies.

Academic Progress for International Students

Department of Homeland Security regulations require:

1. That F-1 and J-1 students maintain a full course of study and make normal academic progress toward program completion at the institution they have been authorized to attend.
2. Graduate students must successfully complete at least eight credits each semester (excluding continuing students who qualify for an annual vacation semester during Spring/Summer or have been granted an exception to full-time enrollment). Undergraduate students must successfully complete at least twelve credits each semester (excluding continuing students who qualify for an annual vacation semester during Spring/Summer or have been granted an exception for full-time enrollment).
3. Graduate Teaching Assistants and Graduate Research Assistants must successfully complete at least eight credits each semester

(excluding students who qualify for a vacation semester during Spring/Summer or an approved annual vacation). If GTAs/GRAs need to take less than eight credits, they must complete the OISS Request for Exception to Full Time Enrollment form and obtain approval from OISS. Students should consult an OISS advisor for details on compliance with this and other requirements.

New International Students and Scholars

New International Students and Scholars receive the OISS welcome booklet with their visa document (Form I-20 or DS 2019) before they leave their home country. The booklet provides information on a wide variety of important topics such as housing, health insurance, expenses, immigration status, local climate, and air transportation. New students and scholars from abroad must report to OISS as soon as they arrive and must participate in a comprehensive orientation program. This program is designed to meet immediate needs in terms of housing information and University registration procedures; introduce them to U.S. culture and the University's educational system; and provide information on banking, health insurance, safety, and immigration regulations. In addition, a number of social and recreational programs and activities are planned to assist students and scholars in making a smooth transition to their new environment

Non-Immigrant International Students

Before registering for classes, all non-immigrant international students must report to OISS to complete check-in procedures and have immigration documents reviewed, purchase mandatory health insurance (see below), and obtain an orientation schedule. Transferring F-1 students from other U.S. institutions must have their previous school release their Student and Exchange Visitor Information System (SEVIS) record to Wayne State University and must complete transfer procedures as provided in the federal regulations within fifteen days of the first day of class. F-1 students must notify the OISS of any change in name, address, program (including changes in level and field of study), and full-time enrollment. OISS must provide this information to Immigration and Customs Enforcement (ICE) through the Student and Exchange Visitor Information System (SEVIS). J-1 exchange visitors, including students, may not make a change in level, field, or category without the advance approval of the Department of State, and may be precluded from change of visa status until a two-year home country residency requirement is met.

Commuting Canadian Students

Canadian students (commuters) enrolled less than full time must obtain a part-time I-20 from OISS each semester they are enrolled and should consult with an OISS advisor to determine the impact of their status on future immigration benefits including the availability of practical training.

International Faculty and Research Scholars

The University provides foreign professors and research scholars with opportunities to engage in research, teaching, consulting, and lecturing with colleagues at Wayne State; to participate actively in cross-cultural activities; and to share their experience as well as increase their knowledge about the United States, Wayne State University, and the metropolitan Detroit community. OISS provides centralized support services necessary to enable and assure the employability of such non-U.S. citizens within government regulations. Offers of employment to foreign nationals must be authorized by OISS, and only this Office may sign immigration forms and petitions related to employment on behalf of the University. All foreign national employees must complete USCIS Form I-9, 'Employment Eligibility Verification' and present evidence of

their identity and employment eligibility at OISS before commencing employment at Wayne State University.

Health Insurance (International Students and Scholars)

416 Welcome Center; 313-577-3422; Fax: 577-2962
Health Insurance Advocate: 313-577-0724

International students and scholars, and their dependents holding F1/ F-2 status and J-1 exchange visitors and their dependents holding J-1/ J-2 status are required to comply with the health insurance requirements of the University. Commuting Canadian students may waive the health insurance requirement by providing proof of OHIP coverage prior to each semester of enrollment. The mandatory international insurance program is designed to provide international students, exchange visitors, and their eligible dependents with continuous insurance protection and access to quality affordable health care services. The University is mandated by federal law to terminate from its program all exchange visitors and their dependents who do not meet minimum insurance requirements. For additional information or to purchase health insurance please access the OISS website (<http://www.oiss.wayne.edu>) or contact the Health Insurance Advocate in OISS; telephone: 577-0724 or e-mail oissmail@wayne.edu

Cross-Cultural Activities

The OISS provides cross-cultural activities in order to provide exposure to American society, culture, and institutions. Activities include: International Education Week, new international student learning community, a free international coffee hour held every two weeks on Wednesdays from 11:30 a.m. to 1:30 p.m. Coffee hour provides opportunity for dialogue with and among international students and scholars, American students, and the WSU community. Other activities include monthly sessions on employment options, internships, cross cultural adjustment and more.

Study Abroad and Global Programs Office

906 W. Warren Avenue; 131 Manoogian Hall; 313-577-3207
Director: Kelli Dixon
<http://www.Studyabroad.wayne.edu>

Study Abroad and Global Programs coordinates international educational activities at Wayne State University. Key activities include:

1. the management of WSU faculty-led study abroad programs and exchange agreements;
2. the administration of the Hostelling International Travel Award for students to encourage international study, research and internship abroad initiatives;
3. the administration for the NSEP - David Boren Scholarship;
4. the administration of the U.S. Student Fulbright Program;
5. the coordination and support of internationally-themed events; and
6. the development and management of international outreach activities and off-campus programs including agreements between Wayne State University and universities outside the United States.

Study Abroad programs are offered in collaboration between academic departments and faculty of both U.S. and foreign institutions, in order to combine academic study with a cross-cultural learning experience in a foreign environment. A variety of program options have been developed to address the diverse needs of students. Programs vary in length, level, academic focus, teaching format, language requirements, cost, and degree of independence demanded of the participant.

The office provides a full range of support services to students on such issues as program selection, academic planning, registration, credit, financial aid, and cultural adjustment. In addition, program materials have been designed specifically to assist students in preparing for their study abroad experience. Books, brochures, catalogs on academic and travel/study programs in foreign countries are available at the Study Abroad Resource Center, including information on Wayne State's thirty-three study abroad programs and other programs sponsored by American and foreign institutions.

For a complete and current list of WSU Study Abroad programs, learning experiences, and services, please contact the Study Abroad and Global Programs Office (<http://studyabroad.wayne.edu>).

Arabic Language and Culture at the Lebanese American University, Beirut

This program provides opportunities for WSU students to study Arabic language and culture abroad. During the summer, WSU students may take a variety of language and culture classes while living abroad in Lebanon.

Japan Center for Michigan Universities

The Japan Center for Michigan Universities (JCMU) is a consortium consisting of the fifteen State-supported Michigan public universities, the Michigan Japan Foundation, and Shiga Prefecture. JCMU offers semester- and year-long study opportunities in Hikone, Japan.

The Center's academic program is designed for students interested in acquiring knowledge about Japanese language and culture, including those not majoring in Japanese studies. It provides semi-intensive Japanese language courses and several core courses on Japanese culture to Michigan and other American university students. Academic credit may be granted by a student's home institution upon successful completion of JCMU courses; independent study is also available. The program also features home-stays in a Japanese community, field trips, and participation in cultural events.

Other International Opportunities: Numerous short-term special international study trips for credit are available to Wayne State students.

International Students requiring information on study at Wayne State University should contact the Office of International Students and Scholars (<http://www.oiss.wayne.edu>).

Resource Center

Books, brochures, catalogs and advising on travel/study programs in foreign countries are available at the Resource Center, including information on Wayne State sponsored study abroad programs and programs sponsored by U.S. and foreign institutions. Course credit is available on approval for many study abroad programs; credit approval usually must be obtained prior to entering a study abroad program.

Honors College

The Irvin D. Reid Honors College has study abroad experiences; for information, see the Honors College section in the WSU Undergraduate Bulletin.

Fulbright Grants and other grants for graduate study abroad

The U.S. Fulbright student program (<http://us.fulbrightonline.org>) is designed to give recent B.S and B.A. graduates, masters and doctoral candidates, and young professionals and artists opportunities for personal growth and international experience. Each year the Fulbright Program allows Americans to study or conduct research in over 100 nations. Application deadline depends on the specific program but generally it must be submitted to the campus Fulbright advisor by September of the year prior to the foreign study experience.

Fulbright-Hays Doctoral Dissertation Research Abroad Program (<http://eca.state.gov/fulbright/fulbright-programs/program-summaries/fulbright-hays-program>): Provides grants to colleges and universities to fund individual doctoral students to conduct research in other countries in modern foreign languages and area studies for periods of 6 to 12 months. Proposals focusing on Western Europe are not eligible.

English Language Institute (ELI)

351 Manoojian Hall, 313-577-2729

Director: Bruce Morgan

<http://www.Eli.wayne.edu>

As the only intensive English language program in the metropolitan Detroit area, the English Language Institute (ELI) has specialized in teaching academic preparation skills, English communication, and cultural orientation to non-native speakers of English from all over the world for more than forty years. The ELI is committed to assisting individuals at all levels to develop their communication skills in the shortest possible time by using the newest language-teaching methodology and the most up-to-date audio, video, and computer technology available. Small classes and highly trained instructors make it possible for students to improve their English rapidly and effectively.

Programs

Intensive Program: For students interested in improving their academic skills in a relatively short period of time, the ELI offers up to twenty hours per week of instruction at varying levels from beginning to advanced. While beginning levels focus on basic communicative skills, advanced classes emphasize mastery of the academic skills needed to succeed in the university such as essay writing, note-taking, and presenting information to an audience.

In addition to attending class, ELI students are encouraged to participate in weekly extracurricular activities in order to become integrated into the English-speaking community. Each semester the ELI offers field trips around the metro-Detroit area, conversation partner practice with native speakers, and socio-cultural activities while at the same time encouraging students to take advantage of all university facilities and services.

Test of English as a Foreign Language (TOEFL) Testing and Reporting: To ensure international students will be successful in the University, all must meet Wayne State's English proficiency requirements or complete the highest level of ELI. The ELI administers the TOEFL ITP® monthly on the main campus. Scores are then reported to the applicants as well as Undergraduate and Graduate Admissions.

Graduate Teaching Assistant (GTA) Training and Testing: All prospective GTAs whose native language is not English must pass the SPEAK® test, rated by ELI faculty, with a score of at least fifty (out of sixty) to be cleared for teaching. A score of forty-five allows a person to teach while enrolling in ELI 0520, a course taught by two ELI faculty members. The final exam, also rated by ELI faculty as well as a faculty member from the academic department, is a teaching demonstration in the GTA's field of study. The SPEAK® test is offered at various times throughout the academic year. ELI 0520 is offered fall and winter semesters.

Scholarly Writing for Graduate Students: Non-native English speaking Ph.D. candidates who need to publish in scholarly journals and meet other professional obligations can take a course designed specifically to meet their needs. ENG 5850 is a course supported by the Graduate School and taught by ELI faculty each semester.

English Language Institute Courses (ELI)

The following courses, numbered 0100-0999, are not offered for degree credit. For registration in any of these courses students should contact the English Language Institute.

ELI 0100 Level 1: Oral Integrated Cr. 2,4

The focus of this course is to develop students' basic listening and speaking skills necessary for everyday life. They will learn basic listening strategies, interact with others about simple topics, and produce simple sentences and questions with target vocabulary. Students will practice articulating consonant and vowel sounds correctly and produce accurate stress and intonation patterns. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 4 Credits

ELI 0110 Level 1: Written Integrated Cr. 2,4

The focus of this course is to introduce basic writing and grammar skills. Students will produce simple sentences on topics related to their personal needs. Timed and multi-draft writings will include simple sentences, correct use of capital and lower case letters, legible handwritten letters, and appropriate vocabulary. Basic grammatical structures will be introduced. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 4 Credits

ELI 0120 Level 1: Reading and Vocabulary Cr. 2,4

The focus of this course is to increase students' ability to read and comprehend simple material and to increase their ability to recognize familiar words in everyday contexts. Students will use a picture dictionary and develop vocabulary associated with simple topics. Students will read short texts from basic readers and ELI library books. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 4 Credits

ELI 0200 Level 2: Oral Integrated Cr. 2,4

The focus of this course is to develop students' abilities to carry on short, sustained conversation. They will apply listening strategies to discuss simple passages. They will interact with classmates. Students will use high-frequency vocabulary to produce simple and compound sentences with correct verb tenses. Students will use connected and reduced speech. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 4 Credits

ELI 0210 Level 2: Written Integrated Cr. 2,4

The focus of this course is to introduce paragraph writing and to develop basic grammatical understanding. Students will produce paragraphs in a variety of rhetorical modes. Timed and multi-draft paragraphs will include a topic sentence, simple transitions, three main points with some supporting details, and a concluding sentence. Basic grammatical structures will be introduced. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 4 Credits

ELI 0215 Level 2: Intensive Reading and Vocabulary Cr. 1,2

The focus of this course is to increase students' comprehension of printed material and acquire high-frequency vocabulary. Students will read simplified texts and apply reading skills, such as identifying main ideas and details, inferencing, and understanding sequence. Students will acquire vocabulary by using definitions from the text, interpreting from the context, and using dictionary skills. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 2 Credits

ELI 0220 Level 2: Communicative Grammar Cr. 1,2

The focus of this course is to build students' communicative competence, or their ability to communicate effectively and appropriately. To that end, basic grammar points will be studied and practiced in ways that simulate everyday conversations and scenarios. Students will engage in a variety of communicative activities that focus on speaking and writing. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 2 Credits

ELI 0300 Level 3: Oral Integrated Cr. 2,4

The focus of this course is to develop students' emerging academic listening and speaking skills. Students will apply listening and speaking strategies. They will also give short presentations. Emphasis will be on generating compound and complex sentences using simple academic vocabulary. Students will pronounce English sounds accurately and follow intonation and stress patterns appropriately. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 2 Credits

ELI 0310 Level 3: Written Integrated Cr. 2,4

The focus of this course is to produce well-developed paragraphs in a variety of rhetorical modes on academic topics. This course will culminate in an introduction to essay writing. Intermediate grammatical structures, such as complex sentences, adjective clauses, and the present perfect, will be introduced. Error-correction tasks, peer evaluations, and self-evaluations will develop self-editing skills. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 2 Credits

ELI 0315 Level 3: Intensive Reading and Vocabulary Cr. 1,2

The focus of this course is to increase students' vocabulary and comprehension of longer and varied reading passages. Students will also be able to understand the structure of a text with transition words and the relationship between the main point(s) and supporting examples. Strategies to discern meaning of words from context will also be practiced. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 2 Credits

ELI 0320 Level 3: Extensive Reading Cr. 1,2

The focus of this course is to increase students' reading fluency by reading large quantities of texts. Class Readers will give the teacher the opportunity to help the students acquire the art of extensive reading, to improve their skills, and to monitor their progress closely. Students will choose their own texts for independent reading. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

ELI 0400 Level 4: Oral Integrated Cr. 2,4

The focus of this course is to develop students' academic listening and speaking skills needed for successful extended academic discourse. Students will demonstrate detailed understanding of academic listening passages. Students will use speaking strategies for academic discussions and to summarize information. They will give speeches using visuals, transitions, and grammatically-correct sentences with academic vocabulary. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 4 Credits

ELI 0410 Level 4: Written Integrated Cr. 2,4

The focus of this course is to develop students' essay writing skills and improve accuracy in grammar, mechanics, and spelling. Essays will be produced in a variety of rhetorical modes on academic topics that include some authentic sources. Students will also be introduced to summarizing and citing authentic sources. Complex grammatical structures will be introduced. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 4 Credits

ELI 0415 Level 4: Intensive Reading and Vocabulary Cr. 1,2

The focus of this course is to increase students' academic vocabulary and comprehension of academic reading passages. Students will identify the structure, purpose, and connection between ideas in texts. Students will use strategies to discern meaning of words from context. They will acquire knowledge of word forms and will use dictionary skills to build vocabulary. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 2 Credits

ELI 0420 Level 4: Extensive Reading Cr. 1,2

The focus of this course is to increase students' reading fluency by reading large quantities of texts. Class Readers will give the teacher the opportunity to help the students acquire the art of extensive reading, to improve their skills, and to monitor their progress closely. Students will choose their own texts for independent reading. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 2 Credits

ELI 0500 Level 5: Oral Integrated Cr. 2,4

The focus of this course is to develop students' academic listening and speaking skills needed for successful extended academic discourse. Students will use listening strategies to show detailed understanding of lengthy academic listening passages. They will apply speaking strategies to share information and communicate with automaticity. Concentration will be on consistently speaking intelligibly and fluently. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 4 Credits

ELI 0510 Level 5: Written Integrated Cr. 2,4

Students will develop critical thinking skills through reading, writing, and classroom discussion. Students will write well-developed five- to eight-paragraph essays and relate assigned readings to their own experience. Students will learn how to incorporate outside sources into their essays and use appropriate citations. Advanced grammatical structures will be reviewed and expanded as necessary Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students; enrollment is limited to students with a major, minor, or concentration in English Language Institute.

Repeatable for 4 Credits

ELI 0515 Level 5: Research Skills Cr. 1,2

The focus of this course is to introduce skills essential to conduct academic research at the university level. Students will learn how to search for and evaluate academic sources in the library and online databases as well as how to read, analyze, and use the information gathered. The course also focuses on paraphrasing and summarizing. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 2 Credits

ELI 0520 English for Teaching Assistants Cr. 2

American English language skills to improve teaching effectiveness of non-native speakers of English. Pronunciation, stress, intonation, speaking rate; oral presentation practice; cultural factors in U.S. university classroom. Not offered for degree credit. Offered Every Term.

Repeatable for 4 Credits

ELI 0530 TOEFL/Timed Essay Writing Preparation Cr. 1-2

Class designed to enhance student's ability to understand and perform on the Test of English as a Foreign Language (TOEFL) for the paper-based and iBT(Internet)-based formats. Offered Yearly.

Restriction(s): Enrollment is limited to English Language Institute level students; enrollment is limited to students with a major, minor, or concentration in English Language Institute.

ELI 0540 Level 5: Media & Culture Cr. 1,2

The focus of this course is to gain a greater understanding of American culture and current events via extensive reading from print and digital media, leading to written assignments, oral presentations, and discussions. In addition, TV and radio programs, as well as podcasts and documentaries, will provide input for written and oral assignments. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 6 Credits

ELI 0699 Directed Study Cr. 1-4

Meets the needs of English as a Second Language (ESL) students in their last stages of preparation for matriculation. Based on students' particular needs, instruction will be provided to strengthen various academic preparation skills, including listening and note-taking practice in an academic context, extensive and intensive reading, and expository and research paper writing. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students; enrollment is limited to students with a major, minor, or concentration in English Language Institute.

Repeatable for 8 Credits

ELI 0700 Written Communication Cr. 1,2

Through reading and writing of complex texts, students improve their understanding and use of American English grammar and mechanics (punctuation and capitalization) for academic and professional settings. Offered Every Term.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 2 Credits

ELI 0705 American Pronunciation and Clear Communication Cr. 1,2

Course addresses the communication needs of advanced-level, non-native English speakers who want to reduce the amount of pronunciation errors produced in their speech. Offered Winter.

Restriction(s): Enrollment is limited to English Language Institute level students.

Repeatable for 2 Credits

ELI 0800 Writing Skills I Cr. 3

This course integrates reading, writing, and grammar and focuses on comprehending main ideas and details, inferencing in simplified reading texts, and understanding This course integrates reading, writing, and grammar and focuses on comprehending main ideas and details, inferencing in simplified texts, and understanding vocabulary in context. Students will learn to organize and write paragraphs with simple grammatically correct sentences. Offered Spring/Summer.

Restriction(s): Enrollment is limited to English Language Institute level students.

ELI 0810 Oral Skills I Cr. 3

This course integrates listening and speaking in English and introduces culturally appropriate interaction in speech. Students listen to dialogues, newscasts, and short lectures; give presentations on a variety of topics; and receive individualized feedback on pronunciation. Offered Spring/Summer.

Restriction(s): Enrollment is limited to English Language Institute level students.

ELI 0820 Writing Skills II Cr. 3

This course integrates reading, writing, and grammar and will emphasize how reading and writing are related. Rhetorical modes of essay writing will be introduced, authentic texts will be read, and more advanced grammar points will be covered. Offered Spring/Summer.

Restriction(s): Enrollment is limited to English Language Institute level students.

ELI 0830 Oral Skills II Cr. 3

This course integrates listening and speaking in English and focuses on refining students' abilities to understand academic and informal spoken language by listening to academically-themed lectures and extended dialogues. They will develop critical thinking skills for responding to questions and giving presentations. Offered Spring/Summer.

Restriction(s): Enrollment is limited to English Language Institute level students.

ELI 0840 Writing Skills III Cr. 4

Course integrates reading, writing, and grammar; focuses on reading authentic materials and writing essays. Students work to improve their understanding and use of American English, grammar, and mechanisms for academic settings. Offered Spring/Summer.

Restriction(s): Enrollment is limited to English Language Institute level students.

ELI 0850 Oral Skills III Cr. 4

Course integrates listening and speaking in English and will help students increase their aural/oral fluency through participation in academic/content-based discussions and various other forms of speech in formal, informal, and academic settings. Offered Spring/Summer.

Restriction(s): Enrollment is limited to English Language Institute level students.

ELI 0860 Communication and Culture Cr. 4

This course will involve writing and oral presentations based on academic readings and cultural experiences. Additional instruction in grammar and sentence structure will be provided based on students' needs. Offered Spring/Summer.

Restriction(s): Enrollment is limited to English Language Institute level students.

Records and Registration

Office of the Registrar

In Person Services: Student Service Center, Welcome Center, 42 West Warren

Mailing Address: 5057 Woodward; Suite 5101, Detroit, MI 48202

Telephone: 313-577-3550, Fax: 313-577-7870

h (<http://www.reg.wayne.edu>)<http://wayne.edu/registrar> (<http://wayne.edu/registrar>)

The Office of the Registrar supports the instructional, research and service missions of the University by providing a wide variety of academic services to students, faculty and staff. The office consists of several units: The Office of the Registrar prepares academic calendars, assesses tuition and fees, determines residency, and reviews all appeals for exceptions to University enrollment policies. Records and Registration oversees registration, adds, drops, course withdrawals, grading, student personal and academic data, and transcripts/academic records. Curricular Services oversees the preparation of each term's Schedule of Classes, degree audit tools, graduation applications and diplomas. Transfer Credit evaluates coursework from other universities for undergraduate credit at Wayne State University.

Registration

Registration (<http://wayne.edu/register>) is the process of officially enrolling in classes for a particular term. Students can view the Class Schedule (<http://classschedule.wayne.edu>) online, add courses to their cart, and complete registration within Academica. A student may not attend any class for which he/she is not officially registered.

POST-BACHELOR STATUS: Students wanting graduate credit should NOT register 'post-bachelor.' This status allows students holding bachelor's degrees from accredited institutions to elect only courses open to undergraduate students (numbered below 7000), which may be used to fulfill prerequisite requirements for graduate admission. Credits for courses elected as a post-bachelor student do *not* count toward graduate credit.

Academica

Academica (<http://academica.wayne.edu>) is a secure gateway that provides unified access to Wayne State information, services, and computing systems. This comprehensive environment is a one-stop location where WSU students, faculty, and staff can conveniently use online self-service functions and easily access many computing systems, such as the Wayne Connect Email system and the Blackboard Learning System. Using Academica, students also have continual access to specific information and helpful tools needed for communication, collaboration, teaching and learning, and University administration. Current students can use secure self-services to check financial aid, register for and drop/add classes, pay tuition and fees, check holds and final grades, obtain enrollment verifications and transcripts, self-register for training programs/workshops, and more.

Accessing Academica requires a valid WSU Access ID (<http://computing.wayne.edu/accessid>) (e.g., xy6789) and password. As soon as a student applies for admission or an employee is hired, a unique Access ID is automatically created. The university's Help Desk (<https://tech.wayne.edu/helpdesk>) services can provide technical assistance if necessary.

Degree Works

Degree Works (<http://wayne.edu/degreeworks>) is a degree tracking tool that allows you to see your progress toward graduation and help you and your advisor determine which courses you still need to take. Along with your advisor, you can also map out which courses you will take in future semesters, putting you on the right path for graduation.

Drop/Add – Adjusting Your Schedule

Registered students may drop and/or add classes on the date(s) indicated on the Registration Calendar. Note the following requirements:

1. The regulations pertaining to dropping and adding courses are stated as they pertain to regular courses fifteen weeks or more in duration.

These regulations are applied proportionately to courses that are offered for less than fifteen weeks. Students can click on the Course Reference Number (CRN) on the class schedule website to view specific deadline dates for each course(s). Students can also contact the Registration Office (registration@wayne.edu) for any questions regarding these regulations.

2. Students who do not officially drop their courses within the first two weeks of classes are financially obligated to pay for the courses even if they have not attended any class sessions.
3. Students who officially drop full term courses before the conclusion of the first two weeks of classes (for the Fall and Winter terms) are entitled to 100% tuition cancellation, and the courses do not appear on the students' academic records.
4. Students are not permitted to add courses after the first week of the term without instructor and departmental permission. Departments are required to enter a late add permit/override for students if exceptions are made to permit adding of classes during the second week.
5. Effective Fall 2018, the withdrawal period starts after the second week of classes, and lasts through the tenth week. The withdrawal will include a notation on the academic record of 'WP' - Passing, 'WF' - Failing, or 'WN' - No Basis for Letter Grade. Students are required to submit their withdrawal through Academica for their instructors' approval. Once logged into Academica, click the Student tab, under Registration from the Student Services menu, choose Withdraw from a Class, follow the prompts on each page. Before a withdrawal request is sent to the instructor, undergraduate and Masters level students will be required to complete a SMART Check. See the Financial Aid website (<http://wayne.edu/financial-aid/receiving/withdrawal>) for more information.
6. Students are not permitted to withdraw from courses after the end of the tenth week of class for full term classes. The withdrawal deadlines are published in each term's academic and registration calendar. Withdrawal dates for less than full term courses are adjusted proportionally. Late withdrawal requests will not be approved. Medical withdrawal requests have separate deadlines.

Classes for which a grade has been earned cannot be withdrawn.

College of Engineering: Students are not permitted to withdraw from courses after the fifth week of classes without written approval of their advisor. Some departments have more stringent restrictions on withdrawing from courses.

Transcript Request Policy

Official transcripts bear the seal of the University and the signature of the Registrar. They are sent directly to the receiving party. Transcripts are issued free of charge, up to ten copies per year. A fee of \$5.00 per transcript is charged for copies in excess of ten. A fee of \$20.00 is assessed for each emergency transcript. An emergency transcript is one which is mailed for overnight delivery. The next day service only applies to street addresses (No Post Office Boxes) within North America. Next day service requests must be received by 1:00 p.m.

Students may request transcripts via Academica (<http://academica.wayne.edu>). There are no on demand transcript requests. Due to the signature requirement for releasing educational records, the University cannot accept telephone requests for transcripts.

Transcripts are not issued to anyone outside the University without the written permission of the student. Requests for official transcripts will not be honored if the student or former student has an outstanding financial obligation to the University.

For students who have been in attendance since the year 2000, transcripts can be sent electronically. A valid email address must be provided.

Release of Student Records

The University recognizes the educational records of students as being privileged and has a policy designed to ensure that this information is not improperly divulged without the consent of the student. The University is subject to the Family Education Rights and Privacy Act (<http://reg.wayne.edu/students/privacy.php>) (FERPA) and has promulgated regulations pursuant thereto. Copies of the regulations and a list of student records maintained by the University are available for inspection in the Office of the Registrar. The University reserves the right to provide anonymous academic information to other schools and colleges when it is to be used for curriculum evaluation purposes.

Michigan's Freedom of Information Act

The Freedom of Information Act (PA 242) provides that a member of the public, in accordance with certain guidelines, has a right to inspect and receive copies of public records maintained by the University. A public record is broadly defined and includes written documents, pictures, recordings, punch cards, magnetic cards, etc., which are maintained by the University in the course of official responsibilities. However, certain records are exempt from disclosure.

The Media Relations Office, located in 3100 Academic/Administrative Building, is responsible for accepting requests for public records, and the Director of that office is the University officer in charge of providing this service. Under statute, a fee can be charged for records released and is based on the cost of labor involved in the search, examination and duplication of records, as well as the mailing costs. Only the Office of General Counsel may authorize the denial of a FOIA request.

Student Directory Information

Effective Winter Term 2000, and updated Spring/Summer 2017, Wayne State University policy permits the release of certain Student Directory information. The specific items are: name, university-provided email address, major, classification (freshman, sophomore, etc.), participation in official recognized activities, including sports, height and weight of member of athletic teams, degree(s) received from Wayne State University, and honors and or/academic awards received.

Unless a student informs the Office of the Registrar that he or she does not want this information released, it will be available to third parties on request. In addition, the student's name, WSU e-mail address, College/School, and major will be visible in the University's Electronic Directory on the Internet. Students who do not want this information released must formally request withholding by completing the Release of Directory Information form, available from the Office of the Registrar (<http://reg.wayne.edu>).

WSU OneCard

The WSU OneCard is a multi-purpose identification and debit card all in one. It is a convenient, easy-to-use card designed to provide students with access to a wide variety of campus services including, parking, door access, copying and printing services food and book-store purchases, and more, all without having to use cash. The OneCard is needed to access the fitness center, the complimentary campus shuttle and serves as the Library Card for the WSU Libraries. Students should contact the OneCard Office (<http://www.onecard.wayne.edu>) for complete details.

Retention and Graduation Data

The following information provided by the National Student Clearinghouse reflects 4-year and 6-year graduation and retention rates of the Fall 2010 cohort. Decisions by students to complete degree

programs in more than four years varies from personal to programmatic to economic reasons. Additionally, some students in the 2010 cohort have graduated or will eventually graduate at other institutions through transfer or pre-baccalaureate entry into professional programs.

The Fall 2010 cohort consisting of 2400 students tracked by the Clearinghouse for periods of four years and six years shows:

Description	At the End of 4-years	At the End of 6-years
4-year degree from WSU	13%	39%
4-year degree from other institution	1%	6%
2-year degree from other institution	2%	5%
Certificate from other institution	1%	1%
Retained at Wayne State University	41%	11%
Retained at other 4-year institution	8%	6%
Retained at other 2-year institution	13%	8%
Not retained, not completed	22%	24%

Student Academic Success Services Ombuds Office

790 Student Center Building; 313-577-3487
<http://ombudsman.wayne.edu>

The Ombuds Office exists to support students in achieving their academic goals by providing them with the tools to access services and resolve issues that are hampering their academic progress. The Office advises students about University policies and procedures, helps them identify possible avenues and solutions, and directs them to relevant University services.

The Ombuds Office is objective, impartial, and does not advocate a particular point of view. It listens to student-related concerns and exercises independent judgment regarding any action it may take. The Office has no authority to change academic or administrative decisions, but it facilitates communication when suitable. Confidentiality is maintained as appropriate and feasible based on individual student needs and desires.

The Ombudsperson is the Chair of the Tuition and Fees Appeals Board (TFAB). The TFAB is charged by the President to be the final arbiter of appeals for tuition and related fees. Students who have exhausted the appeals process in the Office of the Registrar related to tuition and fees may appeal to the TFAB. Each appeal is reviewed as an individual case, and cancellation of tuition and/or fees is granted only when circumstances warrant. It cannot grant tuition adjustments for classes in which students received earned grades, nor can it grant course withdrawals without tuition cancellation. The TFAB will consider only those appeals that are filed within one calendar year following the last day of the academic term in which the challenged fees were assessed.

Counseling and Psychological Services (CAPS)

552 Student Center Building; 313-577-3398

<http://caps.wayne.edu>

Counseling and Psychological Services (CAPS) enhances students' development and academic success by promoting an open, problem-solving approach to personal challenges and working collaboratively on building appropriate skills, attitudes, and actions.

Service hours: Monday - Friday 8:30 am to 5:00 pm. Registered WSU students may drop-in or call for an evaluation with a CAPS counselor Monday through Friday from 9:00 am to 4:00 pm.

Eligibility: All currently enrolled students are eligible for counseling evaluation to assess whether their needs can be addressed effectively via short-term counseling at CAPS or require more specialized or longer-term counseling at another facility. Faculty, staff, alumni, children, or spouses are not eligible.

Crisis Services: In the case of a non-life-threatening crisis, students, faculty, or staff can contact CAPS and indicate that a student needs immediate assistance. If assistance is needed during evening or weekend hours, contact the Wayne State University Police Department at 313-577-2222 or call the Wayne County crisis hotline at 313-224-7000. In the event of a life-threatening emergency at any time, contact the Wayne State Police Department.

Student Disability Services (SDS)

1600 David Adamany Undergraduate Library; 313-577-1851;
 313-202-4216 (Videophone)
<http://studentdisability.wayne.edu>

Student Disability Services is the office at Wayne State University that determines eligibility and implements academic accommodations, services and support for students with disabilities pursuant to the Americans with Disabilities Act (ADA), the ADA Amendments Act of 2008, and Section 504 of the Vocational Rehabilitation Act of 1973. SDS is committed to teaching students to advocate for themselves in order to fulfill their academic goals. SDS also provides training and outreach throughout the university to ensure equal access to all university programs.

Disability Determination: In order to register for SDS services, students must self-identify by providing documentation of their disability. Students will meet with disability specialists to discuss appropriate and reasonable accommodations. Once accommodations are determined, students are guided through the process of providing faculty with their accommodation letters and securing appropriate services. Students receiving accommodations are held to the same academic standards as all other WSU students and are responsible for requesting services and following procedures in a timely manner.

Academic Accommodations: Accommodations and services are individualized and based upon the student's documentation. It is for this reason that students should ensure that they have sufficient documentation that supports the need for appropriate and reasonable accommodations. Some of the accommodations and services provided by SDS might include alternative testing, interpreter and CART reporting services, alternative text format, note-taking assistance, furniture requests, use of assistive technology, and use of SDS exam/study rooms. Students registered with SDS are also eligible for pre-priority registration for classes. Through the SDS liaison program with University departments and programs, SDS ensures that members of the University community understand the types of support offered to enhance collaboration in providing accommodations.

Assistive Technology: The SDS staff includes an assistive technician who secures alternative text formats for students and teaches students how to use the various assistive technologies. SDS exam/study rooms

house CCTV magnification equipment, computers with software such as Zoomtext, JAWS, Kurzweil Educational Systems, Dragon Naturally Speaking and Inspiration. Students are also informed about free downloadable software programs for reading and recording.

Community Resources: SDS collaborates with various community agencies that assist students with disabilities at the university. Students are connected to agencies such as Michigan Rehabilitation Services, the Bureau of Services for Blind Persons, Learning and Disability Network/ Michigan.

Career Services

1001 Faculty/Administration Building; 313-577-3390
<http://www.careerservices.wayne.edu>

Career Services provides support to students and alumni in defining career and employment goals and assists them in their search for employment opportunities. In addition to the following services, Career Services offers topical workshops, career events, and group and individual career/employment counseling. Career Services welcomes the opportunity to discuss customized services to meet individual needs.

Career Development: The main focus of this service is to help students explore career options, clarify their career goals, and link those goals to appropriate academic paths. Individual and group services are available.

Cooperative Education, Internships, and Summer

Employment: Comprehensive paid professional, career- and non-career related work experiences are available, including a wide variety of part- and full-time experiential learning situations. Orientation workshops are offered on an ongoing basis.

On-campus Student Employment: Students may work on-campus up to twenty hours per week as a Student Assistant or College Work-Study employee. Job openings may be viewed in-house or online via our open posting system.

Professional Employment: Graduating students and alumni may increase professional full-time employment opportunities through on-campus interviews, resume referral, career fairs, in-house and on-line job postings, along with a myriad of career-related support services.

Testing, Evaluation, and Research Services

686 Student Center; 313-577-3400; Fax: 313-577-0617
<http://www.testing.wayne.edu/>

Testing

We provide:

- A secure, standardized, testing environment where students can demonstrate their academic skills for placement, course credit, or high stakes decisions.
- The opportunity for students to earn course credit in courses accepted by the transfer credit office through the College Level Examination Program (CLEP).
- Placement testing for students interested in meeting general education and other requirements targeted toward their personal skill level in Biology, Chemistry, English Composition and Mathematics.
- Outside exams: Graduate Record Exam (GRE), Testing for the Law School Admission Council (LSAC), Medical College Admission Test (MCAT), Miller Analogies Test (MAT), Test of English as a Foreign Language (TOEFL), Written and Oral exams for the American Council

on the Teaching of Foreign Languages (ACTFL), and written exams for doctoral students in the College of Education.

Evaluation

We collect student opinions about faculty teaching through Student Evaluation of Teaching (SET). We share SET reports with students, administrators and faculty members toward the goal of improving quality of teaching at the University.

We survey students and faculty regarding the quality of their education through

1. the Cooperative Institutional Research Program (CIRP) Freshman Survey,
2. National Survey of Student Engagement (NSSE) and
3. Faculty Survey of Student Engagement (FSSE).

Research Services

We offer consulting on best practice in testing for faculty and academic staff. We offer machine scoring of exams, including tabulation of test scores and statistical output to help faculty improve their tests.

Office of Military and Veterans Academic Excellence (OMVAE)

Suite 687 Student Center Building;
313-577-9180; Fax: 313-577-5020
<http://www.omvae.wayne.edu>

This office assists veterans, active-duty service members, reservists, National Guard and eligible dependents/survivors in utilizing educational benefits. Specifically, students are aided in applying for Federal benefits outlined under Title 38, and Title 10, U.S.C., including: the Montgomery G.I. Bill (chapter 30), Vocational Rehabilitation (chapter 31), Post 9/11 G.I. Bill (Chapter 33), Reserve Educational Assistance Program, the Reserve G.I. Bill (chapter 1606), REAP (chapter 1607), and the Survivors'/ Dependents' Educational Assistance (chapter 35). All eligible students must officially request (<http://omvae.wayne.edu/va-certification.php>) to use their educational benefits each semester.

Non-Degree Status: Students must be in a degree program to receive benefits. Those not currently admitted to a degree program and enrolled in classes must verify to the OMVAE via an academic advisor (<http://advising.wayne.edu/makeappt.php>) the reason for enrollment (i.e., completing foundation courses for a master's-level program).

Transfer Credits: Wayne State University will give four transfer credits for veterans, reservists, National Guard, and active-duty service members for service in the U.S. military. The University will require military discharge document DD-Form 214 (<http://www.dd214.us>).

Wayne State University will accept up to twelve transfer credits from veterans upon receiving their Joint Service Transcript of military training. These credits are to be evaluated according to the 'Guide to the Evaluation of Educational Experiences in the Armed Services,' published by the American Council on Education.

This policy shall be in effect for all veterans, reservists, National Guard, and active-duty service members currently enrolled Fall 2005 and thereafter.

Late Tuition and Late Registration Fee Waiver: Late fees, Partial Payment fees and Late Registration fees can be waived for all students currently receiving VA Educational Benefits. Contact OMVAE for assistance.

Licensing/Certification Reimbursement: In most instances, students receiving VA educational benefits (<http://www.gibill.va.gov>) are

eligible for reimbursement (https://www.benefits.va.gov/gibill/licensing_certification.asp) for licensing test fees.

Tutorial Assistance is also available (https://www.benefits.va.gov/gibill/tutorial_assistance.asp) as part of all benefit packages as noted above. Eligible recipients may receive \$100.00 per month, up to twelve months to help defray tutoring costs. Contact the OMVAE for further details. No charge to benefit entitlement is incurred for the first six months received of Tutorial Assistance.

In-State Tuition Waiver: Individuals on active duty in the U.S. Military who are stationed in Michigan and their dependents are eligible for Michigan in-state tuition. Stationing orders and proof of relationship (for dependents) must be provided with the application.

Students utilizing Chapter 31 or Chapter 33 G.I. Bill™ benefits will be granted a deferment of tuition and fees for the current enrollment period upon submission of a corresponding Certificate of Eligibility (or suitable documentation which demonstrates benefit eligibility). The deferment will be placed proportionally based on the student's percentage of eligibility.

Veterans and their dependents are eligible for Michigan in-state tuition. The term "veteran" means a citizen of the United States or a resident alien whose most recent separation from any branch of the armed forces of the United States was under conditions other than dishonorable after having served on active duty for 90 consecutive days or more by reason of disability incurred while serving on active duty.

Individuals who are members of the National Guard of any state, or who were separated from the National Guard of any state under conditions other than dishonorable, and their dependents are eligible for Michigan in-state tuition.

Without regard to the foregoing, any individual using educational assistance under either Chapter 30 (Montgomery GI Bill® – Active Duty Program), Chapter 33 (Post-9/11 GI Bill®), of title 38, United States Code, and/or the Marine Gunnery Sergeant John David Fry Scholarship (38 U.S.C. § 3311 (b)(9) who lives in the State of Michigan while attending Wayne State University (regardless of his/her formal state of residence) is eligible for Michigan in-state tuition.

VA Work-study Program: The VA work-study (<https://www.benefits.va.gov/gibill/workstudy.asp>) allowance is available to all students eligible for VA Educational Benefits. Those eligible who are at least a three-quarter-time student in a college degree program, or a vocational or professional program, can 'earn while they learn.' Pay for VA Work-study is the equal to the Federal minimum wage or your state minimum wage, whichever is greater.

Services performed under a VA work-study program must be related to VA work. Examples of acceptable work are:

- Processing VA paperwork at any university or college having a VA Office (e.g., you may be enrolled at WSU but work at Oakland or Macomb Community College VA Offices)
- Outreach services under VA supervision
- Work at VA medical facilities or National Cemetery System offices
- Work with the Veterans counselor at any of the MESC offices
- Work in the Education or Transition offices at local base
- Work at Department of Defense facilities related to education benefits under the GI Bill.

National Guard Students: Please note that Wayne State does not currently participate in the Guard's Tuition Grant Program. However, if your branch provides Tuition Assistance and/or Tuition Reimbursement

the OMVAE will provide assistance as necessary with regard to grade and tuition certifications to your unit.

Reserve Officer Training Corps (ROTC): Wayne State University offers an Army ROTC (<http://omvae.wayne.edu/rotc>) program. Students interested in joining the Army ROTC program at Wayne State University should contact M.S.G. Nicholas Lachance 734-647-3034.

Recalled To Active Duty (Reservists / National Guard): Students serving in the Selected Reserves or National Guard who are called up to Active Duty during a semester may request full reimbursement of tuition and fees. Students must file an *Exception to Enrollment Policy* form and submit a copy of their orders to OMVAE. Students called up active near the end of a semester are encouraged to consider requesting incomplete grades for coursework.

Early-Out Requests: Potential Students on Active Duty requesting a verification of enrollment to be sent to their Commands must be admitted to Wayne State University and have registered for classes. Please contact the Graduate Admissions Office and the Registration Office for assistance. Once these conditions are met, the VA Certifying Official can complete an enrollment verification for active duty members seeking an 'early out' from military service. Hard copy proof of student's admittance and registration for classes is NOT required for the VA Certifying Official to complete the enrollment verification.

Tuition and Fees

Listed below are the Tuition and Fees, as adopted by the Board of Governors, at the time of preparation of this Bulletin. Please see the Undergraduate Bulletin (<http://bulletins.wayne.edu/undergraduate>) for rates in Undergraduate programs. Current tuition and fee information is also available on the Office of the Registrar's website (<https://wayne.edu/registrar/tuition>). **Tuition and Fees are subject to change without notice by action of the Board of Governors.**

Tuition and Fees, Graduate

Business Administration, Engineering (except for Global Exec. Track of Industrial Engineering see below), and Library Science

Resident	\$787.55 per credit
Non-Resident	\$1,578.75 per credit

Education (except for Division of Kinesiology), Graduate School, Liberal Arts and Sciences, and Social Work

Resident	\$678.55 per credit
Non-Resident	\$1,469.75 per credit

Education (Division of Kinesiology) and Eugene Applebaum College of Pharmacy and Health Sciences

Resident	\$771.44 per credit
Non-Resident	\$1,562.64 per credit

Fine, Performing and Communication Arts

Resident	\$712.47 per credit
Non-Resident	\$1,503.68 per credit

Global Executive Track Doctoral Program in Industrial Engineering

Resident	\$1,575.09 per credit
Non-Resident	\$2,366.29 per credit

Law School (J.D. Program and LL.M.)

Resident Year 1 and LL.M.	\$1055.56 per credit
Non-Resident Year 1 and LL.M.	\$1,158.00 per credit
Resident Years 2, 3, and Unranked	\$1055.56 per credit
Non-Resident Years 2, 3, and Unranked	\$1,158.00 per credit
Resident Year 4	\$1,035.87 per credit
Non-Resident Year 4	\$1,138.31 per credit

M.D. Program

For students registering for 40 or more hours, a flat rate will be assessed as follows:

Resident Years 1-3	\$34,039.00
Non-Resident Years 1-3	\$61,414.00
Resident Year 4	\$33,210.00
Non-Resident Year 4	\$69,109.00

For students registered for less than 40 hours, a per credit hour rate will be assessed as follows:

Resident Years 1-4	\$681.00 per credit
Non-Resident Years 1-3	\$1,227.00 per credit
Non-Resident Year 4	\$1,417.00 per credit

Medicine: Graduate Programs (excluding M.D.)

Resident	\$845.26 per credit
Non-Resident	\$1,595.71 per credit

Nursing

Resident	\$925.72 per credit
Non-Resident	\$1,716.93 per credit

Student Fees

Registration Fee

There is a \$315.70 registration fee for graduate and professional students (other than M.D. students). The registration fee is refundable according to the same principles as tuition and other fees.

Late Registration Fee

Any student registering after the Priority registration date (as indicated in the Schedule of Classes (<http://www.classschedule.wayne.edu>)) must pay either a \$35.00 Late Registration Fee if registration is completed before the start of classes or \$70.00 if completed after the start of classes. Late Registration Fees will be waived for new students in their first term of WSU enrollment.

Student Services Fee

Graduate and professional students (other than M.D. students) are assessed a \$54.56 fee per credit per term. The Student Services Fee is used primarily to maintain, upgrade and replace student computing and technology resources on campus. A small portion is also used to fund student activities on campus, and to enhance programs directed toward improving on-campus activities, including athletics.

Doctoral Candidate Maintenance Fee

If a student has registered for all four Candidate Status courses but has not completed the dissertation requirements, the student may register in Candidate Maintenance status (9995) until the requirements are completed, the time limit for the degree is reached, or the student withdraws from the program. Registration in Candidate Maintenance

Status is required in all semesters in which the student uses University resources, including the semester in which the student defends the dissertation. The Candidate Maintenance fee is \$370.26 (equivalent to the Registration Fee plus the Student Services Fee for one graduate credit) and confers full-time registration status.

Medical Student Fees

M.D. students (Years 1-4) are assessed a Student Services Fee of \$26.00 per credit and an annual Student Support Fee of \$920.00.

Student Exchange and Visitors Information Service (SEVIS) Fee

International students and scholars/visitors who must be reported through the federal SEVIS system shall be charged a \$50.00 non-refundable fee for each term of enrollment.

Course Material Fees

These fees are required of some classes in which a relatively large portion of instructional costs is due to the necessary use of consumable resources. The fee is automatically assessed; a fee card is not required. The fee may be canceled when a course is officially dropped within the tuition and fee cancellation period specified in each semester's term calendar. For additional information, contact the Department offering the course. Courses listed as having special fees require payment of the fee in addition to the tuition.

Music Fees

Students registering for music courses taken as private lessons pay an additional fee. In the event of withdrawal, the student will receive a refund of the difference between the fee assessed and the cost to the University of any lessons that were provided.

Examination Fee for Credit by Examination

The fee for an examination taken to establish credit by examination is \$10.00 per credit. Such examinations will be approved under provisions established by the Schools and Colleges. Credit allowed on the basis of transcript entries from another institution is not applicable to this provision.

Graduation/Certificate Fee

There shall be a \$40.00 fee for students who apply for a degree or certificate/diploma. Graduate applicants for graduate degrees will not be charged the Graduation Fee as they pay a higher Registration Fee. Undergraduates who are new to the university in fall 2014 or after will pay a Matriculation Fee in lieu of a Graduation Fee and in lieu of an Orientation Fee.

Payment of Tuition and Fees

Disclosure Statement

The University reserves the right to update and/or change this information at anytime.

Student Financial Obligation for Payment of Tuition and Fees

When registering for courses each semester students are required to electronically sign a "Financial Responsibility Agreement." This agreement represents a binding contract obligating the student to pay all tuition and fees assessed including any collection, attorney, and/or litigation costs associated with collecting those fees, in the event of non-payment.

Payment Due Dates

Students registering during priority registration period are expected to pay the balance as follows:

FALL SEMESTER - August 15
WINTER SEMESTER - December 15
SPRING/SUMMER SEMESTER - April 15

Students registering on or after these payment dates are expected to pay the balance in full at the time of registration.

Students who register for short-term courses are required to pay the balance in full at the time of registration.

Students adding credits after the tenth day of the term must pay the additional tuition and fee assessment at the time the credits are added.

Failure to pay the balance in full by the specified due dates or dishonoring payment plan schedules will result in the assessment of monthly "late payment fees" and financial "holds" preventing registration, drop/add, release of official transcripts, diplomas, degrees and other university services.

Please refer to the published eBill Schedule and Payment Due Dates (<http://fisops.wayne.edu/bursar/e-bills/eBill-Schedule.php>) on the Office of University Bursar's website.

Checks, Money Orders, and Cash: Wayne State University accepts personal and certified checks, money orders, and cash as payment for tuition and fees. Payments can be mailed, however, please do not mail cash. Checks or money orders should be made payable to Wayne State University. All checks must be issued in U.S. dollars, and drawn on or payable through a U.S. or Canadian bank. The student's name and University AccessID number should be written on the check or money order. Personal checks are not accepted on delinquent balances.

Fee-free ACH Checks: Wayne State University also accepts fee-free automated clearing house (ACH) check payments using WSU Pipeline. Checks (paper or ACH) returned by the bank are subject to returned check fees.

Credit Card Payments

Wayne State University does not accept credit card payments. Credit card payments can be applied to a student's University account by a third party processor, CASHNet SmartPay. CASHNet SmartPay will assess a convenience fee (2.9%) on all credit card payments. To make a credit card payment log into WSU Pipeline and select credit card payment which will automatically invoke the CASHNet SmartPay process. Discover, MasterCard and American Express cards are accepted.

Installment Payment Plans (IPP)

Wayne State University has two affiliations which enables it to offer interest free installment payment plans for students. Installment payment plans allow students and/or parents to make payments in easy monthly installments. Students can enroll for the fall and winter semester or choose both as an annual plan. A plan is not offered for a spring/summer semester. The plans are offered through Tuition Management Systems (TMS) (<https://wayne.edu/bursar/payment/installment-plans>). There is a nominal fee for enrolling. Contact the company for terms and conditions.

Sponsored Tuition Programs

Certain employers participate in direct tuition billing arrangements as part of their employee benefits programs. Students with questions about the University's procedures or required documentation for a specific plan should contact the Student Accounts Receivable Office at 313-577-6623.

IMPORTANT: Students who do not drop their courses during the tuition cancellation period for the term are financially obligated to pay for the courses even if they have not attended any class sessions. Tuition cancellation deadlines are available on the Registration Calendar (<http://reg.wayne.edu/students/registration-calendar.php>).

Students with questions regarding any information presented in Payment of Tuition and Fees section above should contact the Office of the University Bursar at 313-577-3653.

Registration is not permitted beyond the prescribed registration date unless extenuating circumstances beyond the control of the student warrant an exception to University Policy as determined by the University Registrar. In such cases, full tuition, Registration Fee and Late Registration Fee must be paid in advance of registration.

Short Term Courses

Payment of the full tuition and the non-refundable Registration Fee is required on the date of registration or no later than the first class meeting date. Late Payment Fees are assessed to any student who has not paid his/her tuition and fee assessment by the due date.

Special Adjustments

The University Registrar is authorized to make adjustments in the application of the policies stated in this section when unusual circumstances warrant. Examples of circumstances which may warrant special consideration include: serious illness or death of the student or someone closely related, or mis-advisement by a University representative. Tuition cannot be canceled for reasons such as changes in work schedule or other employment demands, claims of lack of information, insufficient funds, unawareness of the difference between tuition and student financial aid, undocumented reasons, or for reasons that are within the control of the student. Non-attendance, except for situations falling under the University non-attendance policy (below), is not in and of itself a reason for tuition and fee cancellation. Students (or an authorized representative in the case of death or serious illness) must submit their applications and supporting documentation to the Office of the Registrar. A medical withdrawal is a complete withdrawal from all courses, supported by medical reports from the attending physician. Requests for exceptions to tuition and fee policies must be submitted within approximately two months of the end of the term, as follows:

Fall Term - March 1
Winter Term - July 1
Spring/Summer Term - November 1

Deadlines falling on weekends will be extended to the next business day.

University Non-Attendance Policy

The University Non-Attendance Policy will allow 100% tuition cancellation only for students in their first term of attendance at Wayne State University. Instructors for all courses must verify the student did not attend classes after the tuition cancellation deadline. This policy is designed to provide relief to those students who in their first semester at Wayne State may not be familiar with the University's Tuition Cancellation Policy.

Where the student has otherwise proceeded properly, (s)he may be granted full cancellation of tuition and fees assessed for the class(es) involved:

If the University cancels the class(es), or

If the University re-schedules the class(es) after the student has registered and (s)he is now unable to attend, or

If an authorized University representative has taken action which causes financial loss related to tuition, e.g., authorizing a student's schedule when the student does not have the necessary prerequisite(s).

Appeal Procedures: If a student (or an authorized representative in the case of death or serious illness) is dissatisfied with the Registrar's decision with reference to this policy, the student (or an authorized representative) may appeal to the Tuition and Fee Appeals Board through the University Ombudsperson.

University policy allows for a Request for Medical Withdrawal. A medical withdrawal is a complete withdrawal from all courses. For approved requests, the University Medical Withdrawal Policy will grant 100% tuition and fee cancellation if a student stops attending ALL classes before the end of the 10th week of the scheduled class meeting period in a full fall/winter term. Medical documentation will need to confirm that medical attention was provided during this time period. For medical withdrawals occurring during the 11th or 12th week, tuition cancellation will be granted at the rate of 60%. There is no tuition cancellation after the twelfth week of the term. These periods are adjusted proportionally for courses that do not run the full term. While a request is under review tuition payments should be made as scheduled.

Holds on Records

Initial eligibility to register for classes each semester is based on a student's admission status with the University. All students must be authorized by the University in order to enroll in classes. 'Holds' may be placed on student records, and registration denied to a student, for academic reasons (e.g., probation or dismissal), a disciplinary problem, money owed to the University, failure to return library books and/or other supplies and equipment, and/or non-compliance with program, Departmental, School/College, or University regulations.

A 'Hold' will be placed on the records of any student who has past due indebtedness to the University. While the hold is in effect, registration for a subsequent term will not be permitted, official transcripts of academic work taken at the University will not be furnished, degree or enrollment certification will not be provided, nor will a diploma be issued.

Tuition Cancellation

Tuition may be canceled in accordance with the following schedule when students officially drop classes using the Academics on-line portal, by submitting a properly completed Register/Drop/Add form, or by sending a certified letter to the Office of the Registrar. A certified letter requesting to drop classes sent through the U.S. Postal Service shall be considered effective on the date it is received in the Office of the Registrar.

Students who officially drop classes before the conclusion of the first two weeks of classes (for the Fall and Winter terms) are entitled to 100% tuition cancellation, and the dropped classes do not appear on the academic record.

Students are contractually liable for tuition unless they take official action during the tuition cancellation period to drop classes.

Students who officially withdraw from fifteen-week classes after the second week of classes (for the Fall and Winter terms) are not entitled to any tuition cancellation.

The tuition cancellation schedule shown below applies to courses that start in accordance with the Official University Academic Calendar. The tuition cancellation schedule for courses with specially approved starting dates is dependent upon the starting date of the course. Questions about the tuition cancellation schedule should be referred to the University Registrar.

Classes meeting fewer than four weeks: Students who officially drop scheduled classes before the first day of classes are entitled to a 100% tuition cancellation and 0% thereafter.

Classes meeting four to eight weeks: Students who officially drop scheduled classes before the second week of classes are entitled to a 100% tuition cancellation and 0% thereafter.

Classes meeting nine to fifteen weeks: Students who officially drop scheduled classes before the third week of classes are entitled to a 100% tuition cancellation and 0% thereafter.

Classes meeting sixteen to twenty-seven weeks: Students who officially drop scheduled classes before the fourth week of classes are entitled to a 100% tuition cancellation and 0% thereafter.

Classes meeting twenty-eight or more weeks: Students who officially drop scheduled classes before the seventh week of classes are entitled to a 100% tuition cancellation and 0% thereafter.

Tuition Regulations and Review Procedures

The following regulations and review procedures are established by Wayne State University for tuition and fee purposes. Wayne State University recognizes three means by which an individual may establish eligibility for in-state tuition and fees:

By establishing residence by presence in the State of Michigan;

By establishing attendance at Michigan high schools; or

By establishing military service status.

Establishing Residence by Presence in Michigan

Generally, in order to establish residence by presence in the State of Michigan, an individual must document at least six months of continuous physical presence in the State. The six months continuous residence must be completed before the first day of classes for the semester in which in-state tuition is sought. Even if someone is present in Michigan for six months, the person may not qualify for in-state tuition; it depends on whether the person is in Michigan for educational purposes or some other reason. Under limited circumstances which clearly demonstrate that a student's presence in the State of Michigan is not primarily for educational purposes, the student may be eligible for in-state tuition prior to the passage of the six-month presence requirement.

Temporary Absences

In general, a person's residence is the place where he or she actually lives with the intention of making it the person's permanent home and to which he or she intends to return from temporary absences. A person may be temporarily absent from Michigan without affecting his or her previously established residence. Full-time attendance at a school outside Michigan or enlistment in a military service are examples of temporary absences. Other types of absences for more than six months will be presumed not to be temporary.

Presence for Educational Purposes

Coming to Michigan from another state or country in order to attend Wayne State University or another school does not establish residence. A non-resident at the time of his or her enrollment remains a non-resident throughout his or her presence as a student, except where it can be established that presence in the State of Michigan is primarily for purposes that are not educational, with enrollment only incidental to the primary purpose of being in Michigan. If a student enrolls in undergraduate school for more than eight credits, or in graduate

school for more than six credits, or in Law School for more than ten credits in any one full length semester, within six months after arrival in Michigan, Wayne State University normally presumes that the student is in Michigan for the purpose of attending school. Applicants must demonstrate that their presence in Michigan is primarily for purposes that are not related to enrollment.

Factors Considered in a Residence Classification

The following circumstances, although not conclusive, support a claim for in-state tuition on the basis of residence.

The student is employed in Michigan on a permanent, full-time basis or has accepted an offer of permanent employment in Michigan.

The student's parents (or in the case of divorce, one parent) are legal residents of Michigan as shown by their permanent employment in Michigan and/or their establishment of a primary household in Michigan, and the applicant previously was a resident of Michigan and has maintained significant connections to Michigan.

The student's spouse or partner is employed in Michigan on a permanent, full-time basis and the applicant moved to Michigan as a consequence of that employment; and

The student has severed ties to his or her previous state of residence so that he or she no longer can reasonably be considered to be a resident of another state.

Factors Typically Not Supporting Residence Classification

The following circumstances, standing alone, do not typically support residence, inasmuch as they may be common to a temporary or short-term presence in Michigan:

1. Employment by the University as a fellow, scholar, assistant, or in any position normally filled by students;
2. A statement of intention to establish residence in this state;
3. Payment of local and state taxes; or
4. Automobile registration, driver's license, continued presence in Michigan during vacation periods.

Although insufficient to establish residence, certain of these factors may be taken into consideration in determining whether a student has severed ties to the student's previous state of residence.

For purposes of these regulations, the age of majority is eighteen years. Except as provided in paragraph "7" of this section, a minor does not have the capacity to establish his or her own legal residence. Normally, the legal residence of a minor follows:

1. That of the parents or surviving parent; or
2. That of the parent to whom custody of the minor has been awarded by a divorce or other judicial decree; or
3. That of the parent with whom the minor in fact makes his or her home, if there has been a separation without a judicial award of custody; or
4. That of an adoptive parent, where there has been a legal adoption, even though the natural parents or parent may be living; or
5. That of a "natural" guardian, such as grandparent with whom the minor in fact makes his or her home, where the minor has permanently left his or her parental home and reasonable expectation of substantial financial support from the parents has been dissolved. A natural guardian is someone who, although not legally the minor's parent or guardian, performs the same sort of parental duties.

6. If a Michigan resident parent or guardian of a minor moves his or her residence to another state, the minor shall remain eligible for resident tuition status as long as he or she continues to attend school regularly in this state.
7. A minor who has permanently left his or her parental home, and who has no reasonable expectation of significant financial support from his or her parents or legal guardian, etc., may qualify for resident status even if under eighteen years of age.

Non-U.S. Citizen

A non-U.S. citizen may apply for resident status in the same manner as a citizen, if he or she is in the United States for other than a temporary educational purpose. In order to demonstrate this, applicants must provide evidence from the U.S. Department of Citizenship and Immigration Services of one of the following:

1. A U.S. permanent resident alien with a green card.
2. An applicant for U.S. permanent residence whose Petition for Alien Relative, or Employment-based Immigration Petition for Alien Worker has been approved, or who has been issued an Employment Authorization document pending adjustment of status. These individuals will have documentation of this status such as an I-130 (Petition for Alien Relative) or I-140 (Immigration Petition for Alien Working) Approval Notice, or an I-151 or I-551 Notice of Action indicating approval of petition to become an immigrant.
3. An alien with a current valid visa type issued for purposes of working in the United States, and currently working in the State of Michigan. These currently include visa types of A, E, G, H, I, L, R, and TN.
4. An Alien granted asylum or refugee status.

Attendance of Michigan High Schools

An individual may be eligible for in-state tuition on the basis of high school attendance if he or she demonstrates that he or she:

1. Attended an accredited Michigan high school for at least three years and thereafter graduated from an accredited Michigan high school or obtained his or her GED in Michigan; and
2. Enrolls at Wayne State University within twenty-eight months of graduating from high school or obtaining a GED.

An individual does not need to be a legal resident of Michigan or a citizen of the United States to qualify for in-state tuition on the basis of attendance at Michigan schools.

Military Service

Individuals on active duty in the U.S. Military who are stationed in Michigan and their dependents are eligible for Michigan in-state tuition. Stationing orders and proof of relationship (for dependents) must be provided with the application.

Veterans and their dependents are eligible for Michigan in-state tuition. The term "veteran" means a citizen of the United States or a resident alien whose most recent separation from any branch of the armed forces of the United States was under conditions other than dishonorable after having served on active duty for 90 consecutive days or more or by reason of disability incurred while serving on active duty.

Individuals who are members of the National Guard of any state, or who were separated from the National Guard of any state under conditions other than dishonorable, and their dependents are eligible for Michigan in-state tuition.

Without regard to the foregoing, any individual using educational assistance under either Chapter 30 (Montgomery GI Bill® – Active Duty Program), Chapter 33 (Post-9/11 GI Bill®), of title 38, United States Code,

and/or the Marine Gunnery Sergeant John David Fry Scholarship (38 U.S.C. § 3311(b)(9)) who lives in the State of Michigan while attending Wayne State University (regardless of his/her formal state of residence) is eligible for Michigan in-state tuition.

Good Neighbor Provisions

Residents of Fulton, Lucas, Ottawa, and Williams counties in Ohio, or residents of Ontario, Canada, who are enrolled in eligible graduate programs will pay in-state tuition. WSU Tuition and Fee Regulations published each academic year identify specific academic programs eligible for this provision.

Great Lakes Policy (Undergraduate Only)

Residents of the states of Ohio, Indiana, Illinois, Wisconsin, Minnesota, New York, or Pennsylvania, or the province of Ontario, Canada, who are enrolled in eligible undergraduate programs and who are not eligible for the Good Neighbor Policy may pay tuition and fees at 110% of the then-current in-state rate.

Online Programs

Students enrolled in programs which are offered online in their entirety will have the out-state portion of their tuition waived. WSU Tuition and Fee Regulations published each academic year will identify the specific academic programs eligible for this provision.

Review Procedures

Initial Classification and Appeal

1. The student is responsible for registering under proper residence or tuition status and advising the University of changes in circumstances, which might affect tuition status. Questions concerning a student's residence or tuition status prior to enrollment should be raised with the Office of Admissions. Questions arising after enrollment should be raised with the Registrar's Office.
2. After enrolling, a student may challenge the initial classification made by the Office of Admissions by filing an Application for Residence Classification or Change in Tuition Status with the Registrar's Office.
3. Except for documented delays caused by University personnel, such applications must be filed by:

September 30 for the Fall semester and the Medical Year semester

January 31 for the Winter semester

July 31 for the Spring/Summer semester

Deadlines falling on weekends or on days when the University is closed will be extended to the next business day. Applications received after these dates will be processed for the following semester.

Further Appeal

A student may appeal the initial tuition decision as follows:

1. By filing a written notice of appeal with the Registrar within thirty (30) days after the student is notified of the classification decision. The notice of appeal shall include reasons for the appeal, the period for which resident status is claimed, and a complete statement of the facts on which the appeal is based, together with supporting affidavits or other documentary evidence. Failure to file notice within thirty (30) days shall constitute a waiver of any right to further appeal. The student has the right to consult the University Ombuds Office at any time, and the student may particularly want to utilize the Ombudsperson's services at this point in the review procedures.
2. A student may appeal the Registrar's decision by filing a written notice of appeal with the Office of the General Counsel within fifteen (15) days from the date of the Registrar's decision. Failure to file

written notice of appeal of the Registrar's decision with the Office of the General Counsel within fifteen (15) days shall constitute a waiver of any right to further appeal.

3. A student may appeal the decision of the Office of the General Counsel within fifteen (15) days with the Office of the President. Failure to file written notice of appeal of the General Counsel's decision with the Office of the President within fifteen (15) days shall constitute a waiver of any right to further appeal. After the notice of appeal, the President or his designee shall review the student's appeal and render a final decision.

Erroneous Classification

1. If an erroneous classification of non-residence occurs, an adjustment for the appropriate period and amount will be made.
2. If an erroneous classification of residence occurs, the student shall be reclassified as a non-resident student. If the cause of his or her incorrect classification shall be found to be due to any material concealment of facts or false statement made by the student before the time of the original classification, the student will be required to pay all tuition and fees which would have been charged to him or her and also will be subject also to appropriate discipline in accordance with University Student Code of Conduct. If it is determined that there is no such concealment of facts by the student, fees shall be adjusted only for current and future semesters.

Effective Dates of Residence Regulations

Amended statute as adopted on September 20, 2013, will be effective for the Winter Semester 2014.

University Libraries and Archives

Office: 3100 David Adamany Undergraduate Library
Tel.: 313-577-4023; Fax: 313-577-5525
Dean of University Libraries: Jon E. Cawthorne
library.wayne.edu (<https://library.wayne.edu>)

The University Libraries support the education, research and service missions of the University and its communities through comprehensive, high-quality resources, services and programs. The libraries are leaders in providing accurate and timely information to Wayne State University as well as the metropolitan Detroit area and Michigan. Scholarly materials in the University Libraries offer total more than three million volumes, over 56,000 journal titles and a broad range of electronic resources, including electronic journals and over 800,000 e-books, all available through the Libraries' website.

The Library System includes the David Adamany Undergraduate Library, the Arthur Neef Law Library, the Purdy/Kresge Library, the Vera P. Shiffman Medical Library and its Learning Resource Center at the Eugene Applebaum College of Pharmacy and Health Sciences, and the Walter P. Reuther Library of Labor and Urban Affairs and University Archives. The School of Information Sciences and the Detroit Area Library Network (DALNET) are also under the Library System's charge.

The University Libraries offer in-person and online reference and research support, interlibrary loan, circulation and course reserve services, document delivery and library and information literacy programs. The latest information technologies provide state-of-the-art access to instructional and research materials. The libraries provide silent and collaborative study spaces, including a 24-hour facility, as well as classroom support to over 300 general purpose classrooms throughout campus.

David Adamany Undergraduate Library (<https://library.wayne.edu>)

The David Adamany Undergraduate Library (UGL) is designed to enhance the learning experience of undergraduate students by offering open spaces for collaboration and silent study as well as hundreds of computers for student use. The library features instructional labs, the Collaborative Commons, an open space with flexible furniture and technology, collaborative study rooms that can be reserved online, and course reserves. The Warrior Writing, Research and Technology Zone (The WRT Zone) is a one-stop shop for Wayne State students to get research, writing and technology assistance. The UGL also houses Student Academic Success Services, which includes the Academic Success Center, Student Disability Services, the Office of Military and Veterans Excellence, Pre-Med Advising and the University Advising Center, P.A.L. Peer Assisted Learning and the Irvin D. Reid Honors College. The UGL is also home to The Tech Bunker and Vault, two new technologically-rich immersive learning spaces at the that invite users to develop, design, dream and discover.

Purdy/Kresge Library (<https://library.wayne.edu>)

The Purdy/Kresge Library supports the research and instructional needs of faculty, graduate students and upper-level undergraduates, as well as the information needs of the greater Detroit community. The library provides access to over sixty 60 computers as well as ample study space in a traditional library atmosphere.

The Purdy/Kresge Library houses a book collection of over 1.5 million volumes, an extensive microform collection, a large document collection and a number of special collections including the Leonard Simons Collection of rare Michigan history texts, the Arthur L. Johnson Endowment collection, and the Ramsey Collection of Children's Literature. This library is also the home of the Teaching Commons, a collaborative effort of the Libraries, the Office for Teaching and Learning, and Computing & Information Technology, that assists faculty and instructors in designing and developing instructional experiences for the classroom and online teaching environments.

Arthur Neef Law Library (<https://library.wayne.edu/neef>)

Located at the north end of the University's main campus, Wayne State University's Arthur Neef Law Library offers researchers a comprehensive legal research center. Its collection of more than 620,000 print and microform equivalent volumes, plus an expansive collection of e-books, databases and other digital resources makes it a leading legal research facility in the State of Michigan. The Law Library is also a depository for U.S. government publications and for the records and briefs filed with the Michigan Supreme Court.

Shiffman Medical Library and Learning Resources Centers (<https://library.wayne.edu/shiffman>)

The Shiffman Medical Library supports the research, education and clinical and public health care information needs for the University, major hospitals within the Detroit Medical Center, and unaffiliated health care providers and trainees throughout Michigan. In addition to assisting WSU undergraduate students with research, learning and internship information needs in the health sciences, all WSU students are encouraged to use the library's consumer health information services. The library maintains access to all the major health sciences, bio-

scientific and consumer health databases; a core collection of journals dating to the mid-19th century; and books in print and electronically reproduced. Health information learning programs and informatics workshops, listed on our Website, are open to all members of the University community. A Learning Resources Center focused on the daily information and computing needs of students of the Applebaum College is available Monday through Friday.

Walter P. Reuther Library of Labor and Urban Affairs and University Archives (<https://www.reuther.wayne.edu>)

The archival collections held in the Walter P. Reuther Library cover a variety of topics, organizations, and individuals. In all, the Reuther Library has more than 95 million documents, 20,000 books, monographs, union publications and proceedings, 2 million photographic images; and 20,000 audio and moving image recordings. Due to issues of format, size, and security, the collection stacks are not open to the public and researchers work with these materials in the Reuther reading room during established hours of business.

The Reuther Library has an international reputation as the largest labor archives in the world and additionally holds significant collections relating to social and urban affairs in the metro Detroit area. It collects and preserves records of the American labor movement, related social, economic, and political reform groups, and twentieth century urban America. The Reuther Library has since become the official depository for the inactive files of several labor unions and organizations, including the United Auto Workers, the American Federation of Teachers, the National Association of Letter Carriers, The Newspaper Guild, the United Farm Workers, the Service Employees International Union, the American Federation of State, County and Municipal Employees, the Air Line Pilots Association, the Association of Flight Attendants, the Industrial Workers of the World, the Society of Women Engineers, and many state and local organizations. Records have also been received from urban and civil rights groups as the Citizens Crusade Against Poverty, the Michigan Chapter of the American Civil Liberties Union, the Detroit Branch of the National Association for the Advancement of Colored People, the United Community Services of Detroit, United Way for Southeastern Michigan, and New Detroit, Inc. A unique portion of the holdings is a labor journal and newspaper collection, which has nearly 1,600 current and non-current titles dating from the late 1800s to the present. Many individuals who played leading roles in labor and urban affairs have also placed their papers in the Reuther Library.

The Reuther Library also houses the Wayne State University Archives which provides historical information about WSU and its predecessor institutions that date to 1868. In addition to collecting the University's historical records, the WSU Archives holds the papers of presidents and administrative leaders, the papers of selected faculty members, and the papers of student and professional organizations that document the development of the University and higher education in Michigan. The WSU Archives also collects all publications created by and pertaining to the University, including the student newspaper from 1917 to present, as well as departmental newsletters. Subjects in the collection range from student activities such as athletics and student organizations, to local subjects such as Central High School, the Detroit Medical Center, and the Detroit Board of Education.

University Policies

University Equality of Opportunity Policy

Wayne State University is committed to a policy of non-discrimination and equal opportunity in all of its operations, employment opportunities, educational programs and related activities.

This policy embraces all persons regardless of race, gender, color, sex (including gender identity), national origin, religion, age, sexual orientation, marital status, familial status, disability, arrest record, weight, qualified Vietnam era veterans, qualified special disabled veterans, recently separated veterans and other protected veterans, or any other characteristic protected by applicable federal or state law. It expressly forbids discrimination, sexual harassment or any form of harassment in hiring, terms of employment, tenure, promotion, placement and discharge of employees, admission, training and treatment of students, extra-curricular activities, the use of University services, facilities and in the awarding of contracts.

This policy also forbids retaliation and/or any form of harassment against an individual as a result of filing a complaint of discrimination or harassment, or participating in an investigation of a complaint of discrimination or harassment.

Wayne State University, as an equal opportunity/affirmative action institution, complies with all applicable federal and state laws regarding non-discrimination and affirmative action. In furtherance of this policy, the University is also committed to promoting institutional diversity to achieve full equity in all areas of University life and service and in those private clubs and accommodations that are used by University personnel. No off-campus activities sponsored by or on behalf of Wayne State University shall be held in private club facilities or accommodations which operate from an established policy barring membership or participation on the basis of race, color, sex (including gender identity), national origin, religion, age, sexual orientation, familial status, marital status, height, weight, disability or veteran status. Affirmative action procedures, measures and program may be used to the extent permitted by law to establish, monitor and implement affirmative action plans for all budgetary units and the University as a whole.

Inquiries regarding equal opportunity Academic/Administrative policies or complaints may be made to:

Office of Equal Opportunity
4324 Faculty/Administration Building
Wayne State University
Detroit, Michigan 48202
Telephone: 313-577-2280
or <http://www.oeo.wayne.edu>

Disability Non-Discrimination Policy

In accordance with federal requirements of the Americans with Disabilities Act of 1990 and the Rehabilitation Act of 1973, there shall be no discrimination on the basis of disability in Wayne State University's programs, operations and activities, in the hiring, terms and conditions or privileges of employment or any matter directly or indirectly related to such employment, or in the admission, education and treatment of students. The Student Disability Services Office (<http://studentdisability.wayne.edu>) has complete information on services available to students.

Drug and Alcohol Free Workplace Policy

Wayne State University is committed to providing a drug-free environment for its faculty, staff, and students. The Board of Governors

has made this commitment a formal policy of the University. All faculty, staff and students must abide by the terms of the Board policy as a condition of employment or enrollment at the University. The unlawful possession, use, distribution, sale or manufacture of drugs or alcohol is prohibited on University premises, at University activities, and at University work sites.

Pursuant to that policy, the unlawful possession, use, distribution, dispensation, sale or manufacture of any illicit drugs, and the unlawful possession, use or distribution of alcohol on University property, or at any University work site, or as part of any University activity, is prohibited.

Any employee or student employee who is convicted of a criminal drug offense occurring at the workplace is subject to appropriate employee discipline in accordance with established University policies and collective bargaining agreements, and may be required to participate satisfactorily in a drug abuse or rehabilitation program as a condition of further employment or enrollment.

Any student or employee who, while on University premises or at any University activity, engages in the unlawful possession, sale, manufacture, distribution, or use of drugs or alcohol shall be subject to appropriate sanctions, in accordance with established University policies, the Student Code of Conduct, and collective bargaining agreements, and in conformity with local, state and federal law, up to and including expulsion or termination.

The University encourages employees who may have a problem with the use of illicit drugs or with the abuse of alcohol to seek professional advice and treatment. Individuals who seek assistance with such problems may obtain additional information on a confidential basis by telephoning the Employee Assistance Program (EAP) at 1-800-448-8326. Students may also seek referral assistance by contacting University Counseling and Psychological Services (CAPS), at 313-577-3398.

Policy Governing the Use of Alcoholic Beverages on Campus

The use or possession of alcoholic beverages is expressly prohibited in classrooms, lecture halls, laboratories, the libraries, the chapel and within buildings or arenas where athletic events, lectures, and concerts are held. The use of alcoholic beverages is expressly prohibited in all public areas of campus buildings except as follows: the use of alcoholic beverages, subject to State law, is permitted in areas designated by, and with the approval of, the Office of the President, and the use of alcoholic beverages at student social events, subject to State law, is permitted in areas designated by, and with the approval of, the Office of the President.

Sexual Discrimination, Harassment, and Assault Policy

Title IX of the Education Amendments of 1972 is a federal civil rights law that prohibits discrimination on the basis of sex in education programs and activities. Under Title IX, discrimination on the basis of sex can include sexual harassment or forms of sexual assault, such as rape, sexual assault or sexual battery.

Sexual discrimination is prohibited by Title IX and by University Policy. (WSU Statute 2.28.01).

Sexual harassment is a form of sex discrimination that is prohibited by Title IX and by University policy. It is the policy of Wayne State University that no member of the University community may sexually harass another. (WSU Statute 2.28.06).

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct or communication of a sexual nature when:

1. Submission to such conduct or communication is made a term or condition either explicitly or implicitly to obtain employment, public accommodations or public services, education, or housing.
2. Submission to or rejection of such conduct or communication by an individual is used as a factor in decisions affecting such individual's employment, public accommodations or public services, education, or housing.
3. Such conduct or communication has the purpose or effect of substantially interfering with an individual's employment, public accommodations or public services, educational, or housing environment, or creates an intimidating, hostile or offensive employment, public accommodations, public services, educational or housing environment.

In the area of speech, what the law and this policy prohibit is speech as action: that is, sexual communication which is either directly coercive as demanding favors, or indirectly coercive, as rising to that level of offensiveness which interferes substantially with the victim's education or employment. The determination of what level of offensiveness is actually coercive, and therefore unlawful and prohibited by this policy, will in some cases be difficult. A significant element in the determination is provided by the fact that an unequal power relationship underlies sexual harassment. The more unequal the relationship, the greater the risk is of substantial interference with the victim's education or employment.

In the area of physical contact, physical contact which is unwelcome is so gravely offensive that it always has the effect of substantially interfering with the victim's employment or educational environment. Employees and students should not take for granted that they are welcome to touch other employees or students, since if their contact is in fact unwelcome, they will be in violation of the law and of this policy. (WSU Statutes 2.28.06.010-2.28.06.080).

Sexual harassment is also unwelcome behavior of a sexual nature that creates a hostile or abusive work or educational environment. Sexual harassment is also unwelcome behavior of a sexual nature that is severe or pervasive and interferes with an individual's work or performance in a course or program

Sexual assault is also prohibited by Title IX and by University policy (01-5 University Policy). Sexual assault includes, but is not limited to any of the following:

1. Any intentional, unconsented, unwelcome physical contact or threat of unwelcome physical contact or attempt thereof, of:
 - a. an intimate body part of another person, such as a sexual organ,
 - b. any body part of another person with one's sexual organs, or
 - c. any part of another person's body with the intent of accomplishing a sexual act; or
2. Unwanted, inappropriate disrobing of another person, or purposeful exposure of one's genitals to another without the other's consent; or
3. Forcing, or attempting to force, any other person to engage in sexual activity of any kind without her or his consent; or
4. Any behavior that is proscribed as "criminal sexual conduct" under the Michigan Penal Code, notwithstanding whether criminal charges have been brought against the individual alleged to have engaged in such behavior. This may include rape, attempted rape, sexual assault or sexual battery.

Date rape and acquaintance rape are forms of sexual assault.

For purposes of the University's statutes/policies on sexual discrimination, sexual harassment and sexual assault, consent shall not be deemed to have occurred if given by a person who is unable to make a reasoned judgment concerning the nature or harmfulness of the activity because of his or her intoxication, unconsciousness, mental deficiency or incapacity, or if the product of threat or coercion. (WSU Statute 2.28.06.060).

Any employee or student will be subject to disciplinary action for violation of any of these policies. If any staff, faculty or student of the University community learns of a sexual discrimination, harassment or assault incident, they should immediately report that incident to either the Title IX Coordinator or the Deputy Coordinator, who are:

Linda Galante, Esq. - Interim Title IX Coordinator
Associate General Counsel
4259 Faculty Administration Building
656 W. Kirby Avenue
Detroit, Michigan 48202
Telephone: 313-577-2280
Fax: 313-577-7738
Email: lgalante@wayne.edu

Dean David Strauss - Deputy Title IX Coordinator
Dean of Students
351 Student Center
Detroit, Michigan 48202
Telephone: 313-577-1010
Email: ak3096@wayne.edu

The Title IX Coordinator's responsibilities include overseeing all Title IX complaints, identifying and addressing any patterns or systemic problems that arise during the review of such complaints, and coordinating the training, education, communication and administration of grievance procedures for faculty, staff, students and other members of the University community.

The Deputy Coordinator is responsible for Title IX compliance for matters involving students, including training, education, communication and administration of grievance procedures for all complaints against WSU students.

Students or employees having a complaint against a WSU student for sexual harassment, sex discrimination or sexual assault, should contact the Deputy Coordinator by phone or email or file a Student Care Report available on Dean of Students' website (<http://www.doso.wayne.edu>). Any such complaint can also be filed with the Title IX Coordinator.

The University statutes/policies prohibiting discrimination and sexual harassment/sexual violence can be found on the Board of Governors' website (<http://www.bog.wayne.edu/code>) and among the general university policies (<http://policies.wayne.edu>). These are also posted by the Office of Equal Opportunity (<http://www.deo.wayne.edu>) and the Dean of Students Office (<http://www.doso.wayne.edu>). The purpose of these policies is to assure the fullest possible awareness of WSU's stand on sexual discrimination/harassment/assault and to confirm and regularize WSU's procedures regarding the handling of complaints.

Additional Resources

In addition to filing a complaint with the Title IX Coordinator or Deputy Coordinator, in instances involving rape, sexual assault or sexual battery, students and/or employees should also contact the WSU Police Department at:

6050 Cass Avenue
Detroit, Michigan 48202

Violence in the Workplace Policy

Wayne State University is committed to providing a work and educational environment that is free from threats, assaults, or acts of violence. Threats of violence or of physical harm, and any form of physical or sexual assault or threats of physical assault are prohibited. This includes conduct that harasses, disrupts, or interferes with another person's work performance or creates an intimidating, offensive or hostile work or educational environment.

The University has also adopted a Campus Safety Ordinance (WSU Statute 2.87.03) which applies to all property owned, leased or otherwise controlled by Wayne State University and applies to all individuals when present on such property, regardless of whether the individual has a concealed weapons permit or is otherwise authorized by law to possess, discharge or use any device referenced in therein. The ordinance states that no person shall, while on any property owned, leased, or otherwise controlled by WSU:

1. possess or carry on his or her person any firearm, explosive or chemical weapon;
2. carry on his or her person any sword, switchblade knife, or other knife with a blade longer than three inches; and
3. carry on his or her person any other object or device with the intent of intimidating or injuring another person.

Upon conviction of any violation of this ordinance, the violator shall be sentenced to a fine not to exceed \$500.00. In addition, violations of this policy may result in disciplinary action under existing University administrative policies. Limited exceptions to this policy exist for University employees expressly authorized to possess or use such weapons, devices or substances, law enforcement officials so authorized, and any individual whose possession or use is in connection with a research or regularly scheduled educational program authorized by the University, for which the Chief of the Wayne State University Police Department has been given at least one week's advance notice.

University personnel are expected to notify appropriate management personnel of any violent or threatening behavior, when that behavior is work-related, carried out on University property, or is connected to University employment. Any individual who has obtained a personal protection order that identifies the workplace as a protected area should provide that information to the Wayne State University Police Department.



WAYNE STATE
UNIVERSITY

Graduate Bulletin
2019-2020

Music Section

see: <https://bulletins.wayne.edu/graduate/>

Music

Office: 1321 Old Main; 313-577-1795; *e-mail:* music@wayne.edu

Chairperson: Norah Duncan IV

Interim Associate Chairperson: Douglas Bianchi

<http://www.music.wayne.edu>

Mission Statement

The Department of Music cultivates music as a contemporary and global art, grounded in a long historical tradition, by combining higher education with professional training and experience for its undergraduate and graduate/professional students.

The Department offers serious students of music opportunities to learn, grow, and develop their skills and disciplines in an urban cultural setting. With close proximity to Detroit's cultural center, students have access to the resources of such premiere institutions as the Detroit Institute of Arts, the Detroit Public Library, the Detroit Opera House, and Orchestra Hall. The long historical relationship between the Detroit Symphony Orchestra and the Department allows students to study and coach with exceptional guest artists and resident artist-faculty who are specialists in all musical styles and media.

Building on the strengths of its geographic and cultural setting, the Department maintains public access to its performances and degree programs, offers high-level professional and academic standards, as well as unique creative and scholarly opportunities appropriate to a large research university. The Department also cultivates a deep aesthetic understanding of music in our students and the larger urban arts community.

- Music (M.A.) (p. 161)
- Music (M.Mus.) (p. 161)
- Orchestral Studies (Graduate Certificate) (p. 163)

Music (M.A.)

The Master of Arts degree is designed for students who wish to pursue an academic career in music through a broad liberal arts curriculum. The Master of Music degree provides a program for talented students pursuing a professional concentration in:

- Composition/Theory
- Conducting
- Performance
- Jazz Performance
- Music Education

Admission Requirements

Admission to these programs is contingent upon admission to the Graduate School (p. 19). In addition, all master's degree applicants in music must:

1. apply to the Graduate School as a Music Major;
2. possess an undergraduate degree in the same field for which he or she wishes to pursue graduate study, or its equivalent in course work, private study, or experience;
3. complete pre-admission auditions or interviews. Audition and interview requirements are available from the Department of Music (<http://www.music.wayne.edu/auditions.php>).

All students admitted to Master's degrees are required to pass departmental diagnostic examinations (http://www.music.wayne.edu/graduate_curr.php) in theory and history.

The master's degree is offered under the following options:

Plan A: Twenty-four credits in course work, plus an eight-credit thesis, available to students enrolled in the M.A. or the M.Mus. with a concentration in Composition/Theory or Music Education. An original composition approved by the Composition/Theory Area Coordinator substitutes for the thesis in the M.Mus. degree with a concentration in Composition/Theory.

Plan B: Twenty-nine credits in course work, plus a three-credit essay, available to students enrolled in the M.Mus. with a concentration in Music Education only.

Plan C (Conducting, Performance, and Jazz Performance): Thirty-two credits in course work, plus a graduate recital with program notes (http://music.wayne.edu/graduate_curr.php).

Plan C (Music Education only): Thirty-two credits in course work, plus an oral presentation and written examination. (Music Education students may elect Plan A, B, or C – consult the Degree Requirements section, below).

Oral Examination: An oral examination is required of all students in the M.A. or the M.Mus. program concentrating in Composition/Theory,

Conducting, Jazz Performance, or Performance. Music Education students who choose *Plan C* must complete an oral presentation and undertake a written examination in the area of concentration.

Candidacy must be established by the time twelve credits have been earned toward the master's degree. Applicants become degree candidates only upon recommendation of the Departmental Graduate Officer and submission of an approved *Plan of Work*. Before a student can be admitted to candidacy in the Master of Arts curriculum, satisfactory completion of a reading examination in a foreign language (preferably German or French) is required.

Academic Scholarship: The University requires that each student achieve a minimum grade point average of 3.0, in order to be eligible for a graduate degree. All courses in the student's major must be completed with a grade of 'B-minus' or higher to be counted towards program credit. Grades below 'B-minus' are unsatisfactory and constitute valid cause for dismissing a student from a graduate program. The Department of Music permits a student to accumulate a maximum of six credits of 'B-minus' grades (in courses other than the area of concentration) as long as they are offset by higher grades so that a 3.0 grade point average is maintained at all times. Additionally, credits of B-minus and below in excess of six credits may result in dismissal from the program, regardless of whether the courses are included on the student's Plan of Work. All course work must be completed in accordance with the regulations of the Graduate School (p. 12) and the College of Fine, Performing, and Communication Arts (p. 153).

Music (M.A.)

Prerequisite: Prospective students should present a minimum of forty-five acceptable undergraduate credits in music distributed according to the requirements for the Bachelor of Arts degree with a major in music or its equivalent in course work, study, and experience. All students applying to the M.A. must complete a pre-admission interview or audition.

Code	Title	Credits
Music History and Theory		
MUH 5300	Music Research	3
MUH 73XX:	6-9 credits chosen in consultation with the program advisor	6-9
MUH 8999	Master's Thesis Direction	8
MUT 7XXX:	6-9 credits chosen in consultation with the program advisor	6-9
Music electives or cognates		6
Oral Examination		0
Total Credits		32

Music (M.Mus.)

The Master of Arts degree is designed for students who wish to pursue an academic career in music through a broad liberal arts curriculum. The Master of Music degree provides a program for talented students pursuing a professional concentration in:

- Composition/Theory
- Conducting
- Performance
- Jazz Performance
- Music Education

Admission Requirements

Admission to these programs is contingent upon admission to the Graduate School (p. 19). In addition, all master's degree applicants in music must:

1. apply to the Graduate School as a Music Major;
2. possess an undergraduate degree in the same field for which he or she wishes to pursue graduate study, or its equivalent in course work, private study, or experience;
3. complete pre-admission auditions or interviews. Audition and interview requirements are available from the Department of Music (<http://www.music.wayne.edu/auditions.php>).

All students admitted to Master's degrees are required to pass departmental diagnostic examinations (http://www.music.wayne.edu/graduate_curr.php) in theory and history.

The master's degree is offered under the following options:

Plan A: Twenty-four credits in course work, plus an eight-credit thesis, available to students enrolled in the M.A. or the M.Mus. with a concentration in Composition/Theory or Music Education. An original composition approved by the Composition/Theory Area Coordinator substitutes for the thesis in the M.Mus. degree with a concentration in Composition/Theory.

Plan B: Twenty-nine credits in course work, plus a three-credit essay, available to students enrolled in the M.Mus. with a concentration in Music Education only.

Plan C (Conducting, Performance, and Jazz Performance): Thirty-two credits in course work, plus a graduate recital with program notes (http://music.wayne.edu/graduate_curr.php).

Plan C (Music Education only): Thirty-two credits in course work, plus an oral presentation and written examination. (Music Education students may elect Plan A, B, or C – consult the Degree Requirements section, below).

Oral Examination: An oral examination is required of all students in the M.A. or the M.Mus. program concentrating in Composition/Theory, Conducting, Jazz Performance, or Performance. Music Education students who choose *Plan C* must complete an oral presentation and undertake a written examination in the area of concentration.

Candidacy must be established by the time twelve credits have been earned toward the master's degree. Applicants become degree candidates only upon recommendation of the Departmental Graduate Officer and submission of an approved *Plan of Work*. Before a student can be admitted to candidacy in the Master of Arts curriculum, satisfactory completion of a reading examination in a foreign language (preferably German or French) is required.

Academic Scholarship: The University requires that each student achieve a minimum grade point average of 3.0, in order to be eligible for a graduate degree. All courses in the student's major must be completed with a grade of 'B-minus' or higher to be counted towards program credit. Grades below 'B-minus' are unsatisfactory and constitute valid cause for dismissing a student from a graduate program. The Department of Music permits a student to accumulate a maximum of six credits of 'B-minus' grades (in courses other than the area of concentration) as long as they are offset by higher grades so that a 3.0 grade point average is maintained at all times. Additionally, credits of B-minus and below in excess of six credits may result in dismissal from the program, regardless of whether the courses are included on the student's Plan of Work. All course work must be completed in accordance with the regulations of

the Graduate School (p. 12) and the College of Fine, Performing, and Communication Arts (p. 153).

Music: Composition/Theory (M.Mus.)

Prerequisite: Bachelor of Music with a concentration in composition/theory or its equivalent in coursework, background, or experience. As part of the pre-admission interview, applicants must present scores and/or theory research materials as evidence of preparation for graduate work in composition or theory.

Code	Title	Credits
Music History		
MUH 5300	Music Research	3
MUH 7XXX	(selected in consultation with program advisor)	6
Music Theory and Composition		
Select twelve credits in consultation with the program advisor from		12
MUT 7020 - MUT 7992		
MUT 7020	Seminar in Schenkerian Analysis	
MUT 7040	Seminar in Twentieth Century Music	
MUT 7050	Seminar in Music Theory Pedagogy	
MUT 7085	History of Theory	
MUT 7100	Graduate Composition (Composition Focus students must elect 9 credits of MUT 7100 (Max. 12))	
MUT 7200	Special Topics in Theory	
MUT 7992	Directed Study in Theory (Max. 6)	
MUT 8999	Master's Thesis Direction (see below)	8
Music or Non-music Electives		3
Oral Examination		0
Total Credits		32

THESIS: an original composition in one of the larger forms with a minimum duration of twelve minutes, separate from the work completed in MUT 7100, and with approval of advisor required; or a substantial written thesis drawing on current research in theory and analysis, applied toward a project of the student's choice

Music: Conducting (M.Mus.)

Prerequisite: Bachelor of Music with a concentration in music education, organ/church music, or performance, or the equivalent in course work, training, or experience. All applicants must successfully complete a pre-admission audition and interview that will include demonstrating proficiency in the areas of score reading and piano.

Code	Title	Credits
Music History		
MUH 5300	Music Research	3
MUH 7370	Studies in Advanced Literature for Conductors ¹	3
MUH 73XX	(chosen in consultation with program advisor)	6
Music Theory		
MUT 7020	Seminar in Schenkerian Analysis	3
MUT 7XXX	(chosen in consultation with program advisor)	3
Conducting and Ensemble		
Select one of the following (Major Ensemble) (Req. 2):		2
MUA 7800	University Bands	
MUA 7810	University Symphony Orchestra	
MUA 7840	Choral Union	
MUA 7850	Concert Chorale	
MUP 739X	(Major Private Instr. in Conducting) (Max. 12)	9

MUP 8290	Recital	1
Music or Non-music Electives		2
Oral Examination		0
Total Credits		32

Music: Jazz Performance (M.Mus.)

Prerequisite: Bachelor of Music with a concentration in jazz studies or jazz performance or the equivalent in course work, private study, or experience. All applicants must successfully complete a pre-admission audition.

Code	Title	Credits
Music History		
MUH 5300	Music Research	3
MUH 5360	Jazz History	6
& MUH 7390	and Studies in Jazz History	
Music Theory		
MUT 7070	Advanced Jazz Theory and Analysis	3
MUT 7XXX (chosen in consultation with the program advisor)		3
Performance		
MUA 7820	Jazz Big Band (Req. 3)	3
Select one of the following (Max. 2):		1
MUA 7822	Jazz Guitar Ensemble	
MUA 7824	Jazztet	
MUA 7826	Jazz Combos	
MUP 73XX (Major Private Instruction) (Max. 12)		9
MUP 8290	Recital (Graduate Recital with Program Notes) ¹	1
Music or Non-music Electives		3
Oral Examination		0
Total Credits		32

¹ Program must include original compositions/arrangements

Music: Instrumental Performance (M.Mus.)

Prerequisite: Bachelor of Music with a concentration in instrumental performance or equivalent in course work, study, or experience. All applicants must successfully complete a pre-admission audition.

Code	Title	Credits
Music History and Theory		
MUH 5300	Music Research	3
MUH 73XX (chosen in consultation with program advisor)		6
MUT 70XX (chosen in consultation with program advisor)		6
Performance and Ensembles		
Large Ensembles and Chamber Music must total a minimum of 3 credits		
Select one of the following (Large Ensemble) (Max. 2):		1-2
MUA 7800	University Bands	
MUA 7810	University Symphony Orchestra	
MUA 7840	Choral Union	
MUA 7850	Concert Chorale	
MUA 7880	Chamber Music and Special Ensembles	1
MUP 7XXX (Major Private Instruction)(Max. 12)		9
MUP 8290	Recital (Graduate Recital with Program Notes)	1
Music or Non-music Electives		4
Oral Examination		0
Total Credits		32

Music: Vocal Performance (M.Mus. Program)

Prerequisite: Bachelor of Music with a concentration in vocal performance or its equivalent in course work, study, or experience. All applicants must successfully complete a pre-admission audition.

Code	Title	Credits
Music History and Theory		
MUH 5300	Music Research	3
MUH 73XX (chosen in consultation with program advisor)		6
MUT 7XXX (chosen in consultation with program advisor)		3
Performance and Ensembles		
MUA 7730	Advanced Diction	3
Select one of the following (chosen in consultation with program advisor) (Max. 3)		1-3
MUA 7840	Choral Union	
MUA 7850	Concert Chorale	
MUA 7860	Opera Workshop	
MUA 7880	Chamber Music and Special Ensembles	1
MUP 722X (Major Private Instruction) (Max. 12)		9
MUP 8290	Recital (Graduate Recital with Program Notes)	1
Music or Non-music Electives		3
Oral Examination		0
Total Credits		32

MUA - MUSIC ENSEMBLES AND GENERAL COURSES

MUA 0804 Warrior Band Cr. 0

Warrior band performs for all home football games during fall term and basketball games during late fall and winter terms. Performances for University special events may be scheduled. Offered Fall, Winter.

Restriction(s): Enrollment is limited to Undergraduate level students.

MUA 0900 General Lectures and Concerts Cr. 0

Lectures by visiting scholars; recitals by invited guest artists; student and faculty recitals, concerts and convocations. Offered Fall, Winter.

MUA 1700 Guitar Class Cr. 2

Fundamentals in guitar playing; techniques, hand positions, bar chords, general performance practices. Offered Fall, Winter.

Course Material Fees: \$75

Repeatable for 8 Credits

MUA 1710 Piano Class Cr. 2

Rudiments of rhythmic and staff notation, beginning keyboard technique, hand positions, scales, simple compositions. Offered Fall, Winter.

Course Material Fees: \$75

Repeatable for 8 Credits

MUA 1720 Voice Techniques and Pedagogy Cr. 2

Fundamentals in voice training and pedagogy for music majors. Offered Fall.

Prerequisite: MUT 1140 with a minimum grade of C and MUT 1150 with a minimum grade of C

Repeatable for 8 Credits

MUA 1730 String Techniques and Pedagogy Cr. 2

Techniques and fundamental problems in the playing and teaching of stringed instruments. Offered Fall, Winter.

Prerequisites: MUT 1140 with a minimum grade of D- or MUT 1100 with a minimum grade of D-

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$75

Repeatable for 6 Credits

MUA 1740 Woodwind Techniques and Pedagogy Cr. 2

Techniques and fundamental problems in the playing and teaching of woodwind instruments. Offered Fall, Winter.

Prerequisites: MUT 1140 with a minimum grade of D- or MUT 1100 with a minimum grade of D-

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$75

Repeatable for 6 Credits

MUA 1750 Brasswind Techniques and Pedagogy Cr. 2

Techniques and fundamental problems in the playing and teaching of brasswind instruments. Offered Fall.

Prerequisites: MUT 1140 with a minimum grade of D- or MUT 1100 with a minimum grade of D-

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$75

Repeatable for 6 Credits

MUA 1760 Percussion Techniques and Pedagogy Cr. 2

Techniques and fundamental problems in the playing and teaching of percussion instruments. Offered Fall.

Prerequisites: MUT 1140 with a minimum grade of D- or MUT 1100 with a minimum grade of D-

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$75

MUA 1795 Piano Skills I Cr. 2

Repertoire, scales, sight reading, harmonization, and simple transpositions. Offered Every Term.

Prerequisites: MUA 1710 with a minimum grade of C

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors; enrollment limited to students in the BA in Fine Arts or Bachelor of Music programs.

Course Material Fees: \$75

MUA 2400 Music Business I Cr. 3

Overview of the music business: emphasis on career options/development; necessary training/experience; music in the marketplace, arts entrepreneurship, mass media, technology, digital/global implications and future trends, arts administration, industry networking, social media, internship development; professional organization, association, and industry affiliations. Offered Winter.

Prerequisite: MUT 1160 with a minimum grade of C and MUT 1170 with a minimum grade of C

MUA 2500 Music Technology Cr. 3

Introductory class on music technology. Learn to record, edit, and export music using a computer. Learn the basics of audio hardware setup for music, multimedia, and classes. Offered Every Term.

Course Material Fees: \$75

MUA 2510 Studio Recording Techniques Cr. 2

Learn techniques of multi-track recording. Students will learn how to observe and understand equipment in a professional recording studio. Offered Fall.

Prerequisite: MUA 2500 with a minimum grade of C

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$75

MUA 2530 Electronic Music Synthesis Cr. 3

Learn to create sounds by manipulating electronic signals. Topics include fundamentals of synthesizers, theories of digital signal processing, and principle of sound design. Offered Fall.

Prerequisite: MUA 2500 with a minimum grade of C

Course Material Fees: \$75

MUA 2720 Voice Class Cr. 2

Fundamentals in voice training. Correct breathing: tone placement: articulation vocalises. Offered Fall, Winter.

Equivalent: MUA 1720

Repeatable for 8 Credits

MUA 2795 Piano Skills II Cr. 2

Continuation of MUA 1795; development of basic piano skills to a higher level. Offered Winter, Spring/Summer.

Prerequisite: MUA 1795 with a minimum grade of C

Restriction(s): Enrollment is limited to students with a major in Music; enrollment limited to students in the BA in Fine Arts or Bachelor of Music programs.

Course Material Fees: \$75

MUA 2800 University Bands Cr. 1

. Offered Fall, Winter.

Course Material Fees: \$30

Repeatable for 99 Credits

MUA 2802 Chamber Winds Cr. 1

Offered Fall, Winter.

Course Material Fees: \$25

Repeatable for 10 Credits

MUA 2804 Warrior Band Cr. 1

Warrior band performs for all home football games during fall term and basketball games during late fall and winter terms. Performances for University special events may be scheduled. Offered Fall, Winter.

Restriction(s): Enrollment is limited to Undergraduate level students.

Course Material Fees: \$30

Repeatable for 8 Credits

MUA 2806 Campus Band Cr. 0

Co-curricular concert band open to all University students. Campus Band performs one formal concert during winter term. Performances for University special events may be scheduled. Offered Winter.

Restriction(s): Enrollment is limited to Undergraduate level students.

Course Material Fees: \$30

MUA 2810 University Symphony Orchestra Cr. 1

Offered Fall, Winter.

Course Material Fees: \$30

Repeatable for 99 Credits

MUA 2820 Jazz Big Band Cr. 1

Offered Fall, Winter.

Course Material Fees: \$30

Repeatable for 99 Credits

MUA 2822 Jazz Guitar Ensemble Cr. 1

Large ensemble for jazz guitar majors/principals. Offered Every Term.

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$30

Repeatable for 99 Credits

MUA 2824 Jazztet Cr. 1

Select ensemble for jazz majors. Offered Every Term.

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$25

Repeatable for 10 Credits

MUA 2826 Jazz Combos Cr. 1

Small ensemble for jazz majors. Offered Every Term.

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Course Material Fees: \$25

Repeatable for 10 Credits

MUA 2830 Men's Glee Club Cr. 1

Music majors must enroll for one credit to satisfy degree requirements.

Offered Fall, Winter.

Course Material Fees: \$20

Repeatable for 99 Credits

MUA 2840 Choral Union Cr. 1

Offered Fall, Winter.

Course Material Fees: \$30

Repeatable for 99 Credits

MUA 2850 Concert Chorale Cr. 1

Offered Fall, Winter.

Course Material Fees: \$30

Repeatable for 99 Credits

MUA 2860 Opera Workshop Cr. 1

Offered Fall, Winter.

Course Material Fees: \$30

Repeatable for 10 Credits

MUA 2870 Women's Chorale Cr. 1

Offered Fall, Winter.

Course Material Fees: \$25

Repeatable for 99 Credits

MUA 2880 Chamber Music and Special Ensembles Cr. 1

All forms including: flute ensemble, percussion ensemble, string trios and quartets, small wind or brass ensembles, and mixed ensembles. Offered Fall, Winter.

Restriction(s): Enrollment is limited to students with a major in Music.

Course Material Fees: \$25

Repeatable for 10 Credits

MUA 2891 Electronic Music Ensemble Cr. 1

Learn to play electronic instruments in an ensemble. Current and vintage electronic instruments as well as approved traditional instruments are being used to perform contemporary electronic music repertoire. Offered Fall, Winter.

Prerequisite: MUA 2500 with a minimum grade of C or MUA 2530 with a minimum grade of C

Course Material Fees: \$75

Repeatable for 2 Credits

MUA 3510 Mixing and Mastering Cr. 2

Students will learn project management skills through proper session documentation and billing. Topics include surround sound mixing, live sound, and large ensemble production techniques. Offered Winter.

Prerequisite: MUA 2510 with a minimum grade of C

Course Material Fees: \$75

MUA 3530 Sound Design Cr. 3

Covers the basics of audio programming using text-based audio applications. Students will learn to create their own plugins and software synthesizers. Offered Winter.

Prerequisite: MUA 2530 with a minimum grade of C

Course Material Fees: \$75

MUA 3550 Advanced Studio Techniques Cr. 2

Examines project management skills through proper session documentation and billing. Topics include surround sound mixing, live sound, and large ensemble production techniques. Offered Fall.

Prerequisite: MUA 3510 with a minimum grade of C

Course Material Fees: \$75

MUA 3670 Conducting Techniques I Cr. 2

Rudiments of conducting; special attention to baton techniques. Offered Fall.

Prerequisite: MUT 2160 with a minimum grade of C and MUT 2170 with a minimum grade of C

MUA 3680 Conducting Techniques II Cr. 2

Continuation of MUA 3670. Score reading and rehearsal techniques. Offered Winter.

Prerequisite: MUA 3670 with a minimum grade of C

MUA 3795 Advanced Piano Skills Cr. 2

Continuation of MUA 2795; emphasis on jazz skills and styles. Offered Fall.

Prerequisite: MUA 2795 with a minimum grade of C

Restriction(s): Enrollment limited to students in the Bachelor of Music program.

Course Material Fees: \$75

MUA 3990 Directed Study Cr. 1-3

Individualized research and work in a particular aspect of music under the supervision of a faculty member. Offered Fall, Winter.

Restriction(s): Enrollment limited to students with a class of Junior or Senior; enrollment is limited to students with a major, minor, or concentration in Music or Music Honors.

Repeatable for 6 Credits

MUA 4010 Audio Electronics Cr. 3

Examines practical electronics for music production and electronic music composition. Topics include basic electronics, building and repairing audio equipments, and building analog and digital signal processors and synthesizers. Offered Fall.

Prerequisites: MAT 1050 with a minimum grade of C and MUA 3510 with a minimum grade of C or MUA 3530 with a minimum grade of C

MUA 4020 Theories of Electronic Music Cr. 3

Covers advanced digital theories of electronic music synthesis and production. Topics include digital signal processing, advanced audio programming, interactive audio, and audio synthesis. Offered Fall.

Prerequisite: MUA 3510 with a minimum grade of C or MUA 3530 with a minimum grade of C

MUA 4030 Sound Design for Visual Media Cr. 3

Covers sound design and audio treatment for visual media. Topics include research and creation of sound for film, web, sound libraries, instructional technology, sound installations, and non-linear sound design (video games). Offered Winter.

Prerequisite: MUA 3510 with a minimum grade of C or MUA 3530 with a minimum grade of C

MUA 4040 Electroacoustic Music Cr. 3

Introduces techniques, aesthetics, and composition of electroacoustic music. Topics include analytical techniques for electronic music, creative usage of audio hardware and software, and advanced electroacoustic music performance. Offered Fall.

Prerequisite: MUA 3510 with a minimum grade of C or MUA 3530 with a minimum grade of C

MUA 4650 Directed Study: Internships Cr. 1-3

Directly supervised professional experience in the music and creative arts industries and related fields (marketing, music technology, recording, publicity, public relations). Offered Every Term.

Restriction(s): Enrollment is limited to students with a major in Music; enrollment limited to students in the Bachelor of Music program.

Repeatable for 6 Credits

MUA 4950 Music Technology Senior Project Cr. 1

Students will create a large-scale, long-term project that demonstrates the skills learned in the music technology classes. Offered Winter.

Prerequisite: MUA 4650 (may be taken concurrently) with a minimum grade of C

MUA 4990 BA Project Cr. 2

Directed study leading to completion of the B.A. project in music. Offered Fall, Winter.

Restriction(s): Enrollment limited to students with a class of Senior; enrollment is limited to students with a major, minor, or concentration in Music or Music Honors; enrollment limited to students in a Bachelor of Arts degree.

Equivalent: MUH 4990, MUT 4990

MUA 5600 Music Business II Cr. 3

Continuation of MUA 2400. Basic aspects of the music business. Topic coverage will include legal issues, copyright and fair use, songwriting, publishing, licensing, artist management, the recording industry, recording contracts, unions and guilds, use of agents, attorneys, and managers, and an introduction to various forms of business entities and related tax issues in the music business. Offered Fall.

Prerequisite: MUA 2400 with a minimum grade of C

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

MUA 5690 Stage Band Direction Cr. 1

Techniques of big-band direction in a jazz medium. Offered for undergraduate credit only. Offered Fall, Winter.

Prerequisite: MUA 3670 with a minimum grade of C

Restriction(s): Enrollment is limited to Undergraduate level students.

Repeatable for 3 Credits

MUA 5700 Music Business III Cr. 3

Third in the four-course music business course sequence. Intensive individual research and study of specific areas of the music business and music industry, on local, national and global levels. Artist management, nonprofit organizations, arts advocacy/citizenship, and arts entrepreneurship. Other areas of research/investigation may include live concert production/touring, film music, music video, radio/television, marketing/communications, music business/industry associations, social media and technological/digital implications. Comprehensive individual and collaborative team research projects, music business projects, and internship/career networking development. Offered for undergraduate credit only. Offered Winter.

Prerequisite: MUA 5600 with a minimum grade of C

Restriction(s): Enrollment is limited to Undergraduate level students.

MUA 5730 Harpsichord Class Cr. 2

Offered Fall, Winter.

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Repeatable for 8 Credits

MUA 5800 Music Business IV Cr. 3

Final course in the music business sequence. Individual study of specific areas of music business/management and the music industry at the local, national, and international levels. Areas may include: live concert production/touring, film music and music video, marketing/communication, music business/industry associations, and technology/digital implications. Comprehensive research project required. Offered for undergraduate credit only. Offered Fall.

Prerequisite: MUA 5700 with a minimum grade of C

Restriction(s): Enrollment is limited to Undergraduate level students.

Course Material Fees: \$50

MUA 7730 Advanced Diction Cr. 3

In-depth study of diction for singers. Offered Intermittently.

Prerequisite: MUH 5370 with a minimum grade of C and MUH 5380 with a minimum grade of C

Restriction(s): Enrollment is limited to Graduate level students.

Repeatable for 6 Credits

MUA 7800 University Bands Cr. 1

Offered Fall, Winter.

Restriction(s): Enrollment is limited to Graduate level students.

Course Material Fees: \$30

Repeatable for 3 Credits

MUA 7802 Chamber Winds Cr. 1

Offered Fall, Winter.

Restriction(s): Enrollment is limited to Graduate level students.

Course Material Fees: \$25

MUA 7810 University Symphony Orchestra Cr. 1

Offered Fall, Winter.

Restriction(s): Enrollment is limited to Graduate level students.

Course Material Fees: \$30

Repeatable for 3 Credits

MUA 7820 Jazz Big Band Cr. 1

Offered Fall, Winter.

Restriction(s): Enrollment is limited to Graduate level students.

Course Material Fees: \$30

Repeatable for 3 Credits

MUA 7822 Jazz Guitar Ensemble Cr. 1

Large ensemble for jazz guitar majors/principals. Offered Every Term.

Restriction(s): Enrollment is limited to Graduate level students; enrollment is limited to students with a major in Music.

Course Material Fees: \$30

Repeatable for 2 Credits

MUA 7824 Jazztet Cr. 1

Select ensemble for jazz majors. Offered Every Term.

Restriction(s): Enrollment is limited to Graduate level students; enrollment is limited to students with a major in Music.

Course Material Fees: \$25

Repeatable for 2 Credits

MUA 7826 Jazz Combos Cr. 1

Small ensemble for jazz majors. Offered Every Term.

Restriction(s): Enrollment is limited to Graduate level students; enrollment is limited to students with a major in Music.

Course Material Fees: \$25

Repeatable for 2 Credits

MUA 7830 Men's Glee Club Cr. 1

. Offered Fall, Winter.

Restriction(s): Enrollment is limited to Graduate level students.

Course Material Fees: \$20

Repeatable for 4 Credits

MUA 7840 Choral Union Cr. 1

Offered Fall, Winter.

Restriction(s): Enrollment is limited to Graduate level students.

Course Material Fees: \$30

Repeatable for 3 Credits

MUA 7850 Concert Chorale Cr. 1

Offered Fall, Winter.

Restriction(s): Enrollment is limited to Graduate level students.

Course Material Fees: \$30

Repeatable for 3 Credits

MUA 7860 Opera Workshop Cr. 1

Offered Fall, Winter.

Restriction(s): Enrollment is limited to Graduate level students.

Course Material Fees: \$30

Repeatable for 4 Credits

MUA 7870 Women's Chorale Cr. 1

Offered Fall, Winter.

Restriction(s): Enrollment is limited to Graduate level students.

Course Material Fees: \$25

Repeatable for 4 Credits

MUA 7875 Orchestral Repertory Cr. 1

Individual and small group instruction in orchestral repertory, audition preparation, and mock auditions. Offered Fall, Winter.

Restriction(s): Enrollment is limited to Graduate level students; enrollment limited to students in the GC in Orchestral Studies program.

Course Material Fees: \$20

Repeatable for 3 Credits

MUA 7880 Chamber Music and Special Ensembles Cr. 1

All forms including piano and string trios and quartets, and small wind groups. Offered Fall, Winter.

Restriction(s): Enrollment is limited to Graduate level students.

Course Material Fees: \$25

Repeatable for 3 Credits

MUH - MUSIC HISTORY

MUH 1340 Music Appreciation: World Music Cr. 3

Satisfies General Education Requirement: Cultural Inquiry, Global Learning Inquiry, Visual Performing Arts
Introduction to the musical styles of Africa, Asia, South America, and the Middle East. Offered Every Term.

MUH 1345 Music Cultures Cr. 3

Satisfies General Education Requirement: Cultural Inquiry, Global Learning Inquiry, Visual Performing Arts
Indigenous musics and cultures of Asia, Africa and the Americas; emphasis on features of the musics that have influenced Western art musics. Offered Winter.
Restriction(s): Enrollment is limited to students with a major in Music or Music Honors; enrollment limited to students in the BA in Fine Arts or Bachelor of Music programs.

MUH 1350 History of American Popular Music Cr. 3

Satisfies General Education Requirement: Cultural Inquiry, Diversity Equity Incl Inquiry, Visual Performing Arts
History of American popular music from the early nineteenth century to the present. Political, economic, social, and cultural influences on music. Offered Winter.

MUH 1351 History and Styles of Rock and Roll Cr. 3

Satisfies General Education Requirement: Cultural Inquiry, Diversity Equity Incl Inquiry, Visual Performing Arts
Exploration of American "mainstream" and "subcultural" popular music; focus on art, technology, business, cultural contexts. Offered Yearly.

MUH 1370 Music Appreciation: Beginnings to the Present Cr. 3

Satisfies General Education Requirement: Cultural Inquiry, Global Learning Inquiry, Visual Performing Arts
Survey of Western music from its beginnings to the present. Developing musical understanding and critical listening skills by focusing on major composers and styles, and by concentrating on social, political and cultural influences. Offered Every Term.

MUH 3310 Music History and Literature I Cr. 3

Survey of the most important developments in western music history from antiquity to 1700. Concentration on major composers and styles, as well as on significant historical, philosophical, artistic and cultural influences. Offered Fall.
Prerequisite: MUT 1160 with a minimum grade of C and MUH 1345 with a minimum grade of C
Restriction(s): Enrollment is limited to students with a major in Music or Music Honors; enrollment limited to students in a Bachelor of Arts or Bachelor of Music degrees.

MUH 3320 Music History and Literature II Cr. 3

Survey of important developments in western music history from 1700 to 1900. Concentration on major composers and styles, as well as on significant historical, philosophical, artistic and cultural influences. Offered Winter.
Prerequisite: MUH 3310 with a minimum grade of C

MUH 3330 Music History and Literature III Cr. 3

Satisfies General Education Requirement: Writing Intensive Competency
Survey of important developments in western music history from 1900 to the present time. Concentration on major composers and styles, as well as on significant historical, philosophical, artistic and cultural influences. Offered Fall.
Prerequisite: MUH 3320 with a minimum grade of C

MUH 3360 Jazz History Cr. 3

Satisfies General Education Requirement: Diversity Equity Incl Inquiry
Survey of major developments in jazz from its beginnings to the present. Offered Fall.
Restriction(s): Enrollment is limited to Undergraduate level students.

MUH 3990 Directed Study Cr. 1-3

Individualized research and work in music history or literature under the supervision of a faculty member. Offered Fall, Winter.
Restriction(s): Enrollment limited to students with a class of Junior or Senior; enrollment is limited to students with a major, minor, or concentration in Music or Music Honors.
Repeatable for 6 Credits

MUH 4990 BA Project Cr. 2

Directed study leading to completion of the B.A. project in music. Offered Fall, Winter.
Restriction(s): Enrollment limited to students with a class of Senior; enrollment is limited to students with a major in Music or Music Honors; enrollment limited to students in a Bachelor of Arts degree.
Equivalent: MUA 4990, MUT 4990

MUH 5300 Music Research Cr. 3

Music bibliography and research techniques. Offered for graduate credit only. Offered Fall.
Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

MUH 5315 Special Topics in Music History Cr. 3

In-depth study of such topics as the historical development of opera and oratorio, symphonic or chamber music styles, or specialized study of individual composers. Course may be repeated when topics change. Offered for undergraduate credit only. Offered Intermittently.
Restriction(s): Enrollment is limited to Undergraduate level students.
Repeatable for 6 Credits

MUH 5340 Survey of World Music Cr. 3

Satisfies General Education Requirement: Cultural Inquiry, Global Learning Inquiry
Musical expressions of five or six non-European cultures en route to a better understanding of the peoples themselves. Attention given to biases, culturally-determined learning patterns, and aesthetics. No credit for graduate degrees in music. Offered Fall, Winter.

MUH 5350 Performance Literature and Pedagogy Cr. 3

Survey of solo and chamber repertoire from the Renaissance to the present, for students' major performance areas. No credit for graduate degrees in music. Offered Yearly.

MUH 5360 Jazz History Cr. 3

Survey of major developments in jazz from its beginnings to the present. Offered for graduate credit only. Offered Fall.
Restriction(s): Enrollment is limited to Graduate level students.

MUH 5370 Diction and Song Literature I Cr. 3

Singers' diction in Italian, Latin, French and Spanish; methodologies, solo and chamber repertoire in these languages. No credit for M.Mus. degree in vocal performance. Offered Every Other Year.
Restriction(s): Enrollment is limited to students with a major in Music, Music Honors, Theatre or Theatre Honors.

MUH 5380 Diction and Song Literature II Cr. 3

Singers' diction in German, Hebrew, Russian and English; methodologies, solo and chamber repertoire in these languages. No credit for M.Mus. degree in vocal performance. Offered Every Other Year.
Prerequisite: MUH 5370 with a minimum grade of C
Restriction(s): Enrollment is limited to students with a major in Music, Music Honors, Theatre or Theatre Honors.

MUH 5993 Writing Intensive Course in Music Cr. 0

Satisfies General Education Requirement: Writing Intensive Competency Disciplinary writing assignments under the direction of a faculty member. Satisfies the University General Education Writing Intensive Course in the Major requirement. Required for majors. Offered Fall, Winter.

Prerequisites: AFS 2390 with a minimum grade of C or ENG 2390 with a minimum grade of C or ENG 3010 with a minimum grade of C or ENG 3020 with a minimum grade of C or ENG 3050 with a minimum grade of C

Restriction(s): Enrollment is limited to Undergraduate level students.

MUH 7315 Special Topics in Music History Cr. 3

In-depth study of such topics as the historical development of opera and oratorio, symphonic or chamber music styles, or specialized study of individual composers. Course may be repeated when topics change. Offered Intermittently.

Prerequisite: MUH 5300 with a minimum grade of B-

Restriction(s): Enrollment is limited to Graduate level students; enrollment is limited to students with a major in Music.

Repeatable for 6 Credits

MUH 7320 Studies in Renaissance Music Cr. 3

Fifteenth and sixteenth centuries, from Burgundian School through Palestrina. Special reports; research projects. Offered Every Other Year.

Prerequisite: MUH 5300 with a minimum grade of B-

Restriction(s): Enrollment is limited to Graduate level students.

MUH 7330 Studies in Baroque Music Cr. 3

From Monteverdi to 1750. Special reports; research projects. Offered Every Other Year.

Prerequisite: MUH 5300 with a minimum grade of B-

Restriction(s): Enrollment is limited to Graduate level students.

MUH 7340 Studies in Classical Music Cr. 3

From 1750 to 1825. Special reports; research projects. Offered Every Other Year.

Prerequisite: MUH 5300 with a minimum grade of B-

Restriction(s): Enrollment is limited to Graduate level students.

MUH 7350 Studies in Romantic Music Cr. 3

Nineteenth century. Special reports and research projects. Offered Every Other Year.

Prerequisite: MUH 5300 with a minimum grade of B-

Restriction(s): Enrollment is limited to Graduate level students.

MUH 7360 Studies in Twentieth Century Music Cr. 3

Special reports and research projects. Offered Every Other Year.

Prerequisite: MUH 5300 with a minimum grade of B-

Restriction(s): Enrollment is limited to Graduate level students.

MUH 7370 Studies in Advanced Literature for Conductors Cr. 3

Literature for various instrumental and choral ensembles from the Renaissance to the present; emphasis on stylistic characteristics, rehearsal techniques, and authenticity of performance. Offered Yearly.

Prerequisite: MUH 5300 with a minimum grade of B-

Restriction(s): Enrollment is limited to Graduate level students; enrollment limited to students in the Master of Music program.

MUH 7390 Studies in Jazz History Cr. 3

Continuation of MUH 5360. Offered Yearly.

Prerequisite: MUH 5360 with a minimum grade of C and MUH 5300 with a minimum grade of B-

Restriction(s): Enrollment is limited to Graduate level students.

MUH 7991 Directed Study in Music History Cr. 1-3

Research investigations in historical musicology. Offered Every Term.

Prerequisite: MUH 5300 with a minimum grade of B-

Restriction(s): Enrollment is limited to Graduate level students.

Repeatable for 6 Credits

MUH 8999 Master's Thesis Direction Cr. 1-8

Offered Every Term.

Restriction(s): Enrollment is limited to Graduate level students; enrollment limited to students with a class of Candidate Masters.

Repeatable for 8 Credits

MUP - MUSIC PRIVATE INSTRUCTION



MUP 1201 Organ: Principal Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1202 Organ: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1201 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1203 Organ: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1202 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1204 Organ: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1203 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1205 Organ: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 1211 Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1212 Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1211 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1213 Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1212 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1214 Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1213 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1215 Piano: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 1221 Voice: Principal Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1222 Voice: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1221 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1223 Voice: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1222 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1224 Voice: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1223 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1225 Voice: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 1231 Strings: Principal Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1232 Strings: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1231 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1233 Strings: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1232 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1234 Strings: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1233 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1235 Strings: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 1241 Woodwinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1242 Woodwinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1241 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1243 Woodwinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1242 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1244 Woodwinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1243 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1245 Woodwinds: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 1251 Brasswinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1252 Brasswinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1251 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1253 Brasswinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1252 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1254 Brasswinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1253 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1255 Brasswinds: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 1261 Percussion: Principal Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1262 Percussion: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1261 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1263 Percussion: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1262 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1264 Percussion: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1263 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1265 Percussion: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 1271 Harp: Principal Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1272 Harp: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1271 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1273 Harp: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1272 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1274 Harp: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1273 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1275 Harp: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 1281 Classic Guitar: Principal Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1282 Classic Guitar: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1281 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1283 Classic Guitar: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1282 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1284 Classic Guitar: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1283 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1285 Classic Guitar: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 1321 Jazz Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1322 Jazz Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1321 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1323 Jazz Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1322 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1324 Jazz Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1323 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1363 Jazz Percussion: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1362 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1364 Jazz Percussion: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1363 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1365 Jazz Percussion: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 1371 Jazz Guitar: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1372 Jazz Guitar: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1371 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1373 Jazz Guitar: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1372 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1374 Jazz Guitar: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1373 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 1375 Jazz Guitar: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 2201 Organ: Major Instruction Cr. 3

Offered Fall, Winter.

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2202 Organ: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 2201 with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2203 Organ: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 2202 with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2204 Organ: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 2203 with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2211 Piano: Major Instruction Cr. 3

Offered Fall, Winter.

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2212 Piano: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 2211 with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2213 Piano: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 2212 with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2214 Piano: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 2213 with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2221 Voice: Major Instruction Cr. 3

Offered Fall, Winter.

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2222 Voice: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 2221 with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2223 Voice: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 2222 with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2224 Voice: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 2223 with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2231 Strings: Major Instruction Cr. 3

Offered Fall, Winter.

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2232 Strings: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 2231 with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 2233 Strings: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 2232 with a minimum grade of C**Course Material Fees:** \$600**Repeatable for 6 Credits****MUP 2234 Strings: Major Instruction Cr. 3**

Offered Fall, Winter.

Prerequisite: MUP 2233 with a minimum grade of C**Course Material Fees:** \$600**Repeatable for 6 Credits****MUP 2241 Woodwinds: Major Instruction Cr. 3**

Offered Fall, Winter.

Course Material Fees: \$600**Repeatable for 6 Credits****MUP 2242 Woodwinds: Major Instruction Cr. 3**

Offered Fall, Winter.

Prerequisite: MUP 2241 with a minimum grade of C**Course Material Fees:** \$600**Repeatable for 6 Credits****MUP 2243 Woodwinds: Major Instruction Cr. 3**

Offered Fall, Winter.

Prerequisite: MUP 2242 with a minimum grade of C**Course Material Fees:** \$600**Repeatable for 6 Credits****MUP 2244 Woodwinds: Major Instruction Cr. 3**

Offered Fall, Winter.

Prerequisite: MUP 2243 with a minimum grade of C**Course Material Fees:** \$600**Repeatable for 6 Credits****MUP 2251 Brasswinds: Major Instruction Cr. 3**

Offered Fall, Winter.

Course Material Fees: \$600**Repeatable for 6 Credits****MUP 2252 Brasswinds: Major Instruction Cr. 3**

Offered Fall, Winter.

Prerequisite: MUP 2251 with a minimum grade of C**Course Material Fees:** \$600**Repeatable for 6 Credits****MUP 2253 Brasswinds: Major Instruction Cr. 3**

Offered Fall, Winter.

Prerequisite: MUP 2252 with a minimum grade of C**Course Material Fees:** \$600**Repeatable for 6 Credits****MUP 2254 Brasswinds: Major Instruction Cr. 3**

Offered Fall, Winter.

Prerequisite: MUP 2253 with a minimum grade of C**Course Material Fees:** \$600**Repeatable for 6 Credits****MUP 2261 Percussion: Major Instruction Cr. 3**

Offered Fall, Winter.

Course Material Fees: \$600**Repeatable for 6 Credits****MUP 2262 Percussion: Major Instruction Cr. 3**

Offered Fall, Winter.

Prerequisite: MUP 2261 with a minimum grade of C**Course Material Fees:** \$600**Repeatable for 6 Credits****MUP 2263 Percussion: Major Instruction Cr. 3**

Offered Fall, Winter.

Prerequisite: MUP 2262 with a minimum grade of C**Course Material Fees:** \$600**Repeatable for 6 Credits****MUP 2264 Percussion: Major Instruction Cr. 3**

Offered Fall, Winter.

Prerequisite: MUP 2263 with a minimum grade of C**Course Material Fees:** \$600**Repeatable for 6 Credits****MUP 2271 Harp: Major Instruction Cr. 3**

Offered Fall, Winter.

Course Material Fees: \$600**Repeatable for 6 Credits****MUP 2272 Harp: Major Instruction Cr. 3**

Offered Fall, Winter.

Prerequisite: MUP 2271 with a minimum grade of C**Course Material Fees:** \$600**Repeatable for 6 Credits****MUP 2273 Harp: Major Instruction Cr. 3**

Offered Fall, Winter.

Prerequisite: MUP 2272 with a minimum grade of C**Course Material Fees:** \$600**Repeatable for 6 Credits****MUP 2274 Harp: Major Instruction Cr. 3**

Offered Fall, Winter.

Prerequisite: MUP 2273 with a minimum grade of C**Course Material Fees:** \$600**Repeatable for 6 Credits****MUP 2281 Classic Guitar: Major Instruction Cr. 3**

Offered Fall, Winter.

Course Material Fees: \$600**Repeatable for 6 Credits****MUP 2282 Classic Guitar: Major Instruction Cr. 3**

Offered Fall, Winter.

Prerequisite: MUP 2281 with a minimum grade of C**Course Material Fees:** \$600**Repeatable for 6 Credits****MUP 2283 Classic Guitar: Major Instruction Cr. 3**

Offered Fall, Winter.

Prerequisite: MUP 2282 with a minimum grade of C**Course Material Fees:** \$600**Repeatable for 6 Credits****MUP 2284 Classic Guitar: Major Instruction Cr. 3**

Offered Fall, Winter.

Prerequisite: MUP 2283 with a minimum grade of C**Course Material Fees:** \$600**Repeatable for 6 Credits****MUP 3201 Organ: Principal Instruction Cr. 1**

Offered Fall, Winter.

Prerequisite: MUP 1204 with a minimum grade of C**Course Material Fees:** \$500**Repeatable for 2 Credits****MUP 3202 Organ: Principal Instruction Cr. 1**

Offered Fall, Winter.

Prerequisite: MUP 3201 with a minimum grade of C**Course Material Fees:** \$500**Repeatable for 2 Credits**

MUP 3203 Organ: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 3202 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3204 Organ: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 3203 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3205 Organ: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 3211 Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1214 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3212 Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 3211 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3213 Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 3212 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3214 Piano: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 3213 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3215 Piano: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 3221 Voice: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1224 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3222 Voice: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 3221 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3223 Voice: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 3222 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3224 Voice: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 3223 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3225 Voice: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 3231 Strings: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1234 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3232 Strings: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 3231 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3233 Strings: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 3232 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3234 Strings: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 3233 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3235 Strings: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 3241 Woodwinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1244 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3242 Woodwinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 3241 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3243 Woodwinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 3242 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3244 Woodwinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 3243 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3245 Woodwinds: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 3251 Brasswinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1254 with a minimum grade of C

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3252 Brasswinds: Principal Instruction Cr. 1
Offered Fall, Winter.
Prerequisite: MUP 3251 with a minimum grade of C
Course Material Fees: \$500
Repeatable for 2 Credits

MUP 3253 Brasswinds: Principal Instruction Cr. 1
Offered Fall, Winter.
Prerequisite: MUP 3252 with a minimum grade of C
Course Material Fees: \$500
Repeatable for 2 Credits

MUP 3254 Brasswinds: Principal Instruction Cr. 1
Offered Fall, Winter.
Prerequisite: MUP 3253 with a minimum grade of C
Course Material Fees: \$500
Repeatable for 2 Credits

MUP 3255 Brasswinds: Secondary Instruction Cr. 1
Offered Fall, Winter.
Course Material Fees: \$300
Repeatable for 4 Credits

MUP 3261 Percussion: Principal Instruction Cr. 1
Offered Fall, Winter.
Prerequisite: MUP 1264 with a minimum grade of C
Course Material Fees: \$500
Repeatable for 2 Credits

MUP 3262 Percussion: Principal Instruction Cr. 1
Offered Fall, Winter.
Prerequisite: MUP 3261 with a minimum grade of C
Course Material Fees: \$500
Repeatable for 2 Credits

MUP 3263 Percussion: Principal Instruction Cr. 1
Offered Fall, Winter.
Prerequisite: MUP 3262 with a minimum grade of C
Course Material Fees: \$500
Repeatable for 2 Credits

MUP 3264 Percussion: Principal Instruction Cr. 1
Offered Fall, Winter.
Prerequisite: MUP 3263 with a minimum grade of C
Course Material Fees: \$500
Repeatable for 2 Credits

MUP 3265 Percussion: Secondary Instruction Cr. 1
Offered Fall, Winter.
Course Material Fees: \$300
Repeatable for 4 Credits

MUP 3271 Harp: Principal Instruction Cr. 1
Offered Fall, Winter.
Prerequisite: MUP 1274 with a minimum grade of C
Course Material Fees: \$500
Repeatable for 2 Credits

MUP 3272 Harp: Principal Instruction Cr. 1
Offered Fall, Winter.
Prerequisite: MUP 3271 with a minimum grade of C
Course Material Fees: \$500
Repeatable for 2 Credits

MUP 3273 Harp: Principal Instruction Cr. 1
Offered Fall, Winter.
Prerequisite: MUP 3272 with a minimum grade of C
Course Material Fees: \$500
Repeatable for 2 Credits

MUP 3274 Harp: Principal Instruction Cr. 1
Offered Fall, Winter.
Prerequisite: MUP 3273 with a minimum grade of C
Course Material Fees: \$500
Repeatable for 2 Credits

MUP 3275 Harp: Secondary Instruction Cr. 1
Offered Fall, Winter.
Course Material Fees: \$300
Repeatable for 4 Credits

MUP 3281 Classic Guitar: Principal Instruction Cr. 1
Offered Fall, Winter.
Prerequisite: MUP 1284 with a minimum grade of C
Course Material Fees: \$500
Repeatable for 2 Credits

MUP 3282 Classic Guitar: Principal Instruction Cr. 1
Offered Fall, Winter.
Prerequisite: MUP 3281 with a minimum grade of C
Course Material Fees: \$500
Repeatable for 2 Credits

MUP 3283 Classic Guitar: Principal Instruction Cr. 1
Offered Fall, Winter.
Prerequisite: MUP 3282 with a minimum grade of C
Course Material Fees: \$500
Repeatable for 2 Credits

MUP 3284 Classic Guitar: Principal Instruction Cr. 1
Offered Fall, Winter.
Prerequisite: MUP 3283 with a minimum grade of C
Course Material Fees: \$500
Repeatable for 2 Credits

MUP 3285 Classic Guitar: Secondary Instruction Cr. 1
Offered Fall, Winter.
Course Material Fees: \$300
Repeatable for 4 Credits

MUP 3321 Jazz Piano: Principal Instruction Cr. 1
Offered Fall, Winter.
Prerequisite: MUP 1324 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)
Course Material Fees: \$500
Repeatable for 2 Credits

MUP 3322 Jazz Piano: Principal Instruction Cr. 1
Offered Fall, Winter.
Prerequisite: MUP 3321 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)
Course Material Fees: \$500
Repeatable for 2 Credits

MUP 3325 Jazz Piano: Secondary Instruction Cr. 1
Offered Fall, Winter.
Course Material Fees: \$300
Repeatable for 4 Credits

MUP 3331 Jazz Strings: Principal Instruction Cr. 1
Offered Fall, Winter.
Prerequisite: MUP 1334 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)
Course Material Fees: \$500
Repeatable for 2 Credits

MUP 3332 Jazz Strings: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 3331 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3335 Jazz Strings: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 3341 Jazz Woodwinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1344 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3342 Jazz Woodwinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 3341 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3345 Jazz Woodwinds: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 3351 Jazz Brasswinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1354 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3352 Jazz Brasswinds: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 3351 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3355 Jazz Brasswinds: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 3361 Jazz Percussion: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1364 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3362 Jazz Percussion: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 3361 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3365 Jazz Percussion: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 3371 Jazz Guitar: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 1374 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3372 Jazz Guitar: Principal Instruction Cr. 1

Offered Fall, Winter.

Prerequisite: MUP 3371 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$500

Repeatable for 2 Credits

MUP 3375 Jazz Guitar: Secondary Instruction Cr. 1

Offered Fall, Winter.

Course Material Fees: \$300

Repeatable for 4 Credits

MUP 4201 Organ: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 2204 with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4202 Organ: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 4201 with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4203 Organ: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 4202 with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4204 Organ: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 4203 with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4211 Piano: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 2214 with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4212 Piano: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 4211 with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4213 Piano: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 4212 with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4214 Piano: Major Instruction Cr. 3
Offered Fall, Winter.
Prerequisite: MUP 4213 with a minimum grade of C
Course Material Fees: \$600
Repeatable for 6 Credits

MUP 4221 Voice: Major Instruction Cr. 3
Offered Fall, Winter.
Prerequisite: MUP 2224 with a minimum grade of C
Course Material Fees: \$600
Repeatable for 6 Credits

MUP 4222 Voice: Major Instruction Cr. 3
Offered Fall, Winter.
Prerequisite: MUP 4221 with a minimum grade of C
Course Material Fees: \$600
Repeatable for 6 Credits

MUP 4223 Voice: Major Instruction Cr. 3
Offered Fall, Winter.
Prerequisite: MUP 4222 with a minimum grade of C
Course Material Fees: \$600
Repeatable for 6 Credits

MUP 4224 Voice: Major Instruction Cr. 3
Offered Fall, Winter.
Prerequisite: MUP 4223 with a minimum grade of C
Course Material Fees: \$600
Repeatable for 6 Credits

MUP 4231 Strings: Major Instruction Cr. 3
Offered Fall, Winter.
Prerequisite: MUP 2234 with a minimum grade of C
Course Material Fees: \$600
Repeatable for 6 Credits

MUP 4232 Strings: Major Instruction Cr. 3
Offered Fall, Winter.
Prerequisite: MUP 4231 with a minimum grade of C
Course Material Fees: \$600
Repeatable for 6 Credits

MUP 4233 Strings: Major Instruction Cr. 3
Offered Fall, Winter.
Prerequisite: MUP 4232 with a minimum grade of C
Course Material Fees: \$600
Repeatable for 6 Credits

MUP 4234 Strings: Major Instruction Cr. 3
Offered Fall, Winter.
Prerequisite: MUP 4233 with a minimum grade of C
Course Material Fees: \$600
Repeatable for 6 Credits

MUP 4241 Woodwinds: Major Instruction Cr. 3
Offered Fall, Winter.
Prerequisite: MUP 2244 with a minimum grade of C
Course Material Fees: \$600
Repeatable for 6 Credits

MUP 4242 Woodwinds: Major Instruction Cr. 3
Offered Fall, Winter.
Prerequisite: MUP 4241 with a minimum grade of C
Course Material Fees: \$600
Repeatable for 6 Credits

MUP 4243 Woodwinds: Major Instruction Cr. 3
Offered Fall, Winter.
Prerequisite: MUP 4242 with a minimum grade of C
Course Material Fees: \$600
Repeatable for 6 Credits

MUP 4244 Woodwinds: Major Instruction Cr. 3
Offered Fall, Winter.
Prerequisite: MUP 4243 with a minimum grade of C
Course Material Fees: \$600
Repeatable for 6 Credits

MUP 4251 Brasswinds: Major Instruction Cr. 3
Offered Fall, Winter.
Prerequisite: MUP 2254 with a minimum grade of C
Course Material Fees: \$600
Repeatable for 6 Credits

MUP 4252 Brasswinds: Major Instruction Cr. 3
Offered Fall, Winter.
Prerequisite: MUP 4251 with a minimum grade of C
Course Material Fees: \$600
Repeatable for 6 Credits

MUP 4253 Brasswinds: Major Instruction Cr. 3
Offered Fall, Winter.
Prerequisite: MUP 4252 with a minimum grade of C
Course Material Fees: \$600
Repeatable for 6 Credits

MUP 4254 Brasswinds: Major Instruction Cr. 3
Offered Fall, Winter.
Prerequisite: MUP 4253 with a minimum grade of C
Course Material Fees: \$600
Repeatable for 6 Credits

MUP 4261 Percussion: Major Instruction Cr. 3
Offered Fall, Winter.
Prerequisite: MUP 2264 with a minimum grade of C
Course Material Fees: \$600
Repeatable for 6 Credits

MUP 4262 Percussion: Major Instruction Cr. 3
Offered Fall, Winter.
Prerequisite: MUP 4261 with a minimum grade of C
Course Material Fees: \$600
Repeatable for 6 Credits

MUP 4263 Percussion: Major Instruction Cr. 3
Offered Fall, Winter.
Prerequisite: MUP 4262 with a minimum grade of C
Course Material Fees: \$600
Repeatable for 6 Credits

MUP 4264 Percussion: Major Instruction Cr. 3
Offered Fall, Winter.
Prerequisite: MUP 4263 with a minimum grade of C
Course Material Fees: \$600
Repeatable for 6 Credits

MUP 4271 Harp: Major Instruction Cr. 3
Offered Fall, Winter.
Prerequisite: MUP 2274 with a minimum grade of C
Course Material Fees: \$600
Repeatable for 6 Credits

MUP 4272 Harp: Major Instruction Cr. 3
Offered Fall, Winter.
Prerequisite: MUP 4271 with a minimum grade of C
Course Material Fees: \$600
Repeatable for 6 Credits

MUP 4273 Harp: Major Instruction Cr. 3
Offered Fall, Winter.
Prerequisite: MUP 4272 with a minimum grade of C
Course Material Fees: \$600
Repeatable for 6 Credits

MUP 4274 Harp: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 4273 with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4281 Classic Guitar: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 2284 with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4282 Classic Guitar: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 4281 with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4283 Classic Guitar: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 4282 with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4284 Classic Guitar: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 4283 with a minimum grade of C

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4323 Jazz Piano: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 3322 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4324 Jazz Piano: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 4323 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4333 Jazz Strings: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 3332 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4334 Jazz Strings: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 4333 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4343 Jazz Woodwinds: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 3342 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4344 Jazz Woodwinds: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 4343 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4353 Jazz Brasswinds: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 3352 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4354 Jazz Brasswinds: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 4353 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4363 Jazz Percussion: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 3362 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 with a minimum grade of C)

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4364 Jazz Percussion: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 4363 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4373 Jazz Guitar: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 3372 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 with a minimum grade of C)

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4374 Jazz Guitar: Major Instruction Cr. 3

Offered Fall, Winter.

Prerequisite: MUP 4373 with a minimum grade of C and (MUA 2820 (may be taken concurrently) with a minimum grade of C or MUA 2822 (may be taken concurrently) with a minimum grade of C)

Course Material Fees: \$600

Repeatable for 6 Credits

MUP 4470 Junior Recital Cr. 0

Required recital for junior-year performance majors; minimum of 30 minutes of music. Registration must be completed before recital is scheduled; pre-recital approval jury is required. Offered Fall, Winter.

Restriction(s): Enrollment limited to students in the Fine, Performing & Comm. Arts; enrollment limited to students in the Bachelor of Music program.

MUT - MUSIC THEORY

MUT 1100 Elementary Music Theory Cr. 3

Terminology and standard notation, including intervals, triads, scales, rhythm, correlated ear training, and general musicianship. No degree credit for music majors. Offered Every Term.

MUT 1140 Theory I Cr. 3

Prior knowledge of scales, clefs, and key signatures. Triads, intervals, principles of four-part writing, voice leading and melody harmonization, including all diatonic triads, dominant and super tonic seventh chords, inversions, and nonharmonic tones. Offered Fall, Winter.

Prerequisite: MUT 1100 with a minimum grade of C

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

MUT 1150 Ear Training I Cr. 1

An introduction to sight singing, solfeggio, and the basic materials of tonal music including intervals, chords, simple melodies, and basic harmonic progressions. Offered Fall, Winter.

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

MUT 1160 Theory II Cr. 3

Further study of diatonic harmony, including idiomatic chord functions and tonal sequences. Offered Winter, Spring/Summer.

Prerequisite: MUT 1140 with a minimum grade of C

MUT 1170 Ear Training II Cr. 1

A continuation of MUT 1150. Sight-singing and dictation of more advanced diatonic materials. Offered Winter, Spring/Summer.

Prerequisite: MUT 1150 with a minimum grade of C

MUT 1200 Beginning Composition I Cr. 2

Introduction to creative writing in twentieth and twenty-first century composition. Group composition projects and associated private lessons explore a broad range of contemporary styles and techniques. Topics include melodic studies, process, acoustics, polytonality, free atonality, serialism, timbre, postmodernism. Offered Fall.

Restriction(s): Enrollment is limited to Undergraduate level students; enrollment is limited to students with a major in Music or Music Honors.

MUT 1210 Beginning Composition II Cr. 2

Introduction to creative writing in twentieth and twenty-first century composition. Group composition projects and associated private lessons explore a broad range of contemporary styles and techniques. Topics include rhythmic studies, notational exploration, indeterminacy, extended techniques, minimalism, pitch class sets, electronic music. Offered Winter.

Prerequisite: MUT 1200 with a minimum grade of C

MUT 2030 Keyboard Harmony I Cr. 1

First of a two-course sequence. Basic training in score reading, such as practice in various clefs and transpositions found in current instrumental writing. No credit after MUT 2040. Offered Every Other Year.

Prerequisite: MUA 2795 with a minimum grade of C and MUT 1160 with a minimum grade of C

MUT 2040 Keyboard Harmony II Cr. 1

Continuation of MUT 2030. Advanced harmonic progressions applied to the keyboard; figured bass; harmonization of soprano or bass; modulation; transposition, and score reading. Offered Every Other Year.

Prerequisites: MUT 2030 with a minimum grade of C

MUT 2100 Counterpoint Cr. 2

Overall introduction to counterpoint with some emphasis on the style of J. S. Bach. Offered Fall.

Prerequisite: MUT 2140 with a minimum grade of C

MUT 2120 Jazz Theory and Harmony Cr. 3

Harmonic, rhythmic and melodic concepts used in jazz including basic chord nomenclature, non-tertian sonorities and advanced improvisation.

Offered Winter.

Prerequisite: MUT 1160 with a minimum grade of C

MUT 2140 Theory III Cr. 3

Study of chromatic harmony and voice leading; introduction to complete tonal structures. Offered Fall.

Prerequisite: MUT 1160 with a minimum grade of C

MUT 2150 Ear Training III Cr. 1

Sight singing and dictation of chromatic materials; more advanced work with rhythm and meter. Offered Fall.

Prerequisite: MUT 1170 with a minimum grade of C

MUT 2160 Theory IV Cr. 3

Twentieth- and twenty-first century music; impressionistic techniques. Mainstream compositional devices of melody, harmony and rhythm; serial music, electronic music, aleatoric music, contemporary notation. Offered Winter.

Prerequisite: MUT 2140 with a minimum grade of C

MUT 2170 Ear Training IV Cr. 1

Sight singing and dictation of more advanced chromatic material; introduction to ear training with post-tonal music. Offered Winter.

Prerequisite: MUT 2150 with a minimum grade of C

MUT 2200 Beginning Composition III Cr. 2

Students continue to develop compositional skill and technique. Small groups and associated private lessons explore writing for specific instrument families and larger combinations than those explored in the first year. Offered Fall.

Prerequisite: MUT 1210 with a minimum grade of C

Restriction(s): Enrollment is limited to Undergraduate level students.

MUT 2210 Beginning Composition IV Cr. 2

Continuation of MUT 2200. Offered Winter.

Prerequisite: MUT 2200 with a minimum grade of C

Restriction(s): Enrollment is limited to Undergraduate level students.

MUT 2885 Jazz Improvisation I Cr. 1

Techniques of individual jazz improvisation. Offered Fall.

Prerequisite: MUT 1160 with a minimum grade of C and MUT 1170 with a minimum grade of C

Restriction(s): Enrollment is limited to students with a major in Music or Music Honors.

Repeatable for 2 Credits

MUT 2887 Jazz Improvisation II Cr. 1

Continuation of MUT 2885; emphasis on individual jazz improvisation skills. Offered Winter.

Prerequisite: MUT 2885 with a minimum grade of C

Restriction(s): Enrollment is limited to Undergraduate level students; enrollment is limited to students with a major in Music or Music Honors.

Repeatable for 2 Credits

MUT 3000 Orchestration Cr. 2

Practical course in arranging music for orchestra, including study of transposition, arrangements from a piano score; general treatment of range, relationship, timbre, balance of orchestral instruments. Offered Fall.

Prerequisite: MUT 2160 with a minimum grade of C and MUT 2170 with a minimum grade of C

MUT 3200 Intermediate Composition I Cr. 2

Emphasizes refinement and personalization of student compositional activity through private composition lessons. Offered Fall.

Prerequisites: MUT 2210 with a minimum grade of C

Restriction(s): Enrollment is limited to Undergraduate level students.

MUT 3210 Intermediate Composition II Cr. 2

Continuation of MUT 3200. Offered Winter.

Prerequisites: MUT 3200 with a minimum grade of C

Restriction(s): Enrollment is limited to Undergraduate level students.

MUT 3990 Directed Study Cr. 1-3

Individualized research and work in music theory or composition under the supervision of a faculty member. Offered Fall, Winter.

Restriction(s): Enrollment limited to students with a class of Junior or Senior.

Repeatable for 6 Credits

MUT 4200 Advanced Composition I Cr. 2

Creative writing in twentieth- and twenty-first century idioms. Aesthetic, stylistic and formal problems in private composition lessons employing contemporary techniques. Offered Fall.

Prerequisite: MUT 3210 with a minimum grade of C

Restriction(s): Enrollment is limited to Undergraduate level students.

Repeatable for 4 Credits

MUT 4210 Advanced Composition II Cr. 2

Continuation of MUT 4200. Offered Winter.

Prerequisites: MUT 4200 with a minimum grade of D-

Restriction(s): Enrollment is limited to Undergraduate level students.

Repeatable for 4 Credits

MUT 4990 BA Project Cr. 2

Directed study leading to completion of the B.A. project in music. Offered Fall, Winter.

Restriction(s): Enrollment limited to students with a class of Senior; enrollment is limited to students with a major in Music or Music Honors; enrollment limited to students in a Bachelor of Arts degree.

Equivalent: MUA 4990, MUH 4990

MUT 5060 Advanced Orchestration Cr. 3

Arranging and scoring for orchestra in all forms of ensemble structure. No credit for the M.Mus. in composition/theory degree. Offered Intermittently.

Prerequisite: MUT 3000 with a minimum grade of C

MUT 5085 History of Theory Cr. 3

Theoretical writings from Plato to Rameau to Schenker, in historical contexts. Offered for undergraduate credit only. Offered Intermittently.

Restriction(s): Enrollment is limited to Undergraduate level students.

MUT 5110 Jazz Arranging and Composition I Cr. 3

Creative writing for small jazz and pop ensembles. Arranging for three to five pieces including ""head"" arrangements, block chord technique and contrapuntal writing. No credit for M.Mus. in jazz performance degree. Offered Fall.

Prerequisite: MUT 2160 with a minimum grade of C and MUT 2170 with a minimum grade of C

MUT 5120 Jazz Arranging and Composition II Cr. 3

Creative writing for larger jazz and pop ensembles; jazz arranging for six to eighteen pieces combining various textures and timbres. No credit for M.Mus. in jazz performance degree. Offered Winter.

Prerequisite: MUT 5110 with a minimum grade of C

MUT 5130 Jazz Arranging and Orchestration Cr. 3

Arranging pieces with concentration on orchestrating for large jazz ensembles. No credit for M.Mus. in jazz performance degree. Offered Fall.

Prerequisite: MUT 5120 with a minimum grade of C

MUT 5200 Special Topics in Theory Cr. 3

In-depth study of such topics as set or serial theories, aesthetics and philosophies of musics, and recent theoretical developments. Student may repeat course when topic changes. Offered for undergraduate credit only. Offered Intermittently.

Prerequisite: MUT 5997 with a minimum grade of C

Equivalent: MUT 7200

Repeatable for 6 Credits

MUT 5220 Introduction to Schenkerian Analysis Cr. 3

Aesthetic premises and basic analytic procedures of tonal music, viewed from a Schenkerian perspective. Applications of graphic technique to short phrases and to larger forms (e.g., sonata) from a wide repertory (1700-1900). Offered for undergraduate credit only. Offered Every Other Year.

Prerequisite: MUT 5997 with a minimum grade of C

Restriction(s): Enrollment is limited to Undergraduate level students.

MUT 5240 Analysis of Twentieth-Century Music Cr. 3

Aesthetic and technical procedures of twentieth-century music. Applications of pitch-class set and interval analysis to short phrases and to large-scale organizational strategies of entire pieces. Offered for undergraduate credit only. Offered Every Other Year.

Prerequisite: MUT 5997 with a minimum grade of C

Restriction(s): Enrollment is limited to Undergraduate level students.

MUT 5280 Interactive Electronic Music Composition Cr. 3

Explores basic interactive electronic music composition using computer music software for sound. Offered Yearly.

MUT 5997 Analytical Techniques Cr. 3

Capstone course for Music Department. Structural analysis of tonal music in historical perspective. Credit not applicable to graduate degrees in music. Offered Winter.

Prerequisite: MUT 2160 with a minimum grade of C and MUT 2170 with a minimum grade of C and MUH 3330 with a minimum grade of C

MUT 7020 Seminar in Schenkerian Analysis Cr. 3

Aesthetic premises and basic analytic procedures of tonal music, viewed from a Schenkerian perspective. Applications of graphic technique to short phrases and to larger forms (e.g., sonata) from a wide repertory (1700-1900). Offered Every Other Year.

Restriction(s): Enrollment is limited to Graduate level students; enrollment is limited to students with a major in Music.

MUT 7040 Seminar in Twentieth Century Music Cr. 3

Analysis of twentieth-century music using current applications of post-tonal theories. Offered Every Other Year.

Restriction(s): Enrollment is limited to Graduate level students; enrollment is limited to students with a major in Music.

MUT 7050 Seminar in Music Theory Pedagogy Cr. 3

Study of materials, teaching techniques, philosophy and organization of music theory classes. Offered Intermittently.

Restriction(s): Enrollment is limited to Graduate level students; enrollment is limited to students with a major in Music.

MUT 7070 Advanced Jazz Theory and Analysis Cr. 3

Analysis and application of advanced harmonic, rhythmic and melodic concepts used in jazz improvisation and composition. Offered Every Other Year.

Restriction(s): Enrollment is limited to Graduate level students; enrollment is limited to students with a major in Music.

MUT 7085 History of Theory Cr. 3

Theoretical writings from Plato to Rameau to Schenker, in historical contexts. Offered Intermittently.

Restriction(s): Enrollment is limited to Graduate level students; enrollment is limited to students with a major in Music.

MUT 7100 Graduate Composition Cr. 3

Advanced creative work in all of the idioms of twenty-first century musical composition. Offered Fall, Winter.

Restriction(s): Enrollment is limited to Graduate level students; enrollment is limited to students with a concentration in Composition/Theory; enrollment limited to students in the Master of Music program.

Repeatable for 12 Credits

MUT 7200 Special Topics in Theory Cr. 3

In-depth study of such topics as set or serial theories, aesthetics and philosophies of music, and recent theoretical developments. Student may repeat course when topic changes. Offered Intermittently.

Restriction(s): Enrollment is limited to Graduate level students; enrollment is limited to students with a major in Music or Music Honors.

Equivalent: MUT 5200

Repeatable for 6 Credits

MUT 7992 Directed Study in Theory Cr. 1-3

Offered Fall, Winter.

Restriction(s): Enrollment is limited to Graduate level students.

Repeatable for 6 Credits

MUT 8999 Master's Thesis Direction Cr. 1-8

Preparation of M.M. thesis project in composition/theory. Offered Every Term.

Restriction(s): Enrollment is limited to Graduate level students; enrollment limited to students with a class of Candidate Masters; enrollment limited to students in a Master of Music degree; enrollment limited to students in the Master of Music program.

Repeatable for 8 Credits

2019-2020 HEADS Data Survey Printable Version

GENERAL INFORMATION

For more information about completing this section, please [click here](#).

Name of Music Executive/Representative to NASM	Norah Duncan IV
Title of Music Executive/Representative to NASM	Chair
Name of Institution (please do not abbreviate)	Wayne State University
Name of Unit (please use full designation)	Department of Music
Street Address and/or P.O. Box	4841 Cass Suite 1321 Main
City	Detroit
State	Michigan
Zip Code	48202
Telephone	313-577-1775 ext. _____
Facsimile	000-000-0000
E-Mail	ac8468@wayne.edu

CONFIDENTIALITY

Individual institutional financial information provided in the HEADS Data Survey is held in confidant by HEADS. HEADS will release non-institution specific financial data in the aggregate and subsets of the aggregate through HEADS Data Summaries and HEADS Special Reports. Information pertaining to a specific institution should be sought from the institution directly.

Section I: GENERAL INSTITUTIONAL INFORMATION**1. Please check all that apply:**

- | | |
|---|--|
| <input type="checkbox"/> a. Private | <input type="checkbox"/> f. Land-Grant |
| <input checked="" type="checkbox"/> b. Public | <input checked="" type="checkbox"/> g. Research |
| <input type="checkbox"/> c. Proprietary | <input type="checkbox"/> h. Community/Junior College |
| <input checked="" type="checkbox"/> d. Not-for-Profit | <input checked="" type="checkbox"/> i. Degree-Granting |
| <input type="checkbox"/> e. Free-Standing/Independent | <input type="checkbox"/> j. Non-Degree-Granting |

2. What is the TOTAL institutional enrollment (number of individuals, i.e., headcount) for Fall 2019? Include only local campus, not system-wide enrollment. (Please check only one.)

- | | |
|---|--|
| <input type="checkbox"/> a. 1 - 500 | <input type="checkbox"/> g. 15,001 - 20,000 |
| <input type="checkbox"/> b. 501 - 1,000 | <input type="checkbox"/> h. 20,001 - 25,000 |
| <input type="checkbox"/> c. 1,001 - 2,500 | <input checked="" type="checkbox"/> i. 25,001 - 30,000 |
| <input type="checkbox"/> d. 2,501 - 5,000 | <input type="checkbox"/> j. 30,001 - 35,000 |
| <input type="checkbox"/> e. 5,001 - 10,000 | <input type="checkbox"/> k. 35,001 - 40,000 |
| <input type="checkbox"/> f. 10,001 - 15,000 | <input type="checkbox"/> l. 40,001 plus |

3. What is the highest program level offered IN MUSIC at your institution? (Please check only one.)

- | | |
|--|--|
| <input type="checkbox"/> a. Associate Degree | <input checked="" type="checkbox"/> c. Master's Degree |
| <input type="checkbox"/> b. Baccalaureate Degree | <input type="checkbox"/> d. Doctoral Degree |

4. What is the highest program level offered IN ANY UNIT at your institution? (Please check only one.)

- | | |
|--|---|
| <input type="checkbox"/> a. Associate Degree | <input type="checkbox"/> d. Post-Master's Degree (Not Doctoral) |
| <input type="checkbox"/> b. Baccalaureate Degree | <input checked="" type="checkbox"/> e. Doctoral Degree |
| <input type="checkbox"/> c. Master's Degree | |

5. Is your institution an accredited institutional member of NASM? (Please check only one.)

- | | |
|---|--|
| <input checked="" type="checkbox"/> a. Member | <input type="checkbox"/> b. Non-Member |
|---|--|

6. Is your institution involved with either of the following during the 2019-2020 academic year? (Check all that apply. If your institution is not involved with either, please leave blank.)

- | | |
|---|---|
| <input type="checkbox"/> a. Building a new music facility | <input type="checkbox"/> b. Renovating the music facility |
|---|---|

7. Does your institution offer any programs IN MUSIC in which more than forty percent (40%) of the curricular requirements are fulfilled through distance learning mechanisms?

- | | |
|------------------------------|--|
| <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
|------------------------------|--|

Section II.A: ASSOCIATE DEGREES - Enrollment by Major Area

For more information about completing this section, please [click here](#).

(a) Music Major Enrollment Summer 2019 (b) Music Major Enrollment Fall 2019 (c) Number of Degrees Awarded to Music Majors July 1, 2018 - June 30, 2019

1. Associate of Fine Arts Degree Programs or Equivalent
(Enter only number of major students enrolled in music programs with at least 65% music content.)

	(a)	(b)	(c)
<i>Brass</i>			
Horn Performance	_____	_____	_____
Trumpet Performance	_____	_____	_____
Trombone Performance	_____	_____	_____
Euphonium Performance	_____	_____	_____
Tuba Performance	_____	_____	_____
Guitar Performance	_____	_____	_____
Harp Performance	_____	_____	_____
Harpichord Performance	_____	_____	_____
Jazz Studies	_____	_____	_____
Music History/Literature	_____	_____	_____
Organ Performance	_____	_____	_____
Percussion Performance	_____	_____	_____
Piano Performance	_____	_____	_____
<i>Strings</i>			
Violin Performance	_____	_____	_____
Viola Performance	_____	_____	_____
Cello Performance	_____	_____	_____
Double Bass Performance	_____	_____	_____
<i>Voice Performance - Female</i>			
Soprano	_____	_____	_____
Alto	_____	_____	_____
<i>Voice Performance - Male</i>			
Tenor	_____	_____	_____
Bass	_____	_____	_____
<i>Woodwinds</i>			
Flute Performance	_____	_____	_____
Oboe Performance	_____	_____	_____
Clarinet Performance	_____	_____	_____
Bassoon Performance	_____	_____	_____
Saxophone Performance	_____	_____	_____
Other (please specify):	_____	_____	_____
Other (please specify):	_____	_____	_____
Total (Section II.A.1 only)	_____	_____	_____

2. Associate Degree Programs in Music Education, Music/Business and Music Combined with an Outside Field
(Enter only number of major students enrolled in music programs with at least 50% music content.)

<i>Music Education</i>			
Choral	_____	_____	_____
Instrumental	_____	_____	_____
General	_____	_____	_____
Combined tracks	_____	_____	_____
No tracks specified	_____	_____	_____
<i>Music Industry/Music Business</i>			
Music Technology	_____	_____	_____
Other (please specify):	_____	_____	_____
Other (please specify):	_____	_____	_____
Other (please specify):	_____	_____	_____
Total (Section II.A.2 only)	_____	_____	_____

3. Associate Liberal Arts Degree Programs in Music
(Enter only number of major students enrolled in music programs with 30-45% music content.)

Liberal Arts Degree	_____	_____	_____
Other (please specify):	_____	_____	_____
Other (please specify):	_____	_____	_____
Other (please specify):	_____	_____	_____
Total (Section II.A.3 only)	_____	_____	_____

Section II.B: BACCALAUREATE DEGREES - Enrollment by Major Area

For more information about completing this section, please [click here](#).

	(a) Music Major Enrollment Summer 2019	(b) Music Major Enrollment Fall 2019	(c) Number of Degrees Awarded to Music Majors July 1, 2018 - June 30, 2019
1. Bachelor of Music Degree Programs or Other Professional Degree Program (Enter only number of major students enrolled in music programs with at least 65% music content.)			
Accompanying			
Brass			
Horn Performance			
Trumpet Performance			
Trombone Performance	1	1	
Euphonium Performance			
Tuba Performance			1
Composition	1	8	1
Guitar Performance		3	
Harp Performance			
Harpichord Performance			
Jazz Studies	3	26	2
Literature			
Music History			
Organ Performance			
Percussion Performance		1	1
Piano Performance		3	
Pedagogy			
Sacred Music/Worship Studies			
Strings			
Violin Performance	2	5	2
Viola Performance		1	1
Cello Performance		2	1
Double Bass Performance		2	
Theory			
Theory/Composition			
Voice Performance - Female			
Soprano	1	5	2
Alto		2	
Voice Performance - Male			
Tenor		3	1
Bass	1	3	
Woodwinds			
Flute Performance		2	
Oboe Performance			
Clarinet Performance			
Bassoon Performance		1	
Saxophone Performance			
Other (please specify): <u>Pre-Music</u>	1	16	
Other (please specify): <u>Exploratory Music</u>		6	
Other (please specify): _____			
Total (Section II.B.1 only)	10	90	12
2. Baccalaureate Degree Programs in Music Education, Music Therapy, Musical Arts, and Music Combined with an Outside Field (Enter only number of major students enrolled in music programs with at least 50% music content.)			
Music Education			
Choral	7	17	2
Instrumental	8	37	9
General			
Combined tracks			
No tracks specified			
Music Therapy			
Music/Arts Administration			
Music/Engineering			
Music Industry/Music Business	6	22	7
Music Technology	9	50	6
Musical Arts			
Musical Theatre			
Other (please specify): _____			
Other (please specify): _____			
Total (Section II.B.2 only)	30	126	24
3. Baccalaureate Liberal Arts Degree Programs in Music (B.A., B.S.) (Enter only number of major students enrolled in music programs with 30-45% music content.)			
Liberal Arts Degree	5	20	9
Other (please specify): _____			
Other (please specify): _____			
Other (please specify): _____			
Total (Section II.B.3 only)	5	20	9

Section II.C: MASTER'S DEGREES - Enrollment by Major Area

For more information about completing this section, please [click here](#).

	(a) Music Major Enrollment Summer 2019	(b) Music Major Enrollment Fall 2019	(c) Number of Degrees Awarded to Music Majors July 1, 2018 - June 30, 2019
1. Specific Master's Degree Programs (M.M.) (Enter only number of major students enrolled in music degree programs.)			
Accompanying	_____	_____	_____
Arts Administration	_____	_____	_____
<i>Brass</i>			
Horn Performance	_____	_____	_____
Trumpet Performance	_____	_____	_____
Trombone Performance	_____	_____	_____
Euphonium Performance	_____	1	_____
Tuba Performance	_____	_____	_____
Composition	_____	_____	_____
Conducting	_____	1	2
Ethnomusicology	_____	_____	_____
Guitar Performance	_____	1	_____
Harp Performance	_____	_____	_____
Harpichord Performance	_____	_____	_____
Jazz Studies	_____	_____	_____
<i>Music Education</i>			
Choral	_____	_____	_____
Instrumental	_____	_____	_____
General	_____	_____	_____
Combined tracks	_____	_____	_____
No tracks specified	_____	_____	_____
Music History/Musicology	_____	_____	_____
Music Therapy	_____	_____	_____
Opera	_____	_____	_____
Organ Performance	_____	_____	_____
Pedagogy	_____	_____	_____
Percussion Performance	_____	_____	_____
Piano Performance	_____	_____	_____
Sacred Music/Worship Studies	_____	_____	_____
<i>Strings</i>			
Violin Performance	_____	1	_____
Viola Performance	_____	_____	_____
Cello Performance	_____	_____	_____
Double Bass Performance	_____	_____	_____
Theory	_____	_____	_____
<i>Voice Performance - Female</i>			
Soprano	_____	_____	_____
Alto	_____	_____	_____
<i>Voice Performance - Male</i>			
Tenor	_____	1	_____
Bass	_____	_____	_____
<i>Woodwinds</i>			
Flute Performance	_____	_____	_____
Oboe Performance	_____	_____	_____
Clarinet Performance	_____	_____	_____
Bassoon Performance	_____	_____	_____
Saxophone Performance	_____	_____	_____
Other (please specify): <u>Jazz Performance</u>	_____	9	2
Other (please specify): <u>Composition/Theory</u>	_____	1	2
Total (Section II.C.1 only)	0	15	6
2. General Master's Degree Programs (M.A., or M.S.) (Enter only number of major students enrolled in music degree programs.)			
General Master's in Music	_____	4	_____
Other (please specify): _____	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Total (Section II.C.2 only)	_____	4	_____

Section II.D: DOCTORAL DEGREES - Enrollment by Major Area

For more information about completing this section, please [click here](#).

	(a) Music Major Enrollment Summer 2019	(b) Music Major Enrollment Fall 2019	(c) Number of Degrees Awarded to Music Majors July 1, 2018 - June 30, 2019
Doctoral Degree Programs in Music (Enter only number of major students enrolled in music degree programs.)			
Accompanying	_____	_____	_____
Brass			
Horn Performance	_____	_____	_____
Trumpet Performance	_____	_____	_____
Trombone Performance	_____	_____	_____
Euphonium Performance	_____	_____	_____
Tuba Performance	_____	_____	_____
Composition	_____	_____	_____
Conducting	_____	_____	_____
Ethnomusicology	_____	_____	_____
Guitar Performance	_____	_____	_____
Harp Performance	_____	_____	_____
Harpichord Performance	_____	_____	_____
Jazz Studies	_____	_____	_____
Music Education			
Choral	_____	_____	_____
Instrumental	_____	_____	_____
General	_____	_____	_____
Combined tracks	_____	_____	_____
No tracks specified	_____	_____	_____
Musicology	_____	_____	_____
Opera	_____	_____	_____
Organ Performance	_____	_____	_____
Pedagogy	_____	_____	_____
Percussion Performance	_____	_____	_____
Piano Performance	_____	_____	_____
Sacred Music/Worship Studies	_____	_____	_____
Strings			
Violin Performance	_____	_____	_____
Viola Performance	_____	_____	_____
Cello Performance	_____	_____	_____
Double Bass Performance	_____	_____	_____
Theory	_____	_____	_____
Voice Performance - Female			
Soprano	_____	_____	_____
Alto	_____	_____	_____
Voice Performance - Male			
Tenor	_____	_____	_____
Bass	_____	_____	_____
Woodwinds			
Flute Performance	_____	_____	_____
Oboe Performance	_____	_____	_____
Clarinet Performance	_____	_____	_____
Bassoon Performance	_____	_____	_____
Saxophone Performance	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Total (Section II.D only)	_____	_____	_____

Section II.E: NON-DEGREE PROGRAMS - Enrollment by Program

	(a) Enrollment Summer 2019	(b) Enrollment Fall 2019	(c) Number of Students Completing Program July 1, 2018 - June 30, 2019
1. Undergraduate Level Non-Degree-Granting Programs (Certificate, Diploma, etc.)			
Enter only the programs that require at least 30 semester hours/45 quarter hours (or the equivalent).			
Program Title:	_____	_____	_____
Program Title:	_____	_____	_____
Program Title:	_____	_____	_____
Program Title:	_____	_____	_____
Program Title:	_____	_____	_____
Total (Section II.E.1 only)	_____	_____	_____

	(a) Enrollment Summer 2019	(b) Enrollment Fall 2019	(c) Number of Students Completing Program July 1, 2018 - June 30, 2019
2. Graduate Level Non-Degree-Granting Programs (Certificate, Diploma, etc.)			
Enter only the programs that require at least 15 semester hours/22 quarter hours (or the equivalent).			
Program Title:	_____	_____	_____
Program Title:	_____	_____	_____
Program Title:	_____	_____	_____
Program Title:	_____	_____	_____
Program Title:	_____	_____	_____
Total (Section II.E.2 only)	_____	_____	_____

Section II.F: GRAND TOTAL MUSIC MAJOR ENROLLMENT - By Major Area and Program

The grand total music major enrollment by major area and program figures are derived by adding the answers from sections II.A, II.B, II.C, II.D., and II.E. You do not have to enter the figure; it has been completed for you.

For more information about completing this section, please [click here](#).

	(a) Music Major Enrollment Summer 2019	(b) Music Major Enrollment Fall 2019	(c) Number of Degrees/Certificates/Degrees Awarded to Music Majors July 1, 2018 - June 30, 2019
Grand Total	<u>45</u>	<u>255</u>	<u>51</u>

Section II.G: ETHNIC BREAKDOWN OF STUDENTS

For more information about completing this section, please [click here](#).

	Black/ African- American		American Indian/ Alaska Native		Asian		Hispanic (of any race)		Native Hawaiian/ Pacific Islander		White		Other/ Ethnicity Unknown		Total:
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
Associate Degrees:															
Professional															
Liberal Arts															0
Baccalaureate Degrees:															
Professional	17	12	0	0	4	1	9	5	0	0	101	40	14	12	215
Liberal Arts	2	3	0	0	0	0	1	0	0	0	7	2	3	3	21
Master's Degrees:															
Specific							2	1			13	1			17
General												2			2
Doctoral Degrees:															
Specific															
General															
Non-Degree Programs															
Undergraduate															
Graduate															
Total:	19	15	0	0	4	1	12	6	0	0	121	45	17	15	255

Section II.H: BACCALAUREATE MUSIC MAJOR ENROLLMENT BY INSTRUMENT

For more information about completing this section, please [click here](#).

Section II.H seeks additional, more specific information pertaining to baccalaureate music majors. Please note that Section II.H is an extension of Sections II.B and II.E.1 and, therefore, may necessarily duplicate information reported in those sections.

(a) Music Major Enrollment Summer 2019 (b) Music Major Enrollment Fall 2019

1. Bachelor of Music Degree Programs or Other Professional Degree Programs which require at least 65% music content

	(a) Music Major Enrollment Summer 2019	(b) Music Major Enrollment Fall 2019
<i>Brass</i>		
Horn		0
Trumpet		1
Trombone	1	3
Euphonium		0
Tuba		1
Guitar	1	14
Harp		0
Harpsichord		0
Organ		0
Percussion	1	2
Piano	1	12
<i>Strings</i>		
Violin	1	5
Viola	1	3
Cello		2
Double Bass		5
<i>Voice - Female</i>		
Soprano	1	5
Alto		4
<i>Voice - Male</i>		
Tenor		4
Bass		3
<i>Woodwinds</i>		
Flute		2
Oboe		0
Clarinet		0
Bassoon		1
Saxophone	2	10
Other (please specify): <u>Unknown (Pre-Music/Explor)</u>	1	13
Other (please specify): _____		
Total (Section II.H.1 only)	10	90

2. Baccalaureate Degree Programs in Music Education, Music Therapy, Musical Arts, and Music Combined with an Outside Field which require at least 50% music content

	(a) Music Major Enrollment Summer 2019	(b) Music Major Enrollment Fall 2019
<i>Brass</i>		
Horn		2
Trumpet	2	5
Trombone	2	5
Euphonium		1
Tuba		1
Guitar	4	15
Harp		0
Harpsichord		0
Organ		0
Percussion	1	14
Piano	2	7
<i>Strings</i>		
Violin	2	7
Viola		2
Cello		2
Double Bass	1	3
<i>Voice - Female</i>		
Soprano	4	8
Alto	3	10
<i>Voice - Male</i>		
Tenor	2	9
Bass	2	8
<i>Woodwinds</i>		
Flute	1	6
Oboe		1
Clarinet	3	7
Bassoon		0
Saxophone	2	13
Other (please specify): _____		
Other (please specify): _____		
Total (Section II.H.2 only)	31	126

3. Baccalaureate Liberal Arts Degree Programs in Music (B.A., B.S.) which require 30-45% music content

	(a) Music Major Enrollment Summer 2019	(b) Music Major Enrollment Fall 2019
<i>Brass</i>		
Horn		0
Trumpet		0
Trombone		0
Euphonium		0
Tuba		0
Guitar		1
Harp		0
Harpsichord		0
Organ		1

Percussion		0
Piano	1	1
<i>Strings</i>		
Violin	1	3
Viola		0
Cello		0
Double Bass		2
<i>Voice - Female</i>		
Soprano	1	2
Alto		
<i>Voice - Male</i>		
Tenor		
Bass		1
<i>Woodwinds</i>		
Flute		2
Oboe		1
Clarinet	1	4
Bassoon		0
Saxophone		2
Other (please specify):		
Other (please specify):		
Total (Section II.H.3 only)	4	20

4. **Undergraduate Level Non-Degree Granting Programs**

<i>Brass</i>		
Horn		
Trumpet		
Trombone		
Euphonium		
Tuba		
Guitar		
Harp		
Harpsichord		
Organ		
Percussion		
Piano		
<i>Strings</i>		
Violin		
Viola		
Cello		
Double Bass		
<i>Voice - Female</i>		
Soprano		
Alto		
<i>Voice - Male</i>		
Tenor		
Bass		
<i>Woodwinds</i>		
Flute		
Oboe		
Clarinet		
Bassoon		
Saxophone		
Other (please specify):		
Other (please specify):		
Total (Section II.H.4 only)		

5. **Grand Total Baccalaureate Music Major Enrollment by Instrument**

The grand total baccalaureate music major enrollment by instrument figures are derived by adding the answers from Section II.H.1.,2.,3., and 4. You do not have to enter the figure; it has been completed for you.
For more information about completing this section, please [click here](#).

<i>Brass</i>		
Horn		2
Trumpet	2	6
Trombone	3	8
Euphonium		1
Tuba		2
Guitar	5	30
Harp		0
Harpsichord		0
Organ		1
Percussion	2	16
Piano	4	20
<i>Strings</i>		
Violin	4	15
Viola	1	5
Cello		4
Double Bass	1	10
<i>Voice - Female</i>		
Soprano	6	15
Alto	3	14
<i>Voice - Male</i>		
Tenor	2	13
Bass	2	12
<i>Woodwinds</i>		
Flute	1	10
Oboe		2
Clarinet	4	11
Bassoon		1

Saxophone	<u>4</u>	<u>25</u>
Other	<u>1</u>	<u>13</u>
Other	<u> </u>	<u> </u>
Total (Section II.H.5 only)	<u>45</u>	<u>236</u>

Section III: TOTAL INSTRUCTIONAL SERVICE (IN QUARTER OR SEMESTER CREDIT HOURS)

For more information about completing this section, please [click here](#).

A. What is the projected total number of quarter credit hours OR semester credit hours generated in music courses offered during the 2019-2020 academic year (excluding summer) by non-music major students?

Quarter Hours **OR** Semester Hours **2404**

B. What is the projected total number of quarter credit hours OR semester credit hours generated in music courses offered during the 2019-2020 academic year (excluding summer) by music major students?

Quarter Hours **OR** Semester Hours **4495**

C. What is the projected total number of quarter credit hours OR semester credit hours generated in music courses offered during the 2019-2020 academic year (excluding summer).

Quarter Hours **OR** Semester Hours **6899**

D. What is the projected number of students (nonduplicated headcount) involved in any curricular aspect of the music unit during the 2019-2020 academic year (excluding summer)?

 740 students

Section IV: MUSIC FACULTY AND INSTRUCTIONAL STAFF

A. MUSIC FACULTY TEACHING A FULL-TIME LOAD: 2019-2020 DATA ONLY

For more information about completing this section, please [click here](#).

1. Male (2019-2020 Data Only)

Check here, if appropriate: We are unable to provide faculty data by gender and are providing combined faculty data.
 This is recorded in the "Full-Time Faculty: Male" chart only.

CONFIDENTIALITY: Please note that salary information is released by HEADS only in the form of composite data. Salary figures provided by individual institutions are held strictly confidential. Institutions are asked to furnish complete information to ensure that all participating institutions receive true averages in the published results of this survey.

	Highest Degree Earned					Length of Service at Institution					LOWEST Individual Salary	HIGHEST Individual Salary	TOTAL Salary Expenditure	Number with Tenure
	Total Number	Doct.	Mast.	Bacc.	Assoc.	Cert. or Dipl.	No Deg.	1-4 yrs.	5-9 yrs.	10+ yrs.				
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)				
Full Professors	2		2							2	\$ 101925	\$ 104957	\$ 206882	2
Associate Professors	3	3							2	1	\$ 79854	\$ 81892	\$ 241926	3
Assistant Professors	3	3						3			\$ 61696	\$ 72063	\$ 198759	0
Instructors											\$	\$	\$	
Lecturers	5	1	4					5			\$ 58434	\$ 62278	\$ 302390	0
Unranked											\$	\$	\$	
Visiting											\$	\$	\$	
Total	13	7	6					8	2	3			\$ 949957	5

If a tenure system does not exist, check here:

2. Female (2019-2020 Data Only)

CONFIDENTIALITY: Please note that salary information is released by HEADS only in the form of composite data. Salary figures provided by individual institutions are held strictly confidential. Institutions are asked to furnish complete information to ensure that all participating institutions receive true averages in the published results of this survey.

	Highest Degree Earned					Length of Service at Institution					LOWEST Individual Salary	HIGHEST Individual Salary	TOTAL Salary Expenditure	Number with Tenure
	Total Number	Doct.	Mast.	Bacc.	Assoc.	Cert. or Dipl.	No Deg.	1-4 yrs.	5-9 yrs.	10+ yrs.				
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)				
Full Professors	0										\$	\$	\$	
Associate Professors	3	2	1							3	\$ 77602	\$ 83905	\$ 239361	3
Assistant Professors											\$	\$	\$	
Instructors											\$	\$	\$	
Lecturers											\$	\$	\$	
Unranked											\$	\$	\$	
Visiting											\$	\$	\$	
Total	3	2	1							3			\$ 239361	3

3. Ethnic Breakdown of Music Faculty Teaching a Full-Time Load

	Black/ African-American		American Indian/ Alaska Native		Asian		Hispanic (of any race)		Native Hawaiian/ Pacific Islander		White		Other/ Ethnicity Unknown	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
	Full Professors											2		
Associate Professors		1									5	2		
Assistant Professors					1						2			
Instructors														
Lecturers	1										4			
Unranked														
Visiting														
Total	1	1			1						13	2		

Section IV: MUSIC FACULTY AND INSTRUCTIONAL STAFF

B. MUSIC FACULTY/INSTRUCTORS TEACHING LESS THAN A FULL-TIME LOAD

For more information about completing this section, please [click here](#).

1. Male (2019-2020 Data Only)

Check here, if appropriate: We are unable to provide faculty data by gender and are providing combined faculty data.
This is recorded in the "Part-Time Faculty: Male" chart only.

	(a) Actual Number of Individuals	(b) Full-Time Faculty Equivalence	(c) Total Salaries
i. With Faculty Status	2	2	\$ 161539
ii. Adjunct Faculty and Teaching Associates	15	6	\$ 295552
iii. Graduate Teaching Assistants/Associates	1	1	\$ 19967

2. Female (2019-2020 Data Only)

	(a) Actual Number of Individuals	(b) Full-Time Faculty Equivalence	(c) Total Salaries
i. With Faculty Status	8	3	\$ 137705
ii. Adjunct Faculty and Teaching Associates	8	3	\$ 137705
iii. Graduate Teaching Assistants/Associates	8	3	\$ 137705

Section IV: MUSIC FACULTY AND INSTRUCTIONAL STAFF

C. MUSIC PERFORMANCE FACULTY/INSTRUCTORS TEACHING LESS THAN A FULL-TIME LOAD

For more information about completing this section, please [click here](#).

Section IV.C. seeks additional, more specific information pertaining to music performance faculty/instructors teaching less than a full-time load. Please note that Section IV.C. is an extension of Section IV.B. and, therefore, may necessarily duplicate information reported in that section.

NOTE: For the purposes of this survey, "hourly" refers to clock hours. Please report music performance faculty/instructors' wages per clock hour. Though the majority of institutions use a semester/quarter credit hour basis for the purpose of calculating part-time performance staff compensation, each institution uses a slightly different formula. By reporting hourly wages using clock hours, data may be compared on a consistent basis among institutions.

	Highest Degree Earned					Length of Service at Institution				LOWEST Individual Hourly Wage	HIGHEST Individual Hourly Wage	AVERAGE Hourly Wage	
	Total Number	Doct.	Mast.	Bacc.	Assoc.	Cert. or Dipl.	No Deg.	1-4 yrs.	5-9 yrs.				10+ yrs.
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)
Total	42	5	22	7		2	6	9	8	25	\$ 55	\$ 100	\$ 94

Section V: MUSIC ADMINISTRATIVE PERSONNEL AND PROCEDURES

A. MUSIC EXECUTIVES

For more information about completing this section, please [click here](#).

Information provided in Section V.A. must not be duplicated in Section IV.A.1. or IV.A.2. of "Music Faculty and Instructional Staff."

1. Is the music executive appointed by the administration/Board of Trustees?

	(a)	(b)	(c)	(d)	(e)	(f)
No	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Yes	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

2. Is the music executive elected by faculty?

	(a)	(b)	(c)	(d)	(e)	(f)
No	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Yes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. Is the music executive subject to formal review by faculty?

	(a)	(b)	(c)	(d)	(e)	(f)
No	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Yes	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

4. How often is the music executive subject to formal review by faculty?

(a) Every 5 Years (b) Every _____ Years (c) Every _____ Years

(d) Every _____ Years (e) Every _____ Years (f) Every _____ Years

5. What percentage (estimate) of the music executive's time is assigned to the following duties? (Percentages must total 100%. The figure is not assigned F.T.E., but actual time spent.)

	(a)	(b)	(c)	(d)	(e)	(f)
a. Teaching	_____ %	_____ %	_____ %	_____ %	_____ %	_____ %
b. Research/Creative Activities	20 %	_____ %	_____ %	_____ %	_____ %	_____ %
c. Administrative Matters	80 %	_____ %	_____ %	_____ %	_____ %	_____ %
d. Service (to professional organizations and community)	_____ %	_____ %	_____ %	_____ %	_____ %	_____ %
e. Fundraising	_____ %	_____ %	_____ %	_____ %	_____ %	_____ %
TOTAL (Must Equal 100%)	100 %	_____ %	_____ %	_____ %	_____ %	_____ %

6. What is the music executive's title?

(a) Chair _____ (b) _____ (c) _____

(d) _____ (e) _____ (f) _____

7. What is the music executive's salary for 2019-2020? (exclusive of benefits)

(a) \$ 137827 (b) \$ _____ (c) \$ _____

(d) \$ _____ (e) \$ _____ (f) \$ _____

8. Upon how many months is the music executive's salary based?

	(a)	(b)	(c)	(d)	(e)	(f)
9 or 10	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11 or 12	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

9. What is the gender of the music executive?

	(a)	(b)	(c)	(d)	(e)	(f)
Male	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Female	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

10. Please enter the music executive's teaching load in full-time equivalence:

(a) _____ 0 F.T.E. (b) _____ F.T.E. (c) _____ F.T.E.

(d) _____ F.T.E. (e) _____ F.T.E. (f) _____ F.T.E.

Section V: MUSIC ADMINISTRATIVE PERSONNEL AND PROCEDURES

B. ASSISTANT OR ASSOCIATE MUSIC EXECUTIVES

For more information about completing this section, please [click here](#).

Information provided in Section V.B. must not be duplicated in Section IV.A.1. or IV.A.2. of "Music Faculty and Instructional Staff." Please ensure that all individuals are counted only once.

1. Does your institution have an assistant or associate music executive? No Yes

If no, proceed to Section C. If yes, answer questions 2 through 7.

2. What is the title of the assistant or associate music executive?

(a) Interim Associate Chair (b) _____ (c) _____
 (d) _____ (e) _____ (f) _____

3. What percentage (estimate) of the assistant or associate music executive's time is assigned to the following duties? (Percentages must total 100%. The figure is not assigned F.T.E., but actual time spent.)

	(a)	(b)	(c)	(d)	(e)	(f)
a. Teaching	<u>30</u> %	_____ %	_____ %	_____ %	_____ %	_____ %
b. Research/Creative Activities	<u>30</u> %	_____ %	_____ %	_____ %	_____ %	_____ %
c. Administrative Matters	<u>40</u> %	_____ %	_____ %	_____ %	_____ %	_____ %
d. Service (to professional organizations and community)	_____ %	_____ %	_____ %	_____ %	_____ %	_____ %
e. Fundraising	_____ %	_____ %	_____ %	_____ %	_____ %	_____ %
TOTAL (Must Equal 100%)	100 %	_____ %	_____ %	_____ %	_____ %	_____ %

4. What is the assistant or associate music executive's salary for 2019-2020 (exclusive of benefits)?

(a) \$ 82483 (b) \$ _____ (c) \$ _____
 (d) \$ _____ (e) \$ _____ (f) \$ _____

5. Upon how many months is the assistant or associate executive's salary based?

	(a)	(b)	(c)	(d)	(e)	(f)
9 or 10	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11 or 12	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

6. What is the gender of the assistant or associate music executive?

	(a)	(b)	(c)	(d)	(e)	(f)
Male	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Female	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

7. Please enter the assistant or associate music executive's teaching load in full-time equivalence:

(a) 0.5 F.T.E. (b) _____ F.T.E. (c) _____ F.T.E.
 (d) _____ F.T.E. (e) _____ F.T.E. (f) _____ F.T.E.

Section V: MUSIC ADMINISTRATIVE PERSONNEL AND PROCEDURES

C. OTHER PERSONNEL ASSIGNMENTS (including student help)

For more information about completing this section, please [click here](#).

1. Secretarial/Clerical Assistance

- a. How much staff time in the music unit is allotted for secretarial and clerical assistance? _____ 1 F.T.E.
- b. What are the total salary expenditures (exclusive of benefits) for secretarial and clerical assistance? \$ _____ 38986

2. Library Staff

- a. How much staff time is allotted for library personnel dealing with music holdings, regardless of budget source?
 - Branch Music Library _____ F.T.E.
 - Main Library _____ F.T.E.
 - Other Library _____ F.T.E.
- b. What are the total salary expenditures (exclusive of benefits) for music library staff? \$ _____

3. Technical Staff

- a. How much staff time in the music unit is allotted for technical/production staff? _____ F.T.E.
- b. What are the total salary expenditures (exclusive of benefits) for technical/production staff? \$ _____

4. Professional and Miscellaneous Staff

- a. How much staff time in the music unit is allotted for professional/miscellaneous staff? This section should include admissions staff, and all other staff not accounted for. _____ 4 F.T.E.
- b. What are the total salary expenditures (exclusive of benefits) for professional/miscellaneous staff? \$ _____ 211779

Section VI.A: SPECIFIC INSTRUCTIONAL, OPERATIONAL AND PERFORMANCE BUDGET FOR 2019-2020

For more information about completing this section, please [click here](#).

Instructional, Operational, and Performance Budget Figures Administered by the Music Unit (for the entire fiscal year related to the 2019-2020 academic year)	BUDGET 2019-2020	N/I
a. Faculty and Professional Travel (to meetings, etc.)	\$ <u>8453</u>	<input type="checkbox"/>
b. Graduate Scholarships (administered by music unit) including fellowships/assistantships/tuition remission/discounts not already reported in a previous section	\$ <u>76000</u>	<input type="checkbox"/>
c. Guest Artists	\$ <u>12719</u>	<input type="checkbox"/>
d. Instructional Supplies	\$ <u>8408</u>	<input type="checkbox"/>
e. Library (collection development other than performance materials)	\$ <u>4601</u>	<input type="checkbox"/>
f. Library (performance scores and parts only)	\$ <u>8407</u>	<input type="checkbox"/>
g. Office Supplies	\$ <u>6589</u>	<input type="checkbox"/>
h. Operating Services	\$ <u>84225</u>	<input type="checkbox"/>
i. Postage	\$ <u>6376</u>	<input type="checkbox"/>
j. Printing/Duplication	\$ <u>2450</u>	<input type="checkbox"/>
k. Public Relations and Fundraising	\$ <u>4357</u>	<input type="checkbox"/>
l. Short-Term Visiting Artists/Lecturers, etc. (less than one semester)	\$ <u>10200</u>	<input type="checkbox"/>
m. Student Recruitment	\$ <u>7908</u>	<input type="checkbox"/>
n. Student Travel (i.e., ensemble tours -- includes funds raised and administered by the music unit.)	\$ <u>504</u>	<input type="checkbox"/>
o. Student Wages	\$ <u>54409</u>	<input type="checkbox"/>
p. Technical Services (instrument maintenance, office equipment, repair, piano tuning, etc.)	\$ <u>46346</u>	<input type="checkbox"/>
q. Technology Services (electronic media, software, fees, etc.)	\$ <u>10208</u>	<input type="checkbox"/>
r. Telephone/Fax/Electronic Communications	\$ <u>8602</u>	<input type="checkbox"/>
s. Undergraduate Scholarships (administered by music unit) including tuition remission/discounts	\$ <u>319000</u>	<input type="checkbox"/>
t. All Other Expenses	\$ <u>992</u>	<input type="checkbox"/>
TOTAL INSTRUCTIONAL, OPERATIONAL AND PERFORMANCE BUDGET FOR 2019-2020	\$ <u>680754</u>	

Section VI.B: BENEFITS

For more information about completing this section, please [click here](#).

Please provide a total figure for benefits to all individuals recorded in Sections IV (faculty), and V (administration) of this survey form regardless of budget source. (If you do not know this figure, please estimate based on the benefits package at your institutions.) Benefits include, but are not limited to, FICA, Health Insurance, Disability Insurance, Life Insurance, Retirement Plans, etc., paid for by the institution. \$ 471600

Section VI.C: GRAND TOTAL ANNUAL BUDGET OF THE MUSIC UNIT IN 2019-2020 IN 2019-2020

For more information about completing this section, please [click here](#).

This figure will include monies that are directly controlled by the music unit. It will include faculty and staff salaries (including benefits), and operational budgets (sum of expenses from Sections IV, V, and VI). \$ 3427510

Section VI.D: EQUIPMENT AND BUILDING BUDGET

For more information about completing this section, please [click here](#).

1.	Equipment	2019-2020 Academic Year	N/I
	a. Purchases	\$ <u>169227</u>	<input type="checkbox"/>
	b. Leases and Rentals	\$ <u>0</u>	<input type="checkbox"/>
	c. Repairs	\$ <u>23000</u>	<input type="checkbox"/>
2.	Building		
	a. Renovation and Repair	\$ <u>0</u>	<input type="checkbox"/>
	b. Leases and Rentals	\$ <u>0</u>	<input type="checkbox"/>
	c. New Construction (Please describe below)	\$ <u>0</u>	<input type="checkbox"/>

TOTAL EQUIPMENT AND BUILDING BUDGET <i>(Total of VI.D.1. a.-c. and VI.D.2. a.-c. above only)</i>	\$ <u>192227</u>
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Section VI.E: SPECIFIC SOURCES OF INCOME/ENDOWMENT FOR THE MUSIC UNIT IN 2018-2019

For more information about completing this section, please [click here](#).

		Income	Endowment
1. Public Grants (special grants to the music unit from national, state, or local governmental arts funding sources)	\$ <u> 0</u>	<input checked="" type="radio"/>	<input type="radio"/>
2. Foundation/Corporation Support (special grants to the music unit from private foundations or corporations)	\$ <u> 0</u>	<input checked="" type="radio"/>	<input type="radio"/>
3. Private Gifts (gifts from individuals given directly to the music unit)	\$ <u> 1329516</u>	<input type="radio"/>	<input checked="" type="radio"/>
4. Ticket Sales, Commissions, Rentals, Etc. (income earned by the music unit related to performance)	\$ <u> 26998</u>	<input checked="" type="radio"/>	<input type="radio"/>
5. Fund Raising (monies allocated to and controlled by the music unit)	\$ <u> 49835</u>	<input checked="" type="radio"/>	<input type="radio"/>
6. Tuition (monies allocated to and controlled by the music unit)	\$ <u> 0</u>	<input checked="" type="radio"/>	<input type="radio"/>
7. Student Fees (monies allocated to and controlled by the music unit)	\$ <u> 113163</u>	<input checked="" type="radio"/>	<input type="radio"/>
8. Income from Endowment (monies allocated to and controlled by the music unit)	\$ <u> 390197</u>	<input checked="" type="radio"/>	<input type="radio"/>
TOTAL SPECIFIC SOURCES OF INCOME/ENDOWMENT FOR THE MUSIC UNIT IN 2018-2019 <i>(Total of VI.E. 1. through 8. above)</i>	\$ <u> 1909709</u>		

Section VI.F: TOTAL ENDOWMENT

For more information about completing this section, please [click here](#).

Provide the total endowment of the music unit restricted for use by the music unit. Include endowment principal for items such as music professorships, music scholarships, music library, music operating funds, concert series, and musical activities. \$ 12052550

Section VI.G: TUITION REMISSION FOR GRADUATE STUDENTS FOR 2019-2020

For more information about completing this section, please [click here](#).

1.How many full-time graduate students are receiving full tuition remission? 7

2.What is the total dollar value of all full-time graduate student tuition remissions? \$ 55000

3.How many part-time graduate students are receiving full tuition remission? 0

4.What is the total value of all part-time graduate student tuition remissions? \$ 0

Section VII: DEMOGRAPHIC SURVEY OF DOCTORAL DEGREE STUDENTS

A. DOCTORAL DEGREE STUDENTS WHO GRADUATED IN 2018-2019

For more information about completing this section, please [click here](#).

	Black/African-American		American Indian/Alaska Native		Asian		Hispanic (of any race)		Native Hawaiian/Pacific Islander		White		Other/Ethnicity Unknown	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Accompanying	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Brass</i>														
Horn Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Trumpet Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Trombone Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Euphonium Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Tuba Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Composition	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Conducting	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Ethnomusicology	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Guitar Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Harp Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Harpichord Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Jazz Studies	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Music Education</i>														
Choral	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Instrumental	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
General	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Combined tracks	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
No tracks specified	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Musicology	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Opera	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Organ Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Pedagogy	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Percussion Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Piano Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Sacred Music/Worship Studies	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Strings</i>														
Violin Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Viola Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Cello Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Double Bass Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Theory	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Voice Performance - Female</i>														
Soprano	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Alto	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Voice Performance - Male</i>														
Tenor	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Bass	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Woodwinds</i>														
Flute Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Oboe Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Clarinet Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Bassoon Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Saxophone Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Other (please specify)	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Total	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____

Section VII: DEMOGRAPHIC SURVEY OF DOCTORAL DEGREE STUDENTS

B. DOCTORAL DEGREE STUDENTS WHO DID NOT GRADUATE IN 2018-2019

For more information about completing this section, please [click here](#).

	Black/African-American		American Indian/Alaska Native		Asian		Hispanic (of any race)		Native Hawaiian/Pacific Islander		White		Other/Ethnicity Unknown	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Accompanying	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Brass</i>														
Horn Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Trumpet Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Trombone Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Euphonium Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Tuba Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Composition	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Conducting	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Ethnomusicology	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Guitar Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Harp Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Harpichord Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Jazz Studies	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Music Education</i>														
Choral	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Instrumental														
General	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Combined tracks	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
No tracks specified	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Musicology	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Opera	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Organ Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Pedagogy	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Percussion Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Piano Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Sacred Music/Worship Studies	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Strings</i>														
Violin Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Viola Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Cello Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Double Bass Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Theory	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Voice Performance - Female</i>														
Soprano	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Alto	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Voice Performance - Male</i>														
Tenor	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Bass	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Woodwinds</i>														
Flute Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Oboe Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Clarinet Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Bassoon Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Saxophone Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Other (please specify)														
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Total	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____

Addendum: ACTUAL INSTRUCTIONAL, OPERATIONAL AND PERFORMANCE EXPENSES FOR 2018-2019

For more information about completing this section, please [click here](#).

	EXPENSES 2018-2019	N/I
1. Faculty and Professional Travel (to meetings, etc.)	\$ <u>7385</u>	<input type="checkbox"/>
2. Graduate Scholarships (administered by music unit) including fellowships/assistantships/tuition remission/discounts not already reported in a previous section	\$ <u>71750</u>	<input type="checkbox"/>
3. Guest Artists	\$ <u>6000</u>	<input type="checkbox"/>
4. Instructional Supplies	\$ <u>140403</u>	<input type="checkbox"/>
5. Library (collection development other than performance materials)	\$ <u>0</u>	<input checked="" type="checkbox"/>
6. Library (performance scores and parts only)	\$ <u>6841</u>	<input type="checkbox"/>
7. Office Supplies	\$ <u>5889</u>	<input type="checkbox"/>
8. Operating Services	\$ <u>6358</u>	<input type="checkbox"/>
9. Postage	\$ <u>4372</u>	<input type="checkbox"/>
10. Printing/Duplication	\$ <u>6366</u>	<input type="checkbox"/>
11. Public Relations and Fundraising	\$ <u>6264</u>	<input type="checkbox"/>
12. Short-Term Visiting Artists/Lecturers, etc. (less than one semester)	\$ <u>13275</u>	<input type="checkbox"/>
13. Student Recruitment	\$ <u>2588</u>	<input type="checkbox"/>
14. Student Travel (i.e., ensemble tours -- includes funds raised and administered by the music unit.)	\$ <u>10336</u>	<input type="checkbox"/>
15. Student Wages	\$ <u>23285</u>	<input type="checkbox"/>
16. Technical Services (instrument maintenance, office equipment, repair, piano tuning, etc.)	\$ <u>16571</u>	<input type="checkbox"/>
17. Technology Services (electronic media, software, fees, etc.)	\$ <u>1812</u>	<input type="checkbox"/>
18. Telephone/Fax/Electronic Communications	\$ <u>10659</u>	<input type="checkbox"/>
19. Undergraduate Scholarships (administered by music unit) including tuition remission/discounts	\$ <u>366871</u>	<input type="checkbox"/>
20. All Other Expenses	\$ <u>4652</u>	<input type="checkbox"/>
TOTAL INSTRUCTIONAL, OPERATIONAL AND PERFORMANCE EXPENSES FOR 2018-2019	\$ <u>711677</u>	

2018-2019 HEADS Data Survey Printable Version**GENERAL INFORMATION**

For more information about completing this section, please [click here](#).

Name of Music Executive/Representative to NASM	Norah Duncan IV
Title of Music Executive/Representative to NASM	Chair
Name of Institution (please do not abbreviate)	Wayne State University
Name of Unit (please use full designation)	Department of Music
Street Address and/or P.O. Box	1321 Old Main
City	Detroit
State	Michigan
Zip Code	48202
Telephone	313-577-1795 ext. _____
Facsimile	000-000-0000
E-Mail	ac8468@wayne.edu

CONFIDENTIALITY

Individual institutional financial information provided in the HEADS Data Survey is held in confidant by HEADS. HEADS will release non-institution specific financial data in the aggregate and subsets of the aggregate through HEADS Data Summaries and HEADS Special Reports. Information pertaining to a specific institution should be sought from the institution directly.

Section I: GENERAL INSTITUTIONAL INFORMATION

1. Please check all that apply:

- | | |
|---|--|
| <input type="checkbox"/> a. Private | <input type="checkbox"/> f. Land-Grant |
| <input checked="" type="checkbox"/> b. Public | <input checked="" type="checkbox"/> g. Research |
| <input type="checkbox"/> c. Proprietary | <input type="checkbox"/> h. Community/Junior College |
| <input checked="" type="checkbox"/> d. Not-for-Profit | <input checked="" type="checkbox"/> i. Degree-Granting |
| <input type="checkbox"/> e. Free-Standing/Independent | <input type="checkbox"/> j. Non-Degree-Granting |

2. What is the TOTAL institutional enrollment (number of individuals, i.e., headcount) for Fall 2018? Include only local campus, not system-wide, enrollment. (Please check only one.)

- | | |
|---|--|
| <input type="checkbox"/> a. 1 - 500 | <input type="checkbox"/> g. 15,001 - 20,000 |
| <input type="checkbox"/> b. 501 - 1,000 | <input type="checkbox"/> h. 20,001 - 25,000 |
| <input type="checkbox"/> c. 1,001 - 2,500 | <input checked="" type="checkbox"/> i. 25,001 - 30,000 |
| <input type="checkbox"/> d. 2,501 - 5,000 | <input type="checkbox"/> j. 30,001 - 35,000 |
| <input type="checkbox"/> e. 5,001 - 10,000 | <input type="checkbox"/> k. 35,001 - 40,000 |
| <input type="checkbox"/> f. 10,001 - 15,000 | <input type="checkbox"/> l. 40,001 plus |

3. What is the highest program level offered IN MUSIC at your institution? (Please check only one.)

- | | |
|--|--|
| <input type="checkbox"/> a. Associate Degree | <input checked="" type="checkbox"/> c. Master's Degree |
| <input type="checkbox"/> b. Baccalaureate Degree | <input type="checkbox"/> d. Doctoral Degree |

4. What is the highest program level offered IN ANY UNIT at your institution? (Please check only one.)

- | | |
|--|---|
| <input type="checkbox"/> a. Associate Degree | <input type="checkbox"/> d. Post-Master's Degree (Not Doctoral) |
| <input type="checkbox"/> b. Baccalaureate Degree | <input checked="" type="checkbox"/> e. Doctoral Degree |
| <input type="checkbox"/> c. Master's Degree | |

5. Is your institution an accredited institutional member of NASM? (Please check only one.)

- | | |
|---|--|
| <input checked="" type="checkbox"/> a. Member | <input type="checkbox"/> b. Non-Member |
|---|--|

6. Is your institution involved with either of the following during the 2018-2019 academic year? (Check all that apply. If your institution is not involved with either, please leave blank.)

- | | |
|---|---|
| <input type="checkbox"/> a. Building a new music facility | <input type="checkbox"/> b. Renovating the music facility |
|---|---|

7. Does your institution offer any programs IN MUSIC in which more than forty percent (40%) of the curricular requirements are fulfilled through distance learning mechanisms?

- | | |
|------------------------------|--|
| <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
|------------------------------|--|

Section II.A: ASSOCIATE DEGREES - Enrollment by Major Area

For more information about completing this section, please [click here](#).

(a) Music Major Enrollment Summer 2018 (b) Music Major Enrollment Fall 2018 (c) Number of Degrees Awarded to Music Majors July 1, 2017 - June 30, 2018

1. Associate of Fine Arts Degree Programs or Equivalent
(Enter only number of major students enrolled in music programs with at least 65% music content.)

Brass

Horn Performance	_____	_____	_____
Trumpet Performance	_____	_____	_____
Trombone Performance	_____	_____	_____
Euphonium Performance	_____	_____	_____
Tuba Performance	_____	_____	_____

Guitar Performance	_____	_____	_____
Harp Performance	_____	_____	_____
Harpichord Performance	_____	_____	_____
Jazz Studies	_____	_____	_____
Music History/Literature	_____	_____	_____
Organ Performance	_____	_____	_____
Percussion Performance	_____	_____	_____
Piano Performance	_____	_____	_____

Strings

Violin Performance	_____	_____	_____
Viola Performance	_____	_____	_____
Cello Performance	_____	_____	_____
Double Bass Performance	_____	_____	_____

Voice Performance - Female

Soprano	_____	_____	_____
Alto	_____	_____	_____

Voice Performance - Male

Tenor	_____	_____	_____
Bass	_____	_____	_____

Woodwinds

Flute Performance	_____	_____	_____
Oboe Performance	_____	_____	_____
Clarinet Performance	_____	_____	_____
Bassoon Performance	_____	_____	_____
Saxophone Performance	_____	_____	_____

Other (please specify):	_____	_____	_____
Other (please specify):	_____	_____	_____

Total (Section II.A.1 only) _____

2. Associate Degree Programs in Music Education, Music/Business and Music Combined with an Outside Field
(Enter only number of major students enrolled in music programs with at least 50% music content.)

Music Education

Choral	_____	_____	_____
Instrumental	_____	_____	_____
General	_____	_____	_____
Combined tracks	_____	_____	_____
No tracks specified	_____	_____	_____

Music Industry/Music Business _____

Music Technology _____

Other (please specify):	_____	_____	_____
Other (please specify):	_____	_____	_____
Other (please specify):	_____	_____	_____

Total (Section II.A.2 only) _____

3. Associate Liberal Arts Degree Programs in Music
(Enter only number of major students enrolled in music programs with 30-45% music content.)

Liberal Arts Degree	_____	_____	_____
Other (please specify):	_____	_____	_____
Other (please specify):	_____	_____	_____
Other (please specify):	_____	_____	_____

Total (Section II.A.3 only)

Section II.B: BACCALAUREATE DEGREES - Enrollment by Major Area

For more information about completing this section, please [click here](#).

	(a) Music Major Enrollment Summer 2018	(b) Music Major Enrollment Fall 2018	(c) Number of Degrees Awarded to Music Majors July 1, 2017 - June 30, 2018
1. Bachelor of Music Degree Programs or Other Professional Degree Program (Enter only number of major students enrolled in music programs with at least 65% music content.)			
Accompanying	0	0	0
Brass			
Horn Performance	0	0	1
Trumpet Performance	0	0	1
Trombone Performance	0	1	1
Euphonium Performance	0	0	0
Tuba Performance	1	1	0
Composition	1	8	1
Guitar Performance	0	1	1
Harp Performance	0	0	1
Harpichord Performance	0	0	0
Jazz Studies	4	30	4
Literature	0	0	0
Music History	0	0	0
Organ Performance	0	0	0
Percussion Performance	0	1	0
Piano Performance	0	1	2
Pedagogy	0	0	0
Sacred Music/Worship Studies	0	0	0
Strings			
Violin Performance	2	5	0
Viola Performance	0	1	0
Cello Performance	0	4	0
Double Bass Performance	0	1	0
Theory	0	0	0
Theory/Composition	0	0	1
Voice Performance - Female			
Soprano	2	6	0
Alto	0	3	2
Voice Performance - Male			
Tenor	2	4	0
Bass	0	0	0
Woodwinds			
Flute Performance	0	0	0
Oboe Performance	0	0	0
Clarinet Performance	0	1	0
Bassoon Performance	0	1	0
Saxophone Performance	0	3	0
Other (please specify): <u>Pre-Music</u>	6	17	0
Other (please specify): <u>Exploratory Music</u>	3	6	0
Other (please specify): _____			
Total (Section II.B.1 only)	21	95	15

2. Baccalaureate Degree Programs in Music Education, Music Therapy, Musical Arts, and Music Combined with an Outside Field
(Enter only number of major students enrolled in music programs with at least 50% music content.)

Music Education			
Choral	4	18	4
Instrumental	7	38	3
General	0	0	0
Combined tracks	0	0	0
No tracks specified	0	0	0
Music Therapy	0	0	0
Music/Arts Administration	0	0	0
Music/Engineering	0	0	0
Music Industry/Music Business	15	28	4
Music Technology	4	44	6

Musical Arts	0	0	0
Musical Theatre	0	0	0
Other (please specify): _____	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Total (Section II.B.2 only)	30	128	17

3. **Baccalaureate Liberal Arts Degree Programs in Music (B.A., B.S.)**
 (Enter only number of major students enrolled in music programs with 30-45% music content.)

Liberal Arts Degree	8	30	8
Other (please specify): _____	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Total (Section II.B.3 only)	8	30	8

Section II.C: MASTER'S DEGREES - Enrollment by Major Area

For more information about completing this section, please [click here](#).

	(a) Music Major Enrollment Summer 2018	(b) Music Major Enrollment Fall 2018	(c) Number of Degrees Awarded to Music Majors July 1, 2017 - June 30, 2018
1. Specific Master's Degree Programs (M.M.) (Enter only number of major students enrolled in music degree programs.)			
Accompanying	0	0	0
Arts Administration	0	0	0
<i>Brass</i>			
Horn Performance	0	0	0
Trumpet Performance	0	0	0
Trombone Performance	0	0	0
Euphonium Performance	0	0	0
Tuba Performance	0	0	0
Composition	0	3	2
Conducting	1	5	1
Ethnomusicology	0	0	0
Guitar Performance	0	1	0
Harp Performance	0	0	0
Harpichord Performance	0	0	0
Jazz Studies	0	0	0
<i>Music Education</i>			
Choral	0	0	0
Instrumental	0	0	1
General	0	0	0
Combined tracks	0	0	0
No tracks specified	0	0	0
Music History/Musicology	0	0	0
Music Therapy	0	0	0
Opera	0	0	0
Organ Performance	0	0	0
Pedagogy	0	0	0
Percussion Performance	0	0	0
Piano Performance	0	1	0
Sacred Music/Worship Studies	0	0	0
<i>Strings</i>			
Violin Performance	0	1	0
Viola Performance	0	0	0
Cello Performance	0	0	0
Double Bass Performance	0	0	0
Theory	0	0	0
<i>Voice Performance - Female</i>			
Soprano	0	0	1
Alto	0	0	1
<i>Voice Performance - Male</i>			
Tenor	0	0	0
Bass	0	1	0
<i>Woodwinds</i>			
Flute Performance	0	0	0
Oboe Performance	0	0	0
Clarinet Performance	0	0	0
Bassoon Performance	0	0	0
Saxophone Performance	0	0	1
Other (please specify): <u>Jazz Performance</u>	0	7	2
Other (please specify): _____	_____	_____	_____
Total (Section II.C.1 only)	1	19	9
2. General Master's Degree Programs (M.A., or M.S.) (Enter only number of major students enrolled in music degree programs.)			
General Master's in Music	0	0	1
Other (please specify): _____	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Other (please specify): _____	_____	_____	_____

Total (Section II.C.2 only)

_____ 0

_____ 0

_____ 1

Section II.D: DOCTORAL DEGREES - Enrollment by Major Area

For more information about completing this section, please [click here](#).

	(a) Music Major Enrollment Summer 2018	(b) Music Major Enrollment Fall 2018	(c) Number of Degrees Awarded to Music Majors July 1, 2017 - June 30, 2018
Doctoral Degree Programs in Music (Enter only number of major students enrolled in music degree programs.)			
Accompanying	_____	_____	_____
Brass			
Horn Performance	_____	_____	_____
Trumpet Performance	_____	_____	_____
Trombone Performance	_____	_____	_____
Euphonium Performance	_____	_____	_____
Tuba Performance	_____	_____	_____
Composition	_____	_____	_____
Conducting	_____	_____	_____
Ethnomusicology	_____	_____	_____
Guitar Performance	_____	_____	_____
Harp Performance	_____	_____	_____
Harpichord Performance	_____	_____	_____
Jazz Studies	_____	_____	_____
Music Education			
Choral	_____	_____	_____
Instrumental	_____	_____	_____
General	_____	_____	_____
Combined tracks	_____	_____	_____
No tracks specified	_____	_____	_____
Musicology	_____	_____	_____
Opera	_____	_____	_____
Organ Performance	_____	_____	_____
Pedagogy	_____	_____	_____
Percussion Performance	_____	_____	_____
Piano Performance	_____	_____	_____
Sacred Music/Worship Studies	_____	_____	_____
Strings			
Violin Performance	_____	_____	_____
Viola Performance	_____	_____	_____
Cello Performance	_____	_____	_____
Double Bass Performance	_____	_____	_____
Theory	_____	_____	_____
Voice Performance - Female			
Soprano	_____	_____	_____
Alto	_____	_____	_____
Voice Performance - Male			
Tenor	_____	_____	_____
Bass	_____	_____	_____
Woodwinds			
Flute Performance	_____	_____	_____
Oboe Performance	_____	_____	_____
Clarinet Performance	_____	_____	_____
Bassoon Performance	_____	_____	_____
Saxophone Performance	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Total (Section II.D only)	_____	_____	_____

Section II.E: NON-DEGREE PROGRAMS - Enrollment by Program

	(a) Enrollment Summer 2018	(b) Enrollment Fall 2018	(c) Number of Students Completing Program July 1, 2017 - June 30, 2018
1. Undergraduate Level Non-Degree-Granting Programs (Certificate, Diploma, etc.)			
Enter only the programs that require at least 30 semester hours/45 quarter hours (or the equivalent).			
Program Title:	_____	_____	_____
Program Title:	_____	_____	_____
Program Title:	_____	_____	_____
Program Title:	_____	_____	_____
Program Title:	_____	_____	_____
Total (Section II.E.1 only)	_____	_____	_____

	(a) Enrollment Summer 2018	(b) Enrollment Fall 2018	(c) Number of Students Completing Program July 1, 2017 - June 30, 2018
2. Graduate Level Non-Degree-Granting Programs (Certificate, Diploma, etc.)			
Enter only the programs that require at least 15 semester hours/22 quarter hours (or the equivalent).			
Program Title:	_____	_____	_____
Program Title:	_____	_____	_____
Program Title:	_____	_____	_____
Program Title:	_____	_____	_____
Program Title:	_____	_____	_____
Total (Section II.E.2 only)	_____	_____	_____

Section II.F: GRAND TOTAL MUSIC MAJOR ENROLLMENT - By Major Area and Program

The grand total music major enrollment by major area and program figures are derived by adding the answers from sections II.A, II.B, II.C, II.D., and II.E. You do not have to enter the figure; it has been completed for you.

For more information about completing this section, please [click here](#).

	(a) Music Major Enrollment Summer 2018	(b) Music Major Enrollment Fall 2018	(c) Number of Degrees/Certificates/Degrees Awarded to Music Majors July 1, 2017 - June 30, 2018
Grand Total	<u>60</u>	<u>272</u>	<u>50</u>

Section II.G: ETHNIC BREAKDOWN OF STUDENTS

For more information about completing this section, please [click here](#).

	Black/ African- American		American Indian/ Alaska Native		Asian		Hispanic (of any race)		Native Hawaiian/ Pacific Islander		White		Other/ Ethnicity Unknown		Total:
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
Associate Degrees:															
Professional	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liberal Arts	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Baccalaureate Degrees:															
Professional	19	9	0	0	3	1	5	4	0	0	95	64	11	12	223
Liberal Arts	4	3	0	0	0	0	0	1	0	0	13	3	3	3	30
Master's Degrees:															
Specific	0	0	0	0	0	0	1	0	0	0	12	4	2	0	19
General	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Doctoral Degrees:															
Specific	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
General	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Non-Degree Programs															
Undergraduate	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Graduate	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total:	23	12	0	0	3	1	6	5	0	0	120	71	16	15	272

Section II.H: BACCALAUREATE MUSIC MAJOR ENROLLMENT BY INSTRUMENT

For more information about completing this section, please [click here](#).

Section II.H seeks additional, more specific information pertaining to baccalaureate music majors. Please note that Section II.H is an extension of Sections II.B and II.E.1 and, therefore, may necessarily duplicate information reported in those sections.

(a) Music Major Enrollment Summer 2018 (b) Music Major Enrollment Fall 2018

1. Bachelor of Music Degree Programs or Other Professional Degree Programs which require at least 65% music content

<i>Brass</i>		
Horn	0	1
Trumpet	1	4
Trombone	0	3
Euphonium	0	0
Tuba	1	2
Guitar	2	20
Harp	0	0
Harpsichord	0	0
Organ	0	0
Percussion	1	11
Piano	4	15
<i>Strings</i>		
Violin	3	11
Viola	0	3
Cello	0	6
Double Bass	1	8
<i>Voice - Female</i>		
Soprano	3	10
Alto	6	13
<i>Voice - Male</i>		
Tenor	5	12
Bass	0	5
<i>Woodwinds</i>		
Flute	0	0
Oboe	0	0
Clarinet	0	1
Bassoon	0	1
Saxophone	4	18
Other (please specify): _____	_____	_____
Other (please specify): _____	_____	_____
Total (Section II.H.1 only)	31	144

2. Baccalaureate Degree Programs in Music Education, Music Therapy, Musical Arts, and Music Combined with an Outside Field which require at least 50% music content

<i>Brass</i>		
Horn	0	3
Trumpet	1	2
Trombone	0	3
Euphonium	0	0
Tuba	0	0
Guitar	0	0
Harp	1	1
Harpsichord	0	0
Organ	0	0
Percussion	1	3
Piano	0	1
<i>Strings</i>		
Violin	0	2
Viola	0	1
Cello	0	0
Double Bass	0	1
<i>Voice - Female</i>		
Soprano	1	6
Alto	1	6
<i>Voice - Male</i>		
Tenor	2	5
Bass	0	1
<i>Woodwinds</i>		

Flute	0	6
Oboe	0	0
Clarinet	0	3
Bassoon	0	0
Saxophone	4	12
Other (please specify): _____	_____	_____
Other (please specify): _____	_____	_____
Total (Section II.H.2 only)	11	56

3. **Baccalaureate Liberal Arts Degree Programs in Music (B.A., B.S.) which require 30-45% music content**

<i>Brass</i>		
Horn	0	1
Trumpet	0	0
Trombone	2	2
Euphonium	0	0
Tuba	0	0
Guitar	0	4
Harp	0	0
Harpsichord	0	0
Organ	0	0
Percussion	1	1
Piano	1	2
<i>Strings</i>		
Violin	0	5
Viola	0	0
Cello	0	0
Double Bass	0	1
<i>Voice - Female</i>		
Soprano	0	2
Alto	0	2
<i>Voice - Male</i>		
Tenor	1	2
Bass	1	1
<i>Woodwinds</i>		
Flute	2	2
Oboe	0	1
Clarinet	0	2
Bassoon	0	0
Saxophone	0	2
Other (please specify): _____	_____	_____
Other (please specify): _____	_____	_____
Total (Section II.H.3 only)	8	30

4. **Undergraduate Level Non-Degree Granting Programs**

<i>Brass</i>		
Horn	_____	_____
Trumpet	_____	_____
Trombone	_____	_____
Euphonium	_____	_____
Tuba	_____	_____
Guitar	_____	_____
Harp	_____	_____
Harpsichord	_____	_____
Organ	_____	_____
Percussion	_____	_____
Piano	_____	_____
<i>Strings</i>		
Violin	_____	_____
Viola	_____	_____
Cello	_____	_____
Double Bass	_____	_____
<i>Voice - Female</i>		
Soprano	_____	_____
Alto	_____	_____
<i>Voice - Male</i>		
Tenor	_____	_____
Bass	_____	_____

Woodwinds

Flute	_____	_____
Oboe	_____	_____
Clarinet	_____	_____
Bassoon	_____	_____
Saxophone	_____	_____
Other (please specify):	_____	_____
Other (please specify):	_____	_____
Total (Section II.H.4 only)	_____	_____

5. **Grand Total Baccalaureate Music Major Enrollment by Instrument**

The grand total baccalaureate music major enrollment by instrument figures are derived by adding the answers from Section II.H.1.,2.,3., and 4. You do not have to enter the figure; it has been completed for you.
For more information about completing this section, please [click here](#).

Brass

Horn	_____ 0	_____ 5
Trumpet	_____ 2	_____ 6
Trombone	_____ 2	_____ 8
Euphonium	_____ 0	_____ 0
Tuba	_____ 1	_____ 2
Guitar	_____ 2	_____ 24
Harp	_____ 1	_____ 1
Harpsichord	_____ 0	_____ 0
Organ	_____ 0	_____ 0
Percussion	_____ 3	_____ 15
Piano	_____ 5	_____ 18
<i>Strings</i>		
Violin	_____ 3	_____ 18
Viola	_____ 0	_____ 4
Cello	_____ 0	_____ 6
Double Bass	_____ 1	_____ 10
<i>Voice - Female</i>		
Soprano	_____ 4	_____ 18
Alto	_____ 7	_____ 21
<i>Voice - Male</i>		
Tenor	_____ 8	_____ 19
Bass	_____ 1	_____ 7
<i>Woodwinds</i>		
Flute	_____ 2	_____ 8
Oboe	_____ 0	_____ 1
Clarinet	_____ 0	_____ 6
Bassoon	_____ 0	_____ 1
Saxophone	_____ 8	_____ 32
Other	_____	_____
Other	_____	_____
Total (Section II.H.5 only)	_____ 50	_____ 230

Section III: TOTAL INSTRUCTIONAL SERVICE (IN QUARTER OR SEMESTER CREDIT HOURS)For more information about completing this section, please [click here](#).

A. What is the projected total number of quarter credit hours OR semester credit hours generated in music courses offered during the 2018-2019 academic year (excluding summer) **by non-music major students?**

Quarter Hours (a) **OR** Semester Hours (b) 2203

B. What is the projected total number of quarter credit hours OR semester credit hours generated in music courses offered during the 2018-2019 academic year (excluding summer) **by music major students?**

Quarter Hours (a) **OR** Semester Hours (b) 4476

C. What is the projected total number of quarter credit hours OR semester credit hours generated in music courses offered during the 2018-2019 academic year (excluding summer).

Quarter Hours (a) **OR** Semester Hours (b) 6679

D. What is the projected number of students (nonduplicated headcount) involved in any curricular aspect of the music unit during the 2018-2019 academic year (excluding summer)?

 1025 students

Section IV: MUSIC FACULTY AND INSTRUCTIONAL STAFF

A. MUSIC FACULTY TEACHING A FULL-TIME LOAD: 2018-2019 DATA ONLY

For more information about completing this section, please [click here](#).

1. Male (2018-2019 Data Only)

Check here, if appropriate: We are unable to provide faculty data by gender and are providing combined faculty data.
 This is recorded in the "Full-Time Faculty: Male" chart only.

CONFIDENTIALITY: Please note that salary information is released by HEADS only in the form of composite data. Salary figures provided by individual institutions are held strictly confidential. Institutions are asked to furnish complete information to ensure that all participating institutions receive true averages in the published results of this survey.

	Highest Degree Earned					Length of Service at Institution					LOWEST Individual Salary	HIGHEST Individual Salary	TOTAL Salary Expenditure	Number with Tenure
	Total Number	Doct.	Mast.	Bacc.	Assoc.	Cert. or Dipl.	No Deg.	1-4 yrs.	5-9 yrs.	10+ yrs.				
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)				
Full Professors	2		2							2	\$ 100667	\$ 101675	\$ 202342	2
Associate Professors	4	4							1	3	\$ 77462	\$ 78768	\$ 312117	4
Assistant Professors	2	2						2			\$ 59500	\$ 68039	\$ 127539	0
Instructors											\$	\$	\$	0
Lecturers	5	1	4					5			\$ 56500	\$ 61509	\$ 295271	0
Unranked											\$	\$	\$	
Visiting											\$	\$	\$	
Total	13	7	6					7	1	5			\$ 937269	6

If a tenure system does not exist, check here:

2. Female (2018-2019 Data Only)

CONFIDENTIALITY: Please note that salary information is released by HEADS only in the form of composite data. Salary figures provided by individual institutions are held strictly confidential. Institutions are asked to furnish complete information to ensure that all participating institutions receive true averages in the published results of this survey.

	Highest Degree Earned					Length of Service at Institution					LOWEST Individual Salary	HIGHEST Individual Salary	TOTAL Salary Expenditure	Number with Tenure
	Total Number	Doct.	Mast.	Bacc.	Assoc.	Cert. or Dipl.	No Deg.	1-4 yrs.	5-9 yrs.	10+ yrs.				
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)				
Full Professors											\$	\$	\$	
Associate Professors	2	1	1							2	\$ 76644	\$ 76893	\$ 153537	2
Assistant Professors											\$	\$	\$	
Instructors											\$	\$	\$	
Lecturers											\$	\$	\$	
Unranked											\$	\$	\$	
Visiting											\$	\$	\$	
Total	2	1	1							2			\$ 153537	2

3. Ethnic Breakdown of Music Faculty Teaching a Full-Time Load

	Black/ African-American		American Indian/ Alaska Native		Asian		Hispanic (of any race)		Native Hawaiian/ Pacific Islander		White		Other/ Ethnicity Unknown	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Full Professors											2			
Associate Professors		1									4	1		
Assistant Professors					1						1			
Instructors														
Lecturers	1										4			
Unranked														
Visiting														
Total	1	1			1				0		11	1		

Section IV: MUSIC FACULTY AND INSTRUCTIONAL STAFF

B. MUSIC FACULTY/INSTRUCTORS TEACHING LESS THAN A FULL-TIME LOAD

For more information about completing this section, please [click here](#).

1. Male (2018-2019 Data Only)

Check here, if appropriate: We are unable to provide faculty data by gender and are providing combined faculty data.
This is recorded in the "Part-Time Faculty: Male" chart only.

	(a) Actual Number of Individuals	(b) Full-Time Faculty Equivalence	(c) Total Salaries
i. With Faculty Status	1	1	\$ 79778
ii. Adjunct Faculty and Teaching Associates	15	6	\$ 340267
iii. Graduate Teaching Assistants/Associates	1	1	\$ 19267

2. Female (2018-2019 Data Only)

	(a) Actual Number of Individuals	(b) Full-Time Faculty Equivalence	(c) Total Salaries
i. With Faculty Status	2	1.5	\$ 105991
ii. Adjunct Faculty and Teaching Associates	9	1.8	\$ 109351
iii. Graduate Teaching Assistants/Associates			\$

Section IV: MUSIC FACULTY AND INSTRUCTIONAL STAFF

C. MUSIC PERFORMANCE FACULTY/INSTRUCTORS TEACHING LESS THAN A FULL-TIME LOAD

For more information about completing this section, please [click here](#).

Section IV.C. seeks additional, more specific information pertaining to music performance faculty/instructors teaching less than a full-time load. Please note that Section IV.C. is an extension of Section IV.B. and, therefore, may necessarily duplicate information reported in that section.

NOTE: For the purposes of this survey, "hourly" refers to clock hours. Please report music performance faculty/instructors' wages per clock hour. Though the majority of institutions use a semester/quarter credit hour basis for the purpose of calculating part-time performance staff compensation, each institution uses a slightly different formula. By reporting hourly wages using clock hours, data may be compared on a consistent basis among institutions.

	Highest Degree Earned					Length of Service at Institution				LOWEST Individual Hourly Wage	HIGHEST Individual Hourly Wage	AVERAGE Hourly Wage	
	Total Number	Doct.	Mast.	Bacc.	Assoc.	Cert. or Dipl.	No Deg.	1-4 yrs.	5-9 yrs.				10+ yrs.
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)
Total	<u>38</u>	<u>7</u>	<u>19</u>	<u>5</u>			<u>7</u>	<u>4</u>	<u>25</u>	<u>9</u>	\$ <u>69</u>	\$ <u>98</u>	\$ <u>98</u>

Section V: MUSIC ADMINISTRATIVE PERSONNEL AND PROCEDURES

A. MUSIC EXECUTIVES

For more information about completing this section, please [click here](#).

Information provided in Section V.A. must not be duplicated in Section IV.A.1. or IV.A.2. of "Music Faculty and Instructional Staff."

1. Is the music executive appointed by the administration/Board of Trustees?

	(a)	(b)	(c)	(d)	(e)	(f)
No	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Yes	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

2. Is the music executive elected by faculty?

	(a)	(b)	(c)	(d)	(e)	(f)
No	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Yes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. Is the music executive subject to formal review by faculty?

	(a)	(b)	(c)	(d)	(e)	(f)
No	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Yes	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

4. How often is the music executive subject to formal review by faculty?

(a) Every 5 Years (b) Every _____ Years (c) Every _____ Years

(d) Every _____ Years (e) Every _____ Years (f) Every _____ Years

5. What percentage (estimate) of the music executive's time is assigned to the following duties? (Percentages must total 100%. The figure is not assigned F.T.E., but actual time spent.)

	(a)	(b)	(c)	(d)	(e)	(f)
a. Teaching	<u>5</u> %	_____ %	_____ %	_____ %	_____ %	_____ %
b. Research/Creative Activities	<u>20</u> %	_____ %	_____ %	_____ %	_____ %	_____ %
c. Administrative Matters	<u>75</u> %	_____ %	_____ %	_____ %	_____ %	_____ %
d. Service (to professional organizations and community)	_____ %	_____ %	_____ %	_____ %	_____ %	_____ %
e. Fundraising	_____ %	_____ %	_____ %	_____ %	_____ %	_____ %
TOTAL (Must Equal 100%)	<u>100</u> %	_____ %	_____ %	_____ %	_____ %	_____ %

6. What is the music executive's title?

(a) Chair (b) _____ (c) _____

(d) _____ (e) _____ (f) _____

7. What is the music executive's salary for 2018-2019? (exclusive of benefits)

(a) \$ 134000 (b) \$ _____ (c) \$ _____

(d) \$ _____ (e) \$ _____ (f) \$ _____

8. Upon how many months is the music executive's salary based?

	(a)	(b)	(c)	(d)	(e)	(f)
9 or 10	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11 or 12	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

9. What is the gender of the music executive?

	(a)	(b)	(c)	(d)	(e)	(f)
Male	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Female	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

10. Please enter the music executive's teaching load in full-time equivalence:

(a) 0.1 F.T.E. (b) _____ F.T.E. (c) _____ F.T.E.

(d) _____ F.T.E. (e) _____ F.T.E. (f) _____ F.T.E.

Section V: MUSIC ADMINISTRATIVE PERSONNEL AND PROCEDURES

B. ASSISTANT OR ASSOCIATE MUSIC EXECUTIVES

For more information about completing this section, please [click here](#).

Information provided in Section V.B. must not be duplicated in Section IV.A.1. or IV.A.2. of "Music Faculty and Instructional Staff." Please ensure that all individuals are counted only once.

1. Does your institution have an assistant or associate music executive? No Yes

If no, proceed to Section C. If yes, answer questions 2 through 7.

2. What is the title of the assistant or associate music executive?

(a) Interim Associate Chair (b) _____ (c) _____
 (d) _____ (e) _____ (f) _____

3. What percentage (estimate) of the assistant or associate music executive's time is assigned to the following duties? (Percentages must total 100%. The figure is not assigned F.T.E., but actual time spent.)

	(a)	(b)	(c)	(d)	(e)	(f)
a. Teaching	<u>30</u> %	_____ %	_____ %	_____ %	_____ %	_____ %
b. Research/Creative Activities	<u>30</u> %	_____ %	_____ %	_____ %	_____ %	_____ %
c. Administrative Matters	<u>40</u> %	_____ %	_____ %	_____ %	_____ %	_____ %
d. Service (to professional organizations and community)	_____ %	_____ %	_____ %	_____ %	_____ %	_____ %
e. Fundraising	_____ %	_____ %	_____ %	_____ %	_____ %	_____ %
TOTAL (Must Equal 100%)	100 %	_____ %	_____ %	_____ %	_____ %	_____ %

4. What is the assistant or associate music executive's salary for 2018-2019 (exclusive of benefits)?

(a) \$ 84013 (b) \$ _____ (c) \$ _____
 (d) \$ _____ (e) \$ _____ (f) \$ _____

5. Upon how many months is the assistant or associate executive's salary based?

	(a)	(b)	(c)	(d)	(e)	(f)
9 or 10	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11 or 12	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

6. What is the gender of the assistant or associate music executive?

	(a)	(b)	(c)	(d)	(e)	(f)
Male	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Female	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

7. Please enter the assistant or associate music executive's teaching load in full-time equivalence:

(a) 0.5 F.T.E. (b) _____ F.T.E. (c) _____ F.T.E.
 (d) _____ F.T.E. (e) _____ F.T.E. (f) _____ F.T.E.

Section V: MUSIC ADMINISTRATIVE PERSONNEL AND PROCEDURES

C. OTHER PERSONNEL ASSIGNMENTS (including student help)

For more information about completing this section, please [click here](#).

1. Secretarial/Clerical Assistance

- a. How much staff time in the music unit is allotted for secretarial and clerical assistance? _____ 1 F.T.E.
- b. What are the total salary expenditures (exclusive of benefits) for secretarial and clerical assistance? \$ _____ 38986

2. Library Staff

- a. How much staff time is allotted for library personnel dealing with music holdings, regardless of budget source?
 - Branch Music Library _____ F.T.E.
 - Main Library _____ F.T.E.
 - Other Library _____ F.T.E.
- b. What are the total salary expenditures (exclusive of benefits) for music library staff? \$ _____

3. Technical Staff

- a. How much staff time in the music unit is allotted for technical/production staff? _____ F.T.E.
- b. What are the total salary expenditures (exclusive of benefits) for technical/production staff? \$ _____

4. Professional and Miscellaneous Staff

- a. How much staff time in the music unit is allotted for professional/miscellaneous staff? This section should include admissions staff, and all other staff not accounted for. _____ 4 F.T.E.
- b. What are the total salary expenditures (exclusive of benefits) for professional/miscellaneous staff? \$ _____ 212083

Section VI.A: SPECIFIC INSTRUCTIONAL, OPERATIONAL AND PERFORMANCE BUDGET FOR 2018-2019

For more information about completing this section, please [click here](#).

Instructional, Operational, and Performance Budget Figures Administered by the Music Unit (for the entire fiscal year related to the 2018-2019 academic year)	BUDGET 2018-2019	N/I
a. Faculty and Professional Travel (to meetings, etc.)	\$ 7385	<input type="checkbox"/>
b. Graduate Scholarships (administered by music unit) including fellowships/assistantships/tuition remission/discounts not already reported in a previous section	\$ 71750	<input type="checkbox"/>
c. Guest Artists	\$ 6000	<input type="checkbox"/>
d. Instructional Supplies	\$ 140403	<input type="checkbox"/>
e. Library (collection development other than performance materials)	\$ 0	<input checked="" type="checkbox"/>
f. Library (performance scores and parts only)	\$ 6841	<input type="checkbox"/>
g. Office Supplies	\$ 5889	<input type="checkbox"/>
h. Operating Services	\$ 6358	<input type="checkbox"/>
i. Postage	\$ 4372	<input type="checkbox"/>
j. Printing/Duplication	\$ 6366	<input type="checkbox"/>
k. Public Relations and Fundraising	\$ 6264	<input type="checkbox"/>
l. Short-Term Visiting Artists/Lecturers, etc. (less than one semester)	\$ 13275	<input type="checkbox"/>
m. Student Recruitment	\$ 2588	<input type="checkbox"/>
n. Student Travel (i.e., ensemble tours -- includes funds raised and administered by the music unit.)	\$ 10336	<input type="checkbox"/>
o. Student Wages	\$ 23285	<input type="checkbox"/>
p. Technical Services (instrument maintenance, office equipment, repair, piano tuning, etc.)	\$ 16517	<input type="checkbox"/>
q. Technology Services (electronic media, software, fees, etc.)	\$ 1812	<input type="checkbox"/>
r. Telephone/Fax/Electronic Communications	\$ 10659	<input type="checkbox"/>
s. Undergraduate Scholarships (administered by music unit) including tuition remission/discounts	\$ 366871	<input type="checkbox"/>
t. All Other Expenses	\$ 4652	<input type="checkbox"/>
TOTAL INSTRUCTIONAL, OPERATIONAL AND PERFORMANCE BUDGET FOR 2018-2019	\$ 711623	

Section VI.B: BENEFITS

For more information about completing this section, please [click here](#).

Please provide a total figure for benefits to all individuals recorded in Sections IV (faculty), and V (administration) of this survey form regardless of budget source. (If you do not know this figure, please estimate based on the benefits package at your institutions.) Benefits include, but are not limited to, FICA, Health Insurance, Disability Insurance, Life Insurance, Retirement Plans, etc., paid for by the institution. \$ 480788

Section VI.C: GRAND TOTAL ANNUAL BUDGET OF THE MUSIC UNIT IN 2018-2019 IN 2018-2019

For more information about completing this section, please [click here](#).

This figure will include monies that are directly controlled by the music unit. It will include faculty and staff salaries (including benefits), and operational budgets (sum of expenses from Sections IV, V, and VI). \$ 3406953

Section VI.D: EQUIPMENT AND BUILDING BUDGET

For more information about completing this section, please [click here](#).

1.	Equipment	2018-2019 Academic Year	N/I
	a. Purchases	\$ <u>23616</u>	<input type="checkbox"/>
	b. Leases and Rentals	\$ <u>0</u>	<input type="checkbox"/>
	c. Repairs	\$ <u>2464</u>	<input type="checkbox"/>
2.	Building		
	a. Renovation and Repair	\$ <u>0</u>	<input type="checkbox"/>
	b. Leases and Rentals	\$ <u>0</u>	<input type="checkbox"/>
	c. New Construction (Please describe below)	\$ <u>0</u>	<input type="checkbox"/>

TOTAL EQUIPMENT AND BUILDING BUDGET <i>(Total of VI.D.1. a.-c. and VI.D.2. a.-c. above only)</i>	\$ <u>26080</u>
---	-----------------

Section VI.E: SPECIFIC SOURCES OF INCOME/ENDOWMENT FOR THE MUSIC UNIT IN 2017-2018

For more information about completing this section, please [click here](#).

		Income	Endowment
1. Public Grants (special grants to the music unit from national, state, or local governmental arts funding sources)	\$ <u> 0</u>	<input checked="" type="radio"/>	<input type="radio"/>
2. Foundation/Corporation Support (special grants to the music unit from private foundations or corporations)	\$ <u> 0</u>	<input checked="" type="radio"/>	<input type="radio"/>
3. Private Gifts (gifts from individuals given directly to the music unit)	\$ <u> 128615</u>	<input type="radio"/>	<input checked="" type="radio"/>
4. Ticket Sales, Commissions, Rentals, Etc. (income earned by the music unit related to performance)	\$ <u> 14001</u>	<input checked="" type="radio"/>	<input type="radio"/>
5. Fund Raising (monies allocated to and controlled by the music unit)	\$ <u> 55488</u>	<input checked="" type="radio"/>	<input type="radio"/>
6. Tuition (monies allocated to and controlled by the music unit)	\$ <u> 0</u>	<input checked="" type="radio"/>	<input type="radio"/>
7. Student Fees (monies allocated to and controlled by the music unit)	\$ <u> 172225</u>	<input checked="" type="radio"/>	<input type="radio"/>
8. Income from Endowment (monies allocated to and controlled by the music unit)	\$ <u> 376249</u>	<input checked="" type="radio"/>	<input type="radio"/>
TOTAL SPECIFIC SOURCES OF INCOME/ENDOWMENT FOR THE MUSIC UNIT IN 2017-2018 <i>(Total of VI.E. 1. through 8. above)</i>	\$ <u> 746578</u>		

Section VI.F: TOTAL ENDOWMENT

For more information about completing this section, please [click here](#).

Provide the total endowment of the music unit restricted for use by the music unit. Include endowment principal for items such as music professorships, music scholarships, music library, music operating funds, concert series, and musical activities. \$ 11113182

Section VI.G: TUITION REMISSION FOR GRADUATE STUDENTS FOR 2018-2019

For more information about completing this section, please [click here](#).

1.How many full-time graduate students are receiving full tuition remission? _____ 12

2.What is the total dollar value of all full-time graduate student tuition remissions? \$ _____ 71750

3.How many part-time graduate students are receiving full tuition remission? _____ 0

4.What is the total value of all part-time graduate student tuition remissions? \$ _____ 0

2017-2018 HEADS Data Survey Printable Version**GENERAL INFORMATION**

For more information about completing this section, please [click here](#).

Name of Music Executive/Representative to NASM	John D Vander Weg
Title of Music Executive/Representative to NASM	Associate Provost
Name of Institution (please do not abbreviate)	Wayne State University
Name of Unit (please use full designation)	Department of Music
Street Address and/or P.O. Box	1321 Old Main Wayne State University
City	Detroit
State	Michigan
Zip Code	48202
Telephone	313-577-1795 ext. _____
Facsimile	313-577-5420
E-Mail	jdvw@wayne.edu

CONFIDENTIALITY

Individual institutional financial information provided in the HEADS Data Survey is held in confidant by HEADS. HEADS will release non-institution specific financial data in the aggregate and subsets of the aggregate through HEADS Data Summaries and HEADS Special Reports. Information pertaining to a specific institution should be sought from the institution directly.

Section I: GENERAL INSTITUTIONAL INFORMATION**1. Please check all that apply:**

- | | |
|---|--|
| <input type="checkbox"/> a. Private | <input type="checkbox"/> f. Land-Grant |
| <input checked="" type="checkbox"/> b. Public | <input checked="" type="checkbox"/> g. Research |
| <input type="checkbox"/> c. Proprietary | <input type="checkbox"/> h. Community/Junior College |
| <input checked="" type="checkbox"/> d. Not-for-Profit | <input checked="" type="checkbox"/> i. Degree-Granting |
| <input type="checkbox"/> e. Free-Standing/Independent | <input type="checkbox"/> j. Non-Degree-Granting |

2. What is the TOTAL institutional enrollment (number of individuals, i.e., headcount) for Fall 2017? Include only local campus, not system-wide, enrollment. (Please check only one.)

- | | |
|---|--|
| <input type="checkbox"/> a. 1 - 500 | <input type="checkbox"/> g. 15,001 - 20,000 |
| <input type="checkbox"/> b. 501 - 1,000 | <input type="checkbox"/> h. 20,001 - 25,000 |
| <input type="checkbox"/> c. 1,001 - 2,500 | <input checked="" type="checkbox"/> i. 25,001 - 30,000 |
| <input type="checkbox"/> d. 2,501 - 5,000 | <input type="checkbox"/> j. 30,001 - 35,000 |
| <input type="checkbox"/> e. 5,001 - 10,000 | <input type="checkbox"/> k. 35,001 - 40,000 |
| <input type="checkbox"/> f. 10,001 - 15,000 | <input type="checkbox"/> l. 40,001 plus |

3. What is the highest program level offered IN MUSIC at your institution? (Please check only one.)

- | | |
|--|--|
| <input type="checkbox"/> a. Associate Degree | <input checked="" type="checkbox"/> c. Master's Degree |
| <input type="checkbox"/> b. Baccalaureate Degree | <input type="checkbox"/> d. Doctoral Degree |

4. What is the highest program level offered IN ANY UNIT at your institution? (Please check only one.)

- | | |
|--|---|
| <input type="checkbox"/> a. Associate Degree | <input type="checkbox"/> d. Post-Master's Degree (Not Doctoral) |
| <input type="checkbox"/> b. Baccalaureate Degree | <input checked="" type="checkbox"/> e. Doctoral Degree |
| <input type="checkbox"/> c. Master's Degree | |

5. Is your institution an accredited institutional member of NASM? (Please check only one.)

- | | |
|---|--|
| <input checked="" type="checkbox"/> a. Member | <input type="checkbox"/> b. Non-Member |
|---|--|

6. Is your institution involved with either of the following during the 2017-2018 academic year? (Check all that apply. If your institution is not involved with either, please leave blank.)

- | | |
|---|---|
| <input type="checkbox"/> a. Building a new music facility | <input type="checkbox"/> b. Renovating the music facility |
|---|---|

7. Does your institution offer any programs IN MUSIC in which more than forty percent (40%) of the curricular requirements are fulfilled through distance learning mechanisms?

- | | |
|------------------------------|--|
| <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
|------------------------------|--|

Section II.A: ASSOCIATE DEGREES - Enrollment by Major Area

For more information about completing this section, please [click here](#).

(a) Music Major Enrollment Summer 2017 (b) Music Major Enrollment Fall 2017 (c) Number of Degrees Awarded to Music Majors July 1, 2016 - June 30, 2017

1. Associate of Fine Arts Degree Programs or Equivalent

(Enter only number of major students enrolled in music programs with at least 65% music content.)

Brass

Horn Performance	_____	_____	_____
Trumpet Performance	_____	_____	_____
Trombone Performance	_____	_____	_____
Euphonium Performance	_____	_____	_____
Tuba Performance	_____	_____	_____

Guitar Performance	_____	_____	_____
Harp Performance	_____	_____	_____
Harpichord Performance	_____	_____	_____
Jazz Studies	_____	_____	_____
Music History/Literature	_____	_____	_____
Organ Performance	_____	_____	_____
Percussion Performance	_____	_____	_____
Piano Performance	_____	_____	_____

Strings

Violin Performance	_____	_____	_____
Viola Performance	_____	_____	_____
Cello Performance	_____	_____	_____
Double Bass Performance	_____	_____	_____

Voice Performance - Female

Soprano	_____	_____	_____
Alto	_____	_____	_____

Voice Performance - Male

Tenor	_____	_____	_____
Bass	_____	_____	_____

Woodwinds

Flute Performance	_____	_____	_____
Oboe Performance	_____	_____	_____
Clarinet Performance	_____	_____	_____
Bassoon Performance	_____	_____	_____
Saxophone Performance	_____	_____	_____

Other (please specify):	_____	_____	_____
Other (please specify):	_____	_____	_____

Total (Section II.A.1 only)	_____	_____	_____
------------------------------------	-------	-------	-------

2. Associate Degree Programs in Music Education, Music/Business and Music Combined with an Outside Field

(Enter only number of major students enrolled in music programs with at least 50% music content.)

Music Education

Choral	_____	_____	_____
Instrumental	_____	_____	_____
General	_____	_____	_____
Combined tracks	_____	_____	_____
No tracks specified	_____	_____	_____

Music Industry/Music Business

Music Technology	_____	_____	_____
Other (please specify):	_____	_____	_____
Other (please specify):	_____	_____	_____
Other (please specify):	_____	_____	_____

Total (Section II.A.2 only)	_____	_____	_____
------------------------------------	-------	-------	-------

3. Associate Liberal Arts Degree Programs in Music

(Enter only number of major students enrolled in music programs with 30-45% music content.)

Liberal Arts Degree	_____	_____	_____
Other (please specify):	_____	_____	_____
Other (please specify):	_____	_____	_____
Other (please specify):	_____	_____	_____

Total (Section II.A.3 only)

Section II.B: BACCALAUREATE DEGREES - Enrollment by Major Area

For more information about completing this section, please [click here](#).

	(a) Music Major Enrollment Summer 2017	(b) Music Major Enrollment Fall 2017	(c) Number of Degrees Awarded to Music Majors July 1, 2016 - June 30, 2017
1. Bachelor of Music Degree Programs or Other Professional Degree Program (Enter only number of major students enrolled in music programs with at least 65% music content.)			
Accompanying	0	0	0
<i>Brass</i>			
Horn Performance	1	0	0
Trumpet Performance	0	1	0
Trombone Performance	1	3	0
Euphonium Performance	0	0	0
Tuba Performance	1	1	0
Composition	4	13	3
Guitar Performance	0	1	1
Harp Performance	1	1	0
Harpichord Performance	0	0	0
Jazz Studies	5	29	3
Literature	0	0	0
Music History	0	0	0
Organ Performance	0	0	0
Percussion Performance	0	2	0
Piano Performance	1	0	2
Pedagogy	0	0	0
Sacred Music/Worship Studies	0	0	0
<i>Strings</i>			
Violin Performance	0	5	1
Viola Performance	0	3	0
Cello Performance	0	4	0
Double Bass Performance	0	1	0
Theory	0	0	0
Theory/Composition	0	0	1
<i>Voice Performance - Female</i>			
Soprano	0	7	1
Alto	1	3	0
<i>Voice Performance - Male</i>			
Tenor	0	2	0
Bass	0	1	0
<i>Woodwinds</i>			
Flute Performance	0	0	0
Oboe Performance	0	2	1
Clarinet Performance	0	0	0
Bassoon Performance	0	1	0
Saxophone Performance	0	3	0
Other (please specify): <u>Pre-Music</u>	4	13	0
Other (please specify): <u>Exploratory Music</u>	0	8	0
Other (please specify): _____	_____	_____	_____
Total (Section II.B.1 only)	19	104	13

2. Baccalaureate Degree Programs in Music Education, Music Therapy, Musical Arts, and Music Combined with an Outside Field
(Enter only number of major students enrolled in music programs with at least 50% music content.)

<i>Music Education</i>			
Choral	3	24	3
Instrumental	2	34	8
General	0	0	0
Combined tracks	0	0	0
No tracks specified	0	0	0
Music Therapy	0	0	0
Music/Arts Administration	0	0	0
Music/Engineering	0	0	0
Music Industry/Music Business	6	27	6
Music Technology	7	35	2

Musical Arts	0	0	0
Musical Theatre	0	0	0
Other (please specify): _____	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Total (Section II.B.2 only)	18	120	19

3. **Baccalaureate Liberal Arts Degree Programs in Music (B.A., B.S.)**
 (Enter only number of major students enrolled in music programs with 30-45% music content.)

Liberal Arts Degree	6	29	15
Other (please specify): _____	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Total (Section II.B.3 only)	6	29	15

Section II.C: MASTER'S DEGREES - Enrollment by Major Area

For more information about completing this section, please [click here](#).

	(a) Music Major Enrollment Summer 2017	(b) Music Major Enrollment Fall 2017	(c) Number of Degrees Awarded to Music Majors July 1, 2016 - June 30, 2017
1. Specific Master's Degree Programs (M.M.) (Enter only number of major students enrolled in music degree programs.)			
Accompanying	0	0	0
Arts Administration	0	0	0
<i>Brass</i>			
Horn Performance	0	0	0
Trumpet Performance	0	0	0
Trombone Performance	0	0	0
Euphonium Performance	0	0	0
Tuba Performance	0	0	0
Composition	0	5	1
Conducting	0	4	1
Ethnomusicology	0	0	0
Guitar Performance	0	1	0
Harp Performance	0	0	0
Harpichord Performance	0	0	0
Jazz Studies	0	0	0
<i>Music Education</i>			
Choral	0	0	0
Instrumental	0	0	0
General	0	0	0
Combined tracks	0	0	0
No tracks specified	0	0	0
Music History/Musicology	0	0	0
Music Therapy	0	0	0
Opera	0	0	0
Organ Performance	0	0	0
Pedagogy	0	0	0
Percussion Performance	0	0	0
Piano Performance	0	1	2
Sacred Music/Worship Studies	0	0	0
<i>Strings</i>			
Violin Performance	0	0	0
Viola Performance	0	0	0
Cello Performance	0	0	0
Double Bass Performance	0	0	0
Theory	0	0	0
<i>Voice Performance - Female</i>			
Soprano	0	1	0
Alto	0	1	1
<i>Voice Performance - Male</i>			
Tenor	0	0	0
Bass	0	0	0
<i>Woodwinds</i>			
Flute Performance	0	0	0
Oboe Performance	0	1	1
Clarinet Performance	0	0	0
Bassoon Performance	0	0	0
Saxophone Performance	0	0	0
Other (please specify): <u>Jazz Performance</u>	0	7	1
Other (please specify): _____	_____	_____	_____
Total (Section II.C.1 only)	0	21	7
2. General Master's Degree Programs (M.A., or M.S.) (Enter only number of major students enrolled in music degree programs.)			
General Master's in Music	1	1	1
Other (please specify): _____	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Other (please specify): _____	_____	_____	_____

Total (Section II.C.2 only)

_____ 1

_____ 1

_____ 1

Section II.D: DOCTORAL DEGREES - Enrollment by Major Area

For more information about completing this section, please [click here](#).

	(a) Music Major Enrollment Summer 2017	(b) Music Major Enrollment Fall 2017	(c) Number of Degrees Awarded to Music Majors July 1, 2016 - June 30, 2017
Doctoral Degree Programs in Music (Enter only number of major students enrolled in music degree programs.)			
Accompanying	_____	_____	_____
Brass			
Horn Performance	_____	_____	_____
Trumpet Performance	_____	_____	_____
Trombone Performance	_____	_____	_____
Euphonium Performance	_____	_____	_____
Tuba Performance	_____	_____	_____
Composition	_____	_____	_____
Conducting	_____	_____	_____
Ethnomusicology	_____	_____	_____
Guitar Performance	_____	_____	_____
Harp Performance	_____	_____	_____
Harpichord Performance	_____	_____	_____
Jazz Studies	_____	_____	_____
Music Education			
Choral	_____	_____	_____
Instrumental	_____	_____	_____
General	_____	_____	_____
Combined tracks	_____	_____	_____
No tracks specified	_____	_____	_____
Musicology	_____	_____	_____
Opera	_____	_____	_____
Organ Performance	_____	_____	_____
Pedagogy	_____	_____	_____
Percussion Performance	_____	_____	_____
Piano Performance	_____	_____	_____
Sacred Music/Worship Studies	_____	_____	_____
Strings			
Violin Performance	_____	_____	_____
Viola Performance	_____	_____	_____
Cello Performance	_____	_____	_____
Double Bass Performance	_____	_____	_____
Theory	_____	_____	_____
Voice Performance - Female			
Soprano	_____	_____	_____
Alto	_____	_____	_____
Voice Performance - Male			
Tenor	_____	_____	_____
Bass	_____	_____	_____
Woodwinds			
Flute Performance	_____	_____	_____
Oboe Performance	_____	_____	_____
Clarinet Performance	_____	_____	_____
Bassoon Performance	_____	_____	_____
Saxophone Performance	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Total (Section II.D only)	_____	_____	_____

Section II.E: NON-DEGREE PROGRAMS - Enrollment by Program

	(a) Enrollment Summer 2017	(b) Enrollment Fall 2017	(c) Number of Students Completing Program July 1, 2016 - June 30, 2017
1. Undergraduate Level Non-Degree-Granting Programs (Certificate, Diploma, etc.)			
Enter only the programs that require at least 30 semester hours/45 quarter hours (or the equivalent).			
Program Title:	_____	_____	_____
Program Title:	_____	_____	_____
Program Title:	_____	_____	_____
Program Title:	_____	_____	_____
Program Title:	_____	_____	_____
Total (Section II.E.1 only)	_____	_____	_____

	(a) Enrollment Summer 2017	(b) Enrollment Fall 2017	(c) Number of Students Completing Program July 1, 2016 - June 30, 2017
2. Graduate Level Non-Degree-Granting Programs (Certificate, Diploma, etc.)			
Enter only the programs that require at least 15 semester hours/22 quarter hours (or the equivalent).			
Program Title:	_____	_____	_____
Program Title:	_____	_____	_____
Program Title:	_____	_____	_____
Program Title:	_____	_____	_____
Program Title:	_____	_____	_____
Total (Section II.E.2 only)	_____	_____	_____

Section II.F: GRAND TOTAL MUSIC MAJOR ENROLLMENT - By Major Area and Program

The grand total music major enrollment by major area and program figures are derived by adding the answers from sections II.A, II.B, II.C, II.D., and II.E. You do not have to enter the figure; it has been completed for you.

For more information about completing this section, please [click here](#).

	(a) Music Major Enrollment Summer 2017	(b) Music Major Enrollment Fall 2017	(c) Number of Degrees/Certificates/Degrees Awarded to Music Majors July 1, 2016 - June 30, 2017
Grand Total	<u>44</u>	<u>275</u>	<u>55</u>

Section II.G: ETHNIC BREAKDOWN OF STUDENTS

For more information about completing this section, please [click here](#).

	Black/ African- American		American Indian/ Alaska Native		Asian		Hispanic (of any race)		Native Hawaiian/ Pacific Islander		White		Other/ Ethnicity Unknown		Total:
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
Associate Degrees:															
Professional	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liberal Arts	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Baccalaureate Degrees:															
Professional	15	13	0	0	3	0	5	5	0	0	98	48	25	11	223
Liberal Arts	4	3	0	0	1	0	1	0	0	0	11	5	5	0	30
Master's Degrees:															
Specific	1	1	0	0	0	0	0	0	1	0	11	2	4	1	21
General	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
Doctoral Degrees:															
Specific	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
General	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Non-Degree Programs															
Undergraduate	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Graduate	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total:	20	17	1	0	4	0	6	5	1	0	120	55	34	12	275

Section II.H: BACCALAUREATE MUSIC MAJOR ENROLLMENT BY INSTRUMENT

For more information about completing this section, please [click here](#).

Section II.H seeks additional, more specific information pertaining to baccalaureate music majors. Please note that Section II.H is an extension of Sections II.B and II.E.1 and, therefore, may necessarily duplicate information reported in those sections.

(a) Music Major Enrollment Summer 2017 (b) Music Major Enrollment Fall 2017

1. Bachelor of Music Degree Programs or Other Professional Degree Programs which require at least 65% music content

<i>Brass</i>		
Horn	2	1
Trumpet	0	1
Trombone	1	3
Euphonium	0	0
Tuba	1	2
Guitar	4	19
Harp	1	1
Harpsichord	0	0
Organ	0	0
Percussion	1	8
Piano	2	4
<i>Strings</i>		
Violin	1	5
Viola	0	7
Cello	0	4
Double Bass	2	8
<i>Voice - Female</i>		
Soprano	0	11
Alto	1	5
<i>Voice - Male</i>		
Tenor	3	7
Bass	0	2
<i>Woodwinds</i>		
Flute	0	0
Oboe	0	2
Clarinet	0	1
Bassoon	0	1
Saxophone	1	14
Other (please specify): _____	_____	_____
Other (please specify): _____	_____	_____
Total (Section II.H.1 only)	20	106

2. Baccalaureate Degree Programs in Music Education, Music Therapy, Musical Arts, and Music Combined with an Outside Field which require at least 50% music content

<i>Brass</i>		
Horn	0	3
Trumpet	0	1
Trombone	0	3
Euphonium	0	1
Tuba	0	0
Guitar	3	6
Harp	1	1
Harpsichord	0	0
Organ	0	0
Percussion	5	14
Piano	1	8
<i>Strings</i>		
Violin	0	8
Viola	0	4
Cello	0	3
Double Bass	0	3
<i>Voice - Female</i>		
Soprano	1	10
Alto	3	12
<i>Voice - Male</i>		
Tenor	0	10
Bass	0	4
<i>Woodwinds</i>		

Flute	0	4
Oboe	0	0
Clarinet	0	5
Bassoon	0	0
Saxophone	3	13
Other (please specify): _____	_____	_____
Other (please specify): _____	_____	_____
Total (Section II.H.2 only)	17	113

3. **Baccalaureate Liberal Arts Degree Programs in Music (B.A., B.S.) which require 30-45% music content**

<i>Brass</i>		
Horn	0	1
Trumpet	0	1
Trombone	1	2
Euphonium	0	0
Tuba	0	0
Guitar	0	4
Harp	0	0
Harpsichord	0	0
Organ	0	0
Percussion	0	3
Piano	2	3
<i>Strings</i>		
Violin	0	4
Viola	0	4
Cello	0	1
Double Bass	0	1
<i>Voice - Female</i>		
Soprano	0	1
Alto	1	0
<i>Voice - Male</i>		
Tenor	1	2
Bass	1	4
<i>Woodwinds</i>		
Flute	0	2
Oboe	0	0
Clarinet	0	0
Bassoon	0	0
Saxophone	0	1
Other (please specify): _____	_____	_____
Other (please specify): _____	_____	_____
Total (Section II.H.3 only)	6	34

4. **Undergraduate Level Non-Degree Granting Programs**

<i>Brass</i>		
Horn	_____	_____
Trumpet	_____	_____
Trombone	_____	_____
Euphonium	_____	_____
Tuba	_____	_____
Guitar	_____	_____
Harp	_____	_____
Harpsichord	_____	_____
Organ	_____	_____
Percussion	_____	_____
Piano	_____	_____
<i>Strings</i>		
Violin	_____	_____
Viola	_____	_____
Cello	_____	_____
Double Bass	_____	_____
<i>Voice - Female</i>		
Soprano	_____	_____
Alto	_____	_____
<i>Voice - Male</i>		
Tenor	_____	_____
Bass	_____	_____

Woodwinds

Flute	_____	_____
Oboe	_____	_____
Clarinet	_____	_____
Bassoon	_____	_____
Saxophone	_____	_____
Other (please specify):	_____	_____
Other (please specify):	_____	_____
Total (Section II.H.4 only)	_____	_____

5. **Grand Total Baccalaureate Music Major Enrollment by Instrument**

The grand total baccalaureate music major enrollment by instrument figures are derived by adding the answers from Section II.H.1.,2.,3., and 4. You do not have to enter the figure; it has been completed for you.
For more information about completing this section, please [click here](#).

Brass

Horn	_____ 2	_____ 5
Trumpet	_____ 0	_____ 3
Trombone	_____ 2	_____ 8
Euphonium	_____ 0	_____ 1
Tuba	_____ 1	_____ 2
Guitar	_____ 7	_____ 29
Harp	_____ 2	_____ 2
Harpsichord	_____ 0	_____ 0
Organ	_____ 0	_____ 0
Percussion	_____ 6	_____ 25
Piano	_____ 5	_____ 15

Strings

Violin	_____ 1	_____ 17
Viola	_____ 0	_____ 15
Cello	_____ 0	_____ 8
Double Bass	_____ 2	_____ 12

Voice - Female

Soprano	_____ 1	_____ 22
Alto	_____ 5	_____ 17

Voice - Male

Tenor	_____ 4	_____ 19
Bass	_____ 1	_____ 10

Woodwinds

Flute	_____ 0	_____ 6
Oboe	_____ 0	_____ 2
Clarinet	_____ 0	_____ 6
Bassoon	_____ 0	_____ 1
Saxophone	_____ 4	_____ 28

Other	_____	_____
Other	_____	_____

Total (Section II.H.5 only)	_____ 43	_____ 253
------------------------------------	----------	-----------

Section III: TOTAL INSTRUCTIONAL SERVICE (IN QUARTER OR SEMESTER CREDIT HOURS)For more information about completing this section, please [click here](#).

A. What is the projected total number of quarter credit hours OR semester credit hours generated in music courses offered during the 2017-2018 academic year (excluding summer) **by non-music major students?**

Quarter Hours (a) **OR** Semester Hours 2239 (b)

B. What is the projected total number of quarter credit hours OR semester credit hours generated in music courses offered during the 2017-2018 academic year (excluding summer) **by music major students?**

Quarter Hours (a) **OR** Semester Hours 4454 (b)

C. What is the projected total number of quarter credit hours OR semester credit hours generated in music courses offered during the 2017-2018 academic year (excluding summer).

Quarter Hours (a) **OR** Semester Hours 6693 (b)

D. What is the projected number of students (nonduplicated headcount) involved in any curricular aspect of the music unit during the 2017-2018 academic year (excluding summer)?

 1067 students

Section IV: MUSIC FACULTY AND INSTRUCTIONAL STAFF

A. MUSIC FACULTY TEACHING A FULL-TIME LOAD: 2017-2018 DATA ONLY

For more information about completing this section, please [click here](#).

1. Male (2017-2018 Data Only)

Check here, if appropriate: We are unable to provide faculty data by gender and are providing combined faculty data.
This is recorded in the "Full-Time Faculty: Male" chart only.

CONFIDENTIALITY: Please note that salary information is released by HEADS only in the form of composite data. Salary figures provided by individual institutions are held strictly confidential. Institutions are asked to furnish complete information to ensure that all participating institutions receive true averages in the published results of this survey.

	Highest Degree Earned					Length of Service at Institution					LOWEST Individual Salary	HIGHEST Individual Salary	TOTAL Salary Expenditure	Number with Tenure
	Total Number	Doct.	Mast.	Bacc.	Assoc.	Cert. or Dipl.	No Deg.	1-4 yrs.	5-9 yrs.	10+ yrs.				
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)				
Full Professors	1		1							1	\$ 99424	\$ 99424	\$ 99424	1
Associate Professors	2	2							1	1	\$ 75515	\$ 75814	\$ 151329	2
Assistant Professors											\$	\$	\$	
Instructors											\$	\$	\$	
Lecturers	6	5	1					5	1		\$ 56188	\$ 60750	\$ 347793	0
Unranked											\$	\$	\$	
Visiting											\$	\$	\$	
Total	9	7	2					5	2	2			\$ 598546	3

If a tenure system does not exist, check here:

2. Female (2017-2018 Data Only)

CONFIDENTIALITY: Please note that salary information is released by HEADS only in the form of composite data. Salary figures provided by individual institutions are held strictly confidential. Institutions are asked to furnish complete information to ensure that all participating institutions receive true averages in the published results of this survey.

	Highest Degree Earned					Length of Service at Institution					LOWEST Individual Salary	HIGHEST Individual Salary	TOTAL Salary Expenditure	Number with Tenure
	Total Number	Doct.	Mast.	Bacc.	Assoc.	Cert. or Dipl.	No Deg.	1-4 yrs.	5-9 yrs.	10+ yrs.				
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)				
Full Professors											\$	\$	\$	
Associate Professors	2	1	1							2	\$ 73394	\$ 73583	\$ 146977	2
Assistant Professors	1	1							1		\$ 74752	\$ 74752	\$ 74752	1
Instructors											\$	\$	\$	
Lecturers											\$	\$	\$	
Unranked											\$	\$	\$	
Visiting											\$	\$	\$	
Total	3	2	1						1	2			\$ 221729	3

3. Ethnic Breakdown of Music Faculty Teaching a Full-Time Load

	Black/ African-American		American Indian/ Alaska Native		Asian		Hispanic (of any race)		Native Hawaiian/ Pacific Islander		White		Other/ Ethnicity Unknown	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Full Professors											1			
Associate Professors		1									2			
Assistant Professors												1		
Instructors														
Lecturers	2										4			
Unranked														
Visiting														
Total	2	1									7	1		

Section IV: MUSIC FACULTY AND INSTRUCTIONAL STAFF

B. MUSIC FACULTY/INSTRUCTORS TEACHING LESS THAN A FULL-TIME LOAD

For more information about completing this section, please [click here](#).

1. Male (2017-2018 Data Only)

Check here, if appropriate: We are unable to provide faculty data by gender and are providing combined faculty data.
This is recorded in the "Part-Time Faculty: Male" chart only.

	(a) Actual Number of Individuals	(b) Full-Time Faculty Equivalence	(c) Total Salaries
i. With Faculty Status	3	1	\$ 251273
ii. Adjunct Faculty and Teaching Associates	11	2.4	\$ 118235
iii. Graduate Teaching Assistants/Associates	1	0.5	\$ 18534

2. Female (2017-2018 Data Only)

	(a) Actual Number of Individuals	(b) Full-Time Faculty Equivalence	(c) Total Salaries
i. With Faculty Status	2	1.5	\$ 118288
ii. Adjunct Faculty and Teaching Associates	11	2.1	\$ 132939
iii. Graduate Teaching Assistants/Associates			\$

Section IV: MUSIC FACULTY AND INSTRUCTIONAL STAFF

C. MUSIC PERFORMANCE FACULTY/INSTRUCTORS TEACHING LESS THAN A FULL-TIME LOAD

For more information about completing this section, please [click here](#).

Section IV.C. seeks additional, more specific information pertaining to music performance faculty/instructors teaching less than a full-time load. Please note that Section IV.C. is an extension of Section IV.B. and, therefore, may necessarily duplicate information reported in that section.

NOTE: For the purposes of this survey, "hourly" refers to clock hours. Please report music performance faculty/instructors' wages per clock hour. Though the majority of institutions use a semester/quarter credit hour basis for the purpose of calculating part-time performance staff compensation, each institution uses a slightly different formula. By reporting hourly wages using clock hours, data may be compared on a consistent basis among institutions.

	Highest Degree Earned					Length of Service at Institution				LOWEST Individual Hourly Wage	HIGHEST Individual Hourly Wage	AVERAGE Hourly Wage	
	Total Number	Doct.	Mast.	Bacc.	Assoc.	Cert. or Dipl.	No Deg.	1-4 yrs.	5-9 yrs.				10+ yrs.
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)
Total	42	4	22	13			3	2	18	22	\$ 67	\$ 95	\$ 88

Section V: MUSIC ADMINISTRATIVE PERSONNEL AND PROCEDURES

A. MUSIC EXECUTIVES

For more information about completing this section, please [click here](#).

Information provided in Section V.A. must not be duplicated in Section IV.A.1. or IV.A.2. of "Music Faculty and Instructional Staff."

1. Is the music executive appointed by the administration/Board of Trustees?

	(a)	(b)	(c)	(d)	(e)	(f)
No	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Yes	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

2. Is the music executive elected by faculty?

	(a)	(b)	(c)	(d)	(e)	(f)
No	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Yes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. Is the music executive subject to formal review by faculty?

	(a)	(b)	(c)	(d)	(e)	(f)
No	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Yes	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

4. How often is the music executive subject to formal review by faculty?

(a) Every 5 Years (b) Every _____ Years (c) Every _____ Years

(d) Every _____ Years (e) Every _____ Years (f) Every _____ Years

5. What percentage (estimate) of the music executive's time is assigned to the following duties? (Percentages must total 100%. The figure is not assigned F.T.E., but actual time spent.)

	(a)	(b)	(c)	(d)	(e)	(f)
a. Teaching	<u>10</u> %	_____ %	_____ %	_____ %	_____ %	_____ %
b. Research/Creative Activities	<u>10</u> %	_____ %	_____ %	_____ %	_____ %	_____ %
c. Administrative Matters	<u>70</u> %	_____ %	_____ %	_____ %	_____ %	_____ %
d. Service (to professional organizations and community)	<u>10</u> %	_____ %	_____ %	_____ %	_____ %	_____ %
e. Fundraising	_____ %	_____ %	_____ %	_____ %	_____ %	_____ %
TOTAL (Must Equal 100%)	<u>100</u> %	_____ %	_____ %	_____ %	_____ %	_____ %

6. What is the music executive's title?

(a) Chair _____ (b) _____ (c) _____

(d) _____ (e) _____ (f) _____

7. What is the music executive's salary for 2017-2018? (exclusive of benefits)

(a) \$ 132000 (b) \$ _____ (c) \$ _____

(d) \$ _____ (e) \$ _____ (f) \$ _____

8. Upon how many months is the music executive's salary based?

	(a)	(b)	(c)	(d)	(e)	(f)
9 or 10	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11 or 12	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

9. What is the gender of the music executive?

	(a)	(b)	(c)	(d)	(e)	(f)
Male	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Female	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

10. Please enter the music executive's teaching load in full-time equivalence:

(a) 0.1 F.T.E. (b) _____ F.T.E. (c) _____ F.T.E.

(d) _____ F.T.E. (e) _____ F.T.E. (f) _____ F.T.E.

Section V: MUSIC ADMINISTRATIVE PERSONNEL AND PROCEDURES

B. ASSISTANT OR ASSOCIATE MUSIC EXECUTIVES

For more information about completing this section, please [click here](#).

Information provided in Section V.B. must not be duplicated in Section IV.A.1. or IV.A.2. of "Music Faculty and Instructional Staff." Please ensure that all individuals are counted only once.

1. Does your institution have an assistant or associate music executive? No Yes

If no, proceed to Section C. If yes, answer questions 2 through 7.

2. What is the title of the assistant or associate music executive?

(a) Interim Associate Chair (b) _____ (c) _____
 (d) _____ (e) _____ (f) _____

3. What percentage (estimate) of the assistant or associate music executive's time is assigned to the following duties? (Percentages must total 100%. The figure is not assigned F.T.E., but actual time spent.)

	(a)	(b)	(c)	(d)	(e)	(f)
a. Teaching	<u>50</u> %	_____ %	_____ %	_____ %	_____ %	_____ %
b. Research/Creative Activities	<u>10</u> %	_____ %	_____ %	_____ %	_____ %	_____ %
c. Administrative Matters	<u>30</u> %	_____ %	_____ %	_____ %	_____ %	_____ %
d. Service (to professional organizations and community)	<u>10</u> %	_____ %	_____ %	_____ %	_____ %	_____ %
e. Fundraising	_____ %	_____ %	_____ %	_____ %	_____ %	_____ %
TOTAL (Must Equal 100%)	100 %	_____ %	_____ %	_____ %	_____ %	_____ %

4. What is the assistant or associate music executive's salary for 2017-2018 (exclusive of benefits)?

(a) \$ 79326 (b) \$ _____ (c) \$ _____
 (d) \$ _____ (e) \$ _____ (f) \$ _____

5. Upon how many months is the assistant or associate executive's salary based?

	(a)	(b)	(c)	(d)	(e)	(f)
9 or 10	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11 or 12	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

6. What is the gender of the assistant or associate music executive?

	(a)	(b)	(c)	(d)	(e)	(f)
Male	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Female	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

7. Please enter the assistant or associate music executive's teaching load in full-time equivalence:

(a) 0.5 F.T.E. (b) _____ F.T.E. (c) _____ F.T.E.
 (d) _____ F.T.E. (e) _____ F.T.E. (f) _____ F.T.E.

Section V: MUSIC ADMINISTRATIVE PERSONNEL AND PROCEDURES

C. OTHER PERSONNEL ASSIGNMENTS (including student help)

For more information about completing this section, please [click here](#).

1. Secretarial/Clerical Assistance

- a. How much staff time in the music unit is allotted for secretarial and clerical assistance? _____ 1 F.T.E.
- b. What are the total salary expenditures (exclusive of benefits) for secretarial and clerical assistance? \$ _____ 48643

2. Library Staff

- a. How much staff time is allotted for library personnel dealing with music holdings, regardless of budget source?
 - Branch Music Library _____ F.T.E.
 - Main Library _____ F.T.E.
 - Other Library _____ F.T.E.
- b. What are the total salary expenditures (exclusive of benefits) for music library staff? \$ _____

3. Technical Staff

- a. How much staff time in the music unit is allotted for technical/production staff? _____ F.T.E.
- b. What are the total salary expenditures (exclusive of benefits) for technical/production staff? \$ _____

4. Professional and Miscellaneous Staff

- a. How much staff time in the music unit is allotted for professional/miscellaneous staff? This section should include admissions staff, and all other staff not accounted for. _____ 4 F.T.E.
- b. What are the total salary expenditures (exclusive of benefits) for professional/miscellaneous staff? \$ _____ 193075

Section VI.A: SPECIFIC INSTRUCTIONAL, OPERATIONAL AND PERFORMANCE BUDGET FOR 2017-2018For more information about completing this section, please [click here](#).

Instructional, Operational, and Performance Budget Figures Administered by the Music Unit (for the entire fiscal year related to the 2017-2018 academic year)	BUDGET 2017-2018	N/I
a. Faculty and Professional Travel (to meetings, etc.)	\$ 28966	<input type="checkbox"/>
b. Graduate Scholarships (administered by music unit) including fellowships/assistantships/tuition remission/discounts not already reported in a previous section	\$ 108083	<input type="checkbox"/>
c. Guest Artists	\$ 8211	<input type="checkbox"/>
d. Instructional Supplies	\$ 37232	<input type="checkbox"/>
e. Library (collection development other than performance materials)	\$	<input checked="" type="checkbox"/>
f. Library (performance scores and parts only)	\$ 3378	<input type="checkbox"/>
g. Office Supplies	\$ 4322	<input type="checkbox"/>
h. Operating Services	\$ 2874	<input type="checkbox"/>
i. Postage	\$ 621	<input type="checkbox"/>
j. Printing/Duplication	\$ 6946	<input type="checkbox"/>
k. Public Relations and Fundraising	\$ 5415	<input type="checkbox"/>
l. Short-Term Visiting Artists/Lecturers, etc. (less than one semester)	\$ 2200	<input type="checkbox"/>
m. Student Recruitment	\$ 2812	<input type="checkbox"/>
n. Student Travel (i.e., ensemble tours -- includes funds raised and administered by the music unit.)	\$ 3928	<input type="checkbox"/>
o. Student Wages	\$ 23285	<input type="checkbox"/>
p. Technical Services (instrument maintenance, office equipment, repair, piano tuning, etc.)	\$ 16569	<input type="checkbox"/>
q. Technology Services (electronic media, software, fees, etc.)	\$ 48565	<input type="checkbox"/>
r. Telephone/Fax/Electronic Communications	\$ 16126	<input type="checkbox"/>
s. Undergraduate Scholarships (administered by music unit) including tuition remission/discounts	\$ 485774	<input type="checkbox"/>
t. All Other Expenses	\$ 19373	<input type="checkbox"/>
TOTAL INSTRUCTIONAL, OPERATIONAL AND PERFORMANCE BUDGET FOR 2017-2018	\$ 824680	

Section VI.B: BENEFITS

For more information about completing this section, please [click here](#).

Please provide a total figure for benefits to all individuals recorded in Sections IV (faculty), and V (administration) of this survey form regardless of budget source. (If you do not know this figure, please estimate based on the benefits package at your institutions.) Benefits include, but are not limited to, FICA, Health Insurance, Disability Insurance, Life Insurance, Retirement Plans, etc., paid for by the institution. \$ 361814

Section VI.C: GRAND TOTAL ANNUAL BUDGET OF THE MUSIC UNIT IN 2017-2018 IN 2017-2018

For more information about completing this section, please [click here](#).

This figure will include monies that are directly controlled by the music unit. It will include faculty and staff salaries (including benefits), and operational budgets (sum of expenses from Sections IV, V, and VI). \$ 3099082

Section VI.D: EQUIPMENT AND BUILDING BUDGET

For more information about completing this section, please [click here](#).

1.	Equipment	2017-2018 Academic Year	N/I
	a. Purchases	\$ <u>372238</u>	<input type="checkbox"/>
	b. Leases and Rentals	\$ <u>0</u>	<input type="checkbox"/>
	c. Repairs	\$ <u>39359</u>	<input type="checkbox"/>
2.	Building		
	a. Renovation and Repair	\$ <u>0</u>	<input type="checkbox"/>
	b. Leases and Rentals	\$ <u>0</u>	<input type="checkbox"/>
	c. New Construction (Please describe below)	\$ <u>0</u>	<input type="checkbox"/>

TOTAL EQUIPMENT AND BUILDING BUDGET <i>(Total of VI.D.1. a.-c. and VI.D.2. a.-c. above only)</i>	\$ <u>411597</u>
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Section VI.E: SPECIFIC SOURCES OF INCOME/ENDOWMENT FOR THE MUSIC UNIT IN 2016-2017

For more information about completing this section, please [click here](#).

		Income	Endowment
1. Public Grants (special grants to the music unit from national, state, or local governmental arts funding sources)	\$ _____	<input type="radio"/>	<input type="radio"/>
2. Foundation/Corporation Support (special grants to the music unit from private foundations or corporations)	\$ _____	<input type="radio"/>	<input type="radio"/>
3. Private Gifts (gifts from individuals given directly to the music unit)	\$ <u>928368</u>	<input type="radio"/>	<input checked="" type="radio"/>
4. Ticket Sales, Commissions, Rentals, Etc. (income earned by the music unit related to performance)	\$ <u>12725</u>	<input checked="" type="radio"/>	<input type="radio"/>
5. Fund Raising (monies allocated to and controlled by the music unit)	\$ <u>93427</u>	<input checked="" type="radio"/>	<input type="radio"/>
6. Tuition (monies allocated to and controlled by the music unit)	\$ _____	<input type="radio"/>	<input type="radio"/>
7. Student Fees (monies allocated to and controlled by the music unit)	\$ <u>155050</u>	<input checked="" type="radio"/>	<input type="radio"/>
8. Income from Endowment (monies allocated to and controlled by the music unit)	\$ <u>384675</u>	<input checked="" type="radio"/>	<input type="radio"/>
TOTAL SPECIFIC SOURCES OF INCOME/ENDOWMENT FOR THE MUSIC UNIT IN 2016-2017 <i>(Total of VI.E. 1. through 8. above)</i>	\$ <u>1574245</u>		

Section VI.F: TOTAL ENDOWMENT

For more information about completing this section, please [click here](#).

Provide the total endowment of the music unit restricted for use by the music unit. Include endowment principal for items such as music professorships, music scholarships, music library, music operating funds, concert series, and musical activities. \$ 10184482

Section VI.G: TUITION REMISSION FOR GRADUATE STUDENTS FOR 2017-2018

For more information about completing this section, please [click here](#).

1.How many full-time graduate students are receiving full tuition remission? _____ 2

2.What is the total dollar value of all full-time graduate student tuition remissions? \$ _____ 30599

3.How many part-time graduate students are receiving full tuition remission? _____ 0

4.What is the total value of all part-time graduate student tuition remissions? \$ _____ 0

Section VII: DEMOGRAPHIC SURVEY OF DOCTORAL DEGREE STUDENTS

A. DOCTORAL DEGREE STUDENTS WHO GRADUATED IN 2016-2017

For more information about completing this section, please [click here](#).

	Black/African-American		American Indian/Alaska Native		Asian		Hispanic (of any race)		Native Hawaiian/Pacific Islander		White		Other/ Ethnicity Unknown	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Accompanying	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Brass</i>														
Horn Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Trumpet Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Trombone Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Euphonium Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Tuba Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Composition	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Conducting	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Ethnomusicology	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Guitar Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Harp Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Harpichord Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Jazz Studies	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Music Education</i>														
Choral	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Instrumental	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
General	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Combined tracks	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
No tracks specified	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Musicology	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Opera	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Organ Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Pedagogy	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Percussion Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Piano Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Sacred Music/Worship Studies	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Strings</i>														
Violin Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Viola Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Cello Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Double Bass Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Theory	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Voice Performance - Female</i>														
Soprano	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Alto	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Voice Performance - Male</i>														
Tenor	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Bass	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Woodwinds</i>														
Flute Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Oboe Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Clarinet Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Bassoon Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Saxophone Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Other (please specify)	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Total	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____

Section VII: DEMOGRAPHIC SURVEY OF DOCTORAL DEGREE STUDENTS

B. DOCTORAL DEGREE STUDENTS WHO DID NOT GRADUATE IN 2016-2017

For more information about completing this section, please [click here](#).

	Black/African-American		American Indian/Alaska Native		Asian		Hispanic (of any race)		Native Hawaiian/Pacific Islander		White		Other/ Ethnicity Unknown	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Accompanying	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Brass</i>														
Horn Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Trumpet Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Trombone Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Euphonium Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Tuba Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Composition	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Conducting	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Ethnomusicology	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Guitar Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Harp Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Harpichord Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Jazz Studies	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Music Education</i>														
Choral	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Instrumental	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
General	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Combined tracks	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
No tracks specified	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Musicology	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Opera	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Organ Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Pedagogy	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Percussion Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Piano Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Sacred Music/Worship Studies	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Strings</i>														
Violin Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Viola Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Cello Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Double Bass Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Theory	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Voice Performance - Female</i>														
Soprano	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Alto	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Voice Performance - Male</i>														
Tenor	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Bass	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Woodwinds</i>														
Flute Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Oboe Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Clarinet Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Bassoon Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Saxophone Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Other (please specify)	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Total	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____

Addendum: ACTUAL INSTRUCTIONAL, OPERATIONAL AND PERFORMANCE EXPENSES FOR 2016-2017

For more information about completing this section, please [click here](#).

	EXPENSES 2016-2017	N/I
1. Faculty and Professional Travel (to meetings, etc.)	\$ <u>28966</u>	<input type="checkbox"/>
2. Graduate Scholarships (administered by music unit) including fellowships/assistantships/tuition remission/discounts not already reported in a previous section	\$ <u>108083</u>	<input type="checkbox"/>
3. Guest Artists	\$ <u>8211</u>	<input type="checkbox"/>
4. Instructional Supplies	\$ <u>39585</u>	<input type="checkbox"/>
5. Library (collection development other than performance materials)	\$ _____	<input checked="" type="checkbox"/>
6. Library (performance scores and parts only)	\$ <u>3378</u>	<input type="checkbox"/>
7. Office Supplies	\$ <u>4322</u>	<input type="checkbox"/>
8. Operating Services	\$ <u>2874</u>	<input type="checkbox"/>
9. Postage	\$ <u>621</u>	<input type="checkbox"/>
10. Printing/Duplication	\$ <u>6946</u>	<input type="checkbox"/>
11. Public Relations and Fundraising	\$ <u>5415</u>	<input type="checkbox"/>
12. Short-Term Visiting Artists/Lecturers, etc. (less than one semester)	\$ <u>2200</u>	<input type="checkbox"/>
13. Student Recruitment	\$ <u>2813</u>	<input type="checkbox"/>
14. Student Travel (i.e., ensemble tours -- includes funds raised and administered by the music unit.)	\$ <u>3928</u>	<input type="checkbox"/>
15. Student Wages	\$ <u>23285</u>	<input type="checkbox"/>
16. Technical Services (instrument maintenance, office equipment, repair, piano tuning, etc.)	\$ <u>16569</u>	<input type="checkbox"/>
17. Technology Services (electronic media, software, fees, etc.)	\$ <u>48565</u>	<input type="checkbox"/>
18. Telephone/Fax/Electronic Communications	\$ <u>16126</u>	<input type="checkbox"/>
19. Undergraduate Scholarships (administered by music unit) including tuition remission/discounts	\$ <u>485774</u>	<input type="checkbox"/>
20. All Other Expenses	\$ <u>19373</u>	<input type="checkbox"/>
TOTAL INSTRUCTIONAL, OPERATIONAL AND PERFORMANCE EXPENSES FOR 2016-2017	\$ <u>827034</u>	

Section VII: DEMOGRAPHIC SURVEY OF DOCTORAL DEGREE STUDENTS

A. DOCTORAL DEGREE STUDENTS WHO GRADUATED IN 2017-2018

For more information about completing this section, please [click here](#).

	Black/African-American		American Indian/Alaska Native		Asian		Hispanic (of any race)		Native Hawaiian/Pacific Islander		White		Other/Ethnicity Unknown	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Accompanying	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Brass</i>														
Horn Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Trumpet Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Trombone Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Euphonium Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Tuba Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Composition	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Conducting	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Ethnomusicology	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Guitar Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Harp Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Harpichord Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Jazz Studies	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Music Education</i>														
Choral	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Instrumental	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
General	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Combined tracks	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
No tracks specified	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Musicology	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Opera	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Organ Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Pedagogy	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Percussion Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Piano Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Sacred Music/Worship Studies	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Strings</i>														
Violin Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Viola Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Cello Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Double Bass Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Theory	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Voice Performance - Female</i>														
Soprano	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Alto	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Voice Performance - Male</i>														
Tenor	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Bass	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Woodwinds</i>														
Flute Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Oboe Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Clarinet Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Bassoon Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Saxophone Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Other (please specify)	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Total	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____

Section VII: DEMOGRAPHIC SURVEY OF DOCTORAL DEGREE STUDENTS

B. DOCTORAL DEGREE STUDENTS WHO DID NOT GRADUATE IN 2017-2018

For more information about completing this section, please [click here](#).

	Black/African-American		American Indian/Alaska Native		Asian		Hispanic (of any race)		Native Hawaiian/Pacific Islander		White		Other/ Ethnicity Unknown	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Accompanying	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Brass</i>														
Horn Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Trumpet Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Trombone Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Euphonium Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Tuba Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Composition	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Conducting	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Ethnomusicology	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Guitar Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Harp Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Harpichord Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Jazz Studies	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Music Education</i>														
Choral	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Instrumental	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
General	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Combined tracks	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
No tracks specified	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Musicology	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Opera	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Organ Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Pedagogy	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Percussion Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Piano Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Sacred Music/Worship Studies	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Strings</i>														
Violin Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Viola Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Cello Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Double Bass Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Theory	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Voice Performance - Female</i>														
Soprano	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Alto	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Voice Performance - Male</i>														
Tenor	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Bass	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Woodwinds</i>														
Flute Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Oboe Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Clarinet Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Bassoon Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Saxophone Performance	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Other (please specify)	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Total	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____

Addendum: ACTUAL INSTRUCTIONAL, OPERATIONAL AND PERFORMANCE EXPENSES FOR 2017-2018

For more information about completing this section, please [click here](#).

	EXPENSES 2017-2018	N/I
1. Faculty and Professional Travel (to meetings, etc.)	\$ <u>7384.8</u>	<input type="checkbox"/>
2. Graduate Scholarships (administered by music unit) including fellowships/assistantships/tuition remission/discounts not already reported in a previous section	\$ <u>71750</u>	<input type="checkbox"/>
3. Guest Artists	\$ <u>6000</u>	<input type="checkbox"/>
4. Instructional Supplies	\$ <u>140402.66</u>	<input type="checkbox"/>
5. Library (collection development other than performance materials)	\$ <u>0</u>	<input type="checkbox"/>
6. Library (performance scores and parts only)	\$ <u>6840.74</u>	<input type="checkbox"/>
7. Office Supplies	\$ <u>5889.41</u>	<input type="checkbox"/>
8. Operating Services	\$ <u>6358.38</u>	<input type="checkbox"/>
9. Postage	\$ <u>4372.4</u>	<input type="checkbox"/>
10. Printing/Duplication	\$ <u>6365.91</u>	<input type="checkbox"/>
11. Public Relations and Fundraising	\$ <u>6264</u>	<input type="checkbox"/>
12. Short-Term Visiting Artists/Lecturers, etc. (less than one semester)	\$ <u>13274.84</u>	<input type="checkbox"/>
13. Student Recruitment	\$ <u>2588.45</u>	<input type="checkbox"/>
14. Student Travel (i.e., ensemble tours -- includes funds raised and administered by the music unit.)	\$ <u>10336.41</u>	<input type="checkbox"/>
15. Student Wages	\$ <u>23285</u>	<input type="checkbox"/>
16. Technical Services (instrument maintenance, office equipment, repair, piano tuning, etc.)	\$ <u>16516.5</u>	<input type="checkbox"/>
17. Technology Services (electronic media, software, fees, etc.)	\$ <u>1812.12</u>	<input type="checkbox"/>
18. Telephone/Fax/Electronic Communications	\$ <u>10658.69</u>	<input type="checkbox"/>
19. Undergraduate Scholarships (administered by music unit) including tuition remission/discounts	\$ <u>366871</u>	<input type="checkbox"/>
20. All Other Expenses	\$ <u>4651.51</u>	<input type="checkbox"/>
TOTAL INSTRUCTIONAL, OPERATIONAL AND PERFORMANCE EXPENSES FOR 2017-2018	\$ <u>711622.82</u>	



FINANCE.FMS006D
Account Code Summary by Fund and Orgn

As Of: Nov 18, 2019
Time: 1:31:02 PM
Report ID: FMS006D

Report Page Orgn Code: 04D1

Fiscal Year: 2017

Fiscal Period: 14

Fund Code: 111035

Orgn Code: 04D1

Account	Description	Original	Revised	Current Month	YTD Activity	Commit	Available Balance
611	Academic Classifications	1,326,878.00	1,326,878.00	0.00	0.00	0.00	1,326,878.00
61111	Chairs and Acad Directors-12 month	0.00	1,623.00	0.00	129,198.11	0.00	-127,575.11
61112	Chairs and Acad Directors-9 month	0.00	463.00	0.00	79,770.90	0.00	-79,307.90
611211	Faculty, AAUP Represented-12 Month	0.00	3,801.00	0.00	106,721.72	0.00	-102,920.72
611212	Faculty, AAUP Represented-9 Month	0.00	34,807.00	0.00	1,046,558.30	0.00	-1,011,751.30
6113	Academic Staff, Represented	167,985.00	167,985.00	0.00	0.00	0.00	167,985.00
61131	Academic Staff, Rep-12 Month Exempt	0.00	4,852.00	0.00	145,672.79	0.00	-140,820.79
	611 - Academic Classifications	1,494,863.00	1,540,409.00	0.00	1,507,921.82	0.00	32,487.18
612	Non Academic Classifications	38,547.00	89,905.00	0.00	0.00	0.00	89,905.00
6122	Management, NonRepresented	0.00	0.00	0.00	5,120.55	0.00	-5,120.55
61221	Management NonRepresented Exempt	0.00	474.00	0.00	42,899.29	0.00	-42,425.29
612411	Staff Assoc., Repres. -Reg. Wages	0.00	904.00	0.00	28,834.08	0.00	-27,930.08
	612 - Non Academic Classifications	38,547.00	91,283.00	0.00	76,853.92	0.00	14,429.08
61413	Instructional PT Fac/Instr Asst	0.00	0.00	0.00	225,622.47	0.00	-225,622.47
61414	Non-Instructional PT Fac/Instr Asst	0.00	0.00	0.00	35,019.10	0.00	-35,019.10
61423	Technicians - Reg. Wages	0.00	0.00	0.00	2,705.00	0.00	-2,705.00
614311	P/T Hourly, Student Asst-Reg. Wages	0.00	0.00	0.00	22,323.86	0.00	-22,323.86
	614 - Part Time Classifications	0.00	0.00	0.00	285,670.43	0.00	(285,670.43)
	61 - Salaries and Wages	1,533,410.00	1,631,692.00	0.00	1,870,446.17	0.00	(238,754.17)
621	Composite Fringe Benefits	0.00	478,069.94	0.00	478,069.94	0.00	0.00
	621 - Composite Fringe Benefits	0.00	478,069.94	0.00	478,069.94	0.00	0.00
	62 - Fringe Benefits	0.00	478,069.94	0.00	478,069.94	0.00	0.00
	60 - Labor	1,533,410.00	2,109,761.94	0.00	2,348,516.11	0.00	(238,754.17)
72131	Honorariums	0.00	0.00	0.00	850.00	0.00	-850.00
72133	Other Services	0.00	205.34	0.00	107.27	205.34	-107.27
72141	Telephone Long Distance	0.00	0.00	0.00	1.56	0.00	-1.56
72143	Telephone Equipment/Local	0.00	0.00	0.00	15,864.12	0.00	-15,864.12
7215	Postage	0.00	0.00	0.00	2,795.85	0.00	-2,795.85
72161	Office Supplies	0.00	367.88	0.00	3,732.80	367.88	-3,732.80
72163	Computer Software	0.00	0.00	0.00	0.00	1,707.75	-1,707.75
72164	Other Supplies and Materials	0.00	80.99	0.00	1,647.36	80.99	-1,647.36
72165	Athletics Sports Equipment/Uniforms	0.00	0.00	0.00	816.52	34.80	-851.32



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Fund Code: 111035

Orgn Code: 04D1

Account	Description	Original	Revised	Current Month	YTD Activity	Commit	Available Balance
7218	Subs., Books + Period.-Non Library	0.00	0.00	0.00	160.00	0.00	-160.00
721A	Print., Dup. + Add.-Outside Vendor	0.00	744.00	0.00	1,909.45	1,225.45	-2,390.90
721F1	Equipment Maintenance Contract	0.00	3.00	0.00	2,202.83	4.00	-2,203.83
721I3	Other Membership Dues	0.00	0.00	0.00	2,157.00	0.00	-2,157.00
721N1	Publicity + Advertising-General	0.00	0.00	0.00	489.99	420.01	-910.00
721Y31	McGregor - Food + Beverages	0.00	0.00	0.00	655.64	0.00	-655.64
721YZ	Other University Service Centers	0.00	0.00	0.00	182.50	0.00	-182.50
729	Miscellaneous	0.00	0.00	0.00	1,405.00	0.00	-1,405.00
	721 - Gen. Expenditures Budget Pool	0.00	1,401.21	0.00	34,977.89	4,046.22	(37,622.90)
7A2	Supplies Budget Pool	13,579.00	13,579.00	0.00	0.00	0.00	13,579.00
	7A2 - Supplies Budget Pool	13,579.00	13,579.00	0.00	0.00	0.00	13,579.00
7A5	Svcs, Contracts & Fees Budget Pool	5,235.00	5,235.00	0.00	0.00	0.00	5,235.00
	7A5 - Svcs, Contracts & Fees Budget Pool	5,235.00	5,235.00	0.00	0.00	0.00	5,235.00
7A7	Professional Development Budget Pool	1,624.00	1,624.00	0.00	0.00	0.00	1,624.00
	7A7 - Professional Development Budget Pool	1,624.00	1,624.00	0.00	0.00	0.00	1,624.00
7A8	Travel & Moving Expense Budget Pool	3,581.00	4,581.00	0.00	0.00	0.00	4,581.00
	7A8 - Travel & Moving Expense Budget Pool	3,581.00	4,581.00	0.00	0.00	0.00	4,581.00
7A9	Printing/Communication Budget Pool	21,322.00	21,322.00	0.00	0.00	0.00	21,322.00
	7A9 - Printing/Communication Budget Pool	21,322.00	21,322.00	0.00	0.00	0.00	21,322.00
7AA	Other Operating Expense Budget Pool	904.00	1,654.00	0.00	0.00	0.00	1,654.00
	7AA - Other Operating Expense Budget Pool	904.00	1,654.00	0.00	0.00	0.00	1,654.00
	72 - General Expenditures	46,245.00	49,396.21	0.00	34,977.89	4,046.22	10,372.10
7711	Instate - Employees	0.00	0.00	0.00	276.73	0.00	-276.73
7712	Outstate - Employees	0.00	0.00	0.00	1,749.60	0.00	-1,749.60
	771 - Travel	0.00	0.00	0.00	2,026.33	0.00	(2,026.33)
7734	Other Bus Rel Entertain + Meals	0.00	0.00	0.00	100.58	0.00	-100.58
	773 - Entertainment	0.00	0.00	0.00	100.58	0.00	(100.58)
	77 - Travel and Entertainment	0.00	0.00	0.00	2,126.91	0.00	(2,126.91)
	70 - Direc	46,245.00	49,396.21	0.00	37,104.80	4,046.22	8,245.19
	Total Expenses	1,579,655.00	2,159,158.15	0.00	2,385,620.91	4,046.22	(230,508.98)
	Subtotal for Prog Code 19	1,579,655.00	2,159,158.15	0.00	2,385,620.91	4,046.22	(230,508.98)
	Subtotal for Orgn Code 04D1	1,579,655.00	2,159,158.15	0.00	2,385,620.91	4,046.22	(230,508.98)



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Orgn Code: 04D1

Account Description

	Original	Revised	Current Month	YTD Activity	Commit	Available Balance
Grand Total	1,579,655.00	2,159,158.15	0.00	2,385,620.91	4,046.22	(230,508.98)



FINANCE.FMS006D
Account Code Summary by Fund and Orgn

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Fiscal Period: 14

Fund Code: 111035

Orgn Code: 04D1

Account	Description	Original	Revised	Current Month	YTD Activity	Commit	Available Balance
611	Academic Classifications	1,365,476.00	1,365,476.00	0.00	0.00	0.00	1,365,476.00
61111	Chairs and Acad Directors-12 month	0.00	1,893.00	0.00	132,581.73	0.00	-130,688.73
61112	Chairs and Acad Directors-9 month	0.00	513.00	0.00	79,832.10	0.00	-79,319.10
611211	Faculty, AAUP Represented-12 Month	0.00	1,837.00	0.00	60,607.50	0.00	-58,770.50
611212	Faculty, AAUP Represented-9 Month	0.00	28,420.00	0.00	1,210,372.31	0.00	-1,181,952.31
6113	Academic Staff, Represented	172,342.00	172,342.00	0.00	0.00	0.00	172,342.00
61131	Academic Staff, Rep-12 Month Exempt	0.00	3,311.00	0.00	155,284.76	0.00	-151,973.76
	611 - Academic Classifications	1,537,818.00	1,573,792.00	0.00	1,638,678.40	0.00	(64,886.40)
612	Non Academic Classifications	91,588.00	91,588.00	0.00	0.00	0.00	91,588.00
61221	Management NonRepresented Exempt	0.00	695.00	0.00	49,148.73	0.00	-48,453.73
612411	Staff Assoc., Repres. -Reg. Wages	0.00	786.00	0.00	35,703.36	0.00	-34,917.36
	612 - Non Academic Classifications	91,588.00	93,069.00	0.00	84,852.09	0.00	8,216.91
61413	Instructional PT Fac/Instr Asst	0.00	0.00	0.00	234,689.88	0.00	-234,689.88
61414	Non-Instructional PT Fac/Instr Asst	0.00	0.00	0.00	34,843.70	0.00	-34,843.70
614311	P/T Hourly, Student Asst-Reg. Wages	0.00	0.00	0.00	16,400.29	0.00	-16,400.29
	614 - Part Time Classifications	0.00	0.00	0.00	285,933.87	0.00	(285,933.87)
	61 - Salaries and Wages	1,629,406.00	1,666,861.00	0.00	2,009,464.36	0.00	(342,603.36)
621	Composite Fringe Benefits	0.00	491,868.04	0.00	491,868.04	0.00	0.00
	621 - Composite Fringe Benefits	0.00	491,868.04	0.00	491,868.04	0.00	0.00
	62 - Fringe Benefits	0.00	491,868.04	0.00	491,868.04	0.00	0.00
	60 - Labor	1,629,406.00	2,158,729.04	0.00	2,501,332.40	0.00	(342,603.36)
72133	Other Services	0.00	205.34	0.00	0.00	0.00	205.34
72141	Telephone Long Distance	0.00	0.00	0.00	1.66	0.00	-1.66
72143	Telephone Equipment/Local	0.00	0.00	0.00	15,830.34	0.00	-15,830.34
7215	Postage	0.00	0.00	0.00	2,243.83	0.00	-2,243.83
72161	Office Supplies	0.00	367.88	0.00	468.20	15.50	-115.82
72163	Computer Software	0.00	1,707.75	0.00	1,707.75	0.00	0.00
72164	Other Supplies and Materials	0.00	80.99	0.00	1,079.68	0.00	-998.69
72165	Athletics Sports Equipment/Uniforms	0.00	34.80	0.00	0.00	0.00	34.80
721A	Print., Dup. + Add.-Outside Vendor	0.00	1,225.45	0.00	0.00	3,097.40	-1,871.95
721F1	Equipment Maintenance Contract	0.00	4.00	0.00	2,374.44	0.00	-2,370.44
721N1	Publicity + Advertising-General	0.00	420.01	0.00	1,425.00	0.00	-1,004.99



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Orgn Code: 04D1

Account	Description	Original	Revised	Current Month	YTD Activity	Commit	Available Balance
729	Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00
	721 - Gen. Expenditures Budget Pool	0.00	4,046.22	0.00	25,130.90	3,112.90	(24,197.58)
7A2	Supplies Budget Pool	13,579.00	13,579.00	0.00	0.00	0.00	13,579.00
	7A2 - Supplies Budget Pool	13,579.00	13,579.00	0.00	0.00	0.00	13,579.00
7A5	Svcs, Contracts & Fees Budget Pool	5,235.00	5,235.00	0.00	0.00	0.00	5,235.00
	7A5 - Svcs, Contracts & Fees Budget Pool	5,235.00	5,235.00	0.00	0.00	0.00	5,235.00
7A7	Professional Development Budget Pool	1,624.00	1,624.00	0.00	0.00	0.00	1,624.00
	7A7 - Professional Development Budget Pool	1,624.00	1,624.00	0.00	0.00	0.00	1,624.00
7A8	Travel & Moving Expense Budget Pool	3,581.00	3,581.00	0.00	0.00	0.00	3,581.00
	7A8 - Travel & Moving Expense Budget Pool	3,581.00	3,581.00	0.00	0.00	0.00	3,581.00
7A9	Printing/Communication Budget Pool	21,322.00	21,322.00	0.00	0.00	0.00	21,322.00
	7A9 - Printing/Communication Budget Pool	21,322.00	21,322.00	0.00	0.00	0.00	21,322.00
7AA	Other Operating Expense Budget Pool	904.00	904.00	0.00	0.00	0.00	904.00
	7AA - Other Operating Expense Budget Pool	904.00	904.00	0.00	0.00	0.00	904.00
	72 - General Expenditures	46,245.00	50,291.22	0.00	25,130.90	3,112.90	22,047.42
	70 - Direc	46,245.00	50,291.22	0.00	25,130.90	3,112.90	22,047.42
	Total Expenses	1,675,651.00	2,209,020.26	0.00	2,526,463.30	3,112.90	(320,555.94)
	Subtotal for Prog Code 19	1,675,651.00	2,209,020.26	0.00	2,526,463.30	3,112.90	(320,555.94)
	Subtotal for Orgn Code 04D1	1,675,651.00	2,209,020.26	0.00	2,526,463.30	3,112.90	(320,555.94)
	Grand Total	1,675,651.00	2,209,020.26	0.00	2,526,463.30	3,112.90	(320,555.94)



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Fund Code: 111035

Orgn Code: 04D1

Account	Description	Original	Revised	Current Month	YTD Activity	Commit	Available Balance
611	Academic Classifications	1,426,691.00	1,426,691.00	0.00	0.00	0.00	1,426,691.00
61111	Chairs and Acad Directors-12 month	0.00	1,548.00	0.00	136,398.93	0.00	-134,850.93
61112	Chairs and Acad Directors-9 month	0.00	439.00	0.00	81,454.00	0.00	-81,015.00
611211	Faculty, AAUP Represented-12 Month	0.00	1,262.00	0.00	61,600.41	0.00	-60,338.41
611212	Faculty, AAUP Represented-9 Month	0.00	30,402.00	0.00	1,112,321.15	0.00	-1,081,919.15
6113	Academic Staff, Represented	170,147.00	170,147.00	0.00	0.00	0.00	170,147.00
61131	Academic Staff, Rep-12 Month Exempt	0.00	7,514.00	0.00	157,783.94	0.00	-150,269.94
	611 - Academic Classifications	1,596,838.00	1,638,003.00	0.00	1,549,558.43	0.00	88,444.57
612	Non Academic Classifications	92,354.00	92,354.00	0.00	0.00	0.00	92,354.00
61221	Management NonRepresented Exempt	0.00	579.00	0.00	50,561.97	0.00	-49,982.97
612411	Staff Assoc., Repres. -Reg. Wages	0.00	1,006.00	0.00	39,040.61	0.00	-38,034.61
	612 - Non Academic Classifications	92,354.00	93,939.00	0.00	89,602.58	0.00	4,336.42
61413	Instructional PT Fac/Instr Asst	0.00	0.00	0.00	268,290.54	0.00	-268,290.54
61414	Non-Instructional PT Fac/Instr Asst	0.00	0.00	0.00	50,038.70	0.00	-50,038.70
614311	P/T Hourly, Student Asst-Reg. Wages	0.00	0.00	0.00	3,978.50	0.00	-3,978.50
	614 - Part Time Classifications	0.00	0.00	0.00	322,307.74	0.00	(322,307.74)
	61 - Salaries and Wages	1,689,192.00	1,731,942.00	0.00	1,961,468.75	0.00	(229,526.75)
621	Composite Fringe Benefits	0.00	523,557.33	0.00	523,557.33	0.00	0.00
	621 - Composite Fringe Benefits	0.00	523,557.33	0.00	523,557.33	0.00	0.00
	62 - Fringe Benefits	0.00	523,557.33	0.00	523,557.33	0.00	0.00
	60 - Labor	1,689,192.00	2,255,499.33	0.00	2,485,026.08	0.00	(229,526.75)
72131	Honorariums	0.00	0.00	0.00	550.00	0.00	-550.00
72143	Telephone Equipment/Local	0.00	0.00	0.00	1,037.31	0.00	-1,037.31
7215	Postage	0.00	0.00	0.00	839.67	0.00	-839.67
72161	Office Supplies	0.00	15.50	0.00	0.00	0.00	15.50
72164	Other Supplies and Materials	0.00	0.00	0.00	1,050.31	0.00	-1,050.31
721A	Print., Dup. + Add.-Outside Vendor	0.00	3,097.40	0.00	3,395.41	3,770.00	-4,068.01
721F1	Equipment Maintenance Contract	0.00	0.00	190.40	661.27	4,357.83	-5,019.10
721Y1	Comp + Info Technology Center	0.00	0.00	0.00	11,852.39	0.00	-11,852.39
	721 - Gen. Expenditures Budget Pool	0.00	3,112.90	190.40	19,386.36	8,127.83	(24,401.29)
7A2	Supplies Budget Pool	13,579.00	13,579.00	0.00	0.00	0.00	13,579.00
	7A2 - Supplies Budget Pool	13,579.00	13,579.00	0.00	0.00	0.00	13,579.00



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Account	Description	Original	Revised	Current Month	YTD Activity	Commit	Available Balance
7A5	Svcs, Contracts & Fees Budget Pool	5,235.00	5,235.00	0.00	0.00	0.00	5,235.00
	7A5 - Svcs, Contracts & Fees Budget Pool	5,235.00	5,235.00	0.00	0.00	0.00	5,235.00
7A7	Professional Development Budget Pool	1,624.00	1,624.00	0.00	0.00	0.00	1,624.00
	7A7 - Professional Development Budget Pool	1,624.00	1,624.00	0.00	0.00	0.00	1,624.00
7A8	Travel & Moving Expense Budget Pool	3,581.00	3,581.00	0.00	0.00	0.00	3,581.00
	7A8 - Travel & Moving Expense Budget Pool	3,581.00	3,581.00	0.00	0.00	0.00	3,581.00
7A9	Printing/Communication Budget Pool	21,322.00	21,322.00	0.00	0.00	0.00	21,322.00
	7A9 - Printing/Communication Budget Pool	21,322.00	21,322.00	0.00	0.00	0.00	21,322.00
7AA	Other Operating Expense Budget Pool	904.00	904.00	0.00	0.00	0.00	904.00
	7AA - Other Operating Expense Budget Pool	904.00	904.00	0.00	0.00	0.00	904.00
	72 - General Expenditures	46,245.00	49,357.90	190.40	19,386.36	8,127.83	21,843.71
	70 - Direc	46,245.00	49,357.90	190.40	19,386.36	8,127.83	21,843.71
	Total Expenses	1,735,437.00	2,304,857.23	190.40	2,504,412.44	8,127.83	(207,683.04)
	Subtotal for Prog Code 19	1,735,437.00	2,304,857.23	190.40	2,504,412.44	8,127.83	(207,683.04)
	Subtotal for Orgn Code 04D1	1,735,437.00	2,304,857.23	190.40	2,504,412.44	8,127.83	(207,683.04)
	Grand Total	1,735,437.00	2,304,857.23	190.40	2,504,412.44	8,127.83	(207,683.04)



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Report Page Orgn Code: 04D2

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Fiscal Period: 14

Fund Code: 111035

Orgn Code: 04D2

Account	Description	Original	Revised	Current Month	YTD Activity	Commit	Available Balance
520	Student Fees	0.00	0.00	0.00	-47,412.50	0.00	47,412.50
	520 - Student Fees	0.00	0.00	0.00	(47,412.50)	0.00	47,412.50
	52 - Student Fees	0.00	0.00	0.00	(47,412.50)	0.00	47,412.50
	50 - Reven	0.00	0.00	0.00	(47,412.50)	0.00	47,412.50
	Total Expenses	0.00	0.00	0.00	(47,412.50)	0.00	47,412.50
72133	Other Services	0.00	679.42	0.00	14,358.00	1,801.42	-15,480.00
72161	Office Supplies	0.00	522.52	0.00	0.00	1,082.91	-560.39
72163	Computer Software	0.00	0.00	0.00	1,183.00	3,415.50	-4,598.50
72164	Other Supplies and Materials	0.00	1,508.27	0.00	1,946.28	1,333.71	-1,771.72
72172	Rentals and Leases of Equipment	0.00	1,043.28	0.00	284.81	643.93	114.54
721E4	Contracted Services Other	0.00	1,000.00	0.00	0.00	0.00	1,000.00
721K	Equipment Repair + Maintenance	0.00	11,614.15	0.00	1,797.81	17,816.34	-8,000.00
721YZ	Other University Service Centers	0.00	0.00	0.00	5,475.00	0.00	-5,475.00
729	Miscellaneous	0.00	0.00	0.00	7,500.00	0.00	-7,500.00
	721 - Gen. Expenditures Budget Pool	0.00	16,367.64	0.00	32,544.90	26,093.81	(42,271.07)
7A2	Supplies Budget Pool	124.00	124.00	0.00	0.00	0.00	124.00
	7A2 - Supplies Budget Pool	124.00	124.00	0.00	0.00	0.00	124.00
7A3	Facility Costs Budget Pool	17.00	17.00	0.00	0.00	0.00	17.00
	7A3 - Facility Costs Budget Pool	17.00	17.00	0.00	0.00	0.00	17.00
7A5	Svcs, Contracts & Fees Budget Pool	59.00	59.00	0.00	0.00	0.00	59.00
	7A5 - Svcs, Contracts & Fees Budget Pool	59.00	59.00	0.00	0.00	0.00	59.00
	72 - General Expenditures	200.00	16,567.64	0.00	32,544.90	26,093.81	(42,071.07)
	70 - Direc	200.00	16,567.64	0.00	32,544.90	26,093.81	(42,071.07)
	Total Expenses	200.00	16,567.64	0.00	32,544.90	26,093.81	(42,071.07)
	Subtotal for Prog Code 12	200.00	16,567.64	0.00	(14,867.60)	26,093.81	5,341.43
	Subtotal for Orgn Code 04D2	200.00	16,567.64	0.00	(14,867.60)	26,093.81	5,341.43
	Grand Total	200.00	16,567.64	0.00	(14,867.60)	26,093.81	5,341.43



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Fund Code: 111035

Orgn Code: 04D2

Account	Description	Original	Revised	Current Month	YTD Activity	Commit	Available Balance
520	Student Fees	0.00	0.00	0.00	-53,341.25	0.00	53,341.25
	520 - Student Fees	0.00	0.00	0.00	(53,341.25)	0.00	53,341.25
	52 - Student Fees	0.00	0.00	0.00	(53,341.25)	0.00	53,341.25
	50 - Reven	0.00	0.00	0.00	(53,341.25)	0.00	53,341.25
	Total Expenses	0.00	0.00	0.00	(53,341.25)	0.00	53,341.25
614311	P/T Hourly, Student Asst-Reg. Wages	0.00	0.00	0.00	8,726.41	0.00	-8,726.41
	614 - Part Time Classifications	0.00	0.00	0.00	8,726.41	0.00	(8,726.41)
	61 - Salaries and Wages	0.00	0.00	0.00	8,726.41	0.00	(8,726.41)
621	Composite Fringe Benefits	0.00	183.26	0.00	183.26	0.00	0.00
	621 - Composite Fringe Benefits	0.00	183.26	0.00	183.26	0.00	0.00
	62 - Fringe Benefits	0.00	183.26	0.00	183.26	0.00	0.00
	60 - Labor	0.00	183.26	0.00	8,909.67	0.00	(8,726.41)
72133	Other Services	0.00	1,801.42	0.00	618.67	0.00	1,182.75
72161	Office Supplies	0.00	1,082.91	0.00	0.00	0.00	1,082.91
72163	Computer Software	0.00	3,415.50	0.00	6,335.50	0.00	-2,920.00
72164	Other Supplies and Materials	0.00	1,333.71	0.00	4,697.09	0.00	-3,363.38
72172	Rentals and Leases of Equipment	0.00	643.93	82.44	347.29	357.44	-60.80
721E4	Contracted Services Other	0.00	0.00	0.00	15,652.87	0.00	-15,652.87
721K	Equipment Repair + Maintenance	0.00	17,816.34	0.00	159.00	0.00	17,657.34
721YZ	Other University Service Centers	0.00	0.00	0.00	2,550.00	0.00	-2,550.00
729	Miscellaneous	0.00	0.00	0.00	3,948.20	0.00	-3,948.20
	721 - Gen. Expenditures Budget Pool	0.00	26,093.81	82.44	34,308.62	357.44	(8,572.25)
7A2	Supplies Budget Pool	124.00	124.00	0.00	0.00	0.00	124.00
	7A2 - Supplies Budget Pool	124.00	124.00	0.00	0.00	0.00	124.00
7A3	Facility Costs Budget Pool	17.00	17.00	0.00	0.00	0.00	17.00
	7A3 - Facility Costs Budget Pool	17.00	17.00	0.00	0.00	0.00	17.00
7A5	Svcs, Contracts & Fees Budget Pool	59.00	59.00	0.00	0.00	0.00	59.00
	7A5 - Svcs, Contracts & Fees Budget Pool	59.00	59.00	0.00	0.00	0.00	59.00
	72 - General Expenditures	200.00	26,293.81	82.44	34,308.62	357.44	(8,372.25)
7711	Instate - Employees	0.00	0.00	0.00	147.70	0.00	-147.70



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Fund Code: 111035

Orgn Code: 04D2

Account	Description	Original	Revised	Current Month	YTD Activity	Commit	Available Balance
7713	Travel - Non Employees	0.00	0.00	0.00	205.45	0.00	-205.45
	771 - Travel	0.00	0.00	0.00	353.15	0.00	(353.15)
7734	Other Bus Rel Entertain + Meals	0.00	0.00	0.00	250.69	0.00	-250.69
	773 - Entertainment	0.00	0.00	0.00	250.69	0.00	(250.69)
	77 - Travel and Entertainment	0.00	0.00	0.00	603.84	0.00	(603.84)
782	Intra-Fund Trans Btw Current Funds	0.00	0.00	0.00	-5,350.00	0.00	5,350.00
	782 - Intra-Fund Trans Btw Current Funds	0.00	0.00	0.00	(5,350.00)	0.00	5,350.00
	78 - Internal Unrestricted Transfers	0.00	0.00	0.00	(5,350.00)	0.00	5,350.00
	70 - Direc	200.00	26,293.81	82.44	29,562.46	357.44	(3,626.09)
	Total Expenses	200.00	26,477.07	82.44	38,472.13	357.44	(12,352.50)
	Subtotal for Prog Code 12	200.00	26,477.07	82.44	(14,869.12)	357.44	40,988.75
	Subtotal for Orgn Code 04D2	200.00	26,477.07	82.44	(14,869.12)	357.44	40,988.75
	Grand Total	200.00	26,477.07	82.44	(14,869.12)	357.44	40,988.75



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Fiscal Period: 14

Fund Code: 111035

Orgn Code: 04D2

Account	Description	Original	Revised	Current Month	YTD Activity	Commit	Available Balance
520	Student Fees	0.00	2,170.00	0.00	-57,652.50	0.00	59,822.50
	520 - Student Fees	0.00	2,170.00	0.00	(57,652.50)	0.00	59,822.50
	52 - Student Fees	0.00	2,170.00	0.00	(57,652.50)	0.00	59,822.50
	50 - Reven	0.00	2,170.00	0.00	(57,652.50)	0.00	59,822.50
	Total Expenses	0.00	2,170.00	0.00	(57,652.50)	0.00	59,822.50
614311	P/T Hourly, Student Asst-Reg. Wages	0.00	0.00	0.00	5,024.90	0.00	-5,024.90
	614 - Part Time Classifications	0.00	0.00	0.00	5,024.90	0.00	(5,024.90)
	61 - Salaries and Wages	0.00	0.00	0.00	5,024.90	0.00	(5,024.90)
621	Composite Fringe Benefits	0.00	105.53	0.00	105.53	0.00	0.00
	621 - Composite Fringe Benefits	0.00	105.53	0.00	105.53	0.00	0.00
	62 - Fringe Benefits	0.00	105.53	0.00	105.53	0.00	0.00
	60 - Labor	0.00	105.53	0.00	5,130.43	0.00	(5,024.90)
72133	Other Services	0.00	0.00	0.00	22,929.31	834.00	-23,763.31
72161	Office Supplies	0.00	0.00	0.00	375.90	0.00	-375.90
72163	Computer Software	0.00	0.00	0.00	3,330.00	2,286.50	-5,616.50
72164	Other Supplies and Materials	0.00	0.00	0.00	12,393.91	443.03	-12,836.94
72172	Rentals and Leases of Equipment	0.00	357.44	163.02	288.70	149.32	-80.58
7218	Subs., Books + Period.-Non Library	0.00	0.00	0.00	799.00	0.00	-799.00
721A	Print., Dup. + Add.-Outside Vendor	0.00	0.00	0.00	50.24	0.00	-50.24
721F1	Equipment Maintenance Contract	0.00	0.00	0.00	41.72	0.00	-41.72
721K	Equipment Repair + Maintenance	0.00	0.00	0.00	266.35	0.00	-266.35
721YZ	Other University Service Centers	0.00	0.00	0.00	1,350.00	0.00	-1,350.00
	721 - Gen. Expenditures Budget Pool	0.00	357.44	163.02	41,825.13	3,712.85	(45,180.54)
7A2	Supplies Budget Pool	124.00	124.00	0.00	0.00	0.00	124.00
	7A2 - Supplies Budget Pool	124.00	124.00	0.00	0.00	0.00	124.00
7A3	Facility Costs Budget Pool	17.00	17.00	0.00	0.00	0.00	17.00
	7A3 - Facility Costs Budget Pool	17.00	17.00	0.00	0.00	0.00	17.00
7A5	Svcs, Contracts & Fees Budget Pool	59.00	59.00	0.00	0.00	0.00	59.00
	7A5 - Svcs, Contracts & Fees Budget Pool	59.00	59.00	0.00	0.00	0.00	59.00
	72 - General Expenditures	200.00	557.44	163.02	41,825.13	3,712.85	(44,980.54)



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Report Page Orgn Code: 04D2

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Fiscal Period: 14

Fund Code: 111035

Orgn Code: 04D2

Account Description

	Original	Revised	Current Month	YTD Activity	Commit	Available Balance
70 - Direc	200.00	557.44	163.02	41,825.13	3,712.85	(44,980.54)
Total Expenses	200.00	662.97	163.02	46,955.56	3,712.85	(50,005.44)
Subtotal for Prog Code 12	200.00	2,832.97	163.02	(10,696.94)	3,712.85	9,817.06
Subtotal for Orgn Code 04D2	200.00	2,832.97	163.02	(10,696.94)	3,712.85	9,817.06
Grand Total	200.00	2,832.97	163.02	(10,696.94)	3,712.85	9,817.06



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Account Code Summary by Fund and Orgn

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Report Page Orgn Code: 04D3

Fiscal Year: 2017

Fiscal Period: 14

Fund Code: 111035

Orgn Code: 04D3

Account	Description	Original	Revised	Current Month	YTD Activity	Commit	Available Balance
520	Student Fees	0.00	0.00	0.00	-108,950.00	0.00	108,950.00
	520 - Student Fees	0.00	0.00	0.00	(108,950.00)	0.00	108,950.00
	52 - Student Fees	0.00	0.00	0.00	(108,950.00)	0.00	108,950.00
	50 - Reven	0.00	0.00	0.00	(108,950.00)	0.00	108,950.00
	Total Expenses	0.00	0.00	0.00	(108,950.00)	0.00	108,950.00
61413	Instructional PT Fac/Instr Asst	0.00	0.00	0.00	237,002.27	0.00	-237,002.27
61414	Non-Instructional PT Fac/Instr Asst	0.00	0.00	0.00	9,254.24	0.00	-9,254.24
	614 - Part Time Classifications	0.00	0.00	0.00	246,256.51	0.00	(246,256.51)
	61 - Salaries and Wages	0.00	0.00	0.00	246,256.51	0.00	(246,256.51)
621	Composite Fringe Benefits	0.00	59,627.14	0.00	59,627.14	0.00	0.00
	621 - Composite Fringe Benefits	0.00	59,627.14	0.00	59,627.14	0.00	0.00
	62 - Fringe Benefits	0.00	59,627.14	0.00	59,627.14	0.00	0.00
	60 - Labor	0.00	59,627.14	0.00	305,883.65	0.00	(246,256.51)
	Total Expenses	0.00	59,627.14	0.00	305,883.65	0.00	(246,256.51)
	Subtotal for Prog Code 12	0.00	59,627.14	0.00	196,933.65	0.00	(137,306.51)
	Subtotal for Orgn Code 04D3	0.00	59,627.14	0.00	196,933.65	0.00	(137,306.51)
	Grand Total	0.00	59,627.14	0.00	196,933.65	0.00	(137,306.51)



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Report Page Orgn Code: 04D3

Fiscal Year: 2018

Fiscal Period: 14

Fund Code: 111035

Orgn Code: 04D3

Account	Description	Original	Revised	Current Month	YTD Activity	Commit	Available Balance
520	Student Fees	0.00	0.00	0.00	-109,500.00	0.00	109,500.00
	520 - Student Fees	0.00	0.00	0.00	(109,500.00)	0.00	109,500.00
	52 - Student Fees	0.00	0.00	0.00	(109,500.00)	0.00	109,500.00
	50 - Reven	0.00	0.00	0.00	(109,500.00)	0.00	109,500.00
	Total Expenses	0.00	0.00	0.00	(109,500.00)	0.00	109,500.00
61413	Instructional PT Fac/Instr Asst	0.00	0.00	0.00	230,578.32	0.00	-230,578.32
61414	Non-Instructional PT Fac/Instr Asst	0.00	0.00	0.00	16,227.47	0.00	-16,227.47
	614 - Part Time Classifications	0.00	0.00	0.00	246,805.79	0.00	(246,805.79)
	61 - Salaries and Wages	0.00	0.00	0.00	246,805.79	0.00	(246,805.79)
621	Composite Fringe Benefits	0.00	58,493.32	0.00	58,493.32	0.00	0.00
	621 - Composite Fringe Benefits	0.00	58,493.32	0.00	58,493.32	0.00	0.00
	62 - Fringe Benefits	0.00	58,493.32	0.00	58,493.32	0.00	0.00
	60 - Labor	0.00	58,493.32	0.00	305,299.11	0.00	(246,805.79)
	Total Expenses	0.00	58,493.32	0.00	305,299.11	0.00	(246,805.79)
	Subtotal for Prog Code 12	0.00	58,493.32	0.00	195,799.11	0.00	(137,305.79)
	Subtotal for Orgn Code 04D3	0.00	58,493.32	0.00	195,799.11	0.00	(137,305.79)
	Grand Total	0.00	58,493.32	0.00	195,799.11	0.00	(137,305.79)



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Fund Code: 111035

Orgn Code: 04D3

Account	Description	Original	Revised	Current Month	YTD Activity	Commit	Available Balance
520	Student Fees	0.00	0.00	0.00	-126,475.00	0.00	126,475.00
	520 - Student Fees	0.00	0.00	0.00	(126,475.00)	0.00	126,475.00
	52 - Student Fees	0.00	0.00	0.00	(126,475.00)	0.00	126,475.00
	50 - Reven	0.00	0.00	0.00	(126,475.00)	0.00	126,475.00
	Total Expenses	0.00	0.00	0.00	(126,475.00)	0.00	126,475.00
61413	Instructional PT Fac/Instr Asst	0.00	0.00	0.00	236,479.64	0.00	-236,479.64
61414	Non-Instructional PT Fac/Instr Asst	0.00	0.00	0.00	16,951.29	0.00	-16,951.29
	614 - Part Time Classifications	0.00	0.00	0.00	253,430.93	0.00	(253,430.93)
	61 - Salaries and Wages	0.00	0.00	0.00	253,430.93	0.00	(253,430.93)
621	Composite Fringe Benefits	0.00	65,132.19	0.00	65,132.19	0.00	0.00
	621 - Composite Fringe Benefits	0.00	65,132.19	0.00	65,132.19	0.00	0.00
	62 - Fringe Benefits	0.00	65,132.19	0.00	65,132.19	0.00	0.00
	60 - Labor	0.00	65,132.19	0.00	318,563.12	0.00	(253,430.93)
	Total Expenses	0.00	65,132.19	0.00	318,563.12	0.00	(253,430.93)
	Subtotal for Prog Code 12	0.00	65,132.19	0.00	192,088.12	0.00	(126,955.93)
	Subtotal for Orgn Code 04D3	0.00	65,132.19	0.00	192,088.12	0.00	(126,955.93)
	Grand Total	0.00	65,132.19	0.00	192,088.12	0.00	(126,955.93)



FINANCE.FMS006D
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Report Page Orgn Code: 04DC

Fiscal Year: 2017

Fiscal Period: 14

Fund Code: 111035

Orgn Code: 04DC

Account	Description	Original	Revised	Current Month	YTD Activity	Commit	Available Balance
611	Academic Classifications	2,760.00	2,760.00	0.00	0.00	0.00	2,760.00
611212	Faculty, AAUP Represented-9 Month	0.00	1,874.00	0.00	45,653.50	0.00	-43,779.50
	611 - Academic Classifications	2,760.00	4,634.00	0.00	45,653.50	0.00	(41,019.50)
61414	Non-Instructional PT Fac/Instr Asst	0.00	0.00	0.00	5,000.01	0.00	-5,000.01
	614 - Part Time Classifications	0.00	0.00	0.00	5,000.01	0.00	(5,000.01)
	61 - Salaries and Wages	2,760.00	4,634.00	0.00	50,653.51	0.00	(46,019.51)
621	Composite Fringe Benefits	0.00	12,258.12	0.00	12,258.12	0.00	0.00
	621 - Composite Fringe Benefits	0.00	12,258.12	0.00	12,258.12	0.00	0.00
	62 - Fringe Benefits	0.00	12,258.12	0.00	12,258.12	0.00	0.00
	60 - Labor	2,760.00	16,892.12	0.00	62,911.63	0.00	(46,019.51)
721	Gen. Expenditures Budget Pool	0.00	35,000.00	0.00	0.00	0.00	35,000.00
72111	Scholarships and Fellowships	0.00	0.00	0.00	19,732.50	0.00	-19,732.50
72131	Honorariums	0.00	0.00	0.00	2,400.00	0.00	-2,400.00
72164	Other Supplies and Materials	0.00	7,499.41	0.00	2,772.48	20,569.90	-15,842.97
72165	Athletics Sports Equipment/Uniforms	0.00	146.66	0.00	1,100.80	146.66	-1,100.80
729	Miscellaneous	0.00	0.00	0.00	327.48	0.00	-327.48
	721 - Gen. Expenditures Budget Pool	0.00	42,646.07	0.00	26,333.26	20,716.56	(4,403.75)
	72 - General Expenditures	0.00	42,646.07	0.00	26,333.26	20,716.56	(4,403.75)
	70 - Direc	0.00	42,646.07	0.00	26,333.26	20,716.56	(4,403.75)
	Total Expenses	2,760.00	59,538.19	0.00	89,244.89	20,716.56	(50,423.26)
	Subtotal for Prog Code 52	2,760.00	59,538.19	0.00	89,244.89	20,716.56	(50,423.26)
	Subtotal for Orgn Code 04DC	2,760.00	59,538.19	0.00	89,244.89	20,716.56	(50,423.26)
	Grand Total	2,760.00	59,538.19	0.00	89,244.89	20,716.56	(50,423.26)



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Fiscal Period: 14

Fund Code: 111035

Orgn Code: 04DC

Account	Description	Original	Revised	Current Month	YTD Activity	Commit	Available Balance
5807	Other Income	0.00	0.00	0.00	-1,559.47	0.00	1,559.47
	580 - Misc. Revenue Sources Budget Pool	0.00	0.00	0.00	(1,559.47)	0.00	1,559.47
	58 - Miscellaneous Revenue Sources	0.00	0.00	0.00	(1,559.47)	0.00	1,559.47
	50 - Reven	0.00	0.00	0.00	(1,559.47)	0.00	1,559.47
	Total Expenses	0.00	0.00	0.00	(1,559.47)	0.00	1,559.47
	Subtotal for Prog Code 16	0.00	0.00	0.00	(1,559.47)	0.00	1,559.47
5807	Other Income	0.00	0.00	0.00	-1,045.90	0.00	1,045.90
	580 - Misc. Revenue Sources Budget Pool	0.00	0.00	0.00	(1,045.90)	0.00	1,045.90
	58 - Miscellaneous Revenue Sources	0.00	0.00	0.00	(1,045.90)	0.00	1,045.90
	50 - Reven	0.00	0.00	0.00	(1,045.90)	0.00	1,045.90
	Total Expenses	0.00	0.00	0.00	(1,045.90)	0.00	1,045.90
611	Academic Classifications	4,470.00	4,470.00	0.00	0.00	0.00	4,470.00
611212	Faculty, AAUP Represented-9 Month	0.00	1,076.00	0.00	0.00	0.00	1,076.00
	611 - Academic Classifications	4,470.00	5,546.00	0.00	0.00	0.00	5,546.00
61413	Instructional PT Fac/Instr Asst	0.00	0.00	0.00	5,000.00	0.00	-5,000.00
	614 - Part Time Classifications	0.00	0.00	0.00	5,000.00	0.00	(5,000.00)
	61 - Salaries and Wages	4,470.00	5,546.00	0.00	5,000.00	0.00	546.00
621	Composite Fringe Benefits	0.00	1,025.00	0.00	1,025.00	0.00	0.00
	621 - Composite Fringe Benefits	0.00	1,025.00	0.00	1,025.00	0.00	0.00
	62 - Fringe Benefits	0.00	1,025.00	0.00	1,025.00	0.00	0.00
	60 - Labor	4,470.00	6,571.00	0.00	6,025.00	0.00	546.00
72131	Honorariums	0.00	0.00	0.00	1,500.00	0.00	-1,500.00
72164	Other Supplies and Materials	0.00	20,569.90	0.00	17,564.19	2,250.00	755.71
72165	Athletics Sports Equipment/Uniforms	0.00	146.66	0.00	0.00	0.00	146.66
721E4	Contracted Services Other	0.00	0.00	0.00	1,176.00	0.00	-1,176.00
721Y31	McGregor - Food + Beverages	0.00	0.00	0.00	2,495.41	0.00	-2,495.41
721YD	Campus Food Service Providers	0.00	0.00	0.00	0.00	0.00	0.00
	721 - Gen. Expenditures Budget Pool	0.00	20,716.56	0.00	22,735.60	2,250.00	(4,269.04)
	72 - General Expenditures	0.00	20,716.56	0.00	22,735.60	2,250.00	(4,269.04)
781	Internal Service Center Revenue	0.00	0.00	0.00	-300.00	0.00	300.00



FINANCE.FMS006D
 Account Code Summary by Fund and Orgn

As Of: Dec 6, 2019
 Time: 12:10:14 PM
 Report ID: FMS006D

Report Page Orgn Code: 04DC

Fiscal Year: 2018

Fiscal Period: 14

Fund Code: 111035

Orgn Code: 04DC

Account Description

	Original	Revised	Current Month	YTD Activity	Commit	Available Balance
781 - Internal Service Center Revenue	0.00	0.00	0.00	(300.00)	0.00	300.00
78 - Internal Unrestricted Transfers	0.00	0.00	0.00	(300.00)	0.00	300.00
70 - Direc	0.00	20,716.56	0.00	22,435.60	2,250.00	(3,969.04)
Total Expenses	4,470.00	27,287.56	0.00	28,460.60	2,250.00	(3,423.04)
Subtotal for Prog Code 52	4,470.00	27,287.56	0.00	27,414.70	2,250.00	(2,377.14)
Subtotal for Orgn Code 04DC	4,470.00	27,287.56	0.00	25,855.23	2,250.00	(817.67)
Grand Total	4,470.00	27,287.56	0.00	25,855.23	2,250.00	(817.67)



FINANCE.FMS006D
Account Code Summary by Fund and Orgn

As Of: Dec 6, 2019
 Time: 12:11:02 PM
 Report ID: FMS006D

Report Page Orgn Code: 04DC

Fiscal Year: 2019

Fiscal Period: 14

Fund Code: 111035

Orgn Code: 04DC

Account	Description	Original	Revised	Current Month	YTD Activity	Commit	Available Balance
5807	Other Income	0.00	0.00	0.00	0.00	0.00	0.00
	580 - Misc. Revenue Sources Budget Pool	0.00	0.00	0.00	0.00	0.00	0.00
	58 - Miscellaneous Revenue Sources	0.00	0.00	0.00	0.00	0.00	0.00
	50 - Reven	0.00	0.00	0.00	0.00	0.00	0.00
	Total Expenses	0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal for Prog Code 16	0.00	0.00	0.00	0.00	0.00	0.00
520	Student Fees	0.00	0.00	0.00	0.00	0.00	0.00
	520 - Student Fees	0.00	0.00	0.00	0.00	0.00	0.00
	52 - Student Fees	0.00	0.00	0.00	0.00	0.00	0.00
580	Misc. Revenue Sources Budget Pool	0.00	-2,170.00	0.00	0.00	0.00	-2,170.00
5807	Other Income	0.00	0.00	0.00	-1,200.00	0.00	1,200.00
	580 - Misc. Revenue Sources Budget Pool	0.00	(2,170.00)	0.00	(1,200.00)	0.00	(970.00)
	58 - Miscellaneous Revenue Sources	0.00	(2,170.00)	0.00	(1,200.00)	0.00	(970.00)
	50 - Reven	0.00	(2,170.00)	0.00	(1,200.00)	0.00	(970.00)
	Total Expenses	0.00	(2,170.00)	0.00	(1,200.00)	0.00	(970.00)
611	Academic Classifications	56,385.00	56,385.00	0.00	0.00	0.00	56,385.00
611212	Faculty, AAUP Represented-9 Month	0.00	3,361.00	0.00	52,530.99	0.00	-49,169.99
	611 - Academic Classifications	56,385.00	59,746.00	0.00	52,530.99	0.00	7,215.01
61414	Non-Instructional PT Fac/Instr Asst	0.00	0.00	0.00	5,000.01	0.00	-5,000.01
	614 - Part Time Classifications	0.00	0.00	0.00	5,000.01	0.00	(5,000.01)
	61 - Salaries and Wages	56,385.00	59,746.00	0.00	57,531.00	0.00	2,215.00
621	Composite Fringe Benefits	0.00	14,785.38	0.00	14,785.38	0.00	0.00
	621 - Composite Fringe Benefits	0.00	14,785.38	0.00	14,785.38	0.00	0.00
	62 - Fringe Benefits	0.00	14,785.38	0.00	14,785.38	0.00	0.00
	60 - Labor	56,385.00	74,531.38	0.00	72,316.38	0.00	2,215.00
72133	Other Services	0.00	0.00	0.00	0.00	0.00	0.00
72164	Other Supplies and Materials	0.00	2,250.00	0.00	2,250.00	0.00	0.00
721Y31	McGregor - Food + Beverages	0.00	0.00	0.00	3,403.34	0.00	-3,403.34
	721 - Gen. Expenditures Budget Pool	0.00	2,250.00	0.00	5,653.34	0.00	(3,403.34)
	72 - General Expenditures	0.00	2,250.00	0.00	5,653.34	0.00	(3,403.34)



FINANCE.FMS006D
Account Code Summary by Fund and Orgn

As Of: Dec 6, 2019
Time: 12:11:02 PM
Report ID: FMS006D

Report Page Orgn Code: 04DC

Fiscal Year: 2019

Fiscal Period: 14

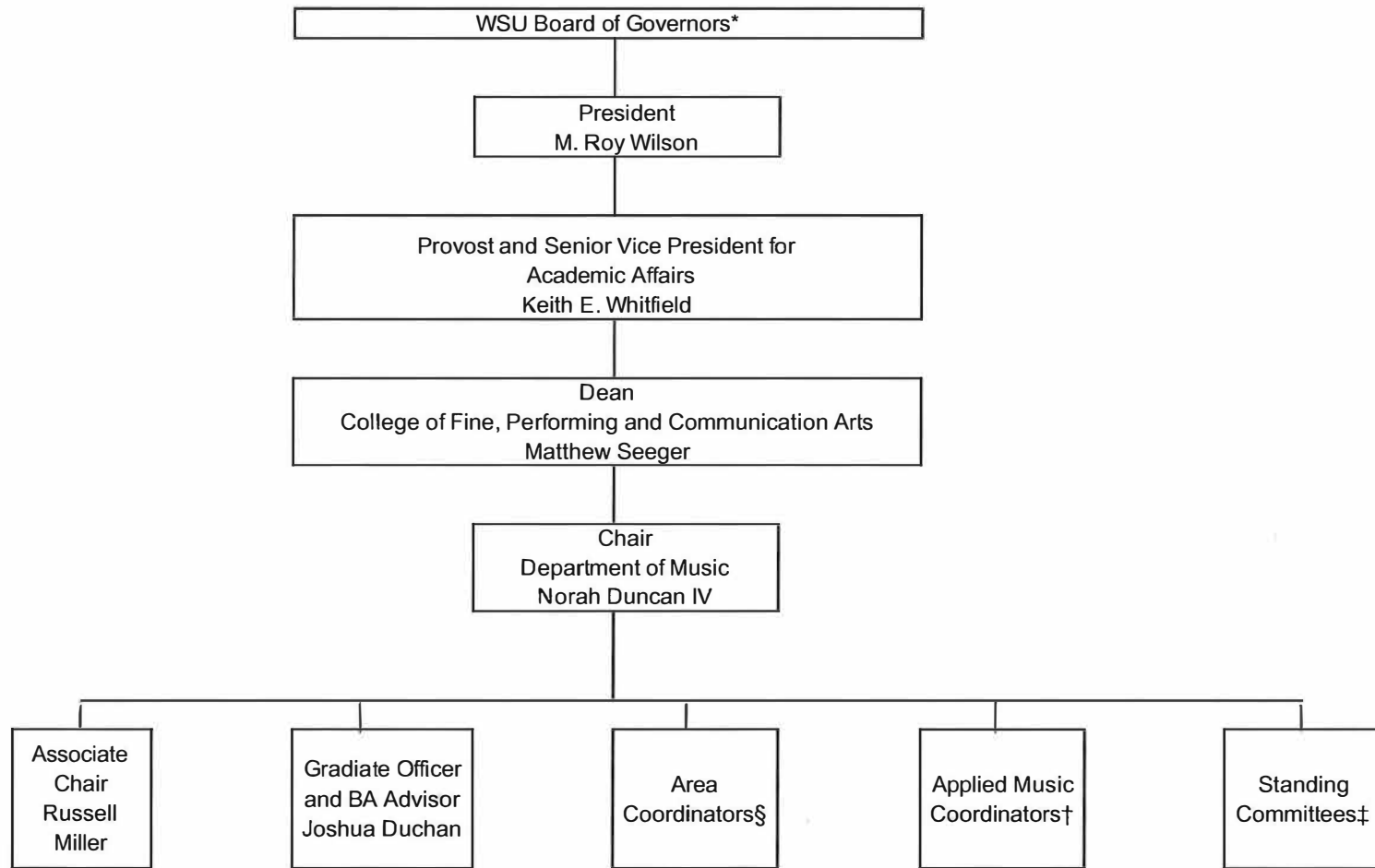
Fund Code: 111035

Orgn Code: 04DC

Account Description

	Original	Revised	Current Month	YTD Activity	Commit	Available Balance
70 - Direc	0.00	2,250.00	0.00	5,653.34	0.00	(3,403.34)
Total Expenses	56,385.00	76,781.38	0.00	77,969.72	0.00	(1,188.34)
Subtotal for Prog Code 52	56,385.00	74,611.38	0.00	76,769.72	0.00	(2,158.34)
Subtotal for Orgn Code 04DC	56,385.00	74,611.38	0.00	76,769.72	0.00	(2,158.34)
Grand Total	56,385.00	74,611.38	0.00	76,769.72	0.00	(2,158.34)

Wayne State University Table of Organization



* The members of the WSU Board of Governors are popularly elected in biennial, statewide voting to staggered eight-year terms.

§ Faculty Area Coordinators work with the Chair and Standing Committees to oversee general curricular needs.

† Applied Music Coordinators work with the Associate Chair in making private lesson assignments and jury scheduling.

‡ The Department Bylaws and Collective Bargaining Agreements require the following standing faculty committees: Curriculum, Faculty Advisory, Faculty Salary, Promotion and Tenure, and Scholarships and Awards. With the exception of the Salary Committee (elected to one-year terms), other committee members are elected to staggered, two-year terms annually.

Consistent with the intent of the Agreement, the Association shall have the right to participate in the development of the bylaws of the bargaining unit.

14. **Department/Division/Center/Institute**

The Association shall have the right to participate in the development of the bylaws of the bargaining unit. The Association shall have the right to participate in the development of the bylaws of the bargaining unit. The Association shall have the right to participate in the development of the bylaws of the bargaining unit.

15. **Department/Institute**

The Association shall have the right to participate in the development of the bylaws of the bargaining unit. The Association shall have the right to participate in the development of the bylaws of the bargaining unit. The Association shall have the right to participate in the development of the bylaws of the bargaining unit.

Article XXVII Bylaws and Voting Rights

A. Establishment of Unit Bylaws

In order to ensure orderly conduct of department/School/College/division/center/institute affairs, the faculty of each department/School/College/division/center/institute and the academic staff in each division/School/College shall adopt a set of bylaws consistent with University and School/College statutes and policies and with this Agreement. Those bylaws, and any subsequent revision of the bylaws, shall be subject to the approval of the dean/director/vice president and the President or his/her designee. The Association shall receive a copy of each set of bylaws and revisions thereof promptly following their approval by the dean/director/vice president and the President or his/her designee. In the absence of approved bylaws in the above units, the unit head shall hold a meeting of the unit at least once per regular academic term. Meetings of such units shall be conducted in accordance with established department/School/College/division/center/institute procedures or Roberts Rules of Order.

Nothing in this Article shall be construed as abridging traditional rights of self-governance of units, to the extent those rights are exercised in accordance with the statutes and policies of the University and with this Agreement.

B. Participation in Academic-Governance Activities

The rights of bargaining-unit members to participate with vote in the academic-governance activities addressed in Articles XII (Compensation),

XVIII (Selection Advisory Committees), XXX (University-Wide Committees) and XXXI (Budget Advisory Committees) shall not be abridged. Their rights to participate with vote in academic-governance activities, including activities addressed in Articles XX (Term Appointments), XXI (Employment Security Status Procedures), XXII (Tenure Procedures), and XXIII (Promotion Procedures), shall be determined under the bylaws of the units and under other provisions of this Agreement and such additional rules as may be agreed upon by the University Administration and the Association.

For academic-governance activities under Article XII (Compensation), participation in selective-salary decisions shall be in the unit in which the bargaining-unit member receives fifty percent (50%) or more of his/her salary. Where salary is allocated evenly between two (2) or more units, the member shall choose at the beginning of each academic year the unit in which s/he will participate. Where salary is allocated among more than two (2) units, participation shall be in the unit from which the member receives his/her largest percentage of salary.

Those members of the faculty or academic staff whose salary is allocated from a unit in which there are no academic-governance structures shall have the right to participate with vote in academic-governance activities in the unit(s) where s/he holds, or is eligible for, tenure or ESS.

C. Periodic Review of Bylaws

Not more frequently than once each five (5) years, the President or his/her designee may request a review of the bylaws of any department/School/College/division/center/institute to determine whether they continue to comply with the statutes and policies of the University and with this Agreement. The unit shall have three (3) months to complete its review and/or revisions of such bylaws, and the President or his/her designee shall have three (3) months to complete his/her review. If the President or his/her designee fails to act within the three (3)-month period, the bylaws shall be treated as approved for purposes of this Article. If the President or his/her designee rejects any provisions in the submitted bylaws, s/he shall return the bylaws to the unit with a statement of reasons for his/her disapproval. The unit may resubmit its bylaws, with revisions, for approval within three (3) months. If the unit does not resubmit its bylaws or if the President or his/her designee does not approve the resubmitted bylaws, the unit shall conduct its affairs in accordance with established department/School/College/division/center/institute procedures or Roberts Rules of Order.

D. Limitation on Grievances

Except as explicitly provided elsewhere, grievances under this Article shall be limited to whether or not approved bylaws exist.

Article XVIII

7. Other Provisions Pertaining to Grievances

A. Grievance

1. Grievance procedures shall be subject to the provisions of the applicable collective bargaining agreement and shall be subject to the provisions of the applicable collective bargaining agreement. The grievance procedure shall be subject to the provisions of the applicable collective bargaining agreement. The grievance procedure shall be subject to the provisions of the applicable collective bargaining agreement.

2. Grievance procedures shall be subject to the provisions of the applicable collective bargaining agreement and shall be subject to the provisions of the applicable collective bargaining agreement. The grievance procedure shall be subject to the provisions of the applicable collective bargaining agreement.

B. Arbitration

1. Arbitration shall be subject to the provisions of the applicable collective bargaining agreement and shall be subject to the provisions of the applicable collective bargaining agreement. The grievance procedure shall be subject to the provisions of the applicable collective bargaining agreement.

C. Remedies

1. Remedies shall be subject to the provisions of the applicable collective bargaining agreement and shall be subject to the provisions of the applicable collective bargaining agreement. The grievance procedure shall be subject to the provisions of the applicable collective bargaining agreement.

D. Appeals

1. Finality of Arbitration Awards

1. The finality of arbitration awards shall be subject to the provisions of the applicable collective bargaining agreement and shall be subject to the provisions of the applicable collective bargaining agreement. The grievance procedure shall be subject to the provisions of the applicable collective bargaining agreement.

2. Full and final settlement of the grievance shall be subject to the provisions of the applicable collective bargaining agreement and shall be subject to the provisions of the applicable collective bargaining agreement. The grievance procedure shall be subject to the provisions of the applicable collective bargaining agreement.

3. Finality of arbitration awards shall be subject to the provisions of the applicable collective bargaining agreement and shall be subject to the provisions of the applicable collective bargaining agreement. The grievance procedure shall be subject to the provisions of the applicable collective bargaining agreement.

BYLAWS
OF THE
COLLEGE OF FINE, PERFORMING AND COMMUNICATION ARTS
WAYNE STATE UNIVERSITY

Preamble

Where there may be an inconsistency between these Bylaws and present or future Board of Governors Statutes, Executive Orders, other University policies or regulations that have been duly issued, or any applicable collective bargaining agreement, the latter shall prevail.

ARTICLE I
Faculty Assembly

- A. The Faculty Assembly shall consist of the Deans, Department Chairs, and Associate Department Chairs of the College who hold faculty rank and all represented faculty and academic staff in the College.
- B. The Faculty Assembly shall be convened at least twice during the academic year at a time set by the Dean with at least two weeks advance notice to members. The Dean shall preside.
- C. No person shall have the right to vote by proxy or by mail upon any question before the Faculty Assembly.

ARTICLE II
Dean of the College

- A. The Dean is the administrative head of the College, the intermediary between the College and the University organization, the presiding officer of the Faculty Assembly, and the chair of the Faculty Council, the Promotion and Tenure Committee, and the Administrative Council.
- B. Ad hoc committees to advise on educational policy may be appointed by the Dean with the advice and counsel of the Department Chairs and the Faculty Council. Such committees shall be responsible to the Dean.

ARTICLE III
Departments

- A. A Department is an administrative unit of the College to which individual members are assigned because of congruent interests and/or for administrative reasons.
- B. The Department Chair is the administrative officer of the Department. He or she shall inform the Dean concerning Departmental matters and the members of the Department concerning College and University matters of interest to the Department.
- C. The Department shall meet at least once each Fall and Winter term and shall keep records. Upon request of no fewer than one-third of the members of a Department, the Chair shall call a special meeting of the Department Faculty.

D. Departmental policies and procedures shall be decided by a majority vote. All tenured members of the Department shall possess full franchise in all Department Faculty meetings. Tenured members of the Department may, at their discretion, extend partial or full franchise to any or all non-tenured members of the Department.

E. Tenured members of a Department may extend to full-time undergraduate and/or graduate student departmental majors, subject to annual review, the privilege of committee membership with vote, except in matters dealing with promotion and tenure or recommendations for compensation.

F. Departmental bylaws shall be consistent with those of the College.

ARTICLE IV Standing Committees

A. Faculty Council

1. The Faculty Council shall review and assist in formulating educational policies, curricula, programs, and other matters not subject to collective bargaining that are within the responsibilities of the faculty.
2. The Faculty Council shall consist of the Deans of the College, all of whom serve ex officio, and eight (8) voting members representing the four departments. One voting member from each department must hold tenure and one voting member from each department may be tenured, tenure-track, or any represented full-time faculty. All eight voting members are chosen from faculty who are members of the Faculty Assembly. Department Chairs shall be invited to address issues before the Council at the Council's discretion.
3. Election of the voting members will be conducted by secret ballot at the beginning of the academic year in each Department in which there are vacancies. The Council delegates the responsibility of selecting a replacement voting member to the Department in which a vacancy may occur.
4. Voting members shall hold office for two years, the terms to be staggered so that half of the voting members are chosen each year. Voting members may serve no more than two consecutive two-year terms. (*See note 1, below*)
5. The quorum necessary for the Council to conduct business shall be six voting members. In all matters coming before the Council for vote, a simple majority of the voting members shall be required.
6. The Faculty Council shall function as the College's designated Budget Advisory Committee.
7. At any time that the Faculty Council is at odds with an action taken by the Dean and/or the Department Chairs, the Dean shall appoint a committee consisting of three Council members who shall attempt to resolve the differences. The committee shall submit a written report of its conclusions to the Dean. The Dean shall refer the committee report for review and discussion to the Council and then to the Faculty Assembly, if the latter seems necessary.
8. The Faculty Council may request any College committee to appear before it and may make necessary recommendations to the Dean and the Chairs concerning the work of such a committee.
9. The Council shall serve as the body through which departmental, interdepartmental, and individual differences affecting the welfare of the College shall be mediated. Any department or faculty members may present matters to the Council for mediation and the Council may then

make such recommendations to the Dean as it deems proper.

10. During Spring/Summer Term, the Faculty Council delegates authority to act in its behalf on emergency business to the Administrative Council. All such actions are to be reported to, and affirmed by, the Faculty Council at its first meeting of the succeeding Fall Term.

11. The meetings of the Council shall be open to the faculty.

Note 1

For the 2014–15 academic year, the College and its Departments would constitute the membership of Faculty Council with voting members from A&AH and THR/DNC serving the second year of their two-year terms and two voting members from COM and MUS elected to two- year terms and two voting members elected to one-year terms.

For the 2015-16 academic year, two voting members of COM and MUS would serve the second year of their two-year term and two voting members would be elected to two-year terms; two voting members from A&AH and THR/DNC would be elected to two- year terms and two voting members would be elected to one-year terms.

Beginning with 2016-17, one voting member from each Department would be replaced each academic year.

B. Promotion and Tenure Committee

1. The Promotion and Tenure Committee shall be responsible, under the terms of the current Collective Bargaining Agreement, for evaluating and making recommendations to the Dean concerning all applicants for promotion or promotion and tenure forwarded by the College Departments.

2. The Promotion and Tenure Committee shall consist of six tenured faculty members of the College of Fine, Performing and Communication Arts elected for two-year terms. Terms shall be staggered so that half the members are chosen each year. No elected member of the committee may serve more than two consecutive two-year terms.

3. Each Department of the College shall be represented by one tenured faculty member. Two members of the Committee shall serve as at-large members and shall be elected in rotation from the four College Departments. No more than two members from any Department may serve on the committee at any time.

4. At the beginning of each academic year, each Department in which a position is open shall nominate two eligible tenured faculty members to be listed on a collegewide election ballot.

5. Those holding or acting in the positions of Dean, Associate Dean, Assistant Dean, Department Chair, or Associate Chair shall not be eligible for election to the Committee.

6. Tenured members of the faculty scheduled for sabbatical leave during the academic year shall not be eligible for election to the Committee. If any committee member has a sabbatical or other leave of absence during their two-year term, their alternate shall serve the entire year of the member's leave. In case the alternate has a leave of absence in the same year as the member, the member's Department will elect a representative to serve that term or year.

7. No person, while serving as a member of the Committee, shall be considered for promotion by

that body.

8. A vacancy occurring on the Committee shall be filled by an elected representative from the department in which the vacancy occurs.
9. One student representative shall be elected to serve on the Committee.
10. The Dean or his or her designee shall Chair the Committee without vote.

C. Faculty Salary Committee

1. The Salary Committee shall, under the terms of the current Collective Bargaining Agreement, advise the Dean on matters of selective salary adjustment for represented members of the Faculty.
2. The Committee shall consist of one eligible represented member of the Faculty elected to represent each Department in the College.
3. Departments shall nominate two eligible members of the represented faculty to be listed on a ballot distributed to all represented members of the College faculty.
4. Committee members shall serve one-year terms and may serve no more than two consecutive terms.

D. Administrative Council

1. The Administrative Council shall meet at least once a month to deal with issues related to current and future business of the College of Fine, Performing and Communication Arts.
2. The Administrative Council consists of the Dean, who serves as its Chair, the Associate Dean(s), the Assistant Dean(s), and the Chairs of each of the Departments of Art and Art History, Communication, Music, and Theatre and Dance or the designee of the respective Department Chair.
3. The Administrative Council, whenever appropriate, will confer with the Faculty Council prior to decisions on matters related to the educational policies of the College.

E. Academic Staff Promotion and Employment Security Status Committee

1. The Academic Staff Promotion and Employment Security Status Committee shall, under the terms of the current Collective Bargaining Agreement, be responsible for evaluating represented academic staff candidates and making employment security status or promotion recommendations to the Dean.
2. The Committee shall consist of three members of the represented academic staff who hold tenure or employment security status, and shall be elected by the members of the represented academic staff.
3. Members of the Committee shall serve one-year terms.
4. No person, while serving as a member of the Committee, shall be considered for promotion by that body.
5. The Dean or his or her designee shall chair the Academic Staff Promotion and Employment Security Status Committee without vote.

F. Academic Staff Salary Committee

1. The Academic Staff Salary Committee shall, under the terms of the current Collective Bargaining Agreement, advise the Dean on matters of selective salary adjustment for represented members of the academic staff.
2. The Committee shall consist of four members of the represented academic staff. At least three members must hold tenure or employment security status, and the fourth member may be any other eligible member of the academic staff. Committee members shall be elected by the members of the represented academic staff.
3. Members of the Committee shall serve one-year terms.
4. The Dean or his or her designee shall chair the Academic Staff Salary Committee with vote.

ARTICLE V Ad Hoc Committees

Any additional committee will be first established as an Ad Hoc committee, and, if the work of the committee seems to require a standing committee, action will be taken by the Faculty Council by recommending an amendment to the bylaws establishing such a standing committee.

ARTICLE VI Elections

- A. The Associate Dean of the College shall act as the election clerk for all College elections. He or she shall assemble, distribute, and receive ballots and shall report the election results to the College.
- B. The holders of all elective College offices, including College representatives to the Academic Senate and Graduate Council, shall be chosen by secret ballot.
- C. Nominees for elective offices, including College representatives to the Academic Senate and Graduate Council, shall be determined by the College departments.
- D. All members of the Faculty Assembly shall be eligible to vote for College representatives to the Academic Senate; all members of the Faculty Assembly holding faculty rank shall be eligible to vote for College representatives to Graduate Council.
- E. Vacancies occurring in College representation to the Academic Senate or Graduate Council shall be filled for the remainder of the term of office by the runner-up in the previous election.

ARTICLE VII Conduct of Meetings

All meetings of the Faculty Assembly, Faculty Council, and Administrative Council shall be conducted consistent with *Robert's Rules of Order*.

ARTICLE VIII Amendments

Proposed amendments to these bylaws shall be submitted in writing with signatures of at least ten

(10) members of the Faculty Assembly representing at least two different Departments and must be submitted to the Faculty Council. The Faculty Council shall discuss the proposed amendment and then shall transmit the amendment in writing with statements, pro and con, to the members of the Administrative Committee. The Chairs, prior to discussion by the Administrative Committee, will discuss the proposed amendment with their respective Department faculties. The Administrative Committee will then meet and determine the status of the amendment. The time lapse, from the time the amendment is proposed, to the time the Dean reports back to the Faculty Assembly shall not be more than ninety (90) days. A majority vote of those present at the Faculty Assembly meeting shall be necessary for adoption.

ARTICLE IX

Review

A. These bylaws shall be reviewed no later than five years after the date of their approval and adoption to ensure they conform to administrative policy, contractual agreements, and College procedures and practices. The review should be initiated by the Office of the Dean in consultation with the Department Chairs and referred to an Ad Hoc Bylaws Committee drawn from the Faculty Council.

B. The Ad Hoc Bylaws Committee shall report its proposed revisions to the Faculty Council for further consideration and approval.

C. The Dean of the College shall review and approve such periodic bylaws revisions under the terms of this article.

D. Final authority for the approval of College bylaws is delegated by the Board of Governors to the President or his or her designee.

Wayne State University
Department of Music
Bylaws

Preamble

Where there may be an inconsistency between these Bylaws and present or future Board of Governors Statutes, University Policies, other University regulations that have been duly issued, College Bylaws, or any applicable collective bargaining agreement, the latter shall prevail.

I. Membership

- A. Voting members of the Department of Music shall include all represented faculty and academic staff, the Department Chair, and the Associate Chair. In addition, Staff Association members of the Department Staff shall be recognized as nonvoting members of the Department.
- B. Departmental policies and procedures shall be decided by a simple majority of the voting members.
- C. The quorum necessary for the Department to conduct business shall be 50 percent of the eligible voting members who are not on sabbatical and/or out of residence for the term in which the meeting occurs. Members who are on sabbatical leave may actively participate in meetings during the leave.
- D. There shall be at least one regular meeting of the Department during Fall and Winter terms. Other meetings may be called by the Chair or at the request of the members.
- E. Meetings shall be conducted consistent with Robert's Rules of Order.

II. Officers

- A. The chief administrative officer of the department shall be the Department Chair, who shall be selected and reviewed by the Dean of the College under all applicable terms of the WSU-AAUP-AFT agreement. Duties of the Chair shall be determined by the Dean of the College.
- B. The Department Chair may appoint an Assistant and/or Associate Chair from the full-time faculty, in consultation with the Dean of the College and the Faculty Advisory Committee. The duties of the Assistant or Associate Chair include performing the duties of the Chair in his or her absence and such other duties as designated by the Chair.

- C. The Department Chair shall appoint a Graduate Officer from the full-time Faculty, in consultation with the Faculty Advisory Committee. Duties of the Graduate Officer include the general administration of the Department's policies regarding admission, periodic review, and approval for graduation of all graduate students in the Department.

III. Administration

- A. For efficient administration, the Department Chair, in consultation with the Faculty Advisory Committee, shall name area coordinators or program directors, as appropriate, for the following disciplinary or curricular areas:
 - 1. Instrumental
 - 2. Vocal and Choral
 - 3. Jazz Studies
 - 4. Composition/Theory/History
 - 5. Music Education
 - 6. Music Business and Technology
- B. Area coordinators or program directors will serve as the primary contact for their assigned disciplinary or curricular area, overseeing general inquiries, advising by faculty, and other related issues. The Department Chair, in consultation with the Faculty Advisory Committee, may assign other responsibilities, as needed.

IV. Standing Committees

- A. Promotion and Tenure Committee
 - 1. The Promotion and Tenure Committee shall be responsible for evaluating and making recommendations to the Chair concerning all applicants for promotion or promotion and tenure, and will operate in accordance with the provisions of the current WSU-AAUP-AFT agreement.
 - 2. The Committee shall consist of four tenured, represented Faculty members, elected for two-year terms, and the Department Chair, who chairs the committee without vote. Two committee members shall be elected each academic year.
 - 3. No person, while serving as a member of the committee, shall be considered for promotion by that body.
 - 4. Tenured members of the faculty scheduled for sabbatical leave during the academic year shall not be eligible for election to the committee.

B. Faculty Advisory Committee

1. The Faculty Advisory Committee shall assist in developing and implementing departmental policies as they relate to departmental academic standards, student advising, general fund and student-fee related budgets, and facilities. The Committee shall advise the Department Chair on the development of faculty search requests, departmental administration and governance, and the resolution of conflicts within the department. The Faculty Advisory Committee shall function as the Budget Advisory Committee as described in the WSU-AAUP-AFT agreement.
2. The Committee shall consist of four represented Faculty members, the Associate Chair and the Department Chair. Voting privileges are limited to the Faculty members of the Committee, except in tie votes where the Department Chair or Associate Chair may cast a vote to break a deadlock. The Department Chair, or, in his or her absence, the Associate Chair, will chair committee meetings.
3. Committee membership shall represent the different disciplinary areas within the department. To ensure balance, membership will be drawn from the following areas, with two members from each area: (1) composition/theory, music education, music business and music history, (2) ensembles, performance, jazz studies, and music technology. When a member leaves the faculty and/or a new member is added to the faculty, the Faculty Advisory Committee shall adjust group membership to ensure balance in numbers and disciplines. Members shall serve two-year terms and may not serve more than one consecutive term. Two members shall be elected each academic year.
4. The Committee shall forward all proposals to the Department Faculty for final approval.

C. Scholarships and Awards Committee

1. The Scholarship and Awards Committee shall determine the allocation of the Department's scholarship funds, in accordance with the provisions governing the distribution of such funds and as established by Departmental, College, and University guidelines. The Committee shall also determine the recipients of special Departmental awards, in accordance with the provisions established by the donors and/or Departmental and College guidelines.

2. The Committee shall seek input from appropriate faculty members in the area or concentration of each scholarship and award.
 3. The Committee shall consist of four members of the full-time faculty and shall be chaired by either the Chair of the Department or his or her designee.
 4. Committee membership shall represent the different disciplinary areas within the Department. To ensure balance, two members will be elected from each area of the Department (as outlined in article IV. B. 3). When a member leaves the faculty and/or a new member is added to the faculty, the Scholarships and Awards Committee shall adjust group membership to ensure balance in numbers and disciplines. Members shall serve two-year terms and may not serve more than one consecutive term. Two members shall be elected each academic year.
- D. Faculty Salary Committee
1. The Faculty Salary Committee shall, under the terms of the current WSU-AAUP-AFT contract, advise the Chair on matters of selective salary adjustment for represented members of the Faculty.
 2. The Committee shall consist of three members of the Promotion and Tenure Committee and one additional member from the Faculty at large; the Department Chair shall chair the Committee with vote. All members shall be elected to one-year terms on an annual basis. Whenever practicable, members of the Committee shall not succeed themselves in consecutive years.
- E. Curriculum Committee
1. The Curriculum Committee shall review the curricula of both undergraduate and graduate programs and shall be responsible for decisions and policies that affect those curricula. If the Graduate Officer is not an elected member of the committee, the Graduate Officer will attend as an ex officio member of the Committee when graduate issues or curricula are discussed.
 2. The Committee shall consist of a minimum of four elected members of the full-time faculty and shall be chaired by either the Chair of the Department or his or her designee. Committee members shall be elected by the faculty and shall serve two-year terms, with two members elected each academic year.
 3. The actions proposed by this Committee will be forwarded to the Faculty for final departmental action.

V. Ad Hoc Committees

Any additional committee will be first established as an Ad Hoc Committee, and, if the work of the committee requires a standing committee, action will be taken by the Faculty to amend these bylaws to establish such a standing committee.

VI. Elections

A. Elections for departmental committees shall be by secret paper ballot or electronic ballot, listing all eligible nominees.

B. The Department Chair shall serve as the election clerk and shall assemble, distribute, and receive ballots and shall report all election results.

C. All voting members of the Department shall be eligible to vote in departmental elections.

VII. Amendments

These bylaws may be amended at any time by the approval of at least two-thirds of the represented faculty and academic staff of the Department.

VIII. Review

A. These bylaws shall be reviewed no later than five years after the date of their adoption to ensure that they conform to administrative policy, contractual agreements, and departmental procedures and practices. The review will be initiated by the Department Chair in consultation with the Faculty Advisory Committee.

B. The Faculty Advisory Committee shall report its proposed revisions to the Department for approval as provided in article VII.

C. Following approval by the Department, the Department Chair shall forward the revised bylaws to the Dean of the College and, if approved by the College, to the Provost for final University approval.

Approved: October 4, 2019

PEER EVALUATION OF TEACHING

Peer Evaluation of Teaching is a formative, non-punitive process by which colleagues assist colleagues by evaluating teaching. Its primary goal is to enhance student success through improved teaching effectiveness. In addition, the process may also enhance each faculty member's professional development.

Evaluations should be conducted in the second, fourth, and tenth year of a faculty member's WSU teaching. Faculty, however, may also request a peer evaluation at other times. The Promotion and Tenure Committee of the Department of Music both initiates and oversees the peer evaluations of teaching at the appropriate time periods.

The **peer evaluation is confidential**, between the evaluator and the faculty member being evaluated. Peer Evaluation reports will not be provided to Chairs, Deans or other administrators. They will not be part of either the Promotion and Tenure process or the annual Selective Salary process.

At the beginning of the Fall Term, the department chair informs the faculty member(s) that he/she is due for a peer evaluation. At that time, faculty not required to undergo peer evaluation may also request a non-mandatory review. Faculty members will choose their peer evaluator based on their perception of who will best assist them to enhance student success. Potential peer evaluators may be, for example, a faculty content expert or an experienced teacher.

The peer evaluation of teaching takes place in a physical or online setting: classroom, rehearsal area, studio, lab, or related teaching site, that is appropriate to the style of teaching practiced by the faculty member being evaluated. In general, the class session selected for observation should be one that illustrates the range of teaching skills used in that class.

PEER REVIEW OF TEACHING SUGGESTIONS FOR REVIEWEES

Before the Pre-observation Meeting

1. Contact your choice of observer and schedule a time and date for the face-to-face pre-observation meeting.
2. If you haven't already, think of some learning outcomes for your course, and write them down.
3. Record any areas where you think you can improve your teaching, and prepare to discuss these with the observer.
4. Compile some teaching materials that you think reflect your teaching style, and the overall direction of the course. Examples may include:
 - An exam or course project
 - A sample homework set
 - Sample lecture notes or visual aids (PowerPoint, etc...)

During the Pre-observation Meeting

1. Discuss any areas you think your teaching could improve: ask the reviewer to focus on these areas.
2. Discuss any other teaching issues with the observer, and your goals for how the observer can help you.

3. State any specific instruction methods you use (active learning, flipped classroom, etc...), and explain how you work the method into your lesson.
4. Discuss your learning outcomes with the observer.
5. Give the observer some background information regarding your students' prior experiences, such as previous courses and school standing (freshmen, sophomore, etc...).
6. Alert the observer to any concerns you have about the peer review of teaching process.

During the Classroom Observation

1. Introduce the observer to your students, and explain his/her role in your class. Be sure that your students understand that the observer is here to observe your teaching, and not the students.
2. Teach your class.

PEER REVIEW OF TEACHING SUGGESTIONS FOR OBSERVERS

Before the Pre-observation Meeting

Agree on a mutual time and location.

During the Pre-observation Meeting

1. During the pre-observation meeting, your goal is to develop a rapport with the faculty member, learn about his/her teaching philosophy and goals for the interview. To accomplish this, you may want to ask the following questions:
2. What are your goals for the teaching observation? What areas of your teaching do you want me to focus on?
3. What are your learning objectives for the class?
4. What strategies or methods will you use to help your students achieve the learning objectives?
5. How will you assess what your students have learned during this class period?
6. Is there any other information that would be helpful for me to have prior to reviewing the class, such as relevant student background, relevant course history, previous experience with peer review, etc...
7. Do you have any concerns about the process?
8. What would you like to know about me?

During the Classroom Observation

1. Review notes from the pre-observation meeting.
2. Arrive to class early, and sit in an area agreed upon by you and the instructor being reviewed.
3. When observing the instructor, pay close attention to the aspects of teaching that the instructor noted as areas for improvement.
4. Use the **Peer Review of Teaching Classroom Observation Guide** to focus on what to look for when observing another faculty member's teaching.

After the Classroom Observation

It is beneficial to the faculty member being reviewed if any notes taken during the observation are typed and distributed to the faculty member. Complete and sign the **Classroom Observation Report Form**.

During the Post-observation Meeting

1. Invite the instructor being reviewed to discuss how things went.
2. Communicate your observations and reflections with respect to the goals/issues you and the faculty member discussed in the pre-observation meeting. Start with anything positive you noted during the observation.
3. Be sure to provide constructive and supportive feedback.
4. Give the **Classroom Observation Report Form** to the faculty member being evaluated.
5. Inform the Chair of the Department that the evaluation has been completed and the completion date. No other information will be available or required.

Approved: October 4, 2019

Article XXX
University-Wide Committees

Every year before the end of the winter semester, the Provost or his/her designee will solicit in writing nominations from each of the units with represented faculty and/or academic-staff members for membership on each of the contractually constituted University committees. The Office of the Provost will provide to the dean/vice president, in conjunction with this request for nominations, information for each of these committees on eligibility requirements for potential committee members and the number of nominees to be sent forward from each unit. Faculty and academic-staff members may nominate themselves or be nominated (with their consent) by their colleagues and/or the administration of the unit. The required number of eligible individuals will be selected for each committee by the dean/vice president in consultation with the appropriate faculty or academic-staff committees such as a faculty council or the executive committee of the faculty council or senate of the School, College, or division. The Academic Senate Policy Committee and the Provost will select members of the committees from the slates presented, with membership to start at the beginning of the fall semester. If someone on the list for a given committee is found to be ineligible, the members of the committee will be chosen from among the remaining names on the slate.

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Article XXXI
Budget Advisory Committees

Upon a majority vote of the faculty and academic staff holding tenure or employment security status of the departments in the Schools/Colleges of

Business Administration; Engineering; Fine, Performing, and Communication Arts; Liberal Arts and Sciences; Medicine; and Pharmacy and Health Sciences; and, in the Schools/Colleges of Education; Law; Nursing; and Social Work, a committee will be elected, and upon a majority vote of the librarians holding tenure or employment security status in the Library and of the archivists holding tenure or employment security status in the Archives a committee will be elected, with which the chair/dean/director will consult concerning the general budgetary priorities of the unit. This committee also shall advise the unit head on general travel policies and priorities.

The committee shall have at least three (3) members, a majority of whom shall have tenure or employment security status. The committee shall elect its chair from among its members. The dean/chair/director or designee shall serve as an *ex officio* member of the committee without vote.

The units may vote to designate existing committees to perform this function.

At the request of the budget advisory committee, the chair/dean/director will make available on a quarterly basis any accounting reports that may be needed to enable the budget advisory committee to provide consultation to the unit administrator about unit budgetary priorities.

ARTICLE XXIV

Equal Opportunity Policy

The University shall comply with the following:

- a. A goal of equal opportunity of the members of faculty to hold departmental positions;
- b. A goal of equal opportunity of the members of faculty to hold positions of administrative responsibility;
- c. The institution shall provide equal opportunity to the members of faculty to hold administrative positions of such positions as are available.

ARTICLE XXV

Faculty Grievance Procedure

The University shall comply with the following:

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Article XVIII
Selection Advisory Committees

A. Selection and Review of Department Chairs

1. When a new chair of a department (or administrator of equal function) is to be appointed, a committee shall be formed to seek and recommend candidates to the dean. Such a committee shall include N faculty members and academic-staff members from the department in question elected by the department for which the chair is being sought. One (1) student representative shall be selected by the School/College student council from among the departmental majors of that department. The President or his/her designee shall appoint N members.

In clinical departments in the School of Medicine the membership of the committee shall include N members elected by the faculty of the department, N members appointed by the President or his/her designee, and one (1) student representative selected by the School/College student council from among the departmental majors of that department. At the discretion of the President or his/her designee, the committee may include one (1) or more representatives of affiliate medical organizations, up to a maximum of N.

The above committee structures shall not obtain in those departments with fewer than five (5) tenured full-time faculty and academic staff holding tenure or employment security status, in which case the membership shall be appointed by the President or his/her designee but shall include not less than one-half (1/2) bargaining-unit members including representation from the department in question.

The President or his/her designee shall appoint the chair of the committee from among the committee members. The President or his/her designee shall establish the procedures for the search. A slate of at least three (3) candidates for chair shall be presented to the President or his/her designee. Fewer than three (3) candidates may be presented to the President or his/her designee, if mutually agreeable to the President or his/her designee and the committee.

If the position is not filled by one of the candidates, the committee shall readdress the question. If the position is still not filled after a second

slate of candidates is presented, the matter shall be forwarded to the President or his/her designee for whatever action or decision s/he deems appropriate.

2. Prior to the appointment or reappointment of an acting chair, the President or his/her designee shall consult with the selection advisory committee, and/or an appropriate faculty and academic-staff committee of the department.
3. Terms of appointment shall not exceed five (5) years. One (1) year prior to the end of this term, a review committee shall be formed. At least three-fourths ($3/4^{\text{th}}$) of the committee members shall be tenured or hold employment security status, except in the clinical departments in the School of Medicine. N members of the committee shall be faculty members and academic-staff members from the department in question and elected by the department. N members shall be appointed by the President or his/her designee. One (1) student representative shall be selected by the School/College student council from among the departmental majors of that department.

There shall be no minimum of tenured or employment security status faculty and academic-staff members on review committees in the clinical departments in the School of Medicine. In clinical departments in the School of Medicine the membership of the committee shall include N members elected by the department, N members appointed by the President or his/her designee, and one (1) student representative elected by the school student council from among the departmental majors of that department. At the discretion of the President or his/her designee, the committee may include one (1) or more representatives of affiliate medical organizations, up to a maximum of N-1. If N-1 representatives of affiliate medical organizations are added, the President or his/her designee may increase the number of Presidential appointees to the committee from N to N+1.

The President or his/her designee shall appoint the chair of the committee from among the committee members. The President or his/her designee shall establish the procedures for the review. This committee shall evaluate the progress of the department and the effectiveness of the chair and shall forward a report to the President or his/her designee. The committee shall insure that faculty members have an opportunity to express their views to the committee during its review process.

Department of Music Support Staff

Ms. Evelyn Williams, full-time Supervisor

- Academic personnel appointment and payroll processing for full- and part-time faculty, including preparation of appointment letters, document imaging, payroll corrections and additions
- Assist in departmental searches, including scheduling of interview appointments and travel arrangements
- Maintenance of faculty and staff personnel files and departmental records; supervise the maintenance of student files.
- Prepare departmental activity reports and analyses, including surveys, grants proposals and reports
- Student Assistant appointments and payroll processing
- Supervise and participate in the processing of University paperwork including personnel, payroll, travel reimbursements, guest artists, awardees, and special guests.
- Back-up Student Assistant supervisor
- Course scheduling, including on-line data entry into the scheduling system
- Supervise, train and coordinate clerical/technical support staff, student assistants and temporary employees
- Liaison with Student Center Scheduling Office for large ensemble performances and juries in Community Arts Auditorium
- Act as Confidential Assistant to Department Promotion and Tenure Committee and Faculty Salary Committee

Ms. Kimberly Simmons full-time represented Staff Association, Accounting Assistant Senior

- Compile and process monthly billings for revenue generating services
- Provide assistance in the development of budget proposals and projections
- Prepare and maintain accounting and financial reports
- Compile, analyze and prepare statistical data for budget planning
- Review and process revenues and expenditures
- Compline statistical data; prepare special financial and accounting reports
- Serve as resource regarding interpretation of financial accounting documents and procedures
- Perform general office functions

Mr. Paul Bishop full-time represented AAUP, Academic Services Officer II

- Facilities manager for Department of Music, including administration of departmental security system and liaison with WSU Department of Public Safety
- Building Coordinator for Music areas of Old Main
- Liaison with Old Main Building Engineer and WSU's Office of Facilities Management and Planning (FP&M)

Department of Music Staff Duties

- Maintenance of departmental inventories of instruments, computers, and other equipment, including tracking instrument loans to students, requests for instrument maintenance and repair, and all requests for piano tuning and maintenance
- Coordinator of Piano Loan Program with Evola Music Center
- Coordination of instrument and equipment moves for on- and off-campus performances
- Supervisor of student facilities assistants
- In consultation with the Department Chair, Evelyn Williams, and Leah Celebi, coordination of recital scheduling and facilities uses by external groups
- Departmentally authorized credit card holder

Mrs. Leah Celebi, full-time represented AAUP, Academic Services Officer II

- Development, design, and production of all departmental print and website materials for student recruitment, advertising, public relations, concert and recital programs, and alumni/development projects
- Maintenance of Department of Music website
- Liaison with commercial printers, College information officer, College development officers, and WSU Office of Marketing and Communication
- Coordination of Departmental concert and recital scheduling, including faculty, guest artist, and student recitals and presentations
- In consultation with Evelyn Williams and Paul Bishop, coordination of student recital scheduling
- Coordination, administration, and record keeping for all new student auditions
- Assist the Department Chair and Faculty Committee on Scholarships and Awards in annual processing of talent-based Music awards to new undergraduate and graduate students
- Liaison with WSU Office of Undergraduate Admissions and Registrar's Office
- Student Assistant supervisor for main Music Office and Music Computer Lab/Library
- Box office manager for all ticketed Department performances, including responsibility for student box office assistants, petty cash fund, and ticket sales records

Mrs. DeAnna Johnson, full-time represented AAUP, Academic Advisor II

- Advise prospective and current undergraduate and post bachelor students regarding admission, major and general education requirements and career planning
- Assisting in recruiting efforts, represent department at regional high school and community college programs
- Coordinate departmental recruitment efforts
- Verify requirements for degree completion and certification
- Provide a comprehensive suite of advising services
- Facilitate orientation sessions and/or orientation courses for FTIACS, transfers, and other student populations

Joint Programs

The Department of Music offers only one degree specialization that is jointly administered. The BM in Music Education (both Instrumental and Vocal) is jointly administered with the College of Education Teacher Education Division after students in the program reach the upper division, typically following the fourth or fifth semester of enrollment.

As noted in section II.A, Teacher Preparation Programs (see section II, page 29–30*) and section II.B (see pages 55 and 65), students must apply and be approved for admission in the College of Education to be allowed to enroll in the sequence of Professional Education courses: RLL 4431: Teaching Reading in Middle and Secondary Subject Areas, 3 credits; EDP 3310: Educational Psychology, 3 credits; and Student Teaching (MED 4570 or TED 5790), 8 credits. Admission to the College of Education is also a prerequisite for completing the two-part Michigan Teacher Test for Certification and receiving a provisional Michigan teaching certificate.

Department of Music Faculty regularly participate in music education students' portfolio reviews carried out by the College of Education.

Our other programs with significant non-music requirements, the BM in Music Business and BM in Music Technology are solely administered by the Department of Music.

*As noted in section I, page references to the Management Documents Portfolio are to specific pages in the continuously paginated MDP.

Article XX

Term Appointments

A. General Provisions

1. Definition

A term appointment is an employment contract for a specified period of time. Term appointments shall be in writing and shall indicate compensation and the period of the appointment. Any special conditions related to the term appointment shall be included in the letter of offer.

2. Consultation

Insofar as practicable, no full-time term appointments of prospective faculty members of the bargaining unit shall be made in units with tenure committees without prior consultation with the appropriate unit committee or the tenured faculty of that unit. (For the definition of the committee, see Article XXII.D.1.b.) Insofar as practicable, no full-time term appointments of prospective academic staff of the bargaining unit shall be made without consultation with the appropriate tenure/promotion committee or the tenured and/or employment-security-status academic-staff members of the originating unit. (For the definition of the committee, see Article XXI.D.)

3. Limits

Term appointments for faculty and academic staff who are on the tenure track shall be limited to seven (7) years of full-time service except as provided in Article XIII.D.3 and 5. Under special circumstances, exceptions may be made by the Administration with the consent of the Association.

Term appointments for academic staff on the employment-security track shall be limited to five (5) years of full-time service except as provided in Article XIII.D.3 and 5 and under paragraph B.2 below.

Tenure-track appointments that occur after October 1 shall have the tenure clock begin on the next July 1. The intent of this language is to assure that each tenure applicant who did not join the University at the beginning of an academic year and who has had renewal of term appointments into a seventh (7th) year shall have at least seven (7) complete years of full-time service.

4. External Prior Service

Full-time service in a tenure-track or similar faculty position at a baccalaureate-granting institution other than Wayne State University and which is accredited by a nationally recognized accrediting agency may be counted for up to three (3) years if the bargaining-unit member and the dean concur in a request for crediting such prior service during the bargaining-unit member's first (1st) year at Wayne State University. Under the same conditions, prior service in a full-time academic-staff or faculty position may be counted for up to three (3) years toward employment security status if the bargaining-unit member and the dean/vice president concur in a request for crediting such prior service during the bargaining-unit member's first (1st) year of service.

The credit agreement may be cancelled at any time by mutual agreement of the unit member and the dean/vice president.

5. Sixth (6th) Year Denial of Tenure

A tenure-track bargaining-unit member who has been initially denied tenure at the University level in his/her sixth (6th) year of service and who has been recommended for tenure at the School/College level in the sixth (6th) year shall be granted a terminal seventh (7th) year appointment.

6. Reconsideration

If, in the opinion of a bargaining-unit member and the Association, the bargaining-unit member has improperly been denied renewal of a term appointment, a Step One grievance may be filed for the purpose of requesting a reconsideration. After the Step One meeting, the decision to grant a reconsideration will be at the discretion of the President or his/her designee. If the President or his/her designee denies reconsideration s/he shall provide his/her written reason(s) for his/her decision to the Association. The matter shall in no case be carried forward to Step Two of the Grievance Procedure. However, upon request of the Association, a meeting with the President or his/her designee to further discuss the reasons for the decision shall be held.

Except for procedural matters, all matters related to term appointments are not subject to the Grievance Procedure (Article XVII).

7. Statutes

Except where modified by this Article, the University's existing term appointments statutes shall remain in full force and effect.

8. Length of Term Appointments

Under normal circumstances, for bargaining-unit members on the tenure track or employment-security track, only the initial term appointment may be for one (1) year or less. Subsequent renewals shall normally be for multiple years.

Under normal circumstances, the initial term appointment for bargaining-unit members appointed as full-time or fractional-time lecturers or senior lecturers shall be for one (1) year or less. Renewal contracts can be for one (1), two (2), or three (3) years and do not require posting. After three (3) years of service as lecturer and/or senior lecturer, a bargaining-unit member's normal renewal shall be for two (2) or three (3) years. One (1)-year renewals after three (3) years of service require the approval of the Provost.

B. Specific Provisions

1. Faculty

For faculty, tenure-track appointments may be made in the ranks of assistant professor, associate professor, and professor.

Faculty (clinical), faculty (research), lecturer, senior lecturer, instructor, and faculty whose appointments are conditioned on subsidy are non-tenure-track appointments.

2. Academic Staff

Effective October 1, 1990, all new members of the academic staff, except librarians and archivists, will be hired as non-tenure-track employees. At the discretion of the University, librarians and archivists may be appointed either on the tenure track or outside the tenure track.

Academic staff may be hired in one (1) of the following non-tenure-track categories: (a) appointment conditioned on subsidy, (b) appointment in the Academic-Staff Employment Security System, (c) appointment as academic staff (renewal contract), (d) appointment as athletic coach or athletic trainer.

Term appointments for those academic staff in the Academic-Staff Employment Security System shall be limited to five (5) years of full-time service. The following rules shall apply in counting the five (5) years of full-time service for the attainment of employment security status; and, therefore, as to the five (5) year limit on term appointments:

- a. An academic-staff member who transfers from one classification title to another is eligible to apply for full or partial credit for years of service in the employment security system. In determining the credit, the dean/vice president of the unit to which the academic-staff member desires to transfer will consult the academic-staff member. Before any transfer takes place, there must be agreement in writing with respect to the credit to be given. The decision shall include consideration of the similarities and/or differences between factor statements of the unit the person is leaving and the one to which the person is going as well as job descriptions of the two (2) positions. If the academic-staff member and the dean/vice president cannot agree as to the credit to be given, the academic-staff member may not transfer to the new classification.
- b. A change from general fund appointment to subsidy-conditioned appointment will stop the ESS clock. Time spent on subsidy-conditioned appointment will not be counted. When there is a transfer from the subsidy-conditioned appointment back to general fund, the ESS clock will begin again and the previous time spent in general-fund appointment will be counted.
- c. Time served in a fractional-time appointment will not be credited toward the five (5) year limitation.
- d. The clock will begin anew for persons who leave the University and are subsequently rehired, unless external prior service time is agreed to according to A.4 of this Article.

Term appointments for academic staff on subsidy-conditioned appointment, for athletic trainer or athletic coach not in Division I sports or designated to serve in Division I sports within the next two (2) years, or for academic staff on academic-staff (renewal contract) appointments are not in the employment security system.

A member of the academic staff in the employment security system may not accept an appointment with the same classification level and within the same unit for a subsidy-conditioned appointment or for an academic-staff (renewal contract) appointment.

C. Annual Review Provisions

1. General Provisions

Each year the unit tenure committee for faculty and the unit tenure/promotion committee for academic staff (see XXII.D and

XXIII.B) shall prepare a written review for any bargaining-unit member holding a term appointment. In a unit without the appropriate committee, the unit administrator (chair, dean, director, or vice president) shall possess the authority and functions of the committee. In such units the unit administrator shall consult with the tenured faculty, or the tenured and employment-security-status-academic staff, as appropriate.

The bargaining-unit member shall receive at least two (2) weeks' notice prior to the annual review.

The appropriate unit administrator may concur and/or may add his/her comments to the committee's written review. The appropriate unit administrator shall discuss the review with the bargaining-unit member. The written review shall have been given to the bargaining-unit member at least five (5) days prior to the discussion. At the option of the appropriate unit administrator or the bargaining-unit member, the designated spokesperson of the committee will also be present at the discussion. If the unit contains more than fifteen (15) persons requiring annual written reviews, the appropriate unit administrator may select a designee to conduct some of these discussions. In cases where the bargaining-unit member is not satisfied with the review performed by a designee, s/he may request review by the appropriate unit administrator. The written reviews shall be placed in the bargaining-unit member's personnel file along with supporting or dissenting material provided by the bargaining-unit member and the unit committee. The failure to conduct an annual written review is grievable at Step One only. Neither the written review nor the discussion nor the failure to complete any annual written review shall imply any commitment to recommend reappointment, promotion, employment security status or tenure.

For bargaining-unit members with joint appointments, the annual review is to be carried out by the unit in which the major activity is carried out following the above procedures. The director/chair of the other unit(s) must contribute to the review conducted by the primary unit.

2. Faculty Provisions

For faculty on the tenure track, the annual review shall be based upon excellence in teaching and in scholarly achievement or, for a faculty member in the creative or performing arts, in creative professional achievement, and shall take into account such unit, School/College, and University tenure factors as are in force. Consideration shall also be given to non-instructional service to the department, School/College,

and/or University and/or public and/or professional service which benefit the University. The annual review shall identify areas of growth and strength and areas of concern in teaching, scholarship or creative activity, and service.

For faculty not on the tenure track, the annual review shall be in relation to his/her professional performance and as it relates to appropriate unit, School/College and University factors as are in force except that lecturers and senior lecturers shall be reviewed primarily for teaching with secondary consideration for excellence in scholarly work and/or service if the letter of appointment has identified scholarly work and/or service as part of the bargaining-unit member's responsibility.

3. Academic-Staff Provisions

For academic staff on the tenure track, the annual review shall be based upon excellence in job performance and in appropriate scholarly or professional achievement, and shall take into account such unit, School/College, and University tenure factors as are in force. Consideration shall also be given to non-instructional service to the department, School/College, and/or University and/or public and/or professional service which benefit the University. The annual review shall identify areas of growth and strength and areas of concern.

For academic staff not on the tenure track, the annual review shall be based on excellence in job performance; excellence in professional achievement is also required, but is given secondary weight. Consideration shall also be given to non-instructional service to the department, School/College, and/or the University and/or public and/or professional service that benefit the University. Excellence in scholarly achievement, at the option of the academic-staff member, will be considered but is not required. The committee shall take into account such unit, School/College, and University ESS/promotion factors as are in force. This academic-staff review must contain, at the least, the following components:

- a. standards of performance for the particular position;
- b. identification of the specific appraisal factors;
- c. accomplishments in job performance, professional achievement, scholarly achievement (at the option of the academic-staff member), and/or service;
- d. identification of areas of growth and major strengths;

- e. identification of future expectations and areas of improvement; and
- f. unexpected changes in job status that affected performance.

D. Non-Renewal of a Term Appointment

1. General Provisions

Notices of non-renewal shall be personally served or mailed to the bargaining-unit member's home address recorded in the University's computerized records by certified, express, or registered mail, or sent by a commercial delivery service such as Federal Express or UPS that provides a receipt showing the date on which sent, on or prior to the date of notice requirement stated below. For twelve (12)-month employees, if such notice is sent late thirty (30) days or fewer, it will nonetheless be effective, but the bargaining-unit member shall be compensated at the rate of one (1) day's pay for each day the notice is late. When a notice to a twelve (12)-month employee is sent thirty-one (31) days or more late, and when a notice to a nine (9)-month employee is sent late at all, the notice is not effective, provided that where notice was not sent by the means specified above but a bargaining-unit member nonetheless received actual written notice by the specified date, the notice will be effective, but the bargaining-unit member shall receive sixty (60) calendar days' pay. Failure to provide notice to faculty or academic staff, however, shall not constitute a basis of claim for tenure or employment security status.

2. Faculty Provisions

For faculty on the tenure track, written notice of non-renewal of appointment shall be sent at least three (3) months prior to expiration of initial term appointments which are less than two (2) academic years. In subsequent reappointments of less than two (2) years, written notice of non-renewal shall be sent at least six (6) months prior to the expiration of an appointment. Where the term appointment is for two (2) or more academic years, written notice shall be sent at least twelve (12) months prior to the expiration of the appointment.

For faculty on subsidy-conditioned appointments and for ranked faculty not on tenure-track appointments who are on a one (1)-year term appointment, written notice of non-renewal shall be sent at least three (3) months prior to expiration of each appointment or reappointment or whenever the subsidy is discontinued, whichever is less. For ranked faculty not on tenure-track appointments who are on multi-year appointments, written notice of non-renewal shall be sent at least six

(6) months prior to the expiration of each appointment or reappointment.

For lecturers and senior lecturers, written notice of non-renewal shall be sent at least three (3) months prior to the expiration of each appointment.

3. Academic-Staff Provisions

For academic staff on the tenure track, written notice of non-renewal of appointment shall be sent at least three (3) months prior to the expiration of initial term appointments that are less than two (2) academic years. In subsequent reappointments of less than two (2) years, written notice of non-renewal shall be sent at least six (6) months prior to the expiration of an appointment. Where the term appointment is for two (2) or more academic years, written notice shall be sent at least twelve (12) months prior to the expiration of the appointment.

For academic staff on subsidy-conditioned appointment, written notice of non-renewal shall be sent at least three (3) months prior to the expiration of each appointment or reappointment or, if the subsidy is discontinued, at least one (1) month's notice before termination.

For academic staff in the Academic-Staff Employment Security System, written notice of non-renewal shall be sent at least three (3) months prior to the expiration of a term appointment during the first two (2) years. Non-renewal during the third (3rd) and fourth (4th) years shall be at least six (6) months prior to the expiration of the appointment. In subsequent reappointments, written notice of non-renewal shall be sent at least twelve (12) months prior to the expiration of the appointment. A member of the academic staff who receives a notice of non-renewal for the final year prior to attaining employment security status may request the job-related reasons for the non-renewal from the dean/vice president. Such job-related reasons shall be based on the totality of the academic-staff member's employment record, including the annual written reviews described in Sections C.1 and C.3 of this Article.

For academic staff (renewal contract), written notice of non-renewal shall be sent at least three (3) months prior to the expiration of each appointment or reappointment.

5. Salary Committees

a. Faculty

In each department in the Schools/Colleges of Business Administration; Engineering; Fine, Performing, and Communication Arts; Liberal Arts and Sciences; Medicine; Pharmacy and Health Sciences; and in each of the Schools/Colleges of Education; Law; Nursing; and Social Work; and in the Library and Information Science Program; and the Division of Research, there shall be a faculty salary committee.

The faculty salary committees shall consist of not fewer than three (3) tenured members of the Tenure and Promotion Committee of that unit elected by its faculty, and such other faculty from the unit as the faculty may elect. A majority of the committee membership

shall consist of tenured members. The chair or administrator of equal function or dean/director or his/her designee shall chair the salary committee with vote.

In recommending selective-salary increases the committee shall be guided by unit factors and general University criteria and factors for tenure and promotion for faculty. It shall also consider equity when appropriate. For persons not holding tenure-track classifications consideration shall be given to those portions of the unit factors and general University criteria that apply to their assignments.

b. Academic Staff

There shall be an academic-staff salary committee in any unit (School/College or division) where three (3) or more academic-staff members holding tenure or employment security status are assigned.

A majority of the committee membership shall consist of academic-staff members holding tenure or employment security status. The committee shall consist of not fewer than three (3) members holding tenure or employment security status elected by academic staff in the unit, and such other academic staff from the unit as the academic staff may elect. Members holding tenure or employment security status shall constitute the majority of the committee. The dean/vice president (or his/her designee) shall chair the salary committee with vote.

In recommending selective-salary increases the committee shall be guided by unit factors and general University criteria and factors for tenure or employment security status and promotion for academic staff. It shall also consider equity when appropriate. For persons not holding tenure-track appointments consideration shall be given to those portions of the unit factors and general University criteria that apply to their assignments.

c. School/College

In each departmentalized School/College, there shall also be an elected committee of bargaining-unit faculty members to advise the dean/director.

6. Salary Data

The Administration will furnish the unit salary committees and appropriate administrators salary data for all bargaining-unit members assigned to that unit.

7. Recommended Salaries for New Bargaining-Unit Members

The department chair (or appropriate administrative officer) shall call a meeting of the appropriate salary committee to discuss initial salaries of prospective members of the bargaining unit.

If a quorum of the committee cannot be assembled in a timely fashion, the chair (or appropriate administrative officer) shall consult with those members of the salary committee who are available.

C. Salary Adjustments for the Duration of This Contract (March 20, 2013, to March 20, 2021)

Effective the first (1st) day of the fall term, all bargaining-unit members who were on the payroll as members of the bargaining unit on the last day of the preceding winter term shall be eligible for the following salary adjustments:

1. Promotional Salary Adjustments

Each faculty member who is promoted to a higher rank shall receive an adjustment in salary rate of two thousand two hundred fifty dollars (\$2,250), five thousand dollars (\$5,000), and eight thousand five hundred dollars (\$8,500) for promotion to Group I, II, or III, respectively, effective the date of promotion.

Each member of the academic staff who is promoted to a higher grade shall receive an adjustment in salary rate of five percent (5%) or to the minimum of the new salary grade, whichever is higher.

2. Lump-Sum Bonus Payments

Within thirty (30) days of ratification of this Agreement by both parties, the University shall make a one-time only lump sum bonus payment (not to be added to base salary) in the amount of one thousand dollars (\$1,000.00) to all full-time bargaining-unit members. Bargaining-unit members with less than a full-time appointment shall receive a pro-rated payment proportionate to the percentage of their appointment.

3. Across-the-Board Salary Adjustments (ATB)

Eligible members of the bargaining unit shall have their salary rates increased as provided in Section 5, below. The across-the-board (ATB) will be applied to all salaries.

4. President's-Deans'/Directors' Selective-Salary Adjustments (Selective)

The President, through the deans/directors, shall make additional salary adjustments averaging the percentage shown in the table in Section 5 below based on the salaries of the eligible members of the bargaining unit for the preceding year. The salary committees provided for in this Article shall be consulted prior to making decisions for these adjustments.

In the case of faculty, the pool shall be distributed such that three-sevenths (3/7) of the pool is awarded to recognize accomplishments in scholarship, three-sevenths (3/7) to recognize accomplishments in teaching, and one-seventh (1/7) to recognize accomplishments in service. In recommending selective-salary increases for faculty the committee and the dean/director/vice president shall be guided by unit factors and general University criteria and factors for tenure and promotion for faculty. These factors include teaching, scholarly productivity, service and may consider equity when appropriate. For persons not holding tenure-track classifications, consideration shall be given to those portions of the unit factors and general University criteria that apply to their assignments.

In the case of academic staff, the pool shall be distributed such that four-sevenths (4/7) of the pool is awarded to recognize accomplishments in job performance (and scholarship for academic staff with tenure or on the tenure-track whose unit/division factors include publication as a measure of job performance or who request such consideration), two-sevenths (2/7) to recognize accomplishments in professional achievement, and one-seventh (1/7) to recognize accomplishments in service. In recommending selective-salary increases for academic staff the committee and the dean/director/vice president shall be guided by unit factors and general University criteria and factors for tenure or employment security status and promotion for academic staff. They shall also consider equity when appropriate. For persons not holding tenure-track or employment security status appointments, consideration shall be given to those portions of the unit factors and general University criteria that apply to their assignments.

In the event of an executive order or a legislative reduction of the state appropriation, at the University's request, representatives of the

Association and representatives of the University Administration shall meet to discuss the impact of this reduction and possible solutions to the problem.

5. Salary Adjustment Table

Academic Year	ATB	Selective
2012-13	0.0%	0.0%
2013-14	\$1,000 and then 1.375%	1.375%
2014-15	1.25%	1.25%
2015-16	1.25%	1.25%
2016-17	1.25%	1.25%
2017-18	1.25%	1.25%
2018-19	1.25%	1.25%
2019-20	1.25%	1.25%
2020-21	1.25%	1.25%

6. Grievances and Appeals

No salary adjustments under Section C.4 of this Article may be grieved under this Agreement or under any previous Agreement. This prohibition precludes grievances under all other provisions of this and previous Agreements.

1. The within relations described in 1.1 and 1.2 do not apply to registration of students in the Faculty of Education who are seeking the M.Ed. degree, and who are in the College of Education and Health Sciences who are seeking the B.Ed. degree, and students in the Law School who are seeking the LL.B. degree.

2. The within relations described in 1.1 and 1.2 do not apply to registration of students in the Faculty of Education who are seeking the M.Ed. degree, and who are in the College of Education and Health Sciences who are seeking the B.Ed. degree, and students in the Law School who are seeking the LL.B. degree.

3. The bargaining-unit members of the single campus of a designated bargaining-unit campus, shall apply for their representation by the end of the term for which the contract ends, or previously submitting a completed application to Benefits Administration.

2. Bargaining Units

2.1. The bargaining-unit members of the single campus of a designated bargaining-unit campus, shall apply for their representation by the end of the term for which the contract ends, or previously submitting a completed application to Benefits Administration.

**Article XXIX
Evaluation of Faculty Teaching**

A. Peer Evaluation of Teaching

Peer evaluation of teaching, as a complement to course evaluations, is an important aspect in the assessment of teaching. It allows for peers to evaluate their colleagues during actual teaching sessions, for the purpose of enhancing student success, as well as the professional development and teaching effectiveness of faculty.

Within six (6) months of the ratification of this Agreement each unit shall determine a process for peer evaluation of teaching, including classroom observation, that best fits the style(s) of teaching (classroom, laboratory, practical, etc.) practiced by the discipline(s) represented in the unit. This process will be incorporated in the unit bylaws after approval, as specified in Article XXVII.

Student Evaluation of Teaching

Each appropriate unit of the faculty shall make provisions for student evaluation of faculty teaching through the use of a standard evaluation form

established by the University. The unit may also include a form which has been developed for the specific use of that unit. The results of the evaluations shall be made available to the individual, to the unit committee(s) charged with making personnel decisions (to include, but not limited to, renewal, tenure, promotions, and salary adjustments), and to the chair and other appropriate administrative officers for the purpose of assessing the individual's teaching performance and for the purpose of program review. However, data from student evaluations will not be the only basis for comparisons between units. The anonymity of the students shall be preserved.

A joint committee composed of three (3) members appointed by the Association and three (3) members appointed by the University shall serve as an advisory board to the Provost in the development and use of standard forms and other instruments for student evaluation of teaching. The committee shall also consider requests for waivers from the use of the standard instrument, or proposals for alterations in the standard instrument. Each appointing entity should appoint, among its appointees, some person having expertise in evaluation.

If the committee makes recommendations to the Provost that s/he is not prepared to implement, s/he will first discuss these differences with the committee. If there is not a satisfactory resolution to the differences, the current standard form shall remain in use.

A. Teaching Evaluation

Each School, College, or department will have a policy for the conduct of teaching evaluations for faculty. These policies shall normally not include a plan for action of reacting to the School, College or department's results.

Each School, College, or department will annually submit recommendations for approval of the Dean/Chair of the School/College or Department and other appropriate officials.

Faculty may request assistance in analyzing comments which have not been given in the past or for which they are not prepared.

It is the policy of the University that all faculty who are employed by the University shall be given the opportunity to participate in the development and use of the policy instrument which is used to evaluate teaching. The instrument of evaluation shall be approved by the Dean/Chair of the School, College or Department and other appropriate officials. If the instrument is not approved, the faculty shall be given a period of time to develop a plan for the instrument.

PROMOTION AND TENURE FACTORS FOR THE DEPARTMENT OF MUSIC WAYNE STATE UNIVERSITY

(Approved by Department of Music Faculty October 4, 2019)

General Considerations

The Department of Music uses recommendations for promotion and tenure as a means of achieving overall departmental excellence and balance. In making its judgments, the Department is also sensitive to the needs of the College of Fine, Performing and Communication Arts and of Wayne State University.

Distinction Between Promotion and Tenure

Promotion and tenure may or may not be simultaneously recommended by the Promotion and Tenure Committee. Promotion is based on an evaluation of the individual's past and present achievement and whether it has brought the individual to an appropriate professional and scholarly level. In the question of tenure, achievement to date is used to predict whether the candidate's future contributions will justify granting tenure.

It is difficult to define all factors and standards that are applied to candidates for promotion or tenure and to specify quantitatively the relative weight placed upon each area in which an individual can contribute to Departmental excellence. However, scholarship, teaching, musical performance, composition, and other creative activities, professionalism and non-instructional service have been identified and are discussed below.

Scholarship: Research/Creative Activity

Scholarship is an indispensable activity in any music department, particularly one that offers graduate programs. It is basic and vital to the University that faculty be involved in scholarly research, performance, or other appropriate creative activities such as composition and/or arranging that contributes both to faculty members' personal intellectual growth and development, and to that of their students and the music profession.

The candidate's scholarly or creative contributions to, and influence upon the music profession may be measured, in part, by invitations to present at, or take a leadership role in, professional events at the local, state, national, or international levels. These events may take a variety of forms; symposia, colloquia, festivals, conferences, and musical performances may all qualify as scholarly or creative activities. The candidate's

record of presentations, publications, and public performances are important considerations in evaluating applications for promotion and/or tenure.

Teaching

The Department expects that teaching will be approached in a scholarly manner. A high standard of classroom instruction, course preparation and appropriate student contact is essential. Contributions to the curriculum (such as the development and initiation of new courses), keeping existing courses and programs current and writing textbooks and other original pedagogical materials are also considered. In addition, work performed as a thesis or dissertation advisor and service on graduate committees will be considered as part of a candidate's teaching record.

Ensemble Directors are expected to maintain high standards of performance, score preparation, program selection, conducting, ensemble development and effective rehearsal techniques. Studio instructors must teach with a clear sense of repertory, technique, and the role of performance in the music student's total preparation. In addition, the faculty member's teaching methodology and ability to transmit knowledge and intellectual methods to students will be assessed by such measures as student course evaluations, course materials, written peer evaluations (when available), and other information supplied by the candidate.

Musical Performance/Conducting

Musical performance is a primary consideration for the promotion or tenure of many of the Department's faculty. Musical performance/conducting involves live or recorded solo or ensemble presentations of musical works. Some aspects of performance were discussed under Teaching and Scholarship. Other aspects of this factor are outlined below. The relative weights of musical performances are determined by a number of issues, all of which are related to 1) the extent of the candidate's responsibility for preparation and presentation of the performance, 2) the context in which the performance is presented, and 3) the scope of the audience for whom the performance is given. Performances given at state, national, and international venues are weighted more heavily than those given for campus or local audiences; the significance of the performer's role will also be considered and performances undertaken apart from those considered to be part of the candidate's regular teaching responsibility receive significantly more recognition. Similarly, invitations to conduct or present performances as a soloist or with a University ensemble may receive greater weight than performances initiated by the candidate.

For certain disciplines including music history, music theory, electronic/recording techniques, music business, and music education, performance is not usually a primary factor, but may be considered. Where performance is not a central activity, decisions will be based upon the remaining factors.

Composition and Performance of Original Works and Other Creative Activities

Composition, as used in the music discipline, denotes such activities as creating an original musical work, developing an arrangement of a pre-existing musical idea or work and orchestrating a pre-existing work. This factor will always be applied when the candidate's field of expertise is music composition, but it may also be used for any other candidate whose past or present achievements include this type of creative activity.

The candidate's compositions as well as recordings of their performance/compositions, represent scholarly activity. Thus, their relative weights are determined, in part, by issues similar to those discussed above under Scholarship. Commissioned or invited compositions, widely disseminated and frequently performed compositions, and published compositions receive significant weight. The candidate's contribution to the music profession and the field of composition is also evidenced by invitations to participate or assume a leadership role in colloquia and symposia, and by awards and honors received from professional organizations.

Music Technology, Music Business and Other Creative Activities

The creation of computer software for music instruction, development of music technology software, and music business professional practice are also considered under this factor. They, too, are evaluated in light of their contribution to the music profession, as measured by evidence presented by the candidate.

Professionalism

All faculty are responsible for the well-being and growth of the Department, and for the furtherance of the Department's objectives. This is evidenced by professional conduct, respect for colleagues, effective and willing interaction with faculty, staff and students, and deportment of the candidate with regard to departmental matters.

Non-Instructional Service

Non-instructional service is given greater weight in considerations for selective salary increases, but it is also a consideration for promotion, contract renewal, and tenure decisions. This factor is divided into three categories: 1) service within the University, college, and department; 2) public or community service; and 3) service to the profession.

All faculty are expected to fulfill committee responsibilities and other assignments such as recruitment, development, etc., when called upon to do so by the University, the College or the Department. The extent and effectiveness of the candidate's participation determine the quality of service rendered in these capacities.

Community or public service requires that the candidate's expertise be used to benefit the public or private sector. In these instances, the quality and scope of the faculty member's service is evaluated on the basis of objective evidence from the individuals or organizations involved.

Service to the profession includes, but is not limited to, active involvement in academic and professional associations related to the candidate's discipline. Examples are: assuming leadership positions in professional organizations; serving as an editor or reviewer for journals or publications; serving on accreditation panels, licensing and examination committees, or evaluative teams, (such as CMS or NASM); and serving on grant or award review panels. National/International, regional and state/local contributions are evaluated accordingly.

In all cases, issues such as the duration of involvement, the regularity of participation, and the importance of the service assignment or contribution are considered. Such service, however, will not be considered in a candidate's evaluation without, or as a substitute for, established excellence in teaching and research/creative activity, which constitute the main functions and duties of faculty in this department. Overall consideration will be based on University standards for research/creative activity, teaching and service.

During the decision, the Board will consult with the Association of
Wayne State University employees employed on a security status. The Association will
submit written comments to the Board. If the Board does not
approve employment security status, the status is denied and the
employee's name will not be placed on the list of employees
eligible for the status. The Board's decision is final.

2. Procedures for Denial of Employment Security Status

Except where indicated by this Article, the University's existing
employment security status service shall apply to full-time and core.

3. Grievance Procedure

Except as specified in this Article, all matters related to employment
security status are not subject to the grievance procedure (Article XXV).

**Article XXII
Tenure Procedures**

A. Definition

Tenure is a contractual status defined in the Statutes of the Board of
Governors. Tenure is granted by the Board of Governors upon
recommendation of the President in accordance with the procedures set
forth below. There is no right to receive tenure, but there is a right to fair
consideration for tenure as prescribed in this Article.

B. Eligibility

Persons in the payroll classification of faculty (clinical), faculty (research),
instructor, lecturer, senior lecturer, athletic coach, athletic trainer, academic
staff (renewal contract) and persons whose appointments are conditioned on
subsidy may not hold tenure. Any member of the faculty or of the academic
staff who is on a tenure-track appointment and has completed more than
three (3) years of tenure-track service at Wayne State University or has
three (3) years of credited prior service and more than two (2) years of full-
time service at Wayne State University and is otherwise eligible must upon
application be considered as a candidate for tenure and formally assessed on
the basis of the criteria and according to the procedures described below.
Highly qualified individuals may be recommended for tenure regardless of
their length of service. Fractional-time faculty or academic-staff members
serving fifty percent (50%) time or more may be granted and hold

fractional-time tenure. Tenured/tenure-track faculty in basic-science departments of the School of Medicine are on full tenured/tenure-track appointments.

C. Basis for Tenure Recommendations

The parties agree that the basic functions of the University are the transmission and generation of knowledge. We intend this Article to further this commitment.

A recommendation for tenure is based upon a candidate's qualifications in the light of specific department/division, School/College, and University considerations. The assessments of a faculty candidate's qualifications shall be based upon excellence in teaching and in scholarly achievement or, for a faculty candidate in the creative or performing arts, in creative professional achievement. The assessments of an academic-staff member who is eligible for tenure consideration shall be based upon excellence in job performance and in appropriate scholarly or professional achievement. Consideration shall also be given to non-instructional service to the department, School/College, and/or University and/or public and/or professional service which benefits the University. At all levels of this procedure assessments shall take into consideration such unit, School/College, and University factors as are in force.

Assessments of a candidate's qualifications must take into consideration both performance to date and prospects for continued excellence based on that performance. A tenure candidate who holds the rank of assistant professor should, except in extraordinary cases, be qualified for promotion to associate professor at the time that s/he is recommended for tenure.

There shall be no establishment of a fixed proportion of tenured to tenured plus non-tenured tenure-track faculty in the University, in any School/College, or in any department nor shall there be an establishment of a fixed proportion of tenured to tenured plus non-tenured tenure-track academic staff in the University, in any School/College, or in any department.

At no level in this procedure shall either a ranked list of candidates for tenure or the vote tallies of committees be forwarded. Written reasons for support or disagreement with the majority opinion of the committee are encouraged and shall be forwarded to the next level of review. A candidate may withdraw his/her name from consideration for tenure at any time.

When tenure is awarded for faculty, it shall reside in the School/College or at the department/unit depending on where the initial recommendation for tenure was considered. That is, if the initial recommendation for tenure was

considered at the department/unit level, tenure shall reside in the department/unit. If the initial recommendation for tenure was considered at the School/College level, tenure shall reside in the School/College.

D. Procedures

1. Faculty Recommendations for Tenure

a. General Provisions

Each department in the Schools/Colleges of Business Administration; Engineering; Fine, Performing, and Communication Arts; Liberal Arts and Sciences; Medicine; Pharmacy and Health Sciences; each of the Schools/Colleges of Education; Law; Nursing; Social Work; the School of Library and Information Science shall delineate, as far as practical and in a manner reflecting the particular mission and diverse characteristics of the unit, those factors that will be considered in the evaluation of the candidate's qualifications with respect to the criteria in Section C of this Article and to those department and School/College factors that may have a bearing on the tenure recommendations. The factors shall distinguish among teaching, scholarship and service. However, such factors are not to be interpreted as standards. Department and School/College factors statements must receive the approval of the dean/director of the School/College prior to implementation.

Applicants may submit evidence of scholarly achievement, teaching excellence, and service that has not been specifically listed under the factors. Similarly promotion and tenure committees and administrators may also consider evidence of scholarly achievement, teaching, and service that has not been specifically listed under the factors.

No later than February 15 of a given year the President or his/her designee may request that a unit review its factors statement, and by no later than March 31 of that year the unit shall either reaffirm its current factors statement or submit a revised factors statement. The reaffirmed or revised statement must receive the approval of the dean/director of the School/College prior to implementation. If the dean/director and the unit are unable to agree upon a factors statement, the President or his/her designee shall appoint a committee of bargaining-unit members, using the procedures described in Article XXX, which shall advise the dean/director on the matter by September 15. The dean/director shall then develop the factors statement by September 30. Such a factors statement

shall be in effect for the following academic year. The previous factors statement shall remain in effect prior to formal implementation of newly developed factors. If, for whatever reason, a factors statement has not yet been implemented, tenure applications from that unit shall be considered under the tenure criteria as specified in Section C of this Article without reference to specific unit factors. The dean/director may also attach appropriate School/College/University factors to the unit factors statement. Factors used in a given case shall have been issued at least twelve (12) months prior to their use and shall have been distributed to each faculty member in the unit.

b. Department Committee

There shall be a tenure committee in each department in the Schools/Colleges of Business Administration; Engineering; Fine, Performing, and Communication Arts; Liberal Arts and Sciences; Medicine; Pharmacy and Health Sciences that shall be responsible for evaluating candidates and for making tenure recommendations.

The committee membership shall consist of tenured faculty members elected by the faculty of the department. Faculty holding administrative positions in offices above the unit and in the reporting line shall not be eligible for election.

A two-thirds (2/3) affirmative vote of the membership of the committee shall be required for a recommendation for the granting of tenure. The department chair (or unit head) shall chair the committee without vote. A committee representative shall be elected from among the bargaining-unit members of the committee who shall serve as spokesperson for the committee. When the elected spokesperson does not agree with the recommendation of the department committee with respect to a specific candidate, the voting members of the committee may elect an alternative representative to serve as spokesperson for the committee with respect to that candidate.

The recommendation of the committee for the granting of tenure, together with a written assessment and supporting documents, shall be forwarded to the department chair or administrator of equal function. The elected spokesperson shall sign the written assessment for all committee members and the committee vote shall not be included in any communications.

c. Department Chair

Upon receipt of the department committee recommendations the chair or administrator of equal function shall attach his/her written assessments and recommendations and shall forward both sets of recommendations and assessments to the dean/director of the School/College. The chair shall inform the department committee of his/her recommendations.

The chair, after consultation with the department committee, may also initiate recommendations for the granting of tenure which, along with supporting documents and written assessments, shall be forwarded to the dean; the committee may also forward its assessments and supporting documents to the dean. The chair shall notify the faculty member of the department committee's recommendation and the chair's own recommendation prior to forwarding them to the dean. The chair shall notify a faculty member when the department committee has recommended him/her for tenure or when the chair initiates a recommendation for tenure. In cases where tenure is not recommended, the committee and/or chair may forward a statement explaining the decision to the dean. If no recommendation for tenure is being sent to the dean of the School/College and it is the faculty member's fourth (4th), fifth (5th), or sixth (6th) year of service at Wayne State University, the faculty member shall be so notified in writing by the chair.

In a department with fewer than three (3) tenured faculty members, not including the chair, the chair or administrator of equal function shall possess the authority and functions of the department committee. In such units the chair shall consult with the tenured faculty members prior to arriving at a positive or negative decision. The chair shall notify both the candidate and the tenured faculty members of his/her recommendation.

d. School/College Committee

There shall be a tenure committee in each School/College which shall be responsible for evaluating candidates and for making tenure recommendations for only those candidates who have been recommended by the department committees and/or the chair or administrator of equal function and for those candidates who have appealed to the School/College committee.

The committee shall consist of tenured faculty members elected by the faculty of the School/College and one (1) student member selected by the School/College student council. Except for the

School of Medicine the student member must hold junior, senior, or graduate status as a major in the School/College. In the School of Medicine the student must be an undergraduate medical student. Faculty holding administrative positions in offices in the reporting line shall not be eligible for election. The College of Engineering may choose to elect a separate College-wide committee to consider tenure recommendations from the Division of Engineering Technology.

An affirmative vote equal to two-thirds times (2/3X) the number of faculty committee members shall be required for a recommendation for the granting of tenure. The dean or his/her designee shall chair the committee without vote. A committee representative shall be elected from among the bargaining-unit members of the committee who shall serve as spokesperson for the committee. When the elected spokesperson does not agree with the recommendation of the School/College committee with respect to a specific candidate, the voting members of the committee may elect an alternative representative to serve as spokesperson for the committee with respect to that candidate.

The recommendations of the committee shall be forwarded to the dean together with its assessments and supporting documents. Whenever a department chair appears before the School/College committee, s/he shall be accompanied by the elected departmental committee representative, or a representative of the committee's choosing who has special expertise in the candidate's area of scholarship.

In the Schools/Colleges of Education; Law; Nursing; Social Work; and in the School of Library and Information Science, the School/College committee may initiate tenure recommendations. The recommendations of these committees for the granting of tenure, together with a written assessment and supporting documents, shall be forwarded to the dean/director.

e. Dean/Director

Upon receipt of the School/College committee recommendations, the dean/director shall attach his/her recommendations to those of the committee. The dean/director shall inform the members of the School/College committee of his/her recommendations. The dean/director shall provide written assessments along with his/her recommendations. Those recommendations that have received the endorsement of the School/College committee and/or the

dean/director shall be forwarded, along with the supporting documents, to the President or his/her designee.

The dean/director, after consultation with the appropriate department and School/College committees, may also initiate recommendations for the granting of tenure which, along with supporting documents and assessments, shall be forwarded to the President or his/her designee. A faculty member shall be notified of the recommendations of the dean/director and the School/College committee before these recommendations are forwarded to the President or his/her designee.

If no recommendation for tenure is being sent to the President or his/her designee for those faculty members considered at the School/College level and it is the faculty member's fourth (4th), fifth (5th), or sixth (6th) year of service at Wayne State University, the faculty member shall be so notified in writing by the dean/director.

In those Schools/Colleges where the School/College is not the initiating unit in tenure decisions, a faculty member denied tenure may, within seven (7) days of receipt of such notice, request the reason(s) for his/her denial of tenure. The dean/director shall respond in writing within thirty (30) days.

2. Academic-Staff Tenure Recommendations

a. General Provisions

Each unit (i.e., School, College, or division) that has or may have tenure-track academic-staff personnel shall delineate, as far as is practical and in a manner reflecting the particular mission and diverse characteristics of the unit, those factors that will be considered in the evaluation of the candidate's qualifications with respect to the criteria in Section C of this Article. The unit factors shall distinguish among job performance, professional achievement, scholarship, and service. However, such factors are not to be interpreted as standards. Academic-staff unit factors statements must receive the approval of the dean/director of the School/College or the equivalent administrator in other units prior to implementation.

Applicants may submit evidence of scholarly, or professional achievement, job performance, and service that has not been specifically listed under the factors. Similarly the promotion and tenure committees and administrators may also consider evidence

of scholarly or professional achievement, job performance, and service that has not been specifically listed under the factors.

No later than February 15 of a given year the President or his/her designee may request that a unit review its factors statement, and by no later than March 31 of that year the unit shall either reaffirm its current factors statement or submit a revised factors statement. The reaffirmed or revised statement must receive the approval of the dean/director of the School/College/division prior to implementation. If the dean/director and the unit are unable to agree upon a factors statement, the President or his/her designee shall appoint a committee of bargaining-unit members, using the procedures described in Article XXX, which shall advise the dean/director on the matter by September 15. The dean/director shall then develop the factors statement by September 30. Such a factors statement shall be in effect for the following academic year. The previous factors statement shall remain in effect prior to formal implementation of newly developed factors. If, for whatever reason, a factors statement has not yet been implemented, tenure applications from that unit shall be considered under the tenure criteria as specified in Section C of this Article without reference to specific unit factors. The dean/director may also attach appropriate School/College/division/University factors to the unit factors statement. Factors used in a given case shall have been issued at least twelve (12) months prior to their use and shall have been distributed to each academic-staff member in the unit.

In the event that an academic-staff member does not concur with the factors delineated by the dean/director in those units which do not have tenure committees, the individual may request, within thirty (30) days of issuance of the factors, a review by a University-wide Academic-Staff Review Committee. This committee shall be constituted as an ad hoc committee to be convened by the President or his/her designee as the need arises. Membership on the committee shall consist of six (6) academic-staff bargaining-unit members selected in accord with Article XXX.

b. Academic-Staff Tenure Committees

In each unit (i.e., School, College, or division) that has tenure-track academic staff, the academic staff shall elect a committee of bargaining-unit members holding tenure or employment security status which shall be responsible for evaluating candidates and for making tenure recommendations.

A two-thirds (2/3) affirmative vote of the membership of the committee shall be required for a recommendation for the granting of tenure. The dean/director or his/her designee shall chair the committee without vote. A committee representative shall be elected from among the bargaining-unit members of the committee who shall serve as spokesperson for the committee. When the elected spokesperson does not agree with the recommendation of the academic-staff unit committee with respect to a specific candidate, the voting members of the committee may elect an alternative representative to serve as spokesperson for the committee with respect to that candidate.

The recommendations of the committee, together with its written assessments and supporting documents for the granting of tenure, shall be forwarded to the dean/director.

c. Review by the Dean/Director

Upon receipt of the academic-staff tenure committee recommendations, the dean/director or his/her designee shall attach his/her recommendations and written assessments to those of the committee. The dean/director shall inform the members of the unit committee of his/her recommendations. Those recommendations for tenure that have received the endorsement of the tenure committee and/or the dean/director shall be forwarded, along with the supporting documents and written assessments, to the President or his/her designee.

The dean/director or his/her designee, after consultation with the committee, may also initiate recommendations for the granting of tenure which, along with supporting documents and assessments, shall be forwarded to the President or his/her designee. The dean/director shall notify the candidate of the unit committee's recommendation and the dean/director's own recommendation prior to forwarding the recommendation to the President or his/her designee. If no recommendation for tenure is being sent to the President or his/her designee for an academic-staff member and it is the academic-staff member's fourth (4th), fifth (5th), or sixth (6th) year of service at Wayne State University, the academic-staff member shall be so notified in writing by the dean/director.

In a unit with fewer than three (3) academic-staff members holding tenure or employment security status, not including the dean/director, the dean/director shall possess the authority and functions of the academic-staff tenure committee. The dean/director shall notify an academic-staff member when s/he is

being considered for tenure. In such units the dean/director shall consult with the academic-staff members holding tenure or employment security status when a candidate is being considered for tenure and prior to arriving at a positive or negative decision. The dean/director shall notify both the candidate and the academic-staff members holding tenure or employment security status of his/her recommendation.

3. Office of the President

The Office of the President shall review all recommendations for tenure forwarded from the various Schools, Colleges, and divisions for the purpose of making a final decision upon whether to recommend tenure.

a. University Faculty Tenure and Promotion Committee

Fifteen (15) persons shall be selected from a slate of thirty-two (32) tenured-faculty bargaining-unit members selected according to the provisions of Article XXX to serve on the University Faculty Tenure and Promotion Committee which shall advise the President or his/her designee on faculty tenure cases for which s/he seeks counsel. The thirty-two (32) member slate shall include two (2) members from each of the Schools or Colleges of Business Administration, Education, Engineering, Fine, Performing, and Communication Arts, Law, Nursing, Pharmacy and Health Sciences, Social Work, six (6) from the School of Medicine (three [3] M.D. and three [3] Ph.D.); and eight (8) from Liberal Arts and Sciences (two [2] from each division), and the School of Library and Information Science. The final fifteen (15)-person committee shall not contain more than two (2) members from any one School/College. One (1) student selected by the University Student Council shall also serve on the committee. The student member must hold junior, senior, or graduate status in the University.

Faculty bargaining-unit members who are currently serving on School/College/division tenure and promotion committees, except for those which are initiating committees, shall not be eligible to serve.

b. University Academic-Staff Tenure Committee

Nine (9) persons shall be selected from a slate of eighteen (18) academic-staff bargaining-unit members holding tenure or employment security status in accordance with the provisions of Article XXX. No more than two (2) persons from any one (1)

academic-staff unit, but at least one (1) tenured librarian or one (1) librarian with ESS and one (1) tenured archivist or one (1) archivist with ESS status shall be chosen.

c. General Provisions

The President or his/her designee shall submit to the University Faculty Tenure and Promotion Committee and the committee shall consider those cases in which his/her decision is not to recommend tenure for a faculty member. Upon a negative decision of the President or his/her designee regarding the granting of tenure, the committee shall consult with the dean, an elected faculty representative of the College/School Tenure and Promotion Committee, and, if practicable, a department faculty member with expertise in the candidate's field. If the committee disagrees with the President's or his/her designee's decision not to recommend tenure by a two-thirds (2/3) vote of the committee membership, the committee's recommendations will be transmitted to the President. The President or his/her designee may also seek the committee's counsel on other tenure decisions. Upon a negative decision of the University Faculty Tenure Committee regarding the granting of tenure, the committee shall consult with the dean and an elected faculty representative of the College/School Tenure and Promotion Committee.

The University Academic-Staff Tenure Committee shall be responsible for evaluating and making tenure recommendations for only those academic-staff tenure cases submitted to it by the President or his/her designee. Upon a negative decision of the President or his/her designee regarding the granting of tenure, the committee shall consult with the dean and an elected academic-staff representative of the College/School Tenure and Promotion Committee. If the committee disagrees with the President's or his/her designee's decision not to recommend tenure by a two-thirds (2/3) vote of the committee membership, the committee's recommendation will be transmitted to the President. Upon a negative decision of the President or his/her designee regarding the granting of tenure, the committee shall consult with the dean and an elected academic-staff representative of the College/School Tenure and Promotion Committee.

Whenever a dean/director appears before either of the University committees, s/he shall be accompanied by the elected School/College/unit committee representative.

If an Academic-Staff Unit Committee does not exist, or if the committee spokesperson does not agree with the recommendation of the committee regarding the candidate, the candidate may select a representative to accompany the dean/director.

The President retains the ultimate right to initiate or review any tenure recommendation, including the assessment of the candidate's qualifications, and to make affirmative recommendations to the Board of Governors. However, if the President initiates a tenure recommendation between the last and first days of the academic year as defined in the Letter of Agreement dated August 13, 1992, s/he will first consult with the tenure committee in the appropriate unit when practicable. If there is no tenure committee in the department/division, the President will, when practicable, consult the School/College/division committee. If there is no School/College/division committee, the President will, when practicable, consult the University-wide committee.

If the President does not recommend for tenure any candidate who received an endorsement for tenure from the School/College/division committee and/or the dean/director, the candidate may request in writing from the President or his/her designee, within fifteen (15) days after written notice, the compelling substantive reason(s) for not endorsing the School/College/division recommendation. The President or his/her designee will provide such reason(s) in writing within thirty (30) days.

4. Time Schedule

Each year the President or his/her designee shall establish a time schedule for the submission of tenure recommendations to the President or his/her designee and for the submission of the President's affirmative recommendations to the Board of Governors.

E. Appeal Procedures

1. Appeal of Department Tenure Decisions for Faculty

If neither the department committee nor the department chair or administrator of equal function recommends tenure, the candidate may, within fifteen (15) days after written notice of the decisions, request, in writing, a reconsideration of the decision by the department tenure committee and/or by the chair. The candidate may, at his/her option, appear before the committee.

If on reconsideration the chair and/or the department tenure committee decide to recommend the candidate for tenure, then the chair shall notify the candidate of the decisions and shall forward the recommendations in the usual manner. But if after reconsideration the chair and the department tenure committee both reaffirm their negative recommendations, then the chair shall notify the candidate of the decision not to recommend tenure.

In the event that neither the department committee nor the chair or administrator of equal function recommends the granting of tenure to a candidate, the candidate may, within fifteen (15) days after written notice of the decision, request the chair or administrator of equal function to forward to the dean/director of the School/College his/her application for tenure which was submitted to the department, along with supporting documents. The candidate may forward, through the chair, whatever additional material s/he deems appropriate. The candidate may also designate two (2) tenured faculty members to appear before the School/College committee in his/her behalf.

The dean and the School/College committee will consider the application in the normal manner.

2. Appeal of the School/College/Division Tenure Decision
 - a. Faculty

If neither the School/College committee nor the dean/director recommends tenure, the candidate may, within fifteen (15) days after written notice of the decision, request, in writing, reconsideration by the School/College tenure committee and/or the dean. The candidate may appear before the School/College committee along with the department's committee representative or, in the event that the departmental committee did not recommend tenure, a tenured faculty member.

If on reconsideration the dean and/or the School/College tenure committee decide to recommend the candidate for tenure, then the dean shall notify the candidate of the decisions and shall forward the recommendations in the usual manner. But if after reconsideration the dean and the School/College tenure committee both reaffirm their negative recommendations, then the dean shall notify the candidate of the decision not to recommend tenure.

In those Schools/Colleges which are the initiating units, the faculty members denied tenure shall have the right to appeal the decisions

to the President or his/her designee and the University Faculty Tenure and Promotion Committee.

b. Academic Staff

If neither the academic-staff unit tenure committee nor the dean/director recommends tenure, the candidate may, within fifteen (15) days after written notice of the decision, request, in writing, reconsideration by the tenure committee and/or the dean/director. The candidate may, at his/her option, appear before the tenure committee. The candidate may bring with him/her a member of his/her unit holding tenure or employment security status.

If after reconsideration the dean/director and/or the tenure committee decide to recommend the candidate for tenure, then the dean/director shall notify the candidate of the decisions and shall forward the recommendations in the usual manner. But if after reconsideration the dean/director and the tenure committee both reaffirm their negative recommendations, then the dean/director shall notify the candidate of the decision not to recommend tenure. The candidate may, within fifteen (15) days, forward his/her application for tenure, along with supporting documents, to the President or his/her designee.

In those Schools/Colleges/divisions without academic-staff unit tenure committees and where there is no recommendation for tenure, the candidate may, within fifteen (15) days after written notice of the decision, request reconsideration by the dean/director and may, at his/her option, meet with the dean/director. The candidate may bring with him/her a member of the academic staff holding tenure or employment security status. If after reconsideration the dean/director reaffirms his/her negative recommendation, the candidate may, within fifteen (15) days, forward his/her application for tenure, along with supporting documents, to the President or his/her designee.

3. Grievance of Tenure Decisions

If in the opinion of the candidate and the Association, the failure to recommend the award of tenure was, at any level, based substantially on the candidate's exercise of his/her constitutional rights or was due to a violation of this Agreement, the candidate may file a grievance at Step One of the Grievance Procedure (Article XVII). If the grievance proceeds to arbitration, the arbitrator's authority shall be limited to a determination of whether the alleged violation did occur. If the

arbitrator finds that a violation as specified in this Section did occur, the matter shall be referred to the appropriate University Tenure and Promotion Committee and the Provost or other designee of the President. The committee, with the Provost or other designee of the President as chair, shall re-examine the tenure application in its original form and in light of the factors in force at the time of the original application and in light of the arbitrator's findings. Both the Provost or other designee of the President and the committee shall submit written recommendations to the President. Then the President shall conduct an appropriate review and may, in his/her review of the case, consult with qualified scholars from outside the University. In such cases the President shall, within six (6) months of receipt of the decision from the Provost or other designee of the President and the committee, send written notification of the results of his/her review to both the candidate and the Association. The President's decision shall be final and is not subject to grievance.

4. Initiation of Appeal Procedure

Only a faculty member or an academic-staff member who has completed more than three (3) years of full-time service at Wayne State University, or who has three (3) years of credited prior service and two (2) or more years of service at Wayne State University, may initiate the appeal procedure described in Sections E.1, E.2, and E.3 of this Article. However, the appeal under Section E.3 (grievance) may be initiated one (1) time only.

F. Faculty in Centers and Institutes

1. Applications for tenure for faculty members appointed in centers/institutes shall be made to an initiating committee composed of three (3) members from the tenure committee of the department or School/College committee where the tenure line resides and three (3) members elected by the tenured faculty in the center/institute. These six (6) members, along with the director(s) of the center/institute and the chair/dean of the unit where the tenure line resides, shall constitute the committee. If faculty members are appointed in more than two (2) departments or centers/institutes, the initiating committee shall consist of an equal number of tenured members from the department in which the tenure line resides and from the departments/centers/institutes in which the faculty members' duties are distributed. The director and the chair shall serve without vote. This combined committee shall determine the procedure for selecting external evaluators. A two-thirds (2/3) vote of the eligible faculty members of the committee shall be required for a recommendation for tenure. Committees considering applications for tenure for faculty with appointments in

centers/institutes shall apply the center/institute, department (if applicable), School/College and University factors in making their decisions. The faculty member will be considered in the same manner as other tenure applicants.

2. In departmentalized Schools/Colleges, the recommendations by the initiating committee, the department chair, and the center/institute director(s) will be forwarded to the dean of the unit where the tenure line resides and the School/College tenure committee. The dean's recommendation and the School/College tenure committee's recommendation, along with that of the center/institute director, and the initiating committee will be forwarded to the President or his/her designee.
3. In non-departmentalized Schools/Colleges, the recommendations of the initiating committee, the School/College tenure committee where the tenure line resides, the dean of the School/College where the tenure line resides and the center/institute director(s) will be forwarded to the President or his/her designee.
4. A committee representative shall be elected from among the bargaining-unit members of the initiating committee who shall serve as spokesperson for the committee. This elected spokesperson must agree with the recommendation of the initiating committee.

G. Preservation of Existing Tenure Statute

Except where modified by this Article the University's existing tenure statute shall remain in full force and effect.

H. Grievance Limitation

Except as specified in this Article, all matters related to tenure are not subject to the Grievance Procedure (Article XVII).

Article XVII Promotion Procedures

A. Faculty

1. Definition

Appointments to the faculty may be made to the ranks of lecturer, senior lecturer, instructor, assistant professor, associate professor, or professor. Promotion to the subsequent rank of faculty member shall be

committee(s) shall, and the center/institute department (if applicable), School/College and University review in making their decisions. The faculty member will be considered in all such matters under the University's rules.

2. In departmentalized School/Colleges, the recommendations by the initiating committee, the department chair and the center/institute director(s) will be forwarded to the dean of the unit where the tenure line resides and the School/College tenure committee. The dean's recommendation and the School/College tenure committee's recommendation, along with the center/institute director and the initiating committee will be forwarded to the President or his/her designee.
3. In non-departmentalized Schools/Colleges, the recommendations of the initiating committee, the School/College tenure committee, where the tenure line resides, the dean of the School/College where the tenure line resides and the center/institute director(s) will be forwarded to the President or his/her designee.
4. A committee representative shall be elected from among the long-range and members of the initiating committee who shall serve as spokesperson for the committee. This elected spokesperson must agree with the recommendation of the initiating committee.

G. Preservation of existing tenure status

Except where modified by this Article the University's existing tenure status shall remain in full force and effect.

H. Reference limitation

Except as provided in this Article, all matters related to tenure are not subject to the grievance procedure (Article XVII).

Article XXIII Promotion Procedures

A. Faculty

1. Definition

Appointments to the faculty may be made in the ranks of lecturer, senior lecturer, instructor, assistant professor, associate professor, or professor. Promotion is the advancement of a faculty member from one

of these ranks to the next. Lecturers may be promoted only to the rank of senior lecturer. There is no promotional step beyond senior lecturer. There is no right to receive promotion, but there is a right to fair consideration for promotion as prescribed in this Article.

2. Basis for Promotion Recommendation

A recommendation for promotion is based upon a candidate's qualifications in the light of specific department, School/College, and University considerations and not primarily upon length of service in rank. The assessments of a candidate's qualifications shall be based upon excellence in teaching and in scholarly achievement or, for a candidate in the creative or performing arts, in creative professional achievement. Consideration shall also be given to non-instructional service to the department, School/College, and/or University and/or public and/or professional service which benefits the University.

Assessments of a candidate's qualifications must take into consideration proven abilities, professional experience, and prospects for continued excellence and professional growth as appropriate to the candidate's current and contemplated ranks and shall take into consideration such unit, School/College, and University factors as are in force.

At no level in this procedure shall either a ranked list of candidates for promotion or the vote tallies of the committee be forwarded. Written reasons for support or disagreement with the majority opinion of the committee are encouraged and shall be forwarded to the next level of review. A candidate may withdraw his/her name from consideration for promotion at any time.

3. Procedures

a. Recommendations for Promotion

Each department in the Schools/Colleges of Business Administration; Engineering; Fine, Performing, and Communication Arts; Liberal Arts and Sciences; Medicine; Pharmacy and Health Sciences; each of the Schools/Colleges of Education; Law; Nursing; Social Work; and the School of Library and Information Science shall delineate, as far as is practical and in a manner reflecting the particular mission and diverse characteristics of the unit, those factors that will be considered in the evaluation of the candidate's qualifications with respect to the criteria in Section A.2 of this Article and to those department and School/College factors that may have a bearing on the promotion

recommendations. The factors shall distinguish among teaching, scholarship and service. However, such factors are not to be interpreted as standards. Department and School/College promotion factors statements must receive the approval of the dean/director of the School/College prior to implementation.

Applicants may submit evidence of scholarly achievement, teaching excellence, and service that has not been specifically listed under the factors. Similarly, promotion committees and administrators may also consider evidence of scholarly achievement, teaching and service that has not been specifically listed under the factors.

No later than February 15 of a given year the President or his/her designee may request that a unit review its factors statement, and by no later than March 31 of that year the unit shall either reaffirm its current factors statement or submit a revised factors statement. The reaffirmed or revised statement must receive the approval of the dean/director of the School/College prior to implementation. If the dean/director and the unit are unable to agree upon a factors statement, the President or his/her designee shall appoint a committee of bargaining-unit members, using the procedures described in Article XXX, which shall advise the dean/director on the matter by September 15. The dean/director shall then develop the factors statement by September 30. Such a factors statement shall be in effect for the following academic year. The previous factors statement shall remain in effect prior to formal implementation of newly developed factors. If, for whatever reason, a factors statement has not yet been implemented, promotion applications from that unit shall be considered under the promotion criteria as specified in Section A.2 of this Article without reference to specific unit factors. The dean/director may also attach appropriate School/College/University factors to the unit factors statements. Factors used in a given case shall have been issued at least twelve (12) months prior to their use and shall have been distributed to each faculty member in the unit.

A recommendation for a promotion from instructor to assistant professor may be processed without the involvement of the faculty promotion committees. If the recommendation for promotion is not approved by the dean/director or by the Provost or other designee of the President there may be no appeal or grievance filed. However, a subsequent recommendation for promotion may proceed through the procedures described in this Article, with the involvement of the faculty promotion committees, without prejudice.

Annually the unit promotion committee and the chair or dean/director (as appropriate) shall review each faculty member of the department/School/College with regard to the appropriateness of his/her rank.

b. Department Committee

The department tenure committees in the Schools/Colleges of Business Administration; Engineering; Fine, Performing, and Communication Arts; Liberal Arts and Sciences; Medicine; Pharmacy and Health Sciences shall also serve as the promotion committees and shall be responsible for evaluating candidates and for making promotion recommendations. A two-thirds (2/3) affirmative vote of the eligible membership of the committee shall be required for a recommendation for promotion. No member of the committee shall participate in or vote on a promotion recommendation to a rank higher than his/her current rank. The department chair (or unit head), regardless of rank, shall chair the committee without vote. A committee representative shall be elected from the bargaining-unit members of the committee who shall serve as spokesperson for the committee. When the elected spokesperson does not agree with the recommendation of the department committee with respect to a specific candidate, the voting members of the committee may elect an alternative representative to serve as spokesperson for the committee with respect to that candidate.

The recommendations of the committee for promotion, together with its written assessments and supporting documents, shall be forwarded to the department chair or administrator of equal function. The elected spokesperson shall sign the written assessment for all committee members and the committee vote shall not be included in any communications.

c. Department Chair

Upon receipt of the department committee recommendations the chair or administrator of equal function shall attach his/her written assessments and recommendations and shall forward both sets of recommendations and assessments to the dean/director of the School/College. The chair shall inform the department committee of his/her recommendation. The chair, after consultation with the department committee, may also initiate recommendations for promotion which, along with supporting documents and written assessments, shall be forwarded to the dean; the committee may

also forward its assessments and supporting documents to the dean. The chair shall notify the faculty member of the department committee's recommendation and the chair's own recommendation prior to forwarding them to the dean. In cases where promotion is not recommended, the committee and/or chair may forward a statement explaining the decision to the dean/director.

If there are fewer than three (3) persons on the promotion committee who are eligible to vote, the chair shall possess the authority and functions of the department committee. The chair will consult with those tenured faculty members who hold rank higher than that of the candidate prior to arriving at a positive or negative decision. The chair shall notify both the candidate and the tenured faculty members who hold rank higher than that of the candidate of his/her recommendation.

d. School/College Committee

The School/College tenure committee shall also serve as the School/College promotion committee and shall be responsible for evaluating candidates and for making promotion recommendations for only those candidates who have been recommended by the department committees and/or the chair or administrator of equal function and for those candidates who have appealed to the School/College committee. (In the Eugene Applebaum College of Pharmacy and Health Sciences, the College promotion committee is elected separately from the College tenure committee.)

An affirmative vote equal to two-thirds times (2/3X) the number of faculty committee members shall be required for a recommendation for promotion. No member of the committee shall be considered for promotion. The dean or his/her designee shall chair the committee without vote. A committee representative shall be elected from among the bargaining-unit members of the committee who shall serve as spokesperson for the committee. When the elected spokesperson does not agree with the recommendation of the School/College committee with respect to a specific candidate, the voting members of the committee may elect an alternative representative to serve as spokesperson for the committee with respect to that candidate.

The recommendations of the committee shall be forwarded to the dean/director together with its assessments and supporting documents. Any time a department chair appears before the College committee, s/he shall be accompanied by the elected

departmental committee representative or a representative of the committee's choosing who has special expertise in the candidate's area of scholarship.

In the Schools/Colleges of Education; Law; Nursing; Social Work; and in the School of Library and Information Science, the School/College committee may initiate promotion recommendations. The recommendations of these committees for the granting of promotions, together with written assessments and supporting documents, shall be forwarded to the dean/director. No member of these committees shall participate in or vote on a promotion recommendation to a rank higher than his/her rank.

e. Dean/Director

Upon receipt of the School/College committee recommendations the dean/director shall attach his/her recommendations to those of the committee. The dean/director shall inform the members of the School/College committee of his/her recommendations. In the Schools/Colleges of Education; Law; Nursing; Social Work and in the School of Library and Information Science, the dean/director shall provide written assessments along with his/her recommendations. Those recommendations that have received the endorsement of the School/College committee and/or the dean/director shall be forwarded, along with the supporting documents and assessments, to the President or his/her designee.

The dean/director, after consultation with the appropriate department and School/College committees, may also initiate recommendations for promotion which, along with supporting documents and assessments, shall be forwarded to the President or his/her designee. The dean/director shall notify the faculty member of the School/College committee's recommendation and the dean/director's own recommendation prior to forwarding them to the President or his/her designee.

B. Academic Staff

1. Definition

Classifications within the academic staff consist of a general classification title and a series of ranks within that classification. A promotion within an academic-staff classification is an advancement from one sequential level to the next higher level in that classification.

2. Minimum Service and Degree Requirements

For academic staff there shall be a minimum of three (3) years at each level prior to eligibility for promotion to the next level. In exceptional circumstances and upon the recommendation of the dean/director/vice president and with the approval of the President or his/her designee, a member of the academic staff may receive a promotion in fewer than three (3) years. The failure to recommend or grant such approval is not subject to the Grievance Procedure (Article XVII).

All academic staff hired after August 1, 1992, must possess the master's degree or higher to be eligible for promotion to salary grade level 3 (III) or higher (as defined in Article XII).

3. Basis for Promotion Recommendations

- a. A recommendation for promotion is based upon a candidate's qualifications in light of specific department, division, School/College and University considerations and not primarily upon length of service in rank.

For academic staff in tenure/tenure-track positions, the assessments of a candidate's qualifications shall be based on excellence in job performance, and excellence in appropriate scholarly and professional achievement.

For academic staff not on a tenure-track appointment, the assessments of a candidate's qualifications shall be based on excellence in job performance. Excellence in professional achievement is also required, but is given secondary weight in promotional decisions. Excellence in scholarly achievement, at the option of the academic-staff member, will be considered but is not required.

For both tenure-track and non-tenure-track academic staff, consideration shall also be given to non-instructional service to the department, division, School/College and/or University and/or public and/or professional service which benefits the University and shall take into consideration such unit, School/College, and University factors as are in force.

Assessments of a candidate's qualifications must take into consideration proven professional abilities, professional experience and potential for continued professional growth and leadership as appropriate to the candidate's current and contemplated ranks.

A unit (School, College, or division) where academic-staff personnel are assigned shall delineate, as far as is practical, and in a manner reflecting the particular mission and diverse characteristics of the unit, those factors that will be considered in the evaluation of the candidate's qualifications with respect to the above criteria and those unit factors that may have a bearing on the promotion recommendations. They shall distinguish among job performance, scholarship (as appropriate), professional achievement, and service. However, such factors are not to be interpreted as standards. Within a unit, members belonging to the same classification may choose to develop factors that are more specific to their classification while consistent with the unit factors statement. The minimum number of academic staff for a classification factors statement is three (3). Academic-staff unit and classification factors statements must receive the approval of the dean/vice president of the School/College or the equivalent administrator in other units prior to implementation.

Applicants may submit evidence of scholarly or professional achievement, job performance, and service that has not been specifically listed under the factors. Similarly, the promotion committees and administrators may also consider evidence of scholarly (at the option of the applicant) or professional achievement, job performance, and service which has not been specifically listed under the factors.

No later than February 15 of a given year the President or his/her designee may request that a unit review its factors statement, and by no later than March 31 of that year the unit shall either reaffirm its current factors statement or submit a revised factors statement. The reaffirmed or revised statement must receive the approval of the dean/vice president of the School/College/division prior to implementation. If the dean/vice president and the unit are unable to agree upon a factors statement, the President or his/her designee shall appoint a committee of bargaining-unit members, using the procedures described in Article XXX, which shall advise the dean/vice president on the matter by September 15. The dean/vice president shall then develop the factors statement by September 30. Such a factors statement shall be in effect for the following academic year. The previous factors statement shall remain in effect prior to formal implementation of newly developed factors. If, for whatever reason, a factors statement has not yet been implemented, promotion applications from that unit shall be considered under the promotion criteria as specified in Section B.3 of this Article without reference to specific unit factors. The dean/vice president may also attach appropriate

School/College/division/University factors to the unit factors statement. Factors used in a given case shall have been issued at least twelve (12) months prior to their use and shall have been distributed to each academic-staff member in the unit.

In the event that an academic-staff member does not concur with the factors delineated by the dean/vice president in those units which do not have promotion committees, the individual may request, within thirty (30) days of issuance of the factors, a review by a University Academic-Staff Review Committee. This committee shall be constituted as an ad hoc committee to be convened by the President or his/her designee as the need arises. Membership on the committee shall consist of six (6) academic-staff bargaining-unit members selected in accord with Article XXX.

Annually, in units which have a unit promotion committee, the unit promotion committee and the dean/vice president shall review each academic-staff member with regard to the appropriateness of his/her rank. In units which do not have a unit promotion committee the office of the dean/vice president shall perform this function.

At no level in this procedure shall either a ranked list of candidates for promotion or the vote tallies of the committees be forwarded. Written reasons for support or disagreement with the majority opinion of the committee are encouraged and shall be forwarded to the next level of review. A candidate may withdraw his/her name from consideration for promotion at any time.

Each annual review for academic staff without ESS must contain, at the least, the following components: (a) standards of performance for the particular position; (b) identification of the specific appraisal factors; (c) accomplishments in job performance, professional achievement, and, at the option of the staff member, scholarly achievement; (d) identification of areas of growth and major strengths; (e) identification of future expectations and areas of improvement; and (f) unexpected changes in job status that affected performance. The employee shall receive at least two (2) weeks' notice prior to the annual review. After receiving the written review, the staff member may, within two (2) weeks, attach for the file any areas of disagreement with the review.

- b. For an academic-staff member, opportunities for promotion shall also be made available as authorized position vacancies occur within an academic-staff member's classification.

As such vacancies occur, they shall be communicated under existing University policies. A vacancy may be filled by promotion, by reclassification, or by appointment from outside the University. If a vacancy is filled by a promotion from within the unit the vacancy need not be communicated, except that in academic-staff units which do not have academic-staff promotion committees, the vacancy shall be communicated within the unit.

Applicants for an existing vacancy shall be judged upon their qualifications and according to the duties and responsibilities of the vacant position.

- c. Vacant positions in the academic staff may be filled at a level that is determined by the University.

4. Procedures

- a. Academic-Staff Promotion Committees

In each unit (i.e., School, College, or division), the academic staff shall elect a committee of bargaining-unit academic-staff members holding tenure or employment security status which shall be responsible for evaluating candidates and for making promotion recommendations. (In units with academic-staff tenure/ESS committees, the tenure/ESS committees may also serve as the promotion committees.) A two-thirds (2/3) affirmative vote of the eligible membership of the committee shall be required for a recommendation for promotion. No member of the committee shall participate in or vote on a promotion recommendation to a rank higher than his/her current rank. The dean/vice president or his/her designee shall chair the committee without vote. A committee representative shall be elected from the bargaining-unit members of the committee who shall serve as spokesperson for the committee. When the elected spokesperson does not agree with the recommendation of the academic-staff unit committee with respect to a specific candidate, the voting members of the committee may elect an alternative representative to serve as spokesperson for the committee with respect to that candidate.

The recommendations of the committee shall be forwarded to the dean/vice president together with its written assessments and supporting documents.

b. Dean/Vice President

Upon receipt of the committee recommendations the dean/vice president or his/her designee shall attach his/her recommendations and written assessments to those of the committee. The dean/vice president shall inform the members of the committee of his/her recommendations. Those recommendations that have received the endorsement of the committee and/or the dean/vice president shall be forwarded, along with the supporting documents and written assessments, to the President or his/her designee.

The dean/vice president or his/her designee, after consultation with the committee, may also initiate recommendations for promotion which, along with supporting documents and written assessments, shall be forwarded to the President or his/her designee. The dean/vice president shall notify the candidate of the unit committee's recommendation and the dean's/vice president's own recommendation prior to forwarding them to the President or his/her designee.

If there are fewer than three (3) persons on the promotion committee who are eligible to vote, the dean/vice president shall possess the authority and functions of the Academic-Staff Promotion Committee. In such units, the dean/vice president shall consult with those academic-staff members holding tenure or employment security status who hold rank higher than that of the candidate when a candidate is being considered for promotion and prior to arriving at a positive or negative decision. The dean/vice president shall notify both the candidate and the academic-staff members holding tenure or employment security status who were consulted of his/her recommendation.

C. Office of the President

The Office of the President shall review all recommendations for promotion forwarded from the various Schools, Colleges, and divisions for the purpose of making a final decision upon whether to grant or to recommend promotion in accordance with the authority delegated to the President by the Board of Governors.

1. The University Faculty Tenure and Promotion Committee

The University Faculty Tenure and Promotion Committee shall advise the President or his/her designee on faculty promotion cases. Upon a negative decision of the University Faculty Tenure and Promotion Committee regarding the granting of promotion, the committee shall

consult with the dean and an elected faculty representative of the College/School Tenure and Promotion Committee, and, if practicable, a department faculty member with expertise in the candidate's field. Upon a negative decision of the President or his/her designee regarding the granting of promotion, the committee shall consult with the dean and an elected faculty representative of the College/School Tenure and Promotion Committee, and, if practicable, a department faculty member with expertise in the candidate's field.

2. The University Academic-Staff Promotion Committee

The University Academic-Staff Promotion Committee shall advise the President or his/her designee on academic-staff promotion cases. For a candidate on tenure track or holding tenure or continuing service, the University Academic-Staff Tenure Committee described in Article XXII.D.3.b shall serve as the University Academic-Staff Promotion Committee. For candidates on employment-security-track or holding employment security status, the University Academic-Staff Promotion Committee may consist of the University Academic-Staff Tenure Committee without the requisite tenured librarian and tenured archivist.

3. General Provisions

The President or his/her designee shall submit to the committees and the committees shall consider those cases in which his/her decision is not to recommend promotion. The President or his/her designee is not required to submit to the University Academic-Staff Promotion Committee those cases that are "promotions to vacancies" for academic staff. (See Section B.3.b.)

If the committee disagrees with the President's or his/her designee's decision not to recommend promotion by a two-thirds (2/3) vote of the committee membership, the committee's recommendation will be transmitted to the President. The President or his/her designee may also seek the committee's counsel on other promotion decisions. Upon a negative decision of the University Academic-Staff Promotion Committee regarding the granting of promotion, the committee shall consult with the dean/vice president and an elected academic-staff representative of the College/School/division Tenure and Promotion Committee. Upon a negative decision of the President or his/her designee regarding the granting of promotion, the committee shall consult with the dean/vice president and an elected academic-staff representative of the College/School/division Tenure and Promotion Committee.

Whenever a dean/vice president appears before either of the University committees, s/he shall be accompanied by the elected unit committee representative. When the candidate is a member of the academic staff from a unit that does not have a unit committee, s/he may select a representative to accompany the dean/vice president.

The President retains the ultimate right to grant or to recommend promotion. However, if the President initiates a faculty promotion recommendation between the last and first days of the academic year as defined in the Letter of Agreement dated August 13, 1992, s/he will, when practicable, first consult with the promotion committee in the appropriate unit.

If the President does not recommend for promotion any faculty member or academic-staff member who received an endorsement for promotion from the School/College/division promotion committee and/or the dean/vice president; or any academic-staff member from a School/College/division which does not have a promotion committee who received an endorsement for promotion from the University Academic-Staff Promotion Committee, the candidate may request in writing from the President or his/her designee, within fifteen (15) days after written notice, the compelling substantive reason(s) for not endorsing the School/College/division, dean/vice president, or University committee (as appropriate) recommendation. The President or his/her designee will provide such reason(s) within thirty (30) days. This paragraph does not apply to those cases which are "promotions to vacancies" for members of the academic staff.

Each year the President or his/her designee shall establish a time schedule for the submission of promotion recommendations to the President or his/her designee, except for recommendations for "promotions to vacancies" for academic staff which may be submitted at any time.

D. Appeal Procedures

1. Notification

A faculty member or academic-staff member shall receive, upon request, written notification from the chair/dean/director/vice president (as appropriate) if s/he is not being recommended for promotion.

2. Initiation of Appeal Procedures

a. Faculty

According to length of full-time service in rank at Wayne State University as follows—instructor, lecturer, after three (3) years in rank; assistant professor, after five (5) years in rank; and associate professor, after eight (8) years in rank—faculty members may initiate the appeal procedures described in Sections D.3, D.4.a, and D.5 of this Article.

b. Academic Staff

Academic-staff members may initiate the appeal procedure described in Sections D.4.b and D.5 of this Article according to length of full-time service in rank at Wayne State University as graded in Article XII. For promotion to Grade 2 or Grade 3, length of service in rank shall be three (3) years; for promotion to Grade 4, five (5) years; and for promotion to Grade 5, eight (8) years.

3. Appeal of Faculty Department Decisions

If neither the department committee nor the department chair (or administrator of equal function) recommends promotion, the candidate may, within fifteen (15) days after written notice of the decisions, request, in writing, a reconsideration of the decision by the department promotion committee and/or by the chair. The candidate may, at his/her option, appear before the committee.

If on reconsideration the chair and/or the department promotion committee decide to recommend the candidate for promotion, then the chair shall notify the candidate of the decisions and shall forward the recommendations in the usual manner. But if after reconsideration the chair and the department promotion committee both reaffirm their negative recommendations, then the chair shall notify the candidate of the decision not to recommend promotion.

In the event that neither the department committee nor the chair recommends promotion of a candidate, the candidate may, within fifteen (15) days after written notice of the decision, request the chair to forward to the dean/director of the School/College his/her application for promotion, which was submitted to the department, along with supporting documents. The candidate may forward, through the chair, whatever additional material s/he deems appropriate. The candidate may also designate two (2) tenured faculty members to appear before the School/College committee in his/her behalf.

The dean and the School/College committee will consider the application in the normal manner.

4. Appeal of the School/College/Division Decision

a. Faculty

If neither the School/College committee nor the dean/director recommends promotion, the candidate may, within fifteen (15) days after written notice of the decision, request, in writing, reconsideration by the School/College promotion committee and/or the dean. The candidate may appear before the School/College committee along with the department's committee representative or, in the event that the departmental committee did not recommend promotion, a tenured faculty member.

If on reconsideration the dean/director and/or the School/College promotion committee decide to recommend the candidate for promotion, then the dean/director shall notify the candidate of the decisions and shall forward the recommendations in the usual manner.

In those Schools/Colleges, which are the initiating units, the faculty members denied promotion shall have the right to appeal the decisions to the President or his/her designee and the University Faculty Tenure and Promotion Committee.

b. Academic Staff

If neither the academic-staff promotion committee nor the dean/vice president recommends promotion, the candidate may, within fifteen (15) days after written notice of the decision, request, in writing, reconsideration by the promotion committee and/or the dean/vice president. The candidate may, at his/her option, appear before the promotion committee. The candidate may bring with him/her a member of his/her unit holding tenure or employment security status.

If on reconsideration the unit promotion committee and/or dean/vice president decide to recommend the candidate for promotion, then the dean/vice president shall notify the candidate of the decisions and shall forward the recommendations in the usual manner. But if after reconsideration the unit promotion committee and the dean/vice president both reaffirm their negative recommendations, the dean/vice president shall notify the

candidate of the decision not to recommend promotion and the candidate may, within fifteen (15) days, forward his/her application for promotion, along with supporting documents, to the President or his/her designee.

In those units without academic-staff promotion committees and where there is no recommendation for promotion, the candidate may, within fifteen (15) days after written notice of the decision, request reconsideration by the dean/vice president and may, at his/her option, meet with the dean/vice president. The candidate may bring a member of the academic staff holding tenure or employment security status with him/her. If after reconsideration the dean/vice president reaffirms his/her negative recommendation, the candidate may, within fifteen (15) days, forward his/her application for promotion, along with supporting documents, to the President or his/her designee.

5. Grievance

If, in the opinion of the candidate and the Association, the failure to recommend promotion was, at any level, based substantially on the candidate's exercise of his/her constitutional rights or was due to a violation of this Agreement, the candidate may file a grievance at Step One of the Grievance Procedure (Article XVII). If the grievance proceeds to arbitration, the arbitrator's authority shall be limited to a determination of whether the alleged violation did occur. If the arbitrator finds that a violation as specified in this Section did occur, the matter shall be referred to the appropriate University Tenure and Promotion Committee and the Provost or other designee of the President. The committee, with the Provost or other designee of the President as chair, shall re-examine the promotion application in its original form and in light of the factors in force at the time of the original application and in light of the arbitrator's findings. Both the Provost or other designee of the President and the committee shall submit written recommendations to the President. Then the President shall conduct an appropriate review and may, in his/her review of the case, consult with qualified scholars from outside the University. In such cases the President shall, within six (6) months of receipt of the decision of the Provost or other designee of the President and the committee, send written notification of the results of his/her review to both the candidate and the Association. The President's decision shall be final and is not subject to grievance.

E. Faculty in Centers and Institutes

1. Applications for promotion for faculty members appointed in centers/institutes shall be made to an initiating committee composed of three (3) members from the tenure committee of the department or School/College committee where the tenure line resides and three (3) members elected by the tenured faculty in the center/institute. These six (6) members, along with the director of the center/institute and the chair/dean of the unit where the tenure line resides, shall constitute the committee. If faculty members are appointed in more than two (2) departments or centers/institutes, the initiating committee shall consist of an equal number of tenured members from the department in which the tenure line resides and from the departments/centers/institutes in which the faculty members' duties are distributed. The director and the chair shall serve without vote. This combined committee shall determine the procedure for selecting external evaluators. The director(s) and the chair shall serve without vote. This combined committee shall determine the procedure for selecting external evaluators. A two-thirds ($2/3$) vote of the eligible faculty members of the committee shall be required for a recommendation for promotion. Committees considering applications for promotion for faculty with appointments in centers/institutes shall apply the center/institute, department (if applicable), School/College and University factors in making their decisions. The faculty member will be considered in the same manner as other promotion applicants.
2. In departmentalized Schools/Colleges, the recommendations by the initiating committee, the department chair, and the center/institute director will be forwarded to the dean of the unit where the tenure line resides and the School/College promotion committee. The dean's recommendation and the School/College promotion committee's recommendation, along with that of the center/institute director(s), and the initiating committee will be forwarded to the President or his/her designee.
3. In non-departmentalized Schools/Colleges, the recommendations of the initiating committee, the School/College promotion committee where the tenure line resides, the dean of the School/College where the tenure line resides and the center/institute director(s) will be forwarded to the President or his/her designee.
4. A committee representative shall be elected from among the bargaining-unit members of the initiating committee who shall serve as spokesperson for the committee. This elected spokesperson must agree with the recommendation of the initiating committee.

F. Grievance Limitation

Except as specified in this Article, all matters related to promotions are not subject to the Grievance Procedure (Article XVII).

Article XXIV Faculty Workload

16. Faculty Workload Limitations

A. Principles

1. The duties of faculty shall be reasonable and shall include teaching duties, research activity, creative professional activities, and services to Wayne State University.
2. The workload of faculty shall be consistent with the University's mission and may consist of a combination of teaching and teaching-related activities, scholarly/creative activity, and administrative/University service. Greater proportions of time, energy, and creativity will be manifested in one or another of the faculty member's areas of responsibility at different stages in an individual's career trajectory.
3. Promotion hearings are intended to identify and reward excellent performance of all faculty and to identify and reward, together, performance substantially below disciplinary norms and departmental factors of merit. The purpose of the annual review process (Section B below) is to assess each member of the faculty in terms of his/her performance in contributing to the overall goal of making Wayne State University the best possible teaching and research institution it can be. Each member of the faculty must periodically do his/her "maximum" or "best"...

B. Initial Determination of Responsibilities or Applicable Distribution of Workload

1. Each faculty member's teaching and research load shall be based on disciplinary norms as well as department factors and norms, existing School/college/division norms, and the information contained in the Faculty member's annual self-evaluation report.
2. So that workload shall be equitably distributed, in cases of faculty who are not tenured and who are not full-time, the instructor may request a load, who shall be assigned to and the instructor of the course. If the request is denied, the chair or will explain the reason for

Article XVI
APPOINTMENTS AND REAPPOINTMENTS

A. Appointments

1. All appointments are non-tenure-track.
2. Initial hiring of Part-Time Faculty for positions relying on hiring pools will be from the pools developed by each unit and based on the qualifications of the individual candidate and his/her suitability for the positions that are open; see Article XV “Course Pools”
3. PTF1 shall normally hold terms of appointment of one semester.
 - a. PTF1 are probationary Employees. Renewal for subsequent semesters is at the discretion of the hiring Unit.
4. The specific job assignment will be provided in a letter of offer and will include the salary and the period of time for the work to be performed.
5. Part-Time Faculty in a pool do not need to reapply in a subsequent semester in order to be considered for reappointment.
6. Part-Time Faculty who have not taught in a course pool for three (3) academic years shall be removed from the pool.
7. Units will notify at least 70% of Employees of reappointment, reduced appointment, or non-reappointment by April 30 for the following fall, December 5 for the following winter, and April 1 for the following

spring/summer semester. If such a notification is rejected by an Employee, the unit has no obligation to notify additional Employees.

B. Part-Time Faculty 2 & 3

1. Part-time Faculty 1, including Instructional Assistants, who have been employed for six semesters out of seven academic years (including the Spring-Summer semester), and who have taught at the University for a minimum of three academic years, and who have been favorably evaluated (see below C.1 and Article XVII), shall be appointed as Part-time Faculty 2.
2. Part-time Faculty 2, including Instructional Assistants, who have been employed to teach courses within a pool for an additional six semesters out of seven academic years (including the Spring-Summer semester), and who have taught at the University as a Part-time Faculty 2 for a minimum of three academic years, and who have been favorably evaluated (see below C.2 and Article XVII) shall be appointed as Part-time Faculty 3.

C. Evaluation of Part-time Faculty for Advancement to PTF2 & PTF3

1. For each advancement, evaluation shall take place in the first semester of employment following the relevant sixth semester and three years at the current rank with the advancement to the appropriate PTF level taking effect with the next appointment in the course pool. Once eligibility (see Article XV, Course Pools), to be considered for advancement has been ascertained, the Employee must make a written request to the Chair or Head of the Department or Hiring Unit.
2. Where a PTF2 has regularly taught two or more semesters (per three-semester academic year), he/she will be given a multi-semester appointment at the same level of employment as in the previous academic year except as prevented in XVI.D.1 below.
3. Where a PTF3 has regularly taught two or more semesters (per three-semester academic year), he/she will be given a two-year appointment at the same level of employment as in previous academic years except as prevented by XVI.D.1 below.

D. Reduction of Work of PTF2 & 3

1. As long as PTF2 and 3 are available to perform the duties that they have previously regularly performed, they will be reappointed at that same level of employment as in the previous academic years except in the following circumstances:
 - a. Elimination or downsizing of a department or program, a decrease in courses due to changes in course offerings, or a reduction in the number

of courses or sections offered in the applicable semester or academic year to the extent that there are no courses or sections available in the relevant pool or pools.

- b. Creation of new full-time or graduate teaching assistant positions that absorb existing courses taught by Part-time Faculty.
 - c. Reassignment of a course or courses to a full-time faculty Employee or a graduate teaching assistant
 - d. Cancellation of a course(s) due to under-enrollment.
 - e. Poor performance by the Part-time Faculty Member, as evidenced by student evaluations, classroom observation(s), documented failure to meet the standards of the unit, or the faculty member's failure to correct a performance problem identified in an evaluation conducted pursuant to Article XV. Student evaluations alone shall not be used as the exclusive basis to deny, reduce, or subsequently cancel an appointment.
 - f. Other *bona fide* and relevant reasons, for example (but not limited to), harassment, discrimination, or substance abuse.
- E. If new work is available within a pool, the unit shall offer assignments in the following order to PTF whose workload has previously been reduced within the past three years—and who have not asked to be removed from a pool—up to the level of employment before the reduction:
1. PTF3 will be given first consideration for available appointments to teach courses in that pool before other candidates. PTF2 will thereafter be given first consideration for available appointments to teach courses in that pool before other candidates; finally, to PTF1.
 2. Within each tier, offers of assignment shall be made to the best-qualified candidates according to the appropriate criteria. Only if no PTF2 or 3 meet these requirements will other candidates be considered.
- F. Where a Department, Unit, or College reduces the number of sections taught in a pool, and there are PTF1s, PTF2s, or PTF3s still assigned classes in that pool, the level of PTF1 employment will be affected before that of any PTF2, and the employment level of a PTF2 will be affected before that of a PTF3.
- G. Course Cancellation. In the specific instance of a course assigned to an Employee being cancelled or reassigned at least one week prior to the start of classes, the following reassignment procedure shall apply:
1. The workload of a PTF1 shall be affected first, then that of a PTF2 and a PTF3. Reassignment shall be in reverse PTF order.
 2. A PTF3 shall be offered reassignment to a course in the affected pool assigned to a PTF2 or PTF1.

3. A PTF2 shall be offered reassignment to a course in the affected pool assigned to a PTF1.
4. If there are no PTF of lower PTF rank in the affected pool whose employment may be reduced, the Employer shall reasonably consider appointing the affected PTF of higher PTF rank to another course that s/he is qualified to teach.
5. If there is no offer of appointment in another pool available, the workload of the affected PTF may be reduced.
6. In all cases of course cancellation listed above, the affected Employee shall be contacted by the unit and be given at least 48 hours in which to indicate availability for other assignments. The unit shall then offer reassignment (as available) and the Employee shall have at least 24 hours in which to accept the assignment.
7. If a course assigned to any Part-time Faculty Member is cancelled or reassigned to a Full-time Faculty Member or Graduate Teaching Assistant less than one week prior to the start of classes, the workload of the affected Part-time Faculty Member may be reduced, subject to Compensation for Course Cancellation, section H below.
8. If a Part-Time Faculty Member who has accepted an assignment notifies a unit that she or he is rejecting the assignment less than five (5) business days before the start of classes, he or she shall be ineligible to displace other Employees as provided in this section for one year.
9. The Course Cancellation procedure specified above shall not apply to Applied Music Part-time Faculty who do not have any students registered for individual lessons in a semester.

H. Compensation for Course Cancellation

Consistent with XVI.G.9 above, Applied Music Part-Time Faculty who do not have any students registered for lessons in a semester will not be eligible for Course Cancellation compensation. In all other circumstances, the following will apply.

1. If a class is cancelled or reassigned after the first day of class, the Employee will be provided severance pay equal to 25% of the salary that would have otherwise been earned.
2. If a class is cancelled or reassigned within one week of the beginning of the semester but before the first day of class, and a replacement assignment is not available, the Employer will provide PTF2s and higher severance pay equal to 15% of the salary that would have otherwise been earned.

3. If a class is cancelled or reassigned within one week of the beginning of the semester but before the first day of class, and a replacement assignment is not available, the Employer will provide PTF1 severance pay equal to 10% of the salary that they otherwise would have earned.
4. If the university reopens in January after the holidays seven (7) or six (6) days before the first day of class, severance pay for a cancelled or reassigned class will be payable only after the end of the first day of business following the reopening of the university.
5. Employees informed of reduced employment prior to April 30 for the subsequent fall semester and prior to December 5 for the subsequent winter semester and prior to April 1 for the following Spring/Summer semester shall receive no compensation.
6. Except as specified in this Agreement, the Employer has no obligation, financial or otherwise, to a faculty member whose workload has been reduced pursuant to this subsection.

I. Notice of Reduction in Workload

Employees shall be given written notice of the effective date of any reduction in workload as soon as possible after the decision is made. The notice provided by the Employer shall include the reason(s) for the reduction and shall include language regarding privileges as indicated below.

“Employees whose appointments have been reduced or who have not been reappointed may visit and use libraries with regular borrowing privileges, shall have full use of the University email system, One Card that has not been deactivated, and access to university-provided software normally available to part-time faculty.”

- J. PTF2 and higher returning from a Leave of Absence will be assigned classes at the same workload they had received prior to the Leave of absence except as prevented by XVI.D.1.a–f above.
- K. The Employer reserves the right to deviate from these procedures in order to appoint individuals with exceptional qualifications no more than twice during the life of this Agreement.

Article XXIV
Professional Duties

I. Faculty Professional Duties

A. Principles

1. The duties of faculty shall be reasonable and fair and shall reflect teaching duties, research activity, creative professional activity, and service to Wayne State University.
2. The workload of faculty shall be consistent with the University's mission and may consist of a combination of teaching and teaching-related activities, scholarly/creative activity, and administrative/University service. Greater proportions of time, energy, and creativity will be manifested in one or another of the faculty member's areas of responsibility at different stages in an individual's career trajectory.
3. Provisions herein are intended to identify and reward excellent performance of all faculty, and to identify and remedy longtime performance substantially below disciplinary norms and departmental factors of tenured faculty. The purpose of the annual review process (Section B below) is to assess each member of the faculty in terms of his/her performance in contributing to the overall goal of making Wayne State University the best possible teaching and research institution it can be. Each member of the faculty must participate in the annual review process.

B. Initial Determination of Responsibilities & Equitable Distribution of Workload

1. Each faculty member's teaching and research load shall be based on disciplinary norms as well as department factors and norms, existing School/College/division norms, and the information contained in the faculty member's annual selective-salary report.
2. So that workload shall be equitably distributed, in classes of seventy (70) or more students the instructor may request a grader who shall be assigned to aid the instructor of the course. If the request is denied, the chair/dean/director will explain the reason for

the denial. The instructor may ask for a review of the denial by the appropriate unit committee, but if no compromise can be reached, the chair's/director's decision will prevail. Lecturers and senior lecturers shall teach credit hours and class sizes proportionately commensurate with those of tenure-track and tenured faculty.

11. Professional Growth and Development

- 1. Each faculty member's career goals should include the following professional growth goals: (1) a number of the articles published by the member per year; (2) a number of the book chapters; (3) parts of the senior member's activities, a representative of annual activities, and other parts are required that may include all faculty members are expected to submit an annual report and to participate in the journal. Faculty are expected to be active in journal, journal club, to be members of a journal club, to attend regional and national meetings, national meetings. Faculty are expected to be active in journal, journal club, to be members of a journal club, to attend regional and national meetings, national meetings. Faculty are expected to be active in journal, journal club, to be members of a journal club, to attend regional and national meetings, national meetings.
- 2. Professional Development at Faculty is expected throughout the career stages of a faculty member's career. Encouraging such and providing financial support for such activities. The annual budget. The salary of the faculty will include such activities and will also be used to support ongoing faculty development.
- 3. Additional professional development activities will be provided through support of ongoing professional development activities.
- 4. Each new faculty member will be charged with setting a professional development program when a faculty member has a goal of supporting the growth faculty. Faculty will include such activities.
- 5. It is the intent of the system to provide professional growth for each faculty member through the faculty member's own professional development activities. The faculty member will be expected to participate in the faculty club, to attend regional and national meetings, national meetings. Faculty are expected to be active in journal, journal club, to be members of a journal club, to attend regional and national meetings, national meetings.

Teaching Load Policy

Full-time, tenured and tenure-track faculty in the Department of Music are expected to carry an average annual teaching load of approximately 15–18 equivalent credit hours. If assigned to 3-credit courses, the load is usually characterized as 3 + 2 or 2 + 3 during Fall and Winter terms, with teaching load credit equal to the credit hours assigned to the courses taught. When a full-time faculty member is assigned to teach a course in the MUT Ear Training sequence (the Department's only true recitation courses, all bearing 1 credit hour for 2 scheduled class hours per week), the faculty member receives 1.5 equivalent credits of teaching load. Faculty in the Department do not receive formal teaching load credit for supervising individual directed studies projects or degree recitals, graduate essays, or thesis projects.

For faculty assigned to conduct ensembles or provide private applied music instruction, the Department assigns an equivalent credit hour load by using a standard national formula:

$$\text{Clock hours of instruction} \times .67 = \text{equivalent credit hours of teaching load.}^1$$

Thus, a "major ensemble" (Orchestra, Symphonic Winds, or Concert Chorale) that rehearses 4.5 clock hours per week during the term would generate 3.02 equivalent credit hours of teaching load. Ensembles with 3 clock hours of scheduled weekly rehearsal generate 2.01 equivalent credit hours of teaching load, and those with 2 clock hours of weekly rehearsals generate 1.34 equivalent credit hours of teaching load. Similarly, a faculty member assigned private applied music instruction of 12 clock hours per week during the term would generate 8.04 equivalent credit hours of teaching load.

¹ The National Association of Schools of Music *Handbook 2017–18* includes the following guideline for teaching loads:

Classroom instruction in lecture/seminar format is weighted differently from private studio lessons in calculating the teaching component of faculty loads. Normally, the upper limit for a full load for classroom instruction in a lecture/seminar format is approximately 12 semester hours or 18 quarter hours per week; for private studio instruction, approximately 18 clock hours per week. (Standards for Accreditation, II.E.4.b.(3))

The Department of Music has consistently applied the 3:2 clock hours to credit hours ratio to both applied instruction and ensemble conducting (all WSU ensembles are assigned 1 credit hour regardless of assigned rehearsal hours).

Full-time, nontenure-track Lecturers are expected to carry an average annual teaching load of 20–24 equivalent credit hours. The formulas applied for classroom, ensemble conducting, and applied music instruction are the same as those for the tenured and tenure-track Faculty.

Teaching Load Exceptions

1. The Department Chair is typically assigned the equivalent of one, three-credit course per academic year.
2. The Associate Department Chair is typically assigned the equivalent of two, three-credit courses per term.
3. Full-time faculty members who fulfill regular, small administrative assignments (Area Coordinators or Applied Music Coordinators) do so without teaching load reductions. These assignments are regularly considered service assignments in the context of selective salary or promotion and tenure reviews.

Approved by the Faculty
Revised October, 2017



Policies and Procedures

01-3 Part-Time Faculty and Instructional Assistants

1.0 Purpose

- 1.1 It is the purpose of this University Policy to specify the terms and conditions for the appointment of part-time faculty and instructional assistants.

2.0 Definitions

- 2.1 Part-time faculty is a classification encompassing persons appointed with salary for an assignment of less than 0.5 time for the principal purpose of teaching, scholarship, or service. An assignment of less than 0.5 is defined for this purpose as an instructional assignment of eight (8) or fewer course credit hours as the instructor of record or an assignment in research or teaching that is equivalent.
- 2.2 For purposes of this policy, part-time faculty does not include the classification of regular faculty holding additional (overload or summer) assignments or voluntary faculty. The classification of voluntary faculty is separately provided for in Executive Order 88-4.
- 2.3 Part-time faculty shall normally be appointed to the rank of “part-time faculty”; and their letter of appointment as provided in section 3.3, as well as their classification by Human Resources and Payroll, shall be “part-time faculty.”

3.0 Method of Appointment of Part-Time Faculty and Instructional Assistants

- 3.1 The appointment of part-time faculty and instructional assistants may be delegated pursuant to [University Policy 01-2](#).
- 3.2 Applicant pool. Part-time faculty and instructional assistants are appointed on a need basis, and are to be selected from a pool of qualified applicants maintained by each school/college/division or department as applicable. Each school/college or department utilizing part-time faculty and/or instructional assistants shall maintain a roster of qualified candidates, reconstituted at least once annually with such items as current résumés, letters of recommendation, transcripts, and teaching or professional evaluations.
- 3.3 Advertising. Departments utilizing part-time faculty and/or instructional assistants shall provide notice to the community of possible opportunities at least once yearly by internal, local, and regional advertising routed through and released by Employment Services. Such advertising shall include written contact with regional professional organizations and notices in publications of special interest to minority persons and women.
- 3.4 Part-time faculty and instructional assistants shall be issued an appointment letter by the appointing authority that shall spell out the terms of appointment and their responsibilities. If no term of appointment is specified in the letter of appointment, the duration of appointment shall be one semester.

4.0 Limitations on Appointment of Part-Time Faculty and Instructional Assistants

- 4.1 Part-time faculty and instructional assistants shall normally hold a term of appointment of one semester. Longer terms of appointment, not to exceed one three-semester academic year, may be made at the discretion of the dean.
- 4.2 Persons holding an appointment as graduate teaching assistant, graduate research assistant, Rumble Fellow, or graduate fellow shall not also be appointed as part-time faculty or instructional assistant except with the approval of the dean of the Graduate School. The dean of the Graduate School shall consider whether appointment as part-time faculty or instructional assistant will have an adverse effect on a student's academic performance or an adverse effect on progress toward his/her degree in making an exception to the prohibition set forth in this section.
- 4.3 No person shall be appointed as part-time faculty or instructional assistant for more than 0.5 time. This shall be defined as no more than eight (8) course credit hours as instructor of record or equivalent assignments for research or service.
- 4.4 Exceptions to the definition of work assignments described in section 4.3 may be made for persons appointed as part-time faculty in the Department of Music in the College of Fine, Performing and Communication Arts who are teaching applied music lessons, working with ensembles and/or performing jury service (i.e., the judging of musical competitions). Part-time faculty in this category are also limited to no more than a 0.49 time appointment, but because compensation for these services is computed on an hourly basis, each compensated hour equals 0.02 of a regular assignment. The maximum appointment for part-time faculty under this section is therefore limited to twenty-four (24) compensated hours per week. The assignments covered by this section are limited to individual or group lessons, working with ensembles, and/or jury assignments.
- 4.5 Except as provided in sections 4.1, 4.2, 4.3, and 4.4, conditions of appointment shall otherwise be consistent with Executive Order 88-4, section 2.3.

5.0 Compensation and Privileges

- 5.1 Part-time faculty shall be appointed to a step on an established salary schedule issued periodically by the Provost and Senior Vice President for Academic Affairs after consultation with the President. Part-time faculty whose assignments are research or service shall be assigned to the salary schedule and be paid the amount in the salary schedule that represents the compensation for the fraction of full-time equivalent appointment that is defined in their letter of appointment.
- 5.2 In cases where a part-time faculty member in the Department of Music teaches applied music lessons, works with ensembles or has a jury assignment, as described in section 4.4, and also teaches a course, the aggregate teaching load of courses and applied music lessons shall not exceed a 0.49 time appointment per semester.
- 5.3 The appointing school/college or equivalent unit shall provide each part-time faculty with a parking card, paid for by the unit, that includes parking for a number of days that approximates the number of days of classroom teaching, examination administration, and any other mandatory duties that correspond to the responsibilities set forth in the letter of appointment. This provision does not apply to part-time faculty members whose sole duties and responsibilities are fulfilled at University extension centers or other off-campus locations.
- 5.4 Each part-time faculty may apply to the One Card Office for a faculty identification card. The identification card shall conform to the policies of the University Libraries, so that the part-time faculty member will have privileges for the duration of his/her appointment.
- 5.5 Persons holding the rank of part-time faculty shall be entitled to use the title "part-time faculty/instructor, (as defined in his/her letter of appointment) of (college or department in which appointment is held)" on business cards, stationery, professional papers, grant proposals submitted through Wayne State University, and other documents relating to teaching, scholarship, or service at Wayne State University or for purposes of identification. However, persons holding part-time faculty rank shall not use their University title for the purpose of seeking professional clients or business, promoting professional or

business services, or otherwise advancing their personal financial interests or the financial interests of entities with which they are associated. Persons holding the rank of part-time faculty shall not use their title to directly or indirectly hold themselves out as representing the University in personal, business, political or other matters of any kind, except as authorized in this section.

6.0 Duration

6.1 This University Policy is revocable by the President at any time and without notice.

7.0 Effective Date

7.1 This University Policy is effective upon issuance.

7.2 Executive Order 95-1 is hereby revoked.

Signed by President Irvin D. Reid April 10, 2001.

Article XXIV
Professional Duties

I. Faculty Professional Duties

A. Principles

1. The duties of faculty shall be reasonable and fair and shall reflect teaching duties, research activity, creative professional activity, and service to Wayne State University.
2. The workload of faculty shall be consistent with the University's mission and may consist of a combination of teaching and teaching-related activities, scholarly/creative activity, and administrative/University service. Greater proportions of time, energy, and creativity will be manifested in one or another of the faculty member's areas of responsibility at different stages in an individual's career trajectory.
3. Provisions herein are intended to identify and reward excellent performance of all faculty, and to identify and remedy longtime performance substantially below disciplinary norms and departmental factors of tenured faculty. The purpose of the annual review process (Section B below) is to assess each member of the faculty in terms of his/her performance in contributing to the overall goal of making Wayne State University the best possible teaching and research institution it can be. Each member of the faculty must participate in the annual review process.

B. Initial Determination of Responsibilities & Equitable Distribution of Workload

1. Each faculty member's teaching and research load shall be based on disciplinary norms as well as department factors and norms, existing School/College/division norms, and the information contained in the faculty member's annual selective-salary report.
2. So that workload shall be equitably distributed, in classes of seventy (70) or more students the instructor may request a grader who shall be assigned to aid the instructor of the course. If the request is denied, the chair/dean/director will explain the reason for

the denial. The instructor may ask for a review of the denial by the appropriate unit committee, but if no compromise can be reached, the chair's/director's decision will prevail. Lecturers and senior lecturers shall teach credit hours and class sizes proportionately commensurate with those of tenure-track and tenured faculty.

C. Professional Review and Development

1. Each faculty member's annual report should consist of (a) an updated professional record; (b) a summary of the teaching evaluations for the previous year; (c) a summary of the last three (3) years of the faculty member's activities, a presentation of current activities, and what results are expected from these activities. All faculty members are required to submit an annual report and to participate in this process. Failure to participate in the annual process shall result in no selective-salary increase, no travel support, and no credit toward sabbatical leaves. Failure to participate in the annual review process two (2) times or more in any five (5)-year period shall also result in the forfeiture of any across-the-board raise. The salary committee's recommendation may form a basis for an adjustment in workload.
2. Professional development of faculty is important throughout the many stages of a faculty member's career. Accordingly, each year seventy-five thousand dollars (\$75,000) will be allocated to support professional development activities for tenured faculty. The Office of the Provost will administer these funds and will issue an annual report regarding their distribution.
3. Outstanding performance in one or another of the three (3) areas shall be rewarded through contractual salary increases as provided in Article XII.
4. Each unit salary committee will be charged with making recommendations for improvement when a faculty member falls short of expectations in research, teaching and/or administrative/University service.
5. If, in the course of the regular annual selective-salary review, the Salary Committee concludes that a faculty member has been performing in scholarly/creative activity and/or teaching at a level that is substantially below the unit's factors and norms, the Salary Committee may recommend to the chair/director/dean that a peer mentoring committee (see 5.a, below) be established to address the issues raised by the Salary Committee.

- a. A mentoring committee shall be appointed and will consist of three (3) bargaining-unit members of the faculty of equal rank or higher: one (1) chosen by the unit salary committee; one (1) by the chair/director of the unit; and one (1) by the faculty member. The mentoring committee may consist of up to two (2) members from outside the unit in cases where there are not enough unit members who qualify or objections are raised to particular faculty members by the faculty member being mentored.
- b. An improvement program shall be no shorter than one (1) year in length. At the end of each year of the improvement program, the mentoring committee will report progress to the unit salary committee. The unit salary committee shall make a judgment as to the effectiveness of the program in improving the performance of the faculty member in the area identified as deficient (teaching, research, or administrative/University service).
- c. If the improvement program is judged not to have been effective in the view of the unit salary committee in any of the year-end reviews, a report of this assessment shall be sent to the mentoring committee, and it shall have the opportunity to respond. After considering the response, the unit salary committee shall recommend a continuation of the program or refer the matter to the chair/director of the unit for whatever action s/he chooses to take consistent with the terms of this Agreement and the Board of Governors' statutes.
- d. In circumstances recognized as warranted by the chair (dean/director in non-departmentalized units) in consultation with the unit's policy and/or personnel committee, or other committee designated by the unit's bylaws, and with the faculty member, and with the approval of the dean, the chair may substitute authorized University activity for all or a portion of the teaching workload. Authorized University activity may include, but is not limited to, scholarly research, publication, or equivalent creative activity, and/or organized University or public service.
- e. Faculty assigned a differential teaching load and willing to accept it in lieu of scholarly/creative activity are exempt from this review of scholarly/creative activity.

Article XI
PROFESSIONAL DEVELOPMENT

- A. The university recognizes that access to professional development activities is important for the Employee and strengthens the university. Therefore, unless prohibited by the AAUP-AFT contract:
1. The university agrees to provide adjuncts with equal access to university sponsored professional development workshops or seminars.
 2. All Employees shall be eligible to apply for grants or other funds that the university offers, or that private companies or individuals offer through the university.
 3. The Office of Teaching and Learning will develop training topics aimed specifically at PTF at least twice annually. PTF participating in such training shall be compensated \$50.00 from the Professional Development fund.
 4. The Union, the Provost's Office, and the OTL will collaborate in setting up Welcome Back/New PTF Orientations in September and January of every year. Attendance at this event will also be compensated \$50.00 from the UPTF Professional Development Fund.

5. Individual PTF who wish to acquire additional skills useful in their teaching may request individualized training from the OTL.

B. Part-Time Faculty Professional Development Fund

1. Effective September 1, 2008, the Employer shall establish a PTF Professional Development Fund. The annual level of funding will be \$25,000. Funds budgeted in a prior fiscal year, but unexpended, will carry forward to the next fiscal year.
2. The method of allocating these funds will be determined by agreement between the Provost/designee and the Union.
3. Current Practice: any policies or past practices for the granting or dispersal of funds for travel support and other professional development opportunities to Employees that are currently in place by academic units shall remain in place, unless superseded by another part of this Agreement.
4. Nothing in this Article shall prevent the Employer from granting additional professional development and/or educational opportunities to Employees outside those described in this Article.

C. Part-Time Faculty Professional Development Grants

1. The Professional Development Fund, will be used to provide up to three (3) annual Professional Development Grants, each up to \$5,000. These grants may be requested to support such professional development activities as educational workshop attendance, research projects, or creative activities. Professional Development Grants may not be used to supplement or replace salaries of Employees.
2. A committee of part-time faculty shall be established by the union and chaired by the Associate Provost for Academic Personnel. The committee will receive grant proposals approved by the Department Chair or the submitting Employee's supervisor and make recommendations to the Provost's Office for approval and the amount of grant funding.
3. Once approved, existing University policies regarding grant expense tracking and reporting shall be followed.

B. Professional Leaves

1. Authorized Short-Term Absences

- a. Absences for outside professional activities related to University responsibilities which necessitate absence from the bargaining-unit member's usual University operating location may be approved with pay for periods up to thirty (30) working days.
- b. Requests for authorized absences should be filed by the bargaining-unit member with his/her chair or dean/director/vice president at least two (2) weeks prior to the start of the proposed activity and at least three (3) weeks prior to activity outside the United States.
- c. The bargaining-unit member will work with the dean/director/chair/vice president to ensure that there is coverage of the bargaining-unit member's teaching responsibilities; however, the final responsibility for arranging the coverage resides with the administrator who approves the leave. It shall also be the responsibility of the bargaining-unit member to inform the dean/director/chair/vice president of the essential duties that need to be performed during the period of absence.

d. Approval is given by the University President or his/her designee.

2. Sabbatical Leaves

The President or his/her designee may grant sabbatical leaves of absence to members of the faculty and academic staff for the purpose of encouraging scholarly and professional achievement for the mutual benefit of the University and the grantee. However, no more than seven percent (7%) of the members of the bargaining unit with tenure may be on sabbatical leave in any one (1) semester. Under extraordinary circumstances this maximum may be exceeded at the discretion of the President or his/her designee.

a. Eligibility

- 1) A sabbatical leave may be granted for one (1) or two (2) semesters to any bargaining-unit member who holds tenure status at the beginning of the proposed period of leave and who meets the following additional requirements of eligibility.
- 2) Dependent upon the type of sabbatical leave requested (Section B.2.f.1), an applicant shall have served at least six (6) or twelve (12) semesters of regular full-time contractual employment in the bargaining unit since his/her initial appointment to academic-staff or faculty classifications or since a previous sabbatical leave. The elapsed semesters need not be consecutive, but no more than two (2) semesters shall be counted for any one (1) academic year.
- 3) A non-tenured tenure-track faculty member in the rank of assistant professor, associate professor, or professor, or a tenure-track member of the academic staff is also eligible for consideration for a one-semester sabbatical leave after six (6) semesters of full-time service since the initial appointment in the bargaining unit and with the approval of the dean/director/vice president. Such a sabbatical leave must be completed prior to the beginning of the seventh (7th) year of service. The granting of such a sabbatical leave may not be cited as evidence of merit in any application for tenure and/or promotion or in any challenge of tenure, promotion or non-renewal decisions.

b. Applications

- 1) Applications for sabbatical leave shall include the following:

- (a) The presentation of a definite plan for the scholarly/creative plan of work for the sabbatical leave.
 - (b) An indication of the specific semester(s) for which the leave is requested.
 - (c) A description of any fellowship and/or grant pending or secured at the time of making application for sabbatical leave.
 - (d) The applicant's agreement to return to service with the University for two (2) semesters in the year immediately following expiration of the leave; or to refund the compensation paid him/her by the University during his/her leave, unless this obligation is specifically waived or deferred by the University President or his/her designee.
 - (e) The applicant's agreement to submit a written report on the extent to which s/he has achieved the purpose for which the leave was granted.
 - (f) A report on his/her most recent sabbatical leave, if any, that shall include the plan of scholarship/creative work for that sabbatical leave and the progress made to date on achieving the specific goals of that plan.
- 2) Within each department or equivalent unit, all applications for sabbatical leaves shall be submitted to the chair or equivalent administrator no later than November 15 of the year preceding the University year in which the leave is to begin, and complete application materials shall be forwarded to the President or his/her designee through normal administrative channels. All applications for sabbatical leaves from a department or equivalent unit shall be evaluated by the department chair or equivalent unit administrator and, in those units with tenure committees, by a committee designated by the unit. If the application is not approved at any level, the applicant will be informed that the application will not be forwarded further. The evaluations of both the chair and the committee, along with the complete application materials and the dean's/director's/vice president's recommendation, shall be forwarded to the President or his/her designee through normal administrative channels by December 15 after the November 15 filing deadline. Notification of the decision on the application shall be given to the applicant by March 1.

c. Conditions of Leave

- 1) An applicant shall agree to return to service with the University for two (2) semesters in the year immediately following expiration of his/her leave; or to refund the compensation paid him/her by the University during his/her leave, unless this obligation is specifically waived or deferred by the University President or his/her designee.
- 2) An individual on sabbatical leave shall not give, for compensation, personal service unrelated to his/her sabbatical leave project, other than what the University would consider acceptable for a faculty or academic-staff member of the University not on leave. Any service for compensation shall be reported to and must be approved in advance by the President or his/her designee.
- 3) Formal study for an advanced degree is not normally acceptable as a sabbatical leave project. Exceptions to this regulation require the written approval of the dean/director/vice president of the candidate's School/College/division prior to the filing of the application.

For the purpose of meeting the needs of a unit, with the prior written approval of the dean/director/vice president, a sabbatical leave application for a professional development project may be filed.

- 4) Persons on the nine (9)-month payroll are normally granted sabbatical leaves only for the duration of specifically stated whole semesters. Exceptions to this regulation require the written approval of the dean/director/vice president prior to the filing of the application.
- 5) For persons employed on the twelve (12)-month payroll, one (1) semester of service shall be interpreted to mean four and one-half (4-½) calendar months of service.
- 6) A written report on what has been achieved relative to the goals of the leave will be submitted to the unit director (usually chair or dean) within two (2) months of returning to the University from the leave. The report will be sent to the dean and the Provost.

d. Length

- 1) A sabbatical leave may be granted for one (1) semester or two (2) consecutive semesters.
- 2) Faculty members on the nine (9)-month payroll are not granted sabbatical leaves for the spring-summer term unless the faculty member is on a spring-summer within-load assignment. Winter and fall semesters of a given calendar year are regarded as consecutive except in this case where a faculty member teaches within-load for the spring-summer term.

e. Sabbatical Leaves Committee

- 1) There shall be a University Sabbatical Leaves Committee consisting of eight (8) members and chaired by the President or his/her designee. Seven (7) bargaining-unit members shall be selected according to the method described in Article XXX, University-Wide Committees, at least one (1) of whom must be a member of the academic staff, but no more than two (2) members of the committee may be from the same School/College. One (1) additional person shall be selected by the President or his/her designee. The President or his/her designee shall be a member *ex officio* of the committee (without vote).
- 2) The functions of this committee shall be:
 - (a) to evaluate all applications and to rank those applications which the committee deems worthy of approval for sabbatical leaves;
 - (b) to advise the President or his/her designee of its recommendations; and
 - (c) to recommend to the various elements of the University any need for change in the sabbatical leave policy.

f. Salary and Benefits

- 1) For each semester on sabbatical leave the individual shall receive as salary a percentage of the salary s/he would have received were s/he not on leave, such percentage to be determined by the number of semesters elected for the sabbatical leave and the length of full-time service since the last sabbatical leave or initial employment as follows:

One (1) semester following twelve (12) semesters of service as described in 2.a.2 above	Faculty	100%
	Academic Staff	80%

Two (2) semesters following twelve (12) semesters of service as described in 2.a.2 above		60%
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One (1) semester following six (6) semesters of service as described in 2.a.2 and 2.a.3 above		80%
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- 2) During a sabbatical leave the individual's contract with the University shall remain unimpaired. The individual shall be eligible for all scheduled adjustments and for all other applicable benefits which would have been provided to him/her by the University were s/he not on leave. An individual on sabbatical leave is subject to payment of Association dues or fees proportional to his/her sabbatical salary from the University.
- 3) Persons on the twelve (12)-month payroll do not earn vacation days while on sabbatical leave. Any days in the vacation bank in excess of twenty-two (22) days not utilized prior to the commencement or at the conclusion of the sabbatical leave shall be forfeited.

Article XXVI
LEAVE OF ABSENCE

Part-Time Faculty 2 or higher may request an unpaid Leave of Absence for up to up to one (1) full academic year for any personal or professional reason with a maximum of two (2) semesters of leave in any five (5) year period. A letter requesting a Leave of Absence must be submitted, at least one (1) semester in advance (unless circumstances warrant otherwise), to the Employee's Department Chair or Unit Head. The Employee's Department Chair or Unit Head shall provide a written response to the request for an unpaid Leave of Absence.

During an approved Leave of Absence, the Employee's status will be frozen. Upon returning from a Leave of Absence, the Employee shall be offered employment as stipulated by Article XVI.J, Appointments and Reappointments.

**Department of Music
Faculty Data**

Full-Time Faculty

Name	Date of Hire	Current Rank	Tenure Status	Degree	Institution	Specialization	Profile	PreK–12 Experience
Anderson, Jonathan	19-Aug-11	Associate Professor	Tenured/9 Month	DMA	University of North Texas	Composition	http://music.wayne.edu/profile/au8215	
Bianchi, Douglas A.	17-Aug-97	Associate Professor	Tenured/9 Month	MMus	Oakland University	Performance/Conducting	http://music.wayne.edu/profile/ad3364	15+ years
Blaszkiwicz, Jacek	19-Aug-19	Assistant Professor	Tenure-Track	PhD	Eastman School of Music	Musicology	http://music.wayne.edu/profile/gy6064	
Braunschweig, Karl D.	17-Aug-97	Associate Professor	Tenured/9 Month	PhD	University of Michigan	Music Theory	http://music.wayne.edu/profile/ad4348	
Brockington, Frances N.	3-Sep-85	Associate Professor	Tenured/9 Month	MMus	Western Michigan University	Performance/Voice	http://music.wayne.edu/profile/ad3353	
Butler, Abigail	22-Aug-99	Associate Professor	Tenured/9 Month	PhD	University of Arizona	Music Education	http://music.wayne.edu/profile/ag7752	15+ years
Chandler, Vincent	17-Aug-17	Lecturer	Non Tenure Track	MMus	University of Michigan	Jazz/Jazz Improvisation	http://music.wayne.edu/profile/as8276	
Collins, Christopher B.	4-Jan-93	Professor	Tenured/9 Month	MMus	Northern Illinois University	Performance/Jazz	http://music.wayne.edu/profile/ac4080	
Conway, Robert B.	25-Jan-93	Associate Professor	Tenured/9 Month	DMA	University of Michigan	Performance/Piano	http://music.wayne.edu/profile/ad4914	
Duchan, Joshua	18-Aug-11	Associate Professor	Tenured/9 Month	PhD	University of Michigan	Musicology	http://music.wayne.edu/profile/ev1450	
Duncan IV, Norah	17-Aug-97	Professor and Chair	Tenured/9 Month	DMA	University of Michigan	Performance/Organ	http://music.wayne.edu/profile/ac8468	
Fusik, James	19-Aug-19	Lecturer	Non Tenure-Track	DMA	Bowling Green University	Performance/Saxophone	http://music.wayne.edu/profile/fh1803	
Lasch, Jonathan	17-Aug-17	Assistant Professor	Tenure-Track	DMA	University of Michigan	Performance/Voice	http://music.wayne.edu/profile/gl0475	
Markou, Kypros L.	22-Aug-93	Professor	Tenured/9 Month	MMus	New England Conservatory	Conducting	http://music.wayne.edu/profile/aa0952	
Miller, Russell W.	13-Jan-92	Assoc. Professor and Assoc. Cha	Tenured/9 Month	MMus	Wayne State University	Composition/Jazz	http://music.wayne.edu/profile/ac5188	
Park, Joo Won	18-Aug-16	Assistant Professor	Tenure-Track	PhD	University of Florida	Music Technology/Compositio	http://music.wayne.edu/profile/gd3994	
Peters, Jeremy	17-Aug-18	Lecturer	Non Tenure Track	MBA	Cambridge University	Music Business	http://music.wayne.edu/profile/fe4937	
Roelofs, Laura L.	19-Aug-04	Associate Professor	Tenured/9 Month	DMA	Catholic University	Performance/Violin	http://music.wayne.edu/profile/av1230	
Shellabarger, Michael	18-Aug-16	Lecurer	Non Tenure Track	MMus	Northwestern University	Music Technology	http://music.wayne.edu/profile/bv9865	
Sutton, Alexander	17-Aug-18	Lecturer	Non Tenure Track	MMus	University of Michigan	Choral Conducting	http://music.wayne.edu/profile/gt2616	5+ years

**Department of Music
Faculty Data
Part-Time Faculty (Classroom)**

Name	Date of Hire	Current Rank	Tenure Status	Degree	Institution	Specialization	Profile	PreK–12 Experience
Ball, Gerrie	19-Sep-76	University Part-Time Faculty	NA	MMus	University of Cincinnati	Accompanying	http://music.wayne.edu/profile/ad9135	
Burdette, Glenn	1-Feb-06	University Part-Time Faculty	NA	PhD	University of Cincinnati	Musicology	http://music.wayne.edu/profile/ba1773	
Campbell, Leith	13-Aug-18	University Part-Time Faculty	NA	MMus	University of Michigan	Media Arts	http://music.wayne.edu/profile/an1430	
Claeys, Keith	8-Sep-87	University Part-Time Faculty	NA	Bmus	Wayne State University	Percussion Performance	http://music.wayne.edu/profile/ad9549	
Cleveland, David	1-Jan-20	University Part-Time Faculty	NA	MMED	University of Akron	Music Education		25 + years
Custer, Gerald	19-Aug-08	University Part-Time Faculty	NA	DMA	Michigan State University	Choral Conducting	http://music.wayne.edu/profile/ec0812	
Dobos, Joseph	19-Aug-15	University Part-Time Faculty	NA	MMED	University of Michigan	Music Education		25 + years
Edwartowski, John	19-Aug-19	University Part-Time Faculty	NA	MMED	Wayne State University	Music Theory		
Foreman, Kelly	1-Jan-08	University Part-Time Faculty	NA	PhD	University of Michigan	Musicology/ethnomusicology	http://music.wayne.edu/profile/ah7857	
Gebhart, Gail	9-Sep-02	University Part-Time Faculty	NA	MMus	Wayne State University	Piano Performance	http://music.wayne.edu/profile/aa4626	
Gooch, Edward	19-Aug-14	University Part-Time Faculty	NA	MMED	Wayne State University	Music Education	http://music.wayne.edu/profile/ah5901	25 + years
Koukios, Ann Marie	2-May-07	University Part-Time Faculty	NA	DMA	University of Cincinnati	Choral Conducting	http://music.wayne.edu/profile/dg1349	
May, Eldonna	1-Jan-05	University Part-Time Faculty	NA	PhD	Michigan State University	Musicology	http://music.wayne.edu/profile/ad8192	15 + years
McGowan, Michael	29-Sep-17	University Part-Time Faculty	NA	MMus	Wayne State University	Trumpet	http://music.wayne.edu/profile/ae6977	20+ years
Newsome, Charles	1-Jan-10	University Part-Time Faculty	NA	MMus	Wayne State University	Jazz Performance	http://music.wayne.edu/profile/ag8183	
Paquette-Abt, Mary	18-Aug-11	University Part-Time Faculty	NA	PhD	University of Chicago	Musicology	http://music.wayne.edu/profile/ad5300	
Pipho, Robert	18-Aug-05	University Part-Time Faculty	NA	Bmus	Wayne State University	Jazz Performance	http://music.wayne.edu/profile/av6223	
Roberts, Brian	22-Sep-97	University Part-Time Faculty	NA	MMus	Cleveland Institute of Music	Classical Guitar Performance	http://music.wayne.edu/profile/ad9294	
Schoendorff, Matthew	19-Sep-10	University Part-Time Faculty	NA	DMA	Michigan State University	Composition/Theory	http://music.wayne.edu/profile/eb2284	
Terry-Ross, Patricia	25-Sep-95	University Part-Time Faculty	NA	MMus	University of Michigan	Performance	http://music.wayne.edu/profile/ad9068	25+ years
Waldon, Stanley	3-Sep-90	University Part-Time Faculty	NA	DEd	Wayne State University	Educational Adm	http://music.wayne.edu/profile/au4000	25+ years
Yu, Stephanie	2-Feb-16	University Part-Time Faculty	NA	MMus	University of Michigan	Organ Performance		

Department of Music

Faculty Data

Part-Time Faculty (Applied Music)

Name	Date of Hire	Current Rank	Tenure Status	Degree	Institution	Instrument	Lessons per Week
Adams, Dwight	1-Oct-09	University Part-Time Faculty	NA	NA		Jazz Trumpet	30 minutes: 4; 60 minutes: 1
Brzozowski, Kazimierz	19-Aug-09	University Part-Time Faculty	NA	DMA	University of Michigan	Piano	30 minutes: 4; 60 minutes: 1
Burdette, Glenn	1-Feb-06	University Part-Time Faculty	NA	PhD	University of Cincinnati	Harpsichord	no students Fall 19
Campbell, Neal	13-Aug-18	University Part-Time Faculty	NA	MMus	University of Michigan	Trombone	60 minutes: 4
Doner-Chandler, Kimwana	29-Sep-17	University Part-Time Faculty	NA	MMus	University of Michigan	Voice	30 minutes: 6
Chanteaux, Marcy	27-Sep-17	University Part-Time Faculty	NA	CERT.	Cleveland Institute of Music	Cello	60 minutes: 1
Claeys, Keith	8-Sep-87	University Part-Time Faculty	NA	Bmus	Wayne State University	Percussion	60 minutes: 5
Dobbins, Sean	1-Oct-08	University Part-Time Faculty	NA	NA		Jazz Percussion	60 minutes: 4
Duensing, Dorothy	1-Oct-12	University Part-Time Faculty	NA	MMus	University of Michigan	Voice	30 minutes: 3; 60 minutes: 5
Finlay, Gordon	21-Sep-92	University Part-Time Faculty	NA	MMus	University of Michigan	Voice	30 minutes: 4; 60 minutes: 1
Gebhart, Gail	29-Sep-97	University Part-Time Faculty	NA	MMus	Wayne State University	Piano	30 minutes: 4
Hellick, Gary	1-Oct-08	University Part-Time Faculty	NA	MMus	Arizona State University	Trombone	60 minutes: 5
Keller, Paul	1-Oct-09	University Part-Time Faculty	NA	NA		Jazz Bass	30 minutes: 1; 60 minutes: 5
Kennedy, John	24-Sep-19	University Part-Time Faculty	NA	MMus	University of Michigan	Double Bass	60 minutes: 3
Kischuk, Ron	1-Oct-06	University Part-Time Faculty	NA	BBA	Wayne State University	Jazz Trombone	60 minutes: 1
Kurzawa, Kristopher	8-Oct-18	University Part-Time Faculty	NA	MMus	Wayne State University	Jazz Guitar	60 minutes:10
Lane, Betty	1-Oct-07	University Part-Time Faculty	NA	MS	Juilliard Conservatory	Voice	30 minutes: 4; 60 minutes: 1
Larson, Laura	1-Oct-06	University Part-Time Faculty	NA	Bmus	University of Miami	Flute	30 minutes: 2; 60 minutes: 4
Lynch, Caitlin	24-Sep-18	University Part-Time Faculty	NA	MMus	University of Cincinnati	Voice	30 minutes: 1; 60 minutes: 9
Madison, John	1-Oct-14	University Part-Time Faculty	NA	MMus	University of Michigan	Viola	60 minutes: 3
Martin, Sam	24-Sep-18	University Part-Time Faculty	NA	Bmus	Wayne State University	Clarinet	60 minutes: 7
Mastrogiacommo, Steven	29-Sep-10	University Part-Time Faculty	NA	DMA	University of South Carolina	Piano	30 minutes: 2; 60 minutes: 12
McGowan, Michael	29-Sep-17	University Part-Time Faculty	NA	MMus	Wayne State University	Trumpet	60 minutes: 2
Monear, Cliff	1-Feb-05	University Part-Time Faculty	NA	NA		Jazz Piano	60 minutes: 2
Newsome, Charles	17-Aug-17	University Part-Time Faculty	NA	MMus	Wayne State University	Jazz Guitar	30 minutes: 1; 60 minutes: 7
O'Riordan, Una	24-Sep-19	University Part-Time Faculty	NA	Mmus	Northwestern University	Cello	60 minutes: 1
Parker, Gene	1-Oct-10	University Part-Time Faculty	NA	NA		Jazz Saxophone	30 minutes: 1; 60 minutes:8
Pipho, Robert	18-Aug-05	University Part-Time Faculty	NA	BMus	Wayne State University	Jazz Piano	30 minutes: 1; 60 minutes: 6
Prowse, Ronald	2-Nov-98	University Part-Time Faculty	NA	DMA	University of Michigan	Organ	30 minutes: 2
Roberts, Brian	22-Sep-97	University Part-Time Faculty	NA	MMus	Cleveland Institute of Music	Classical Guitar	30 minutes: 1; 60 minutes: 7
Schoon, Marcus	18-Sep-00	University Part-Time Faculty	NA	MMus	Eastman School of Music	Contrabassoon	60 minutes: 1
Shapiro, Stephanie	1-Oct-12	University Part-Time Faculty	NA	MMus	University of Michigan	Oboe	60 minutes: 1
Sparrow, Sharon	1-Oct-13	University Part-Time Faculty	NA	MMus	Mannes College	Flute	60 minutes: 3

Department of Music**Faculty Data**

Tanau, Marian	1-Oct-04	University Part-Time Faculty	NA	MMus	Bowling Green University	Violin	60 minutes: 1
Taylor, David	21-Sep-92	University Part-Time Faculty	NA	NA		Jazz Percussion	60 minutes:4
Tini, April	30-Aug-92	University Part-Time Faculty	NA	MMus	Western Michigan University	Vocal Jazz	30 minutes: 1
Troiano, David	1-Oct-14	University Part-Time Faculty	NA	DMA	University of Michigan	Voice/Organ	60 minutes: 5
Terry-Ross, Patricia	25-Sep-95	University Part-Time Faculty	NA	MMus	University of Michigan	Harp	30 minutes: 2; 60 minutes 2
Williams, Robert	1-Oct-05	University Part-Time Faculty	NA	BMus	University of Arizona	Bassoon	30 minutes: 1
Wright, Danielle	1-Oct-19	University Part-Time Faculty	NA	MMus	Wesminster Choir College	Voice	30 minutes: 11
Wu, Hai Xin	1-Oct-04	University Part-Time Faculty	NA	BMus	Manhattan School of Music	Violin	60 minutes: 5
Yarbrough, Johanna	1-Nov-15	University Part-Time Faculty	NA	CERT.	The Colburn School	French Horn	60 minutes: 2

WSU Department of Music
 Winter 2020 Teaching Assignments
 (Classroom Only)

Subject	Course	Section	Title	SCH	Schd Type	Actual Enroll	Instructor	FT/PT
MUT	1210	001	Begin Compostn 2	2	LCT	8	Anderson, Jonathan	F
MUT	2160	001	Theory 4	3	LCT	36	Anderson, Jonathan	F
MUT	2210	001	Begin Compostn 4	2	LCT	1	Anderson, Jonathan	F
MUT	3210	001	Intermed Compostn 2	2	LCT	3	Anderson, Jonathan	F
MUT	4210	001	Adv Compostn 2	2	LCT	2	Anderson, Jonathan	F
MUT	5280	001	Intactv Elect Mus Compstn	3	LCT	10	Anderson, Jonathan	F
MUT	7992	002	Dir Study: Theory	1-3	IND	1	Anderson, Jonathan	F
MUT	8999	002	Master's Thesis Direction	1-8	IND	1	Anderson, Jonathan	F
MUA	2800	001	Univ Bands-Wind Symphony	1	PAS	31	Bianchi, Douglas	F
MUA	2800	002	University Bands-Concert Band	1	PAS	31	Bianchi, Douglas	F
MUA	3680	001	Conducting Tchq 2	2	LCT	9	Bianchi, Douglas	F
MUA	7800	001	Univ Bands-Wind Symphony	1	PAS	1	Bianchi, Douglas	F
MUH	1370	002	Aprcn: Begng-Prsnt	3	LCT	26	Blaszkievicz, Jacek	F
MUH	3320	001	Mus Hist&Lit 2	3	LCT	31	Blaszkievicz, Jacek	F
MUH	3320	002	Mus Hist&Lit 2	3	LCT	26	Blaszkievicz, Jacek	F
MUT	2170	001	Ear Training 4	1	LAB	28	Braunschweig, Karl	F
MUT	4990	001	BA Project	2	IND	3	Braunschweig, Karl	F
MUT	5200	001	Special Topics in Theory	3	LCT	3	Braunschweig, Karl	F
MUT	5997	002	Analytic Techniques	3	LCT	34	Braunschweig, Karl	F
MUT	7200	001	Special Topics: Theory	3	LCT	7	Braunschweig, Karl	F
MUA	2860	001	Opera Workshop	1	PAS	10	Brockington, Frances	F
MUA	7860	001	Opera Workshop	1	PAS	1	Brockington, Frances	F
MED	3510	001	Tchgng General Musc	2	LCT	20	Butler, Abigail	F
MED	4530	001	Vocl Mus: 2ndry Schl	3	LCT	4	Butler, Abigail	F
MED	4570	001	Stdt Tchng&Smnr	8	IND	4	Butler, Abigail	F
MUA	2820	002	Jazz Big Band	1	PAS	8	Chandler, Vincent	F
MUA	7820	002	Jazz Big Band	1	PAS	1	Chandler, Vincent	F
MUH	3360	001	Jazz History	3	LCT	30	Chandler, Vincent	F
MUH	5360	001	Jazz History	3	LCT	1	Chandler, Vincent	F
MUT	2887	001	Jazz Improvisation 2	1	LAB	9	Chandler, Vincent	F
MUA	2824	001	Jazztet	1	PAS	3	Collins, Christopher	F
MUA	7824	001	Jazztet	1	PAS	1	Collins, Christopher	F

WSU Department of Music
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Subject	Course	Section	Title	SCH	Schd Type	Actual Enroll	Instructor	FT/PT
MUA	2826	001	Jazz Combos	1	SMR	15	Collins, Christopher	F
MUA	7826	001	Jazz Combos	1	SMR	3	Collins, Christopher	F
MUA	5690	001	Stage Band Dir	1	IND	3	Collins, Christopher	F
MUT	7070	001	Adv Jazz Theory&Anlys	3	LCT	8	Collins, Christopher	F
MUA	2880	001	Chambr Mus&Spec Ens	1	LAB	10	Conway, Robert	F
MUH	5350	002	Prformnc Lit&Pdgogy	3	LCT	2	Conway, Robert	F
MUT	2040	001	Keyboard Harmony 2	1	LCT	3	Conway, Robert	F
MUH	1340	001	Apprcn:World Music	3	LCT	38	Duchan, Joshua	F
MUH	7360	001	Studies: 20 Cent Music	3	LCT	5	Duchan, Joshua	F
MUH	8999	001	Masters Thesis Dir	1-8	IND	2	Duchan, Joshua	F
MUA	4990	001	BA Project	2	IND	4	Duncan, Norah	F
MUA	0804	001	Warrior Band	0	OTH	19	Fusik, James	F
MUA	2804	001	Warrior Band	1	OTH	8	Fusik, James	F
MUA	1740	001	Woodwind Tnqs&Pedagogy	2	LCT	10	Fusik, James	F
MUA	2806	001	Campus Band	0	OTH	29	Fusik, James	F
MUA	2720	001	Voice Class	2	LCT	7	Lasch, Jonathan	F
MUA	2810	001	Univ Symphony Orch	1	PAS	28	Markou, Kypros	F
MUA	7810	001	Univ Symphony Orch	1	PAS	2	Markou, Kypros	F
MUT	1140	001	Theory 1	3	LCT	22	Markou, Kypros	F
MUA	2820	001	Jazz Big Band	1	PAS	12	Miller, Russell	F
MUA	7820	001	Jazz Big Band	1	PAS	2	Miller, Russell	F
MUT	5120	001	Jazz Arr & Comp 2	3	LCT	3	Miller, Russell	F
MUA	2530	001	Electronic Music Synthesis	3	LCT	8	Park, Joo Won	F
MUA	3530	001	Sound Design	3	LL	12	Park, Joo Won	F
MUA	3990	001	Directed Study	1-3	IND	1	Park, Joo Won	F
MUA	4040	001	Electroacoustic Music	3	LL	13	Park, Joo Won	F
MUA	4950	001	Music Tech Snr Project	1	IND	5	Park, Joo Won	F
MUA	2400	001	Music Business 1	3	LCT	18	Peters, Jeremy	F
MUA	4650	001	Dir Stdy: Itmsps	1-3	IND	7	Peters, Jeremy	F
MUA	5700	001	Music Business 3	3	LCT	7	Peters, Jeremy	F
MUH	1351	001	Hist/Styles:Rock n Roll	3	LCT	40	Peters, Jeremy	F
MUH	5350	001	Prformnc Lit&Pdgogy	3	LCT	2	Roelofs, Laura	F

WSU Department of Music
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Subject	Course	Section	Title	SCH	Schd Type	Actual Enroll	Instructor	FT/PT
MUA	2510	001	Studio Recording Techniques	2	LCT	14	Shellabarger, Michael	F
MUA	2510	002	Studio Recording Techniques	2	LAB	4	Shellabarger, Michael	F
MUA	2510	003	Studio Recording Techniques	2	LAB	8	Shellabarger, Michael	F
MUA	2891	001	Electronic Music Ensemble	1	PAS	18	Shellabarger, Michael	F
MUA	3510	001	Mixing&Mastering	2	LCT	13	Shellabarger, Michael	F
MUA	4030	001	Sound Design for Visual Media	3	LL	14	Shellabarger, Michael	F
MUA	4650	002	Dir Stdy: Itmmps	1-3	IND	5	Shellabarger, Michael	F
MUA	4950	002	Music Tech Snr Project	1	LCT	3	Shellabarger, Michael	F
MED	5550	001	Chrl Condg&Reh Tchq	3	LCT	2	Sutton, Alexander	F
MUA	2830	001	Mens Glee Club	1	PAS	10	Sutton, Alexander	F
MUA	2840	001	Choral Union	1	PAS	42	Sutton, Alexander	F
MUA	2850	001	Concert Chorale	1	PAS	19	Sutton, Alexander	F
MUA	7850	001	Concert Chorale	1	PAS	1	Sutton, Alexander	F
MUA	2870	002	Womens Chorale	1	LCT	8	Sutton, Alexander	F
MUA	1710	001	Piano Class	2	LCT	13	Ball, Gerie	P
MUA	2500	001	Music Technology	3	LCT	16	Campbell, Leith	P
MUA	2500	002	Music Technology	3	LCT	16	Campbell, Leith	P
MUA	1760	001	Percussion Tnqs&Pedagogy	2	LCT	14	Claeys, Keith	P
MED	4550	002	Instm Mus: Sch 2	3	LCT	7	Cleveland, David	P
MUT	1100	001	Elem Mus Theory	3	LCT	15	Custer, Gerald	P
MUT	1160	002	Theory 2	3	LCT	38	Custer, Gerald	P
MED	4560	002	Practicum: Music Ed	2	IND	4	Dobos, Joseph	P
MED	4570	002	StdT Tchq&Smnr	8	IND	6	Dobos, Joseph	P
MUH	1345	001	Music Cultures	3	LCT	34	Foreman, Kelly	P
MUH	1345	002	Music Cultures	3	LCT	11	Foreman, Kelly	P
MUA	0900	001	Gen Lctrs&Cncrts	0	LCT	109	Gebhart, Gail	P
MUA	2795	004	Piano Skills 2	2	LCT	11	Gebhart, Gail	P
MUH	1351	003	Hist/Styles:Rock n Roll	3	LCT	55	Kischuk, Ronald	P
MUH	1351	981	Hist/Styles:Rock n Roll	3	LCT	22	Kischuk, Ronald	P
MUH	1351	981	Hist/Styles:Rock n Roll	3	LCT	22	Kischuk, Ronald	P
MUA	2795	001	Piano Skills 2	2	LCT	15	Koukios, Ann Marie	P
MUT	1150	001	Ear Training 1	1	LAB	24	Koukios, Ann Marie	P

WSU Department of Music
 Winter 2020 Teaching Assignments
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Subject	Course	Section	Title	SCH	Schd Type	Actual Enroll	Instructor	FT/PT
MUT	1170	002	Ear Training 2	1	LAB	11	Koukios, Ann Marie	P
MUT	2170	002	Ear Training 4	1	LAB	23	Koukios, Ann Marie	P
MUH	1351	002	Hist/Styles:Rock n Roll	3	LCT	60	May, Eldonna	P
MUA	2822	001	Jazz Guitar Ensemble	1	PAS	8	Newsome, Charles	P
MUA	2822	002	Jazz Guitar Ensemble	1	PAS	9	Newsome, Charles	P
MUH	1350	001	Hist Amer Poplr Mus	3	LCT	39	Paquette-Abt, Mary	P
MUH	1350	002	Hist Amer Poplr Mus	3	LCT	39	Paquette-Abt, Mary	P
MUT	2120	001	Jazz Thry & Harmony	3	LCT	10	Pipho, Robert	P
MUA	1700	001	Guitar Class	2	LCT	12	Roberts, Brian	P
MUT	2160	002	Theory 4	3	LCT	16	Schoendorff, Matthew	P
MUA	1795	001	Piano Skills 1	2	LCT	16	Waldon, Stanley	P
MUA	2795	002	Piano Skills 2	2	LCT	16	Waldon, Stanley	P
MUT	1170	001	Ear Training 2	1	LAB	24	Yu, Stephanie	P

Department of Music
Facilities List

Room	Assigned Use	Piano	Other Equipment
Schaver Music Bldg			
1	Equipment storage		
11	Storage		
13	Storage		
102	Band Room		
107	Weekend School of Music		
112	Weekend School of Music		

**Department of Music
Facilities List**

Room	Assigned Use	Piano	Other Equipment
Old Main			
20	Equipment Storage		
27	Jazz Combo Rehearsal	Grand	Gt, Bass amps, drums
29	Jazz Combo Rehearsal	Grand	Gt, Bass amps, drums
429.1	Recital Hall Backstage	Concert Grand	Sound Isolation Booth, Gt, Bass amps, drums, harpsichord, portitif organ
428	Recital Hall	Grand	
429	Recital Hall Green Room	Grand	TV stage monitor
1108	Jazz Guitar Ensemble	Grand	Gt, Bass amps, drums
1108.1	Combo Rehearsal	Upright Piano	Gt, Bass amps, drums
1307	Seminar Room	Grand	AV system, wireless receiver, flatscreen, iMac, AppleTV
1316	Record Storage		File Cabinets
1318	Staff Printing Room		Xerox color copier/print machine
1319	Music Education Classroom	Grand	AV system, wireless receiver, flatscreen, iMac, AppleTV
1320	PT Faculty Office	Upright Piano	PC
1321.1	Conference Room		Flatscreen, wireless receiver
1321.2	Chair Office		PC, printer, phone
1321.3	Staff Office		iMac, printer, phone, stereo
1321.4	Staff Office		PC, printer, phone
1321.5	Staff Office		PC, phone
1321.6	Staff Office		iMac, phone
1321.7	Associate Chair Office		iMac, printer, phone
1321.8	Workroom		Xerox AltaLink B8055 copier/print machine
1324	FT Faculty Office		iMac printer, phone
1328	FT Faculty Office		iMac, phone
1332	Academic Advisor Office		iMac, printer, phone
1336	FT Faculty Office	Upright Piano	iMac printer, phone
1343	Classroom	Grand	AV system, wireless receiver, flatscreen, iMac, AppleTV
1345	Classroom	Grand	AV system, wireless receiver, flatscreen, iMac, AppleTV
1353	FT Faculty Office	Upright Piano	iMac, printer
1354	Harp Studio		three harps
1359	FT Faculty Office	Grand	printer
1366	Classroom	Grand	AV system, wireless receiver, flatscreen, iMac, AppleTV
1367	Classroom	Grand	AV system, wireless receiver, flatscreen, iMac, AppleTV
1372	Elect Music Lab	MIDI Grand	6 workstations with iMac, USB MIDI Keyboard, Audio Interace, flatscreen, Apple TV
1373	Classroom	Grand	AV system, wireless receiver, flatscreen, iMac, AppleTV
1378	Recording Studio		
1388	Studio Control Room		
1412	Recital Hall Control Room		iMac, projector, recording, mixing console, patchbay
2220	Library/Computer Lab		12 computer workstations, USB MIDI Keyboard, phone, Xerox WorkCentre 6655
2301	Harpsichord Studio	Harpsichord	Clavichord
2303	FT Faculty Office	Grand	iMac, printer, phone
2304	PT Faculty Office	Grand	iMac

**Department of Music
Facilities List**

Room	Assigned Use	Piano	Other Equipment
2305	PT Faculty Office	Upright Piano	
2306	PT Faculty Office	Upright Piano	
2307	PT Faculty Office	Upright Piano	iMac, printer, phone
2308	Opera Workshop Storage		
2309	PT Faculty Office	Upright Piano	Mac G4
2310	PT Faculty Office	Grand Piano	phone
2311	FT Faculty Office	Digital Piano	iMac, phone
2313	PT Faculty Office	Upright Piano	
2314	Faculty Lounge		
2315	PT Faculty Office	Upright Piano	PC
2317	Mus Ed Resource		
2320	Faculty Workroom		iMac, phone, Xerox AltLine B8055
2323	PT Faculty Office		iMac
2325	PT Faculty Office		iMac, phone, printer
2326	FT Faculty Office	Grand	iMac, printer, phone
2330	PT Faculty Office		iMac
2332	PT Faculty Office		iMac, phone
2334	FT Faculty Office	Upright Piano	iMac, phone, printer
2337	FT Faculty Office	Grand	iMac, printer, phone
2338	PT Faculty Office	Upright Piano	
2339	FT Faculty Office	Grand	Mac G5, printer, phone, stereo
2341	FT Faculty Office		iMac, printer, phone
2342	PT Faculty Office	Upright Piano	iMac, phone
2343	FT Faculty Office	Upright Piano	
2344	PT Faculty Office	Grand	iMac
2345	FT Faculty Office	Upright Piano	Mac G5, printer, phone
2346	PT Faculty Office	Upright Piano	
2347	FT Faculty Office	Upright Piano	iMac, printer, phone
2349	PT Faculty Office	2 Grand Pianos	
2353	FT Faculty Office	2 Grand Pianos	iMac, printer, phone, stereo
2354	FT Faculty Office	Digital Piano	iMac, phone, stereo
2356	FT Faculty Office	Digital Piano	iMac, phone, stereo
2357	Piano Major Practice	Grand	
2359	Music Tech Classroom		17 iMac workstations w/keyboards
2360	FT Faculty Office	Upright Piano	iMac, phone
2361	PT Faculty Office	Upright Piano	iMac
2362	FT Faculty Office	Upright Piano	iMac, printer, phone, stereo
2365	Digital Piano Lab	CA78	17 Kawai CA78 Digital Pianos
2366	PT Faculty Office		iMac, printer
2368	PT Faculty Office		iMac, phone
2369	PT Faculty Office	Upright Piano	
2371	Instrument Storage		2 bass storage racks

**Department of Music
Facilities List**

Room	Assigned Use	Piano	Other Equipment
2372	PT Faculty Office	Upright Piano	iMac, stereo
2374	Percussion Studio	Upright Piano	iMac, stereo, percussion instruments
2380	Classroom	Grand	AV system, projector, screen
2383	Digital Piano Lab	CA78	17 Kawai CA78 Digital Pianos
2388	FT Faculty Office	Upright Piano	iMac, printer, phone
2390	FT Faculty Office	Upright Piano	iMac, printer, phone
2402	Large Ensemble Rehearsal	Grand Piano	Pipe organ, percussion cage, A/V equipment with flat screen
2412	Lockers		
2413	Library		PC, Jazz, Choral, Orchestra and Band Ensemble Sheet Music
2414	Jazz Rehearsal	Grand Piano	audio mixer, mics, speakers, bass & guitar amps, vibraphone
4202	Practice Room	Upright Piano	
4204	Practice Room	Upright Piano	
4206	Practice Room/Percussion		
4208	Practice Room/Percussion		
4210	Practice Room	Organ	
4212	Practice Room	Upright Piano	
4214	Practice Room	Upright Piano	
4215	Practice Room	Upright Piano	
4216	Practice Room	Upright Piano	
4217	Practice Room	Upright Piano	
4218	Practice Room	Upright Piano	
4219	Practice Room	Upright Piano	
4220	Practice Room	Upright Piano	
4221	Practice Room	Upright Piano	
4222	Practice Room	Upright Piano	
4223	Practice Room	Upright Piano	
4224	Practice Room	Upright Piano	
4225	Practice Room	Upright Piano	
4226	Practice Room	Upright Piano	
4227	Practice Room	Upright Piano	
4228	Practice Room	Upright Piano	
4229	Practice Room	Upright Piano	
4230	Practice Room	Upright Piano	
4231	Practice Room	Upright Piano	
4232	Practice Room	Upright Piano	
4233	Practice Room	Upright Piano	
Comm Arts Aud	Performance Auditorium	Grand, organ	

**Department of Music
Equipment Inventory**

Instrument	Quantity
Brass	
Coronet	6
Euphonium	7
French Horn	12
Trombone	15
Trombone, F	2
Trombone, Alto	1
Trumpet	14
Trumpet, Piccolo	1
Tuba	10
Synthesizer Lab	
Synth workstations	6
Synthesizers	8
Electric drum set	1
Electric Guitar	1
Guitar Synth	1
Midi Grand	1
Recording Studio	
Congas	2
Drum set	1
Electric piano	2
Grand piano	1
Guitar Amp	4
Bass Amp	3
Percussion	
Bass Drum, Concert	2
Bells, Symphonic	1
Celeste	2
Chimes	1
Congas	5
Cymbals, pairs	3
Cymbals, suspended	5
Drum Pads	22
Gong	2
Krotales, 2 chro 8vas	1
Marimba	6
Roto Tom set	1
Timpani, performance	2 sets
Timpani, practice	1 set
Tom Tom	10
Vibraphone	3
Xylophone	2
Piano	
Upright	52
Grand	40
Digital Lab pianos	34
Digital Keybd w/Computers	29
Organ	
Practice	3
Concert	1
Positiv Organ	1
Hammond	1
Harpsichord	
Single manual	1
Two manual	1

Instrument	Quantity
Rhythm Section	
Bass Amps	10
Drum Sets	7
Electronic Keyboard	3
Fender Passport PA	1
Guitar Amps	11
Strings	
Bass, double	5
Cello	9
Guitar	31
Harp	3
Viola	6
Violin	11
Woodwinds	
Bassoon	20
Bassoon, Contra	1
Clarinet, Bb	15
Clarinet, A	2
Clarinet, Bass	2
Clarinet, Eb	2
Clarinet, Alto	2
Clarinet, Contra-alto	1
Clarinet, Contrabass	2
English Horn	3
Flute	15
Flute, Alto	1
Flute, Bass	1
Oboe	9
Piccolo	2
Saxophone, Alto	11
Saxophone, Bari	5
Saxophone, Bass	1
Saxophone, Soprano	5
Saxophone, Tenor	8
Athletics Bands	
Percussion	
Snare drum	8
Toms, Triple	4
Bass drum	5
18" cymbal pair	2
Bass Drum Stands	6
Snare Stands	8
Woodwinds	
Sax, Alto	0
Sax, tenor	3
Sax, Bari	1
Piccolo	4
Brass	
Trumpet, Bb Marching	1
Mellophone, F Marching	4
Trombone, Tenor	1
Tuba, BBb Marching	5
Tuba, BBb Contra	1
Marching Baritone	2
Flugabone	5
Equipment	
Marching Uniforms	150
Marching Shako	150
Drum Major Uniforms	8
DM Shako	8
Color Guard Uniforms	15
Small Podium	2
Large Podium - (poor)	1

**Department of Music
Long-Term Equipment Plan**

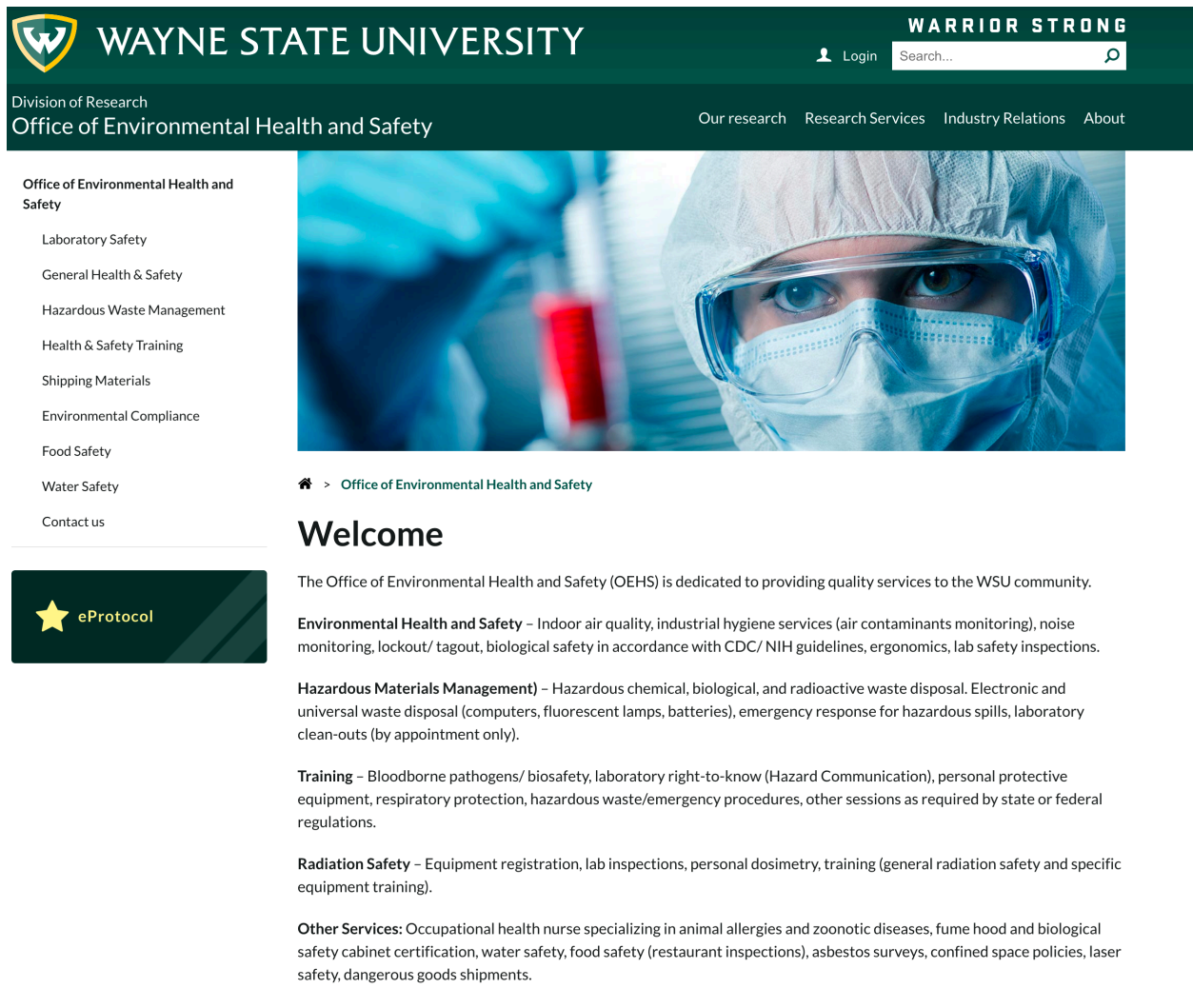
Dept	Area	Equipment Description	Quantity	Implementation Year	Priority (by Fiscal Year)	Est. Total Cost	Funding Source	Purchased
Music	Department	Purchase classroom grand pianos	2	2016	1	\$25,194	CFPCA	Yes
Music	Department	Patch and paint music practice rooms on fourth floor	26	2016	2	\$15,901	CFPCA	Yes
Music	Music Tech	Synth lab upgrades (audio interfaces and headphones)	8	2016	3	\$7,657	Omnibus	Yes
Music	Department	Classroom A/V upgrades (iMac, AppleTV & wireless receivers)	7	2016	4	\$16,183	Omnibus	Yes
<i>Subtotal</i>						\$64,935		
Music	Music Tech	Replace and update equipment in recording studio and synth lab	1	2017	1	\$187,754	Omnibus	Yes
Music	Music Tech	Replace and update equipment in listening lab and music tech lab	1	2017	2	\$15,168	Omnibus	Yes
Music	Department	Replace/service worn and damaged piano parts, action regulation, and voicing in SMRH & 2414	3	2017	3	\$10,600	Omnibus	Yes
Music	Department	Restoration of positiv organ for SMRH	1	2017	4	\$3,490	Omnibus	Yes
Music	Music Tech	Replacement headphones for piano labs	35	2017	5	\$2,415	Omnibus	Yes
Music	Department	Replace classroom projectors with 70" flat screens	9	2017	6	\$13,505	Omnibus	Yes
<i>Subtotal</i>						\$232,932		
Music	Department	Purchase Wenger double bass lockers for locker area	11	2018	1	\$23,995	Omnibus	Yes
Music	Music Tech	Upgrades for SMRH control booth (iMac, wireless mics, DI boxes, patchbay)	1	2018	2	\$11,730	Omnibus	Yes
Music	Music Ed	Replace classroom desks with interchangeable tables and chairs	6	2018	3	\$10,117	Omnibus	Yes
Music	Music Tech	Software renewals (Reason & Waves)	16	2018	4	\$3,934	Omnibus	Yes
Music	Department	Replace digital pianos in classroom piano labs	34	2018	5	\$122,128	Omnibus	Yes
<i>Subtotal</i>						\$147,909		
Music	Department	Replace file cabinets in music library with spacesaver high density mobile storage system	1	2019	1	\$50,000	Omnibus	Yes
Music	Music Tech	Upgrades for SMRH and Music Tech areas (studio piano maintenance, microphones, recording devices)	1	2019	2	\$24,374	Omnibus	Yes
Music	Jazz	Purchase vibraphone for Jazz Big Band Room	1	2019	3	\$2,900	Omnibus	Yes
Music	Jazz	Purchase new piano for Jazz Big Band Room (Yamaha TransAcoustic Grand)	1	2019	4	\$26,758	Omnibus	Yes
Music	Department	Replace/service worn and damaged piano parts, voicing, and action regulation	5	2019	5	\$15,950	Omnibus	Yes

**Department of Music
Long-Term Equipment Plan**

Dept	Area	Equipment Description	Quantity	Implementation Year	Priority (by Fiscal Year)	Est. Total Cost	Funding Source	Purchased
Music	Department	Move pipe organs from former music building to Old Main Building	3	2019	6	\$8,880	Omnibus/Dept	Yes
Music	Department	Purchase new Wenger music stands	60	2019	7	\$5,153	Omnibus	Yes
Music	Jazz	Purchase guitar and bass amplifiers	4	2019	8	\$2,100	Omnibus	Yes
Music	Department	Purchase new/replacement percussion equipment	19	2019	9	\$1,449	Department	Yes
Music	Department	Repair Department-owned English Horns	3	2019	10	\$2,550	Department	Yes
Music	Department	Replace carpet in SMRH Green Room and Listening Lab	2	2019	11	\$16,230	CFPCA	Yes
<i>Subtotal</i>						\$156,344		
Music	Department	Upgrade OneCard card reader software to Ccure 9000	1	2020	1	\$13,400	Omnibus	TBD
Music	Department	Replace/service worn and damaged piano parts, voicing, action regulation	7	2020	2 TBD		Omnibus	TBD
Music	Department	Purchase grand pianos for piano performance room	2	2020	3	\$20,034	Omnibus	TBD
Music	Department	Purchase upright pianos for Jazz Combo Rooms	2	2020	4	\$9,870	Omnibus	TBD
Music	Department	Replace tables in Music Seminar Room 1307	1	2020	5 TBD		Omnibus	TBD
Music	Music Tech	Repair Hammond Organ for Recording Studio	1	2020	6 TBD		Omnibus	TBD
Music	Department	Purchase new bass clarinet	1	2020	7	\$8,982	Omnibus	TBD
Music	Department	Purchase new euphonium	1	2020	8	\$2,413	Omnibus	TBD
Music	Department	Build storage cage for SMRH backstage area	1	2020	9	\$4,998	Omnibus	TBD
Music	Music Tech	Install monitor and camera feed for backstage SMRH	1	2020	10 TBD		Omnibus	TBD
<i>Subtotal</i>						\$46,297		
Music	Department	Replace/service worn and damaged piano parts, voicing, action regulation	TBD	2021	1 TBD		Omnibus	TBD
Music	Department	Purchase new grand piano for classroom 1367	1	2021	2	\$10,017	Omnibus	TBD
Music	Department	Purchase new upright piano for FT Faculty office	1	2021	3	\$4,935	Omnibus	TBD
Music	Department	Upgrade classroom A/V systems	8	2021	4 TBD		Omnibus	TBD
<i>Subtotal</i>						\$14,952		
<i>Grand Total</i>						\$663,369		

University Health and Safety Information

The Office of Environmental Health and Safety, Division of Research, is responsible for health and safety inspections, compliance with state and federal regulations, and training for all units of Wayne State University. General information about OEHS is contained on their website at: <https://research.wayne.edu/oehs> (reproduced below).



WAYNE STATE UNIVERSITY WARRIOR STRONG

Division of Research
Office of Environmental Health and Safety

Our research Research Services Industry Relations About

Office of Environmental Health and Safety

- Laboratory Safety
- General Health & Safety
- Hazardous Waste Management
- Health & Safety Training
- Shipping Materials
- Environmental Compliance
- Food Safety
- Water Safety
- Contact us

eProtocol

Home > Office of Environmental Health and Safety

Welcome

The Office of Environmental Health and Safety (OEHS) is dedicated to providing quality services to the WSU community.

Environmental Health and Safety – Indoor air quality, industrial hygiene services (air contaminants monitoring), noise monitoring, lockout/ tagout, biological safety in accordance with CDC/ NIH guidelines, ergonomics, lab safety inspections.

Hazardous Materials Management – Hazardous chemical, biological, and radioactive waste disposal. Electronic and universal waste disposal (computers, fluorescent lamps, batteries), emergency response for hazardous spills, laboratory clean-outs (by appointment only).

Training – Bloodborne pathogens/ biosafety, laboratory right-to-know (Hazard Communication), personal protective equipment, respiratory protection, hazardous waste/emergency procedures, other sessions as required by state or federal regulations.

Radiation Safety – Equipment registration, lab inspections, personal dosimetry, training (general radiation safety and specific equipment training).

Other Services: Occupational health nurse specializing in animal allergies and zoonotic diseases, fume hood and biological safety cabinet certification, water safety, food safety (restaurant inspections), asbestos surveys, confined space policies, laser safety, dangerous goods shipments.



[Department of Music \(/\)](#)

[MENU](#)

Student health and wellness

Health & Wellness Resources

- [Campus Health Center \(http://health.wayne.edu/\)](http://health.wayne.edu/) promotes the health and well being of students at Wayne State University by providing health care services to prevent and treat common physical illness so you can attain your educational and personal goals.
- [CAPS \(http://caps.wayne.edu/\)](http://caps.wayne.edu/) - Counseling & Psychological Services

5221 Gullen Mall (Located in Room 552 Student Center Building)

Phone: 313-577-3398 After Hours: 313-577-9982

Email: caps@wayne.edu

- LFA 1480 - Yoga - Open to all university students. Music students are encouraged to take this course.
- [Department of Otolaryngology - Head and Neck Surgery \(http://otolaryngology.med.wayne.edu/\)](http://otolaryngology.med.wayne.edu/)

The department currently offers patient centered comprehensive care of both children and adults in a wide variety of conditions relative to the ear, face, nose, paranasal sinuses and throat.

- [Student Health 101™ \(http://readsh101.com/wayne.html\)](http://readsh101.com/wayne.html) - promotes the health and well-being of the Wayne State University student body and campus community
- [Occupational Safety & Environmental Health \(http://oehs.wayne.edu/\)](http://oehs.wayne.edu/)
- [WSU \(Wayne State University\) \(Wayne State University\) Audiology Clinic \(http://clas.wayne.edu/CSD/Wayne-State-Audiology-Clinic\)](http://clas.wayne.edu/CSD/Wayne-State-Audiology-Clinic) - provides complete audiologic evaluations for students in need of testing for hearing loss
- [Musculoskeletal Conditions \(http://pmroakwood.med.wayne.edu/\)](http://pmroakwood.med.wayne.edu/) - The Department of Physical Medicine and Rehabilitation Oakwood at the Wayne State University School of Medicine is committed to advancing the field of musculoskeletal and rehabilitation medicine through excellent patient care and improving the quality of life for individuals with physical

disabilities.

Additional Resources

- [International Musicians Journal](http://internationalmusician.org/category/health/) (<http://internationalmusician.org/category/health/>) – This link includes articles related to health concerns and issues for professional musicians.
- [Protect Your Hearing Every Day](http://nasm.arts-accredit.org/site/docs/PAMA-NASM_Advisories/4a_NASM_PAMA-Student_Guide-Standard.pdf) (http://nasm.arts-accredit.org/site/docs/PAMA-NASM_Advisories/4a_NASM_PAMA-Student_Guide-Standard.pdf) – Information and Recommendations for Student Musicians provided by NASM (National Association of Schools of Music Performing Arts Medicine Association)
- [National Center for Voice and Speech \(NCVS\)](http://www.ncvs.org/) (<http://www.ncvs.org/>) – Provides vocal health tips, information regarding NCVS conferences and a search feature that allows you to find a local Voice Clinic
- [Occupational Noise Exposure](https://www.osha.gov/SLTC/noisehearingconservation/index.html) (<https://www.osha.gov/SLTC/noisehearingconservation/index.html>) – Information and resources regarding the dangers and irreversible side effects of noise exposure. Published by OSHA (Occupational Safety and Health Administration)
- [Athletes and the Arts](http://athletesandthearts.com/educating-todays-musicians-to-keep-them-healthy-and-active/) (<http://athletesandthearts.com/educating-todays-musicians-to-keep-them-healthy-and-active/>) – A resource for performing artists that provides access to resources that meet the unique wellness, healthcare and performance needs of performing artists
- ["Repetitive Stress and Strain Injuries: Preventive Exercises for the Musician,"](http://www.memphis.edu/music/pdf/repetitive.pdf) (<http://www.memphis.edu/music/pdf/repetitive.pdf>) by Gail A. Shafer-Crane
- [The Complete Guide to the Alexander Technique](http://www.alexandertechnique.com/) (<http://www.alexandertechnique.com/>)
- [Teaching the Art of Movement in Music](http://bodymap.org/main/?cat=34) (<http://bodymap.org/main/?cat=34>)
- [Dalcroze Society of America](http://www.dalcrozeusa.org/) (<http://www.dalcrozeusa.org/>)



Faculty and staff health and wellness

Health & Wellness Resources

- EAP (Employee Assistance Program) (Employee Assistance Program) - Employee Assistance Program (Ulliance) (<http://hr.wayne.edu/avp/eap/>) provides support and assistance to WSU (Wayne State University) (Wayne State University) staff and faculty in resolving personal or work -related concerns
- CAPS (<http://caps.wayne.edu/>) - Counseling & Psychological Services

5221 Gullen Mall (Located in Room 552 Student Center Building)

Phone: 313-577-3398 After Hours: 313-577-9982

Email: caps@wayne.edu (<mailto:caps@wayne.edu>)

As faculty/staff members you may encounter distressed students. Your role can be a positive and crucial one in assisting them with connecting to this valuable campus resource. CAPS provides consultation services and outreach events as requested.

- LFA 1480 - Yoga - Open to all university faculty, staff and students.
- Department of Otolaryngology - Head and Neck Surgery (<http://otolaryngology.med.wayne.edu/>) -

The department currently offers patient centered comprehensive care of both children and adults in a wide variety of conditions relative to the ear, face, nose, paranasal sinuses and throat.


- Wellness Warriors (<http://wellness.wayne.edu/>) - promotes the health and well-being of the Wayne State University faculty and staff by assisting with the achievement of personal health goals
- Occupational Safety & Environmental Health (<http://oehs.wayne.edu/>)
- WSU (Wayne State University) (Wayne State University) Audiology Clinic (<http://clas.wayne.edu/CSD/Wayne-State-Audiology-Clinic>) - provides complete audiologic evaluations for students in need of testing for hearing loss

- Musculoskeletal Conditions (<http://pmroakwood.med.wayne.edu/>) - The Department of Physical Medicine and Rehabilitation Oakwood at the Wayne State University School of Medicine is committed to advancing the field of musculoskeletal and rehabilitation medicine through excellent patient care and improving the quality of life for individuals with physical disabilities.

Additional Resources

- International Musicians Journal (<http://internationalmusician.org/category/health/>) - This link includes articles related to health concerns and issues for professional musicians.
- Basic Information on Hearing Health (http://nasm.arts-accredit.org/site/docs/PAMA-NASM_Advisories/2_NASM_PAMA-Faculty_and_Staff_2011Nov.pdf) - Information and Recommendations for Faculty and Staff in Schools of Music provided by NASM (National Association of Schools of Music Performing Arts Medicine Association)
- National Center for Voice and Speech (NCVS) (<http://www.ncvs.org/>) - Provides vocal health tips, information regarding NCVS conferences and a search feature that allows you to find a local Voice Clinic
- Occupational Noise Exposure (<https://www.osha.gov/SLTC/noisehearingconservation/index.html>) - Information and resources regarding the dangers and irreversible side effects of noise exposure. Published by OSHA (Occupational Safety and Health Administration)
- Athletes and the Arts (<http://athletesandthearts.com/educating-todays-musicians-to-keep-them-healthy-and-active/>) - A resource for performing artists that provides access to resources that meet the unique wellness, healthcare and performance needs of performing artists
- "Repetitive Stress and Strain Injuries: Preventive Exercises for the Musician," (<http://www.memphis.edu/music/pdf/repetitive.pdf>) by Gail A. Shafer-Crane
- The Complete Guide to the Alexander Technique (<http://www.alexandertechnique.com/>)
- Teaching the Art of Movement in Music (<http://bodymap.org/main/?cat=34>)
- Dalcroze Society of America (<http://www.dalcrozeusa.org/>)

*DEPARTMENT OF MUSIC
1321 OLD MAIN
WAYNE STATE UNIVERSITY
(313) 577-1795 FAX (313) 577-5420*

COURSE SYLLABUS 
Course Number & Title
Term

Instructor:

Course Time/Days:

Course Location:

Instructor's Office Location:

Instructor's Phone & Email Address:

Instructor's Office Hours: (Full time faculty should be available for at least 3 to 4 hours per week at varying times and days, part-time faculty should be available for at least 1 hour per week per assigned class.)

Learning Outcomes: (Brief overview of course goals, content and objectives. At the completion of this course, students should be able to...a)...b)...c)...). Please refer to the “Writing Learning Outcomes” document in the Faculty Policies folder on the Music website.

Course Materials: (Texts or readings required or recommended for the course. Every class needs to have readings, textbooks, manuals, or course packets, readings on reserve or e-reserve, etc. Textbook orders should be made early in the previous term.)

Prerequisites: (List of specific courses necessary to be enrolled in this course.)

[OPTIONAL] Activities/Assignments: (Give a complete list and brief description of all graded evaluations including examinations, papers, performances or formal presentations with due dates.)

Grading: (Give a detailed description of how assignments are weighted and your policies on accepting late assignments. This includes a percentage or point breakdown for computing final grades.)

Class Participation: (Indicate your expectations for class participation and any grading that is associated with it.)

Incompletes: Incompletes are reserved for extraordinary circumstances such as personal emergencies that can be documented. An incomplete may be granted when, in the judgment of the instructor, a student can successfully complete the work of the course without attending regular class sessions. Incompletes that are not converted to a letter grade within one year will automatically revert to an F (failing grade).

Withdrawing from Class: In the first two weeks of the term, students can drop this class and receive 100% tuition and course fee cancellation. After the end of the second week there is no tuition or fee cancellation. Students who wish to withdraw from the class must initiate a withdrawal request on Pipeline. You will receive a transcript notation of WP (passing), WF (failing), or WN (no graded work) at the time of withdrawal. No withdrawals can be initiated after the end of the tenth week. Students enrolled in the 10th week and beyond will receive a grade. Students who stop attending class but do not request a withdrawal will receive an automatic F (failing grade). Because withdrawing from courses may have negative academic and financial consequences, students considering course withdrawal should make sure they fully understand all the consequences before taking this step. More information on this can be found at:
<http://reg.wayne.edu/pdf-policies/students.pdf>

Make-up Work and Extra Credit: (List any policies.)

Grade Appeals: The college policy for appealing a final grade can be found at:
http://www.cfpc.wayne.edu/current-students.php#Grade_Appeal

Policy Statements

Attendance: (Give a brief description of your attendance policies. Be sure to include a statement if attendance will affect grades)

Blackboard: (List your expectations for students' use of Blackboard.) Call C&IT at (313) 577-4778 if you have problems accessing Blackboard.

Cell Phones: (List any policies on cell phone use in class.)

In-Class Laptops/PDAs: (List any policies on laptop/PDA use in class.)

Health and Safety Standards: The Department of Music provides a Health and Wellness resource page for the student body, which addresses issues related to hearing, vocal, and musculoskeletal health. There you will find information related to health and safety standards, hazards and procedures inherent in practice, performance, teaching and listening. The information includes on-campus and off-campus resources. The student Health and Wellness page may be found at the following link: <http://music.wayne.edu/studenthealthandwellness.php>

Student Disability Services: If you have a documented disability that requires accommodations, you will need to register with Student Disability Services for coordination of your academic accommodations. The Student Disability Services (SDS) office is located in the Adamany Undergraduate Library. The SDS telephone number is 313-577-1851 or 313-202-4216 (Videophone for deaf/hearing impaired students). Student Disability Services' mission is to assist the university in creating an accessible community where students with disabilities have an equal opportunity to fully participate in their educational experience at Wayne State University. Once you have your accommodations in place, I will be glad to meet with you privately during my office hours or at another agreed upon time to discuss your needs.

Please be aware that a delay in getting SDS accommodation letters for the current semester may hinder the availability or facilitation of those accommodations in a timely manner. Therefore, it is in your best interest to get your accommodation letter as early in the semester as possible.

Plagiarism/Academic Dishonesty: Academic misbehavior means any activity that tends to compromise the academic integrity of the institution or subvert the education process. All forms of academic misbehavior are prohibited at Wayne State University, as outlined in the Student Code of Conduct:

<http://doso.wayne.edu/codeofconduct.pdf>

Students who commit or assist in committing dishonest acts are subject to downgrading (to a failing grade for the test, paper, or other course-related activity in question, or for the entire course) and/or additional sanctions as described in the Student Code of Conduct.

(The attached plagiarism contract is optional.)

Note: It may be appropriate to clarify that students should not use work that was substantively done for other classes unless otherwise approved by the instructor. This is primarily an issue for graduate classes. (See plagiarism contract below).

Religious Observances: Because of the extraordinary variety of religious affiliations of the University student body and staff, the Academic Calendar makes no provisions for religious holidays. However, it is University policy to respect the faith and religious obligations of the individual. Students with classes or examinations that conflict with their religious observances are expected to notify their instructors well in advance so that mutually agreeable alternatives may be worked out.

Other Policies: Faculty may wish to include other policy statements such as statements about their expectations and responsibilities for students, statements about respecting the diversity of opinions and values of others, and statements about the need for civil and respectful discussions. Faculty who make extensive use of equipment may wish to include additional policy statements about equipment use, checkout, breakage, etc. It may be appropriate to reference the WSU Student Code of Conduct: <http://www.doso.wayne.edu/judicial/index.htm>

[OPTIONAL] Course Outline: (Daily or weekly breakdown of topics, readings and assignments.)

[OPTIONAL] Plagiarism Contract

Recommended attachment for papers:

Name: _____

Student ID Number: _____

Assignment or Paper Title: _____

Date Submitted: _____

Please check off the following, and sign below:

___ 1. I have read and understood my instructor's class plagiarism policy, as stated on the course syllabus, and am aware of the possible penalties for submitting plagiarized work or for committing other violations of academic integrity. I have read the information on the university's website <http://www.doso.wayne.edu/judicial/index.htm> on Academic Integrity.

___ 2. This assignment in its entirety represents my own work. Where I have used other people's material word for word, I have used quotation marks or indentation, and have provided the required citation information (author's name, title, page number or internet address). Where I have paraphrased other people's work, or provided information derived from other people's work, I have provided the required citation information. I have listed all the citation information in my Bibliography or Works Consulted list, as specified by my instructor.

___ 3. I have not submitted this paper for another course in a previous term or during the current term, unless otherwise approved by my instructor.

Student Signature

Date

Health and Safety Standards and Resources

The following information is provided for your benefit in the areas of hearing, vocal and musculoskeletal health. Additional information is available at the following link: <http://music.wayne.edu/studenthealthandwellness.php>

Hearing

Hearing health is essential to your lifelong success as a musician. Your hearing can be permanently damaged by loud sounds, including music. Noise-Induced Hearing Loss (NIHL) is generally preventable by limiting the amount of exposure to loud noises. The following are examples of the recommended maximum daily exposure times to sounds at or above 85 dB:

85 dB (vacuum cleaner, MP3 player at 1/3 volume) – 8 hours

90 dB (hair dryer) – 2 hours

94 dB (MP3 player at 1/2 volume) – 1 hour

100 dB (lawnmower, MP3 player at full volume) – 15 minutes

110 dB (power tools, rock concert) – 2 minutes

120 dB (jet engine at takeoff) without ear protection, damage is immediate

Monitoring and controlling volume levels may reduce the risk of hearing loss. The following examples are ways to reduce this risk:

Monitor your dynamic level in individual practice and ensemble rehearsal

Turn the volume down to a moderate setting on your electronic device (i.e. radio, television, stereo, etc.)

Wear ear protection before entering noisy environments (i.e. rock or pop concerts, etc.)

Earplugs are available in the Main Office to all students enrolled in a music course.

Health and Safety Standards and Resources

The following information is provided for your benefit in the areas of hearing, vocal and musculoskeletal health. Additional information is available at the following link: <http://music.wayne.edu/studenthealthandwellness.php>

Vocal and Musculoskeletal Health

Vocal and Musculoskeletal Health are important to both singers and instrumentalists. Proper management of your voice and body can ensure a long and healthy performance career. Correct posture, technique and sustainable practice habits are just a few ways to improve the longevity of your vocal and musculoskeletal health. The following guidelines will promote a healthy approach to practice and performance:

Maintain a healthy regiment of regular exercise, adequate sleep, daily hydration and healthy eating habits.

Always include warm ups and stretches before practicing and performing.

Remember to incorporate breaks during your practice time.

Work with your private instructor on proper posture and correct technique to maximize the potential of your musical agility.

Balance your academic and performance calendar to avoid fatigue and burn out.

Listen to your body. If you are in pain, stop immediately and rest your voice and body. If you are in severe pain, seek medical attention.

Avoid excessive loud talking, harsh laughter, yelling and noisy environments before singing.

The following resources are available to WVSU students:

Testing for Hearing Loss: <http://clas.wayne.edu/CSD/Wayne-State-Audiology-Clinic>

Student Health 101: <http://readsh101.com/wayne.html>

Head and Neck Injury: <http://otolaryngology.med.wayne.edu/>

Musculoskeletal Conditions: <http://pmroakwood.med.wayne.edu/>

**WSU Library System
Holdings in Music**

Printed Music		
M 1–M 4.99	General Music	4,416
M 5–M 1494.99	Instrumental Music	9,468
M 1495–M 9999	Vocal Music	4,162
	<i>Subtotal Printed Music</i>	18,046
Printed Books		
ML 1–ML 9999	Literature of Music	11,178
MT 1–MT 9999	Music Instruction/Study	2,291
	<i>Subtotal Printed Books</i>	13,469
Electronic Books		6,387
	<i>Total Books and Scores</i>	37,902
Journals		
	Print Only Journals	2
	Electronic Subscriptions	247
	<i>Total Periodicals</i>	249
	<i>Total Print/Electronic Materials</i>	38,151
Sound Recordings		
	Music Phonorecords (LPs)	7,538
	Music CDs (includes multivolume)	2,879
	Music CDs (individual titles)	2,568
	Cassette Tapes	86
	<i>Subtotal Sound Recordings</i>	13,071
Video Recordings		
	VHS Tapes	7,106
	DVD (Music)	4,443
	<i>Subtotal Video Recordings</i>	11,549
	<i>Total Recorded Materials</i>	24,620
Databases available through the Library		
	Oxford Music Online / Grove music online	
	Music Index Online	
	Naxos music library	
	RILM abstracts of musical literature	
	Arts & Humanities Citation Index (A&HCI)	
	British humanities index	
	Dance in Video	
	WorldCat Discovery	
	Galenet	
	JSTOR Arts & Sciences III	
	Kanopy	
	Project Muse	
	Proquest dissertations	
	ProQuest Central	
	PsycInfo	
	Sage Journals online	
	Springerlink	

**WSU Library System
Music Serials**

Ejournal Title	ISSN
19th century music	0148-2076
Abstracts of papers read at the Annual Meeting of the American Musicological Society	0893-1305
ACMR newsletter	N/A
Acoustic guitar	1049-9261
Action, criticism, & theory for music education	1545-4517
African music	0065-4019
American choral review	0002-7898
American music	0734-4392
American music review	1943-9385
American record guide	0003-0716
American string teacher	0003-1313
AMS newsletter - American Musicological Society	0402-012X
Analitica : Rivista online di studi musicologica	2279-5065
Anuario musical	0211-3538
Approaches: Mousikotherapeia kai Eidikī Mousikī Paidagōgikī	2459-3338
Archiv für Musikwissenschaft	0003-9292
ARSC journal	2151-4402
ARSC newsletter	0196-9145
Arti musices	0587-5455
Asian music	0044-9202
Australian journal of music therapy	1036-9457
Bach	0005-3600
Balungan	0885-7113
Bass player	1050-785X
Billboard	0006-2510
British journal of music education	0265-0517
British journal of music therapy	1359-4575
Bulletin de l'Atelier d'études sur la musique baroque française	0997-7872
Bulletin of the Council for Research in Music Education	0010-9894
Cambridge opera journal	0954-5867
Canadian folk music	0829-5344
Canadian journal of music therapy	1199-1054
Canadian music educator	0008-4549
Canadian musician	0708-9635
Canadian winds	1703-5295
CBMR digest	1043-1241
Church's musical visitor	2158-3048
Clavier companion	2152-4491
Close up magazine	0896-372X
Colorado music educator	0010-1672
Computer music journal	0148-9267
Computing in musicology	1057-9478
Contemporary music review	0749-4467
Contributions to music education	0190-4922
Crescendo	0111-8994
Critical musicology journal	N/A
Cuadernos de música iberoamericana	1136-5536
Cuadernos de música, artes visuales y artes escénicas	1794-6670
Czech music	1211-0264

**WSU Library System
Music Serials**

Ejournal Title	ISSN
Dancecult	1947-5403
Diagonal : journal of the Center for Iberian and Latin American Music	2470-4199
Early music	0306-1078
Early music history	0261-1279
Early music performer	1477-478X
Eighteenth-century music	1478-5706
Electronic musician	0884-4720
Empirical musicology review	1559-5749
Ethnomusicology	0014-1836
Ethnomusicology	1741-1912
Ethnomusicology review	2164-4578
Euterpeiad or, Musical intelligencer	N/A
Fanfare	2045-4074
Folk music journal	0531-9684
Fontes artis musicae	0015-6191
Gamut - Music Theory Society of the Mid-Atlantic	1938-6990
Gender, education, music, and society	1710-6923
General music today	048-3713
Gli spazi della musica	2240-7944
Guandu yin yue xue kan	1814-1889
Guitar player	0017-5463
Halftime magazine	1939-6171
Il saggiatore musicale	1123-8615
In the key of now	N/A
Intégral	1073-6913
International journal of community music	1752-6299
International journal of music education	0255-7614
International musician	0020-8051
International review of the aesthetics and sociology of music	0351-5796
Intersections	1911-0146
ITA journal	0145-3513
Jazziz	0741-5885
Journal of band research	0021-9207
Journal of historical research in music education	1536-6006
Journal of interdisciplinary music studies	1306-9055
Journal of jazz studies	2158-1401
Journal of mathematics and music	1745-9737
Journal of music and meaning JMM	1603-7170
Journal of music history pedagogy	2155-109X
Journal of music research online	1836-8336
Journal of music teacher education	1057-0837
Journal of music theory	0022-2909
Journal of music, technology and education	1752-7066
Journal of new music research	0929-8215
Journal of research in music education	0022-4294
Journal of sonic studies	2212-6252
Journal of technology in music learning	1542-0221
Journal of the American Musicological Society	0003-0139
Journal of the Association for Music & Imagery	1098-8009

**WSU Library System
Music Serials**

Ejournal Title	ISSN
Journal of the musical arts in Africa	1812-1004
Journal of the Royal Musical Association	0269-0403
Journal of the Society for American Music	1752-1963
Journal of the Society for Musicology in Ireland	1649-7341
Journal of the Viola da Gamba Society of America	0507-0252
Journal on the art of record production	1754-9892
Kansas music review	0022-8702
Kodály envoy	1084-1776
Latin American music review	0163-0350
Leonardo music journal	0961-1215
Lied und populäre Kultur	1619-0548
Lithuanian music link	1648-469X
Mediamuzyka	2226-6143
MEIEA	1559-7334
Min-ad : Israel studies in musicology online	1565-0618
MLA newsletter (Music Library Association)	N/A
Music & letters	0027-4224
Music & politics	1938-7687
Music & vision	N/A
Music + practice	1893-9562
Music analysis	0262-5245
Music and arts in action	1754-7105
Music education research	1461-3808
Music educators journal	0027-4321
Music perception	0730-7829
Music performance research	1755-9219
Music reference services quarterly	1058-8167
Music theory online	1067-3040
Music therapy perspectives	0734-6875
Music trades	0027-4488
Music week	0265-1548
Music, sound and the moving image	1753-0768
Musica docta	2039-9715
Música hodie	1676-3939
Música oral del sur	1138-8579
Musica, tecnologia	1974-0042
Musicae scientiae	1029-8649
Musical merchandise review	0027-4615
Musical offerings	2330-8206
Musical opinion	0027-4623
Musical opinion quarterly	N/A
Musical times	0027-4666
Musicological explorations	1711-9235
Musicology and cultural science	1512-2018
Musicology today	2353-5733
MUSICultures	1920-4213
Musikterapi i psykiatrien	2245-3342
Muziki : journal of music research in Africa	1812-5980
Muzikologija	1450-9814

**WSU Library System
Music Serials**

Ejournal Title	ISSN
Muzikološki zbornik	0580-373X
New England quarter notes	N/A
New sound	0354-818X
Newsletter - Music OCLC Users Group	0161-1704
Newsletter (Musicological Society of Australia)	0155-0543
Nineteenth-century music review	1479-4098
NME. New musical express	0028-6362
Nordic journal of music therapy	0809-8131
Nota Bene (London, Ontario)	1920-8979
Notes (Music Library Association)	0027-4380
Offbeat (New Orleans, La.)	1090-0810
Old-time herald	1040-3582
Online journal of bass research	1552-9657
Opus (Salvador, Brazil)	1517-7017
Organ (Bournemouth)	0030-4883
Organ atlas	1943-6912
Organised sound : an international journal of music technology	1355-7718
Organists' review	0048-2161
OuvirOUver	1809-290X
Per musi : revista de performance musical	1517-7599
Performance practice review	1044-1638
Perspectives of new music	0031-6016
Philosophy of music education review	1063-5734
Plainsong & medieval music	0961-1371
Playback	1520-9334
Popular music	0261-1430
Popular music and society	0300-7766
Popular music history	1740-7133
Problems in music pedagogy	1691-2721
Problemy muzykal'noj nauki	1997-0854
Professional sound	1186-1797
Psychology of music	0305-7356
Psychomusicology	0275-3987
Qualitative inquiries in music therapy	1559-7326
Radical musicology	1751-7788
Research studies in music education	1321-103X
Revista electrónica complutense de investigación en educación musical	1698-7454
Revista electrónica de LEEME	1575-9563
Revista internacional de educación musical	2307-4841
Revista musical chilena	0716-2790
Revista Vórtex	2317-9937
Rivista italiana di musicologia	0035-6867
Rolling stone	0035-791X
S.E.M. newsletter	0036-1291
Sacred music	0036-2255
Scena musicale	1486-0317
School band and orchestra	1098-3694
Search : journal of new music and culture	N/A
Society for Eighteenth-Century Music newsletter	N/A

**WSU Library System
Music Serials**

Ejournal Title	ISSN
Stereo review	0039-1220
Strad	0039-2049
String research journal	1948-4992
Strings	0888-3106
Studia musicologica	1788-6244
Studia musicologica Norvegica	0332-5024
Symphony (New York, N.Y.)	N/A
Tempo (London)	0040-2982
Teoretické reflexe hudební výchovy	1803-1331
The Journal of hip hop studies	2331-5563
The American harp journal	0002-869X
The American music teacher	0003-0112
The bulletin of the Society for American Music	2375-8252
The Choral journal	0009-5028
The Cobbett Association's chamber music journal	1535-1726
The Flutist quarterly	8756-8667
The Galpin Society journal	0072-0127
The Horn call	0046-7928
The Hymn	0018-8271
The Illinois music educator	0019-2147
The Journal of music therapy	0022-2917
The Journal of musicological research	0141-1896
The Journal of musicology	0277-9269
The journal of Texas music history	1535-7104
The Kapralova Society journal	N/A
The Musical quarterly	0027-4631
The Opera quarterly	0736-0053
The piano magazine	2643-0673
The Record collector	0034-1568
The Recorder magazine	0961-3544
The sentimentalist	1542-2259
The Sibley muse	N/A
The soundtrack	1751-4193
The South Dakota musician	0038-3341
The Tracker	0041-0330
The Triangle of Mu Phi Epsilon	0041-2600
The Voice of Chorus America	1074-0805
Theory and practice	0741-6156
Trans	1697-0101
Translingual discourse in ethnomusicology	2312-2528
Twentieth-century music	1478-5722
Update : applications of research in music education	8755-1233
VdGSA news	0506-306X
Victorian journal of music education	1036-6318
Voices : a world forum for music therapy	1504-1611
VoiceXchange	2153-0203
Westfield : the newsletter of the Westfield Center	2375-5474
Women & music	1090-7505
World Harp Congress review	1542-9415

**WSU Library System
Music Serials**

Ejournal Title

Yearbook for traditional music

Zeitschrift der Gesellschaft für Musiktheorie

ISSN

0740-1558

1862-6750

[Home](#) [Research Guides](#) [Music](#) [Getting Started](#)

Music: Getting Started

Music resources - online and library reference materials

[Getting Started](#) [Reference Works and Article Databases](#) [Books](#) [Scores](#) [Audio/Video Resources](#)

Citation Help

Help with Writing, Research & Technology at UGL



The Writing Center and Library have combined some services so that students can have a one-stop-shop experience. If you need assistance with writing, citation, or research for your papers, or for multimedia projects, including Powerpoint, film and music editing, Adobe Creative Suite, etc. stop by the WRT Zone for help.

Location: 2nd floor, UGL

For more information on their hours, services, software, and support, click on the url below:

<http://wrtzone.wayne.edu/>

Welcome!

re:Search

Welcome to the guide for Music

I hope that you will find this guide a useful starting place for your research in Music. I have assembled a core collection of resources available through the Wayne State University Library System, as well as high quality, freely available web resources. This guide is a collaborative work-in-progress, developed with the suggestions and feedback from students and faculty in Music.

I am available by appointment to assist students and faculty with research related to Music. You may also contact me to schedule research workshops for classes or to suggest items for purchase.

Serena Vaquilar

Librarian Liaison for Music.

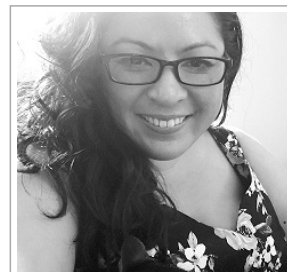
To browse the **Libraries' Home Page** visit:

www.library.wayne.edu

To view our self-paced **re:Search Instruction Tutorials** on using Library Resources visit:

<http://library.wayne.edu/services/instruction/research/>

Librarian Liaison



Serena Vaquilar

[Email Me](#)

[Schedule Appointment](#)

Contact:

134 Purdy/Kresge Library

Phone: (313) 577-8368

Email:

serena.vaquilar@wayne.edu

Research consultations available by appointment. Please email for times outside of appointment scheduler (above).


**Faculty Information
Brochure**

- [Library Resources and Services to Support Teaching and Learning](#)

Departmental Information**Contact Information:**

Department of Music
Wayne State University
4841 Cass Ave., Rm. 1321 Old Main
Detroit, Michigan 48202
Phone: (313) 577-1795
Fax: (313) 577-5420
Email: music@wayne.edu

- [Music Department homepage](#)

Last Updated: Sep 11, 2019 11:59 AM | **URL:** <https://guides.lib.wayne.edu/Music> |  Print Page

Subjects: Music

[Login to LibApps](#)

Purdy/Kresge Library Calendar

February 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	1
11:00AM - 7:00PM Winter Hours	8:00AM - 9:00PM Winter Hours	8:00AM - 9:00PM Winter Hours	8:00AM - 9:00PM Winter Hours	8:00AM - 9:00PM Winter Hours	8:00AM - 6:00PM Winter Hours	9:00AM - 5:00PM Winter Hours
2	3	4	5	6	7	8
11:00AM - 7:00PM Winter Hours	8:00AM - 9:00PM Winter Hours	8:00AM - 9:00PM Winter Hours	8:00AM - 9:00PM Winter Hours	8:00AM - 9:00PM Winter Hours	8:00AM - 6:00PM Winter Hours	9:00AM - 5:00PM Winter Hours
9	10	11	12	13	14	15
11:00AM - 7:00PM Winter Hours	8:00AM - 9:00PM Winter Hours	8:00AM - 9:00PM Winter Hours	8:00AM - 9:00PM Winter Hours	8:00AM - 9:00PM Winter Hours	8:00AM - 6:00PM Winter Hours	9:00AM - 5:00PM Winter Hours
16	17	18	19	20	21	22
11:00AM - 7:00PM Winter Hours	8:00AM - 9:00PM Winter Hours	8:00AM - 9:00PM Winter Hours	8:00AM - 9:00PM Winter Hours	8:00AM - 9:00PM Winter Hours	8:00AM - 6:00PM Winter Hours	9:00AM - 5:00PM Winter Hours
23	24	25	26	27	28	29
11:00AM - 7:00PM Winter Hours	8:00AM - 9:00PM Winter Hours	8:00AM - 9:00PM Winter Hours	8:00AM - 9:00PM Winter Hours	8:00AM - 9:00PM Winter Hours	8:00AM - 6:00PM Winter Hours	9:00AM - 5:00PM Winter Hours
1	2	3	4	5	6	7
11:00AM - 7:00PM Winter Hours	8:00AM - 9:00PM Winter Hours	8:00AM - 9:00PM Winter Hours	8:00AM - 9:00PM Winter Hours	8:00AM - 9:00PM Winter Hours	8:00AM - 6:00PM Winter Hours	9:00AM - 5:00PM Winter Hours

Content Delivery: Interlibrary Loan / Document Delivery

About Us

What Is Content Delivery?

Content Delivery is the delivery of research materials to library patrons. Content Delivery contains services known as Interlibrary Loan, Document Delivery, MeLCat and [Requests from Storage](#).

Interlibrary Loan (ILL)

The term used for resource sharing between libraries.

1. "*Borrowing*" typically refers to items WSU does not own or have readily available to patrons, which are requested from other institutions.
2. "*Lending*" refers to books WSU owns and provide to other institutions who have placed a request.

Document Delivery (DD)

The term used for supplying current WSU Faculty, Students, and Staff content that WSU owns within its print collections.

Faculty, Student, Staff Services

Please note: ILL borrowing and DD services are provided only to current students, faculty and staff of Wayne State University.

Interlibrary Loan services are provided as supplements to Wayne State's research collections and should not be relied upon for the majority of client research needs.

Interlibrary Loan should not be relied on for the following:

1. **Borrowing textbooks:** Most institutions will not circulate recent textbooks
2. **Borrowing materials already owned and available at Wayne State:** ILL/DD will cancel requests to borrow materials that are available for use from WSU collections
3. **Obtaining color reproduction of images:** Though image reproduction is improving, color images are large files that are difficult to send and receive electronically
4. **Obtaining high-value or rare artifacts:** Most institutions will not circulate valuable or rare items

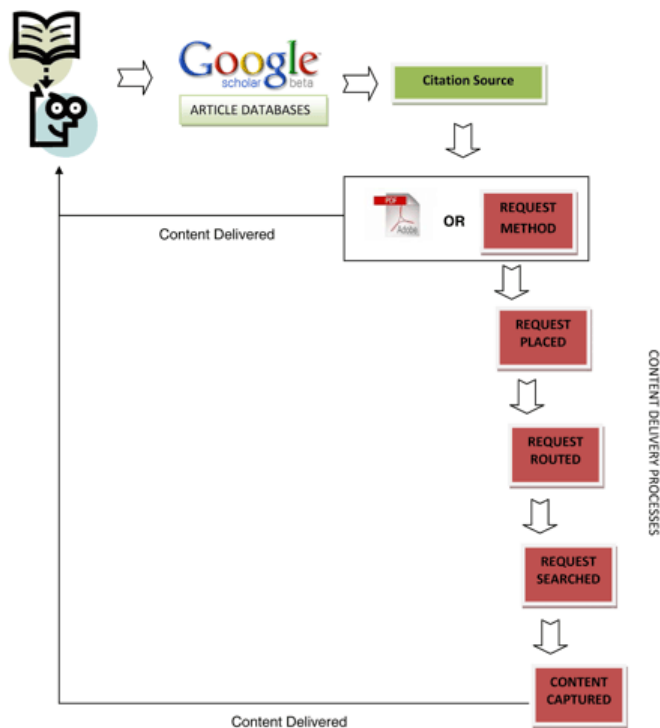
Please [click here](#) for an expanded list of ILL/DD services

- [Searching for an article](#)
- [Searching for a book, DVD/CD, Thesis, etc](#)

Find Articles

Article Search Process

The following chart outlines the article search, discovery, and content delivery process.



How to Find Articles

- Start from www.lib.wayne.edu and click on **Article Databases** or **Google Scholar**

Most search results in **Article Databases** will have one of the following links:



From **Google Scholar**, click **Full-Text @ Wayne State** or **Check Library Holdings**

Clicking the Full Text links will initiate a search of most Library System resources. The result screen will look like this (*instructions are in red*):

Search criteria: [Refine or alter criteria](#)

Wolfe, ND (1998). "Wild primate populations in emerging infectious disease research: the missing link?". *Emerging infectious diseases* (1080-6040), 4 (2), p. 149.

Article is available from the ARTICLE or JOURNAL Links below:

Coverage Range	Links to Article	Resource
1995 - present	Step 1: Click the Article link Article Journal	PubMed Central
1995 - present	Step 2: Click the Article link Article	Step 3: Click the Journal link and browse for issue Journal DOAJ Publisher via CrossRef

How else can I get this article?

Check for Print in the WSU Library Catalog [by Journal Title](#) [by Journal ISSN](#)

Step 4: If there's a problem, report it
[Ask a Librarian](#)


[Problem finding full-text? Request it here](#) **Step 5: If there's a problem, request it**

Tutorials for Article Search and Requesting:

[Using GoogleScholar from the Library System Homepage](#)

The links **Full-Text @ Wayne State**, **ArticleLinker**, and **360 Link to Full Text** all link to the same page.

Find Books

1. Search the [Wayne State Library Catalog](#)
2. If a catalog search yields no result, click : 
 1. If the item is located, click **Get This For Me!**
 2. Select the library account, login with you Access ID/Pipeline password and then submit your request
3. If the book cannot be requested in MeLCat, search [WorldCat](#) for the item using the title, ISBN or other search criteria. Then:
 1. Click on the title link on the search results
 2. Click: **Get it@WSU**
 3. Click: Requesting a book? Try [Illiad interlibrary loan](#).
 4. Logon to your account, review the request information and click: Submit
 5. Need help? Try [Ask-A-Librarian](#)

Wayne State will not attempt to borrow items already available at the university, including reserve items.

- [Requesting an article](#)
- [Requesting a book, DVD/CD, Thesis, etc](#)

Requesting Articles

Article Search Process

If an item is not available full-text, it can be requested. Request journal articles using the method described below.

Please note, requesting is not a guarantee of delivery, as not all resources are available.

Journal article requests submitted without an ISSN number take significantly longer to complete.

Search criteria: [Refine or alter criteria](#)

Wolfe, ND (2004). "Naturally acquired simian retrovirus infections in central African hunters".
Lancet (1803-1803), 363 (9413), p. 932.

No full-text online holdings were found. See options below:

[Request Digital Delivery of article if NOT available from INSTANT ACCESS area above.](#)

Clicking the **Request Digital Delivery** link will direct you to the **ArticleReach** request system.

Check for Print in the WSU Library Catalog [by Journal Title](#)

[Ask a Librarian](#)

You will be asked to log in. Use your Access ID and Pipeline/Blackboard Password. Then you will be presented with the request form with data already filled in.

INTERLIBRARY LOAN

WSU AccessID

Password

Logon to ILLiad

[Forgot Login?](#)

BOOK SEARCH:

[Catalog](#)

No result? Try [MeL](#)

ARTICLE SEARCH:

[Citation Search](#)

THESIS / DISSERTATION:

[Proquest](#)

[ILL Information](#)

[Other Borrowing Information](#)

[Contact Us](#)

If you do not have an existing account, you will be asked to complete your account information.

UPDATE INFORMATION * Indicates required field

Complete your registration information and click submit.

*First Name	<input type="text"/>
*Last Name	<input type="text"/>
Preferred Notification Method	<input type="text" value="E-Mail"/>
*E-Mail Address	<input type="text"/>
*Daytime Phone	<input type="text"/>
Preferred Physical Delivery Method	<input type="text" value="Hold for Pickup"/>
Pickup Location	<input type="text" value="Purdy Kresge Library"/>
Address	
Street Address Line 1	<input type="text"/>
Street Address Line 2	<input type="text"/>
City	<input type="text"/>
State	<input type="text"/>
Zip	<input type="text"/>
Status	<input type="text"/>
Department	<input type="text"/>
Authorized Users	<input type="text"/>

List the full names of anyone you wish to be allowed to pick up your ILL items.
An ID will be REQUIRED to pick items up.

Requesting Article Form

Ensure all the data is accurate, and that the correct ISSN is present. **If there is no ISSN, the request will be delayed.**

ARTICLE REQUEST * Indicates required field

Enter information below and click submit

***Title (Journal, Conference Proceedings, Anthology)**
Please do not abbreviate

Volume

Issue Number

Month

***Year**

***Inclusive Pages**

ISSN/ISBN
Speeds request processing

Call Number

OCLC or Docline UI Number

Article Author

***Article Title**

***Not Wanted After Date**
(MM/DD/YYYY)

Will you accept the item in a language other than English?
If yes, specify acceptable languages in the notes field.

Notes
Put any information here that may help us find the item, as well as any other pertinent information.

Where did you learn about this item?

Citation Source(Where did you see this item cited?) ?
Examples are databases like Compendex, Dialog (specify which database), or a specific journal or book. Give date, volume number, and pages where the item is cited, if possible.


Requests for journal articles should **NOT** be manually typed into a blank request-form unless absolutely necessary, e.g. a citation for the request is so old that it cannot be located online.

Once the information is reviewed and accurate, click: **SUBMIT**

Requesting Books

Requests for books should be placed following a

1. Search the [Wayne State Library Catalog](#)

2. If a catalog search yields no result, click :  Try MeLCat

1. If the item is located, click **Get This For Me!**

2. Select the library account, login with you Access ID/Pipeline password and then submit your request
3. If the book cannot be requested in MeLCat, search [WorldCat](#) for the item using the title, ISBN or other search criteria. Then:
 1. Click on the title link on the search results
 2. Click: **Get it@WSU**
 3. Click: Requesting a book? Try [Illiad interlibrary loan](#).
 4. Logon to your account, review the request information and click: Submit
 5. Need help? Try [Ask-A-Librarian](#)

Wayne State will not attempt to borrow items already available at the university, including reserve items.

- [Receiving an article](#)
- [Receiving a book, DVD/CD, Thesis, etc](#)

Receiving Requested Articles

Requested articles will be scanned and posted to your account. Login to [ILLiad](#) to view delivered articles. Notifications are also sent by email that contain a link directly to the PDF

Delivered PDFs are only visible for 28 days, please download and save it!

MY LIBRARY ACCOUNT

1. Login using the Access ID/Pipeline password
2. Click: Article Requests
3. Login to ILLiad

ILLiad Logon

1. Login using the Access ID/Pipeline password
2. Electronically Received Articles is the default homepage, and any delivered scans will be visible
3. Under the column "View", click the PDF icon next to the title you are interested in viewing
4. To view other request status, click the link: Request Status

Receiving Requested Books

ILL

Requested ILL books will be delivered to the Pickup Location selected in the **Change: User Info** settings in your [ILLiad](#) account. A notification of delivery will be emailed upon physical delivery of the item. Your pickup location can be changed at your discretion

Only currently registered Distance Education Students may have books mailed to their home.

MeL

Books requested through MeLCat will be delivered to the Pickup Location originally selected during the request process. A notification of delivery will be emailed upon physical delivery of the item.

Once the Pickup Location is selected at the time of the request, it cannot be changed.

By picking up a delivered item, library patrons agree to the borrowing policies of WSU and the lending institution and accept full responsibility for all fees and charges that result from overdue, lost and/or damaged materials.

Books will only be kept on the hold-shelf for a limited duration of time, please pick up ordered materials quickly.

Processing Info

MeLCat

Check status of requests in: [MY LIBRARY ACCOUNT](#)

- Fastest for books
- Typical processing and shipping time is five to ten business days
- Request automatically cancelled if not filled in 25 days

ILLiad

Check status of requests in: [ILLiad](#) Logon

- Typical processing time is 24-48 hours for article processing and delivery if ISSN w/request.
- 10-14 days for books
- Requests not filled after requested from 25 libraries, passed the "Needs By" date specified by requestor, or represents significant cost may be cancelled by library staff

Due Dates and Renewals

MeLCat

Overdue Fees

Loan periods begin the day the item is picked up by the patron.

Borrowed items **MUST** be returned by the due date listed in the library account, or a renewal request submitted and granted. **Not all renewals are granted.**

Books:

Standard loan period is three weeks.

CD/DVD/Video:

Standard loan period is seven days.

Renewals:

Generally, one three-week renewal is allowed. Renewals can be placed only within the time period of seven days

before the due date all the way to the day the item is due. **Renewals are not allowed for overdue items.**

Renew by: [MY LIBRARY ACCOUNT](#) then click the link indicating "Items currently checked out". Locate the book from the list and click the checkbox on the right under the "Renew" column. Once all items you want renewed are selected, click the tab: RENEW SELECTED ITEMS.

Renewals are also not available for items that have been recalled by the lending library, or by patrons who have excessive library fines or fees.

ILLiad

Overdue Fees

Loan periods begin the day the item is received by Wayne State.

Borrowed items MUST be returned by the due date listed in the ILLiad request, or a renewal request submitted and granted. **Not all renewals are granted.**

Books and CD/DVD/Video:

Variable due dates depending upon the policy of the lending library. Typically 21 days.

Renewals:

Variable rules depending upon the policy of the lending library. Renewals can be placed only within the time period of seven days before the due date all the way to the day the item is due. **Renewals are not allowed for overdue items.**


Renew by: [ILLiad](#) Logon then click the box called: **Checked Out** to view your list of books. Locate the book from the list and click the TN (transaction number) of the request. Once in the request detail screen, click the link **Renew**

You are immediately granted a three day extension. The time is required for staff to manually send your request, the lending institution to review the request and respond, then staff to edit your request and email you with the result.

Renewals are also not available for items that have been recalled by the lending library, or by patrons who have excessive library fines or fees.

Distance Education Online Program Students

Accessing Books and other Non-Electronic Materials

1. **Michigan Residents:** Borrow Wayne State University materials using MeLCat  [\(See if your local library is a MeLCat library\)](#)

It is important that Distance Ed students who reside in Michigan use their **local MeLCat library's "library card/account" name** rather than Wayne State University's "library card/account" name to borrow from the Wayne State University Library System's catalog.

MeLCat will not allow Wayne State to borrow materials owned by Wayne State.

2. **Non-Michigan Residents:** Those who do not reside in the state of Michigan, or who are residents of the state but are not affiliated with a participating MeLCat library can use [WorldCat](#) to search for a book, DVD, etc. and *find a nearby library to borrow the item.*

Some libraries in the student's area may have a guest borrower card program that lets a student from another university or college purchase a guest borrower's card. The student's *local public library* also may have an Interlibrary Loan service that can be used.

3. **ILL can be used to borrow materials:** Upon first logon to ILLiad, students are asked to fill out a user profile. When filling out the profile, it is very important that a Distance Ed Online Program student **selects: "Mail to Address"** from the drop down box "Preferred Physical Delivery Method", **and select "Distance Ed"** from the drop down "Status" line.

Identifying oneself as a Distance Ed student in the ILLiad account will allow delivery of available books and physical materials from Wayne State University to the student's home. Just complete a new request for a Book.

We are unable to provide material owned by other libraries to distance education students via ILL due to limitations in our reciprocal agreements with our lending partners.

Note: this service is **ONLY available to Online Degree Program students**. It is **NOT** for students who occasionally take an online class.

The ILL Team will verify the student's Online Degree program status.

Help

How do I renew a book request?

- Log into your account [here](#)
- View Items: Checked Out, and click the box
- Locate the title you wish to renew and click the Transaction Number
- Once viewing the request, **Renew Request** will appear on the screen if renewals are allowed – click that option
- *Note: You will automatically be granted a 3-day extension. This will allow time for the lending library to review the request and respond and for Wayne to notify you of the result by email*

My book renewal request was denied:

- Request another copy via MeL, or ILL
- Make a copy of the next chapter you need
- Return the borrowed copy on or before the due date

My item is overdue, but I still need it:

- Request another copy via MeL, or ILL if necessary
- Make a copy of the next chapter you need

- Return the borrowed copy on or before the due date

I placed a book request but it was cancelled:

- Please view the [common reasons for cancellations](#) list

I want books mailed to my address, but my settings were changed to only hold for pickup, why?

- Unfortunately, the Libraries cannot supply "Mail to address" to anyone except those students that are attending online only classes in a remote capacity. The option exists strictly for their use.

My article request was filled, but then it disappeared?

- Filled article requests remain in the system only 28 days
- You are encouraged to save received scans before they are removed
- The Libraries will not duplicate the cost of obtaining article resources on more than one occasion

I received a notification via email, but I specifically wanted a phone call.

- Due to staff shortages, all notifications are sent automatically via email: no exceptions. Please ensure your email information associated with your account is the one you typically use, or use POP3 or IMAP connectors to link your email accounts
- It is possible to receive text messages as notification, call (313) 577-2289 for assistance with set-up if interested

I requested an article, but a different one was provided:

- Double-check the article against the request
- Contact us and provide the transaction number of the request

I requested an article and was emailed a link that did not work:

- **If the email indicates the item was online through Wayne State's Article Databases**, the request should not have been placed because it was available online to you as a student, faculty or staff member
- **Please follow the prescribed method** of searching articles or visit the library system catalog and searching for the online journal. Once on the journal website, browse for the issue and locate the article
- **If the email indicates the item was freely available online**, simply perform a search for the article in [Google Scholar](#), using the first four-five words within quotation marks to locate the item, e.g. "Wild primate populations in emerging"
- **If the email indicates the item is a scanned PDF sent to you**, there may be a technical problem with your Adobe software, or even the scan itself. It is best to contact (313) 577-1154 for assistance.

I had a list of requests in my request history under ALL, but then suddenly they disappeared – why? Can I get them back?

- To comply with University established privacy policy and internal audit rules, we are unable to maintain a database of requests more than one year. Do not rely on the request system to maintain a list of your research

- Instead, maintain a file on your local computer, network drive, External hard-drive, CD ROM or Thumb-drive that contains the PDF files you receive named in a method that will allow you to quickly reference it again, i.e. Powers, 2007. (Author last name, year of publication)

What is the status of my request?

- Click the link above to find out what the status of your request means.

Need to:

...find out what the status of your request means?

...be shown how to [search](#) and [request](#)?

...contact us?

Contacts

Interlibrary Loan Offices

Content Delivery / ILL Customer Service

5150 Anthony Wayne Dr.

1242 David Adamany Undergraduate Library

Detroit, MI 48202

313-577-4011

313-577-2425 (fax)

email: wild@wayne.edu

Tell Us How We Did

In an effort to improve services, we would like to hear from you. Please take a moment to send us your thoughts about Interlibrary Loan/Document Delivery, or give us a call.

If you would like a response to your comments, please leave your name and email address. Otherwise, just click the "Send Comments" button below.

Name:

Email:

About Us

Information for Institutions

Wayne State University Libraries supplies loans and electronic scans of chapters/articles to Academic, Public, Corporate and Special Libraries of licensed materials held within our collection. Individual borrowers (including corporations without libraries) are advised to contact their local library if they wish to place a request to borrow materials from Wayne State.

A public document delivery system is also available from the University of Michigan [MITS service](#).

What is Content Delivery?

The term used to describe library functions related to delivery of requested research materials. Content Delivery contains services known as Interlibrary Loan, Document Delivery and Library Storage.

Interlibrary Loan (ILL)

The term used for resource sharing between libraries.

1. "*Borrowing*" typically refers to items WSU does not own or have readily available to patrons, which are requested from other institutions.
2. "*Lending*" refers to books WSU owns and provide to other institutions who have placed a request.

Document Delivery (DD)

The term used for supplying current WSU Faculty, Students, and Staff content that WSU owns within its print collections.

Services

[Click here](#) for a detailed list of services provided.

Wayne State will not borrow materials on behalf of any institution

All Interlibrary Loan services are transactions between institutions, not patron to institution.

Cancellations

WSU Libraries attempts to fill all requests, but reserves the right to cancel some requests. Typical cancellation reasons are lacking the necessary issue, volume or pages, item is lost or missing, item is in-use, item is non-circulating, and the rarity, fragility or other unique characteristic that necessitates a status change of a circulating item to library-use-only.

Wayne Interlibrary Loan will attempt to "conditionalize" a request prior to cancelling in cases where the citation cannot be located or verified, or, the request violates a library policy.

[CLICK HERE](#) for more information about service provision and conditions.

OCLC/Docline:

Please do not change your library constant data to reflect individual patrons in your institution. WSU will not ship directly to a patron from another institution.

Requesting

Wayne State will fill any request for materials to another institution that is available and not restricted to in-library use only.

Please note that Wayne State will not often fill the following request types:

1. Requesting a recent textbook
2. Requesting scans of entire journal issues or books
3. Requesting a returnable high-value, fragile or rare artifact

Preferred Request Methods

MeLCat, RAPID, OCLC or DOCLINE

Libraries may also submit a request via ALA request-form and fax it to (313) 577-2425.

[Click here](#) for more information about service provision and conditions.

Book Loan Shipment

Please Note:

1. Loans are sent via USPS Library Rate unless for MeLCat.
2. Charge for shipment via special carrier will be added to standard loan charge, or charged to your account number when provided.

Article Loan Shipment

Please Note:

1. Only scans in .tiff or .pdf formats are delivered, no photocopies or fax (unless demanded from WSU license arrangements)
2. Requests will be filled from online versions of articles first, regardless if the format was originally HTML or PDF, with the scanning of print being a backup only if necessary. Please do not request articles if you will only accept scans from original print.
3. Electronic copies are sent either via Ariel or Odyssey. Copies may be delivered to email if your library does not use Ariel or Odyssey and you provide your library or departmental email address.

By entering a book request with Wayne State as a borrowing institution, you agree to the lending policies of Wayne State and accept full responsibility for all fees and charges that result from overdue, lost and/or damaged materials regardless of receipt.

Processing Times

Wayne State is committed to providing partners with top-level service. Using advanced technology and workflow processes, Wayne State has reduced processing times and increased quality. The chart below reflects current statistical averages for requests placed in each system.

MeLCat

- Automated request routing and delivery mechanism.
- Typical processing and shipping time is 24-48 hours
- Request automatically cancelled if not filled in 25 days

ILLiad

- Typical processing time is 24-48 hours for processing and delivery.

Interlibrary Loan Charges

Book Loans

- Michigan Libraries - *Free*
- Other U.S. and Canada libraries - *\$10.00 IFM or Invoice*
- International Libraries - *\$30.00*

Digital Copies

- Michigan Libraries - *Free*
- Other U.S. and Canada libraries - *\$10.00 IFM or Invoice*
- International Libraries - *\$10.00*

Invoices are issued on a monthly basis but may be delayed. Payment is accepted in U.S. dollars, as an international money order denominated in USD, or with IFLA vouchers.

Lost Items and Replacements

Wayne State strives to ensure that all borrowed items are returned intact and on time.

In the course of unreturned items or items lost in the mail, please [contact us](#) prior to invoicing if you will accept a replacement item in lieu of charging. Overdue notices, phone calls, faxes will initiate attempts to obtain the item from an unresponsive patron or initiate a mail trace to record the item from the post office.

Wayne State will pay reasonable replacement costs for lost borrowed items if invoiced. Please ensure the word "Invoice" is written on form when submitting the bill.

Help

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- Make a copy of the next chapter you need
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My item is overdue, but I still need it:

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- Please follow the prescribed method of searching articles or visit the library system catalog and searching for the online journal. Once on the journal website, browse for the issue and locate the article
- **If the email indicates the item was freely available online**, simply perform a search for the article in GoogleScholar, using the first four-five words within quotation marks to locate the item, e.g. "Wild primate populations in emerging"
- **If the email indicates the item is a scanned PDF sent to you**, there may be a technical problem with your Adobe software, or even the scan itself. It is best to contact us for assistance.

Need to:

[...find out what the status of your request means?](#)

...be shown how to [request?](#)

[...contact us?](#)

Contacts

Interlibrary Loan Offices

Content Delivery / ILL Customer Service

5265 Cass Avenue

133 Purdy Library

Detroit, MI 48202

313-577-4011

313-577-2425 (fax)

email: wild@wayne.edu

Arthur Neef Law Library

313-577-6170

email: lawill@wayne.edu

Shiffman Medical Library

313-577-1094

email: askmed@wayne.edu**Tell Us How We Did**

In an effort to improve services, we would like to hear from you. Please take a moment to send us your thoughts about Interlibrary Loan/Document Delivery, or give us a call.

If you would like a response to your comments, please leave your name and email address. Otherwise, just click the "Send Comments" button below.

Name: Email: **For Other Institutions For WSU Students, Faculty and Staff**

- [About](#)
- [Services](#)
- [Requesting](#)
- [Deliveries](#)
- [Charges](#)
- [Lost Items](#)
- [Process Times](#)
- [Help](#)
- [Contact Us](#)
- [About](#)
- [Services](#)
- [Searching](#)
- [Requesting](#)
- [Receiving](#)
- [Contact](#)
- [Processing](#)
- [Due Dates](#)
- [OnlineEd](#)
- [Help](#)

Michigan eLibrary Catalog (MeLCat)

Need it fast? Try MeLCat first.

To request books, videos and DVDs that WSU Libraries do not own, you may choose to use the [Michigan eLibrary Catalog \(MeLCat\)](#), an online resource that combines the catalogs of numerous libraries in Michigan, including public, academic, and K-12 school libraries. Your requests will be delivered to the WSU Library Circulation Desk of your choice. You will be contacted through e-mail when the material arrives.

MeL can be searched directly from the catalog when a local search fails. Use the MeLCat request button in the catalog first when searching for books not owned by WSU.

- Books arrive routinely within 5 days of request
- Books are loaned to WSU students for 21 days with the possibility of one 21 day renewal.
- Videos and DVDs are loaned to WSU students for 7 days, with no renewal.
- Return the checked out item to any WSU library by the due date. We'll return it to its home library, and you'll avoid library fines!

Courtesy Notices

- **Print:** A courtesy notice will be emailed to patrons WSU email account (or other designated email on patron record) 7 days prior to item's due date.
- **Media:** No courtesy notice will be mailed.

Overdue Fees/Fines

Unlike borrowed WSULS material there is no maximum overdue fine for borrowed MeLcat items. Overdue items will continue to accrue late fines until the item(s) is returned or replaced if lost or stolen.

- **Print Material:** \$0.25 per day
- **Media Material:** \$1.00 per day

MeLCat Visiting Patron Service

Wayne State University Libraries participates in the MeLCat Visiting Patron Service. You may use your WSU OneCard to check out available materials in person from other [participating libraries](#).

These materials will be listed on your [My Library Account](#) for you to check on the due dates and request renewals. You may return them to either a WSU library or the library you checked them out from.

Contact Us

If you have any questions about this service or your library account as it pertains to MeLcat please email us at melcat@wayne.edu.

**WSU Library System
Expenditures for Music**

Summary

	FY18	FY19	FY20
Books + Serials or Series	\$965	\$1,093	\$1,112
Databases	\$50,793	\$52,967	\$54,705
Total	\$51,758	\$54,061	\$55,817

Note: FY20 is projected budget

	Resource Type	Sierra Record Number	FY 2018	FY 2019	FY 2020 Estimated
Books			\$579	\$589	\$600
	Neue Zeitschrift für Musik : NZ.	o10133070	\$166	\$276	\$271
	The musical times	o1013427x	\$220	\$228	\$241
Serials	TOTAL		\$386	\$504	\$512
	Subtotal Books and Serials		\$965	\$1,093	\$1,112
Database					
Music	Oxford Music Online / Grove music online	o10213508	\$2,378	\$2,449	\$2,559
Music	LibraryMusicSource.com [Cancelled FY 2016]	o10914936			
Music	Music Index Online	o10110124	\$4,158	\$4,366	\$4,584
Music	Naxos music library	o10337982	\$1,659	\$1,712	\$1,764
Music	Orchestral Music Online [Cancelled FY 2018]	o10914924			
Music	RILM abstracts of musical literature	o10174308	\$4,228	\$4,481	\$4,683
	Subtotal Music Only		\$12,423	\$13,008	\$13,590
	Web of Science Core Citation Indexes	o10169118	\$180,589	\$198,932	\$207,884
Multi-Disc	Arts & Humanities Citation Index (A&HCI) 30% of Web of Science Core Citation Indexes		\$54,177	\$59,680	\$62,365
Multi-Disc	British humanities index	o10174898	\$4,606	\$4,745	\$4,958
Multi-Disc	Chicago tribune [Cancelled FY 2014]	o1013847x			
Multi-Disc	Dance in Video	o10968921	\$275	\$275	\$275
Multi-Disc	Detroit Free Press	o11086051	\$7,598	\$7,978	\$8,576
Multi-Disc	Detroit News [Begun FY 2019]	o11148457		\$1,141	\$9,574
Multi-Disc	WorldCat Discovery	o11014003	\$28,089	\$29,142	\$30,453
Multi-Disc	Galenet	o10170169	\$17,658	\$18,541	\$19,376
Multi-Disc	Historical Los Angeles times [Cancelled FY 2018]	o10816185	\$6,646		
Multi-Disc	Historical New York Times	o10818698	\$8,460	\$8,460	\$8,460
Multi-Disc	JSTOR Arts & Sciences III	o1067326x	\$10,000	\$10,000	\$10,000
Multi-Disc	Kanopy	o11104132	\$80,000	\$71,091	\$50,000
Multi-Disc	Project Muse	o10171563	\$26,357	\$27,147	\$27,962
Multi-Disc	Proquest dissertations	o10174175	\$21,000	\$22,100	\$23,161
Multi-Disc	ProQuest Central	o11117680	\$122,808	\$126,492	\$132,184
Multi-Disc	PsycInfo	o10170674	\$37,517	\$40,166	\$41,973
Multi-Disc	Sage Journals online	o11038925	\$190,002	\$214,651	\$223,237
Multi-Disc	Springerlink	o11087110	\$663,817	\$690,358	\$717,960
	Sub-total Multi-disciplinary		\$1,279,010	\$1,331,967	\$1,370,514
	Department of Music Percentage of Multi-disciplinary Databases (3% of Total Costs)		\$38,370	\$39,959	\$41,115
	Sub-total Music and Multi-disciplinary		\$50,793	\$52,967	\$54,705

Totals	\$51,758	\$54,061	\$55,817
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Biographical statement: Serena Vaquilar, librarian for music holdings at the University

Ms. Vaquilar received her B.M. and M.M in Double Bass Performing from California State University, Northridge in 2005 and 2007, respectively. She then completed her Master of Library and Information Science at Wayne State University in 2009, specializing in Fine and Performing Arts Librarianship, participating in internships at the Detroit Symphony, Detroit Institute of Arts, and Motown Museum. After completing her MLIS, she interned at Interlochen Arts Camp as an ensemble librarian for the summer of 2009. She joined Wayne State University Library System in January of 2018 as the Librarian for the College of Fine, Performing and Communication Arts.

Library Acquisitions Procedure/Policy for Music

The Wayne State University Library System will support the collection needs of the Department of Music in purchasing what is necessary to satisfy the research and teaching needs of that discipline and users. Supporting research at WSU is one of the core missions of the University Libraries. The Department of Music has been assigned a professional librarian liaison that can be contacted to discuss library resources and services designed to meet the research needs of the Department. Wayne State University Libraries has a book approval plan with GOBI Library Solutions from EBSCO to facilitate the timely selection of new books for the library system. We have a specific profile with GOBI reflecting the needs of the Department of Music and users. Individual titles as required can also be requested and purchased by contacting the librarian liaison.

About the Libraries

The University Libraries support the education, research and service missions of the University and its communities through comprehensive, high-quality resources, services and programs. The libraries are leaders in providing accurate and timely information to Wayne State University as well as the metropolitan Detroit area and Michigan. Scholarly materials in the University Libraries offer total more than three million volumes, over 56,000 journal titles and a broad range of electronic resources, including electronic journals and over 800,000 e-books, all available through the Libraries' website.

The Library System includes the David Adamany Undergraduate Library, the Arthur Neef Law Library, the Purdy/Kresge Library, the Vera P. Shiffman Medical Library and its Learning Resource Center at the Eugene Applebaum College of Pharmacy and Health Sciences, and the Walter P. Reuther Library of Labor and Urban Affairs and University Archives. The School of Information Sciences and the Detroit Area Library Network (DALNET) are also under the Library System's charge.

The University Libraries offer in-person and online reference and research support, interlibrary loan, circulation and course reserve services, document delivery and library and information literacy programs. The latest information technologies provide state-of-the-art access to instructional and research materials. The libraries provide silent and collaborative study spaces, including a 24-hour facility, as well as classroom support to over 300 general purpose classrooms throughout campus.

Mission

The Wayne State University Libraries advance scholarship, student learning and faculty innovation through continuous development of a library that serves as a national model for a research University with an urban teaching and service mission.

Visionary Pillars

[Library System Visionary Pillars](#)

The Pillars of the Library System are Student Success, Community Engagement, Scholarship, and Organization and Culture.

Diversity

[Diversity in the Library System](#)

The Library System is committed to creating an environment for library users and staff that helps them engage the world in a way that encourages diversity and inclusion.

Policies

[All Library Policies](#)

It is the responsibility of WSU faculty, staff and students to comply with university and Library System policies at all times.

Committees

[View All Committees](#)

These pages identify all of the groups and committees that exist in the Libraries and contain information like charge, roster and publicly viewable documents, like minutes and handouts.

Statistics

[A Statistical Profile of the WSU Library System](#)

These statistics - unless otherwise indicated - cover the operations in the WSU Library

System: the Arthur Neef Law Library, the Oakland Center Library, Purdy/Kresge Library, Shiffman Medical Library, and the David Adamany Undergraduate Library. The figures marked with a red dagger (†) cover the Walter P. Reuther Library.

Publications

Library System Annual Reports

Giving

Giving to the Library System

The Wayne State University Library System welcomes donations in the form of financial contributions supporting the University Libraries and the School of Information Sciences (SIS). Due to critical space limitations, the Wayne State University Library System does not normally accept donations of books or journals to the collection.

Employment

Current Opportunities

Positions within the Wayne State University Libraries range from hourly wage, student jobs to full time staff and professional librarian positions.

Interlude

WAYNE STATE UNIVERSITY

Department of Music

Fall 2017 Calendar
and Newsletter

NOTES FROM THE CHAIR Norah Duncan IV

During the 2018-2019 academic year, the Department of Music will celebrate its centennial. Its roots originate in the Detroit Junior College, which offered a two-year program in general education. It was located in Detroit's Central High School, now known as Old Main. In 1918 David Mackenzie, the first head of the Detroit Junior College decided that the junior college needed a music department, so the search began for a department "head." Louise Conklin, a recent graduate from the University of Michigan with college teaching experience, became the college's first music department head. It was during the 1918-1919 academic year that the music program began.

We are planning several events to celebrate this milestone. 100 years is a long time. The accomplishments of the students, alumni and faculty are too many to discuss in this newsletter, but they have had a profound impact on world. They are worth celebrating, and we are preparing now for next year's festivities.

Anniversaries provide opportunities to celebrate. First, it is a chance to reconnect with your alma mater and its alumni. Secondly, it is a time to reflect on what we have been doing, our importance to the musical community, and our successes and failures. Thirdly, it provides the opportunity to consider where we are going.

The present national political climate should give us all a reason to question the priorities of our country. There has been much discussion in Washington, DC about cutting the National Endowment of the Arts (NEA) funding. We know the importance and value of the musical arts in our society, which is vital to

the quality of life. Our Declaration of Independence refers to our inalienable rights, "Life, Liberty and the Pursuit of Happiness." which make our nation great. We cannot be indifferent, docile, passive or silent while those who are responsible for protecting and improving the quality of life consider cutting one of its lifelines.

Music is an essential element of education, and like all arts, unlock human understanding and achievement. Coming from a lower middle class family, I am a recipient of funding sources like the NEA, which allowed me the chance to learn to play an instrument and to develop a passion for music, which makes us civilized and human. I ask that you be vigilant and defensive. All that we value is worth protecting.

On the departmental level, we are developing a strategic plan, which will give us direction for the future. We hope to begin by developing a vision, which all of our stakeholders, alumni, students, faculty and friends can articulate. We are responsible for developing ways for our department and alumni to thrive in the musical world in which we are living. We are reviewing our curriculum with the plan to provide the training and skills, which will better prepare our students to be successful.

It was not until my appointment as chair of the music department that I became aware of the generosity of alumni, past and present faculty members and friends over the nearly 100 years of our existence. Consequently, our students have

been the recipients of unimaginable opportunities, such as performing at international festivals, presenting original works at international composers' forums, and performing with summer opera companies

throughout Europe. Recently, we have been the recipients of two generous gifts, The Harold and Ruth Laudenslager Endowed Support Fund, and the David DiChiera Scholarship in Vocal Performance. The Laudenslager Support Fund will support

scholarships for music students as well as student travel.

Early in May 2017, I received an email from Wayne Brown, President and CEO of the Michigan Opera Theatre informing me of the establishment of the David DiChiera scholarship, supported by the Ford Motor Company Fund. Dr. DiChiera was founder and artistic director of the Michigan Opera Theatre. This scholarship honors his long-standing commitment to the Detroit community by recognizing both talent and academic achievement of students pursuing vocal performance and related music programs.

This issue of *Interlude* celebrates accomplishments of our students, alumni and faculty. New to this summer newsletter is the inclusion of the fall semester calendar of events. There are many opportunities to reconnect to WSU. It is a fine school, that has kept its mission for nearly 100 years, to provide a quality education in music, which plays no small part in improving our quality of life in Southeast Michigan.



FACULTY UPDATES:

Composition faculty **Dr. Jon Anderson's** work, *Scatter* for saxophone and motion capture Kinect, commissioned by saxophonist and WSU faculty, Dr. Matthew Younglove, was adjudicated and selected for performance at the 2017 National Conference of the Society for Electro Acoustic Music in the United States at St. Cloud State University in St. Cloud, Minnesota in April. Other events this past year included a performance of "Juliet" with the Dearborn Symphony Orchestra, along with presentations and performances at the Music Hall Center for Performing Arts, the Elaine Jacobs Gallery, and the 2017 Michigan Music Conference.



Ms. Frances Brockington, Associate Professor of Voice, recently served as the soprano soloist in John Rutter's "Feel the Spirit" with Community Chorus and Orchestra of Detroit. She has reviewed a



new textbook published by Rowman and Littlefield: Berton Coffin, *IPA and Phonetic Readings of Songs and Arias*. She also contributed an article and several columns from her online column "Ask Frances", which will be included in the first of a two volume vocal resource entitled, "A Cantor's Handbook", published by GIA Publishers.

Dr. Abigail Butler, Associate Professor of Vocal Music Education, presented at the International Conference on Cultural Diversity and Music Education, held in Kathmandu, Nepal in March 2017. Her research explores how music teachers working with students from diverse backgrounds successfully employ principles of culturally relevant teaching in their classrooms.

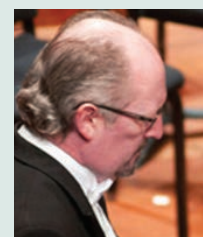


Professor and Director of Jazz Studies **Mr. Chris Collins** composed for and lead performances at the Yokohama Jazz Festival, the oldest and largest

jazz festival in Japan. Additionally, Prof. Collins was a featured soloist and workshop presenter at the Cremona International Exhibition Center in Cremona, Italy, and performed with the Arrigo Pedrollo Big Band in Vincenze, Italy.



Dr. Robert Conway, Associate Professor of Piano, was engaged in numerous solo, chamber and orchestra, including with the DSO, performances in the Metropolitan area. Of special note were the performances with cellist Stefan Koch, of Richard Stohr's complete works for cello and piano.



Dr. Joshua Duchan, Associate Professor of Music History, continues to do groundbreaking research on



Nearly **300** music majors

7 Undergraduate and **5** Graduate Concentrations

Over **100** yearly lectures and performances open to the public

More than **10,000** audience members yearly

ACCREDITED institutional member of the National Association of Schools of Music

75 Kawai pianos, distributed by Evola Music

Located **WITHIN** the College of Fine, Performing and Communication Arts in the heart of **DETROIT**

(Duchan cont'd)

American popular music icon, Billy Joel. Last October 2016, he co-chaired the first ever academic conference on Billy Joel's music. Josh's book, *Billy Joel: America's Piano Man* was released to rave reviews June 2017.

Dr. Noah Horn,

Lecturer and Director of Choral Programs, completed his doctorate from Yale University during this academic year and conducted the first ever historical performance in the State of Michigan of Bach's Mass in b minor as well as Jephtha, Handel's last oratorio. Additionally, Dr. Horn was a featured performer singing the National Anthem on Opening Day for the Detroit Tigers at Ford Field.



Dr. Wendy Matthews,

Assistant Professor of Instrumental Music Education, had several peer reviewed articles published in



Psychology of Music, the *Journal of Research in Music Education*, the *International Journal of Education and the Arts*, the *Research and Issues in Music Education* journal and the *International Journal of Teaching and Learning in Higher Education*. Additionally, she presented at several international, national and state conferences.

Associate Professor of Jazz Studies **Mr. Russell Miller's** recently released

new album, *You and the Night and the Music*, earned a great review in the September issue of the L.A. Jazz Scene. Additionally, Prof. Miller is the newly appointed Interim Associate Chair of the Department of Music at Wayne State University.



In December 2016, Associate Professor of Music Technology **Dr. Joo Won Park's** new solo album, *Modulationist*,



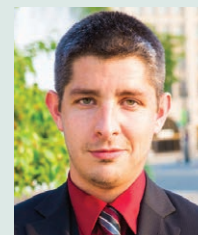
which consists of all original music was released by No Remixes Records.

Lecturer of Music Business **Dr. Hal Weary's** paper, *Lean Six Sigma: An innovative problem-solving management methodology that can be used to develop careers of emerging performing artists*, was presented at the 2017 Music and Entertainment Industry Educators Association Summit in Chicago, IL.



Music Lecturer **Dr. Matthew Younglove**

completed his doctorate from Bowling Green State University. Dr. Younglove's saxophone ensemble Assembly Quartet also released their album, *In Search of Stillness*, in February of this year.



JOIN FRIENDS OF MUSIC

Friends of Music is a campaign to assist with student scholarships, performances, travel expenses, faculty research, and creative activity.

For as little as a **\$25 annual membership**, you can support our renowned programs and receive free admission for you and a guest to all Department of Music campus concerts for one year. Members also get half off when purchasing tickets to "Mondays at The Max" performances at the Max M. & Marjorie S. Fisher Music Center.

Donations above \$25 are tax deductible and will be receipted by the WSU Office of Development. Additionally, any donation over \$1,000 will include an engraved nameplate to be placed on the arm of a chair in Schaver Music Recital Hall.

The Department of Music Currently enrolls over 300 students in seven undergraduate and five graduate concentrations. Our students, faculty, and guest artists present over 100 performances yearly. All performances are open to the public and many are free.

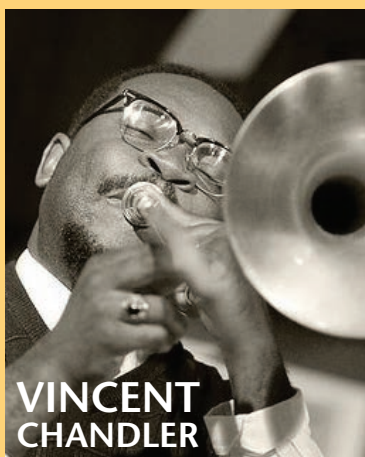
To join Friends of Music, find the Friends of Music Registration Form at **music.wayne.edu**. We thank you in advance for your generous gift and continued support of the Department of Music.

NEW FACES



LEAH CELEBI

Ms. Leah Celebi is a newly appointed Academic Services Officer (ASO) for the Department of Music managing marketing, communications, auditions, and recruitment initiatives for the department. Before her appointment at WSU, she was the Education Manager at the Detroit Symphony Orchestra where she managed all educational outreach initiatives for the DSO. Leah holds a Bachelor of Music in Viola Performance and a Master of Music in Performance from the University of California Santa Barbara. Ms. Celebi is an active music educator and freelance musician in Metro Detroit and, although classically trained, can often be heard on studio projects, original composition debuts and performing live with her band, Musique Noire.



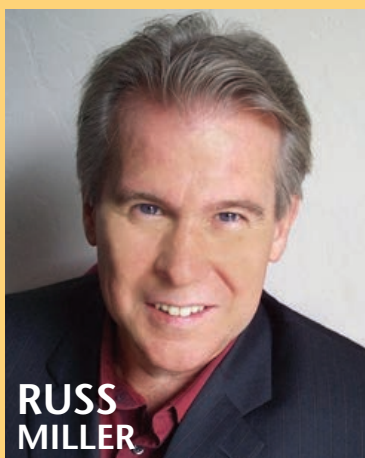
VINCENT CHANDLER

Mr. Vincent Chandler, a native Detroiter, joins the WSU full-time jazz faculty as Lecturer in Jazz Studies. Mr. Chandler earned a Bachelor and Master of Music degree from the University of Michigan, where he later was appointed Lecturer of Jazz teaching music theory, graduate level improvisation, Jazz Big Band, Jazz Ensemble for non-Music Majors, Jazz Combos, and applied trombone. Additionally, he was an Instructor of Jazz Trombone and Jazz Octets at Michigan State University and was most recently the Director of Jazz Studies at Claflin University and an applied low bass instructor at South Carolina State University. Vincent has toured, recorded and performed with numerous jazz legends and has a reputation for being a uniquely expressive trombone soloist, innovative composer and arranger and inspiring educator.



JONATHAN LASCH

Acclaimed baritone, Dr. Jonathan Lasch, joins the full time voice faculty as Lecturer in Voice. Dr. Lasch earned his Bachelor and Master of Music degrees from The Hartt School at the University of Hartford, an Artist Diploma at the University of Cincinnati's College-Conservatory of Music and recently received his Doctor of Musical Arts from the University of Michigan. Jonathan was most recently an Assistant Professor of Voice at Concordia College in Minnesota and he maintains an active professional performing career as a sought after soloist.



RUSSELL MILLER

Russ Miller, although not a new face in the WSU Department of Music, will assume his new appointment as Interim Associate Chair of the Department of Music as of August 2017 through May 2020. His 30-year professional music career includes performances with Dizzy Gillespie, Buddy DeFranco, J.C. Heard, Rob McConnell, Jon Faddis, Joe Williams, Milt Hinton, Rosemary Clooney and Sammy Davis Jr. among others. He has performed with his own group and with others at the Detroit International Jazz Festival, the Michigan Jazz Festival, Music on the Plaza in Grosse Pointe and at various local venues. Prof. Miller continues to be a sought after recording artist and is a featured soloist on sax and flute and an arranger for big band, woodwinds, brass, strings and jazz quartet.

ALUMNI ACHIEVEMENT

CHARLOTTE MERKERSON

The College of Fine, Performing and Communication Arts at Wayne State University honored Department of Music alumna Charlotte Merkerson, violinist, with a Career Achievement Award in the Field of Music at the 38th Annual Arts Achievement Awards, honoring outstanding alumni and former students. Ms. Merkerson began her studies at Wayne State University in 1967 and studied violin with Morris Hochberg, former assistant concertmaster for the DSO. Her professional engagements include principal second violin of the Phoenix Symphony and a long-standing appointment as the concertmaster of the Michigan Opera Theatre in Detroit.



JASON TANKSLEY

Minnesota Orchestra named Wayne State University Department of Music Alumnus Jason Tanksley to serve as one of orchestras' first-ever Rosemary and David Good Fellows. According to the Minnesota Orchestra, the fellowship supports the developing careers of



young musicians of African-American, Latino and Native American descent as they begin their professional orchestral careers. Jason graduated from Wayne State University in 2014 with a Bachelor of Music in Tuba Performance. While at Wayne State, Tanksley studied with Dennis Nulty and performed with the University

Symphony Orchestra and Wind Symphony. Jason also performed with the Cleveland Orchestra, Detroit Symphony Orchestra and Jacksonville Symphony, among other ensembles and has appeared as soloist with the International Symphony Orchestra and the Birmingham Concert Band.

STUDENTS OF NOTE

Wayne State University senior and mezzo-soprano, **Serafina Belletini**, traveled to Freiburg, Germany to participate in the German Opera Experience through James Madison University. She assumed the role of Veronique in Bizet's *Doctor Miracle* as well as Ernestina in *Hello Dolly*. Miss Belletini is a student of Prof. Frances Brockington and a recipient of the Laundenslager Summer Travel Award.



Jordan Clark, a M.A. student of Dr. Josh Duchan, was awarded the Completion Scholarship by the WSU Grad School and conducted original archival research at the American Heritage Center at the University of Wyoming.



Michigan Opera Theatre and Chamber Music at the Scarab Club presented a work by senior composition major **Nicholas Edelmann** (BA '17) in a joint concert featuring the work of MOT Founder David DiChiera. *Souvenirs of Cyrano* celebrated the musical legacy of DiChiera in preparation for his retirement in May. The event featured selections from DiChiera's opera *Cyrano* as well as works inspired by the story of *Cyrano de Bergerac*, including a work for piano trio by Edelmann, whose work was part of a composer's competition adjudicated by Dr. DiChiera.



Michael Malis, graduate composition student of Dr. Jon Anderson, was one of only nine young composers selected to participate in the prestigious Upbeat International Music School in Milna Croatia in July 2017. There he furthered his compositional skills through the creation of new works for the Milna Ensemble, which were presented for audiences as part of the music festival.



Megan Szypula, a junior Instrumental Music Education student, attended the International Women's Brass Conference at Rowan University in Glassboro, New Jersey in June 2017 where she placed 3rd in the preliminary round of the IWBC Solo Competition in the horn category.



Chantel Woodard, mezzo-soprano, traveled this summer to Mezzano, Italy to participate in the Trentino Music Festival with Music Academy International. She assumed the role of Madame de la Haltière in Massenet's *Cendrillon*. Miss Woodard is a graduate student of Prof. Frances Brockington and a recipient of the Laundenslager Summer Travel Award.



MONDAYS AT THE MAX WITH WAYNE STATE

In cooperation with the Detroit Symphony Orchestra, the Department of Music is pleased to announce our 2017-2018 season of "Mondays at The Max with Wayne State", a concert series featuring premier WSU student ensembles at the Max M. & Marjorie S. Fisher Music Center.

All concerts begin at 7:30 p.m. in The Cube at the Max M. Fisher Music Center, 3711 Woodward Avenue, Detroit. Tickets are \$15 for adults and \$10 for students. Friends of Music cardholders, DSO Civic Youth Ensemble families and WSU students (with OneCard) receive a 50% discount.



Purchase tickets at
the DSO box office,
by phone or online:
(313) 576-5111
dso.org

10/9 Monday, 7:30 p.m.
University Symphony Orchestra

3/5 Monday, 7:30 p.m.
University Symphony Orchestra

11/20 Monday, 7:30 p.m.
Concert Band and Wind Symphony

3/26 Monday, 7:30 p.m.
Jazz Big Band I

12/11 Monday, 7:30 p.m.
Jazz Big Band I

4/16 Monday, 7:30 p.m.
Symphonic Chorus and University
Symphony Orchestra

2/26 Monday, 7:30 p.m.
Concert Band and Wind Symphony

51st Salute to
Greater Detroit
Morten Lauridsen's
LUX AETERNA

**Sunday, November 12, 2017
at 3:00 p.m.
St. Ambrose Church
FREE - Donations Accepted**

Chamber Music Society of Detroit 2017-2018 Midtown Series

Presented in partnership
with the Department of
Music at Wayne State
University, Schaver Music
Recital Hall.

Five Friday nights
at 8 p.m. featuring
international touring
artists, eclectic repertoire,
informal concert formats
and refreshments.



Series subscriptions:
\$125, individual tickets:
\$30, \$15 for students.
For tickets or more
information, call
313-246-4250 or visit
CMSDetroit.org



10/13 Friday, 8 p.m.
Ling-Ju Lai, piano
Bach: Goldberg Variations



11/3 Friday, 8 p.m.
Harlem Quartet
Works by Debussy,
Antonio Carlos Jobim,
John Birks "Dizzy"
Gillespie, Guido Lopez
Gavilán, Beethoven



2/16 Friday, 8 p.m.
**Stewart Goodyear,
piano**
Beethoven: Diabelli
Variations



3/2 Friday, 8 p.m.
Ursula Oppens, piano
Rzewski: Variations on
"The People United Shall
Never Be Defeated"



5/4 Friday, 8 p.m.
**Introducing
JazzWorks: Michael
Malis and Marcus Elliot**
JazzWorks explores the
serious compositional
work of accomplished
Detroit jazz artists.

VENUE KEY: **S** SMRH - OLD MAIN BUILDING

M MAX M. & MARJORIE S. FISHER MUSIC CENTER

C COMMUNITY ARTS AUDITORIUM, WSU CAMPUS

SEPTEMBER 2017



9/3 Sunday, 12:15 p.m.
J.C. Heard JazzWeek @ Wayne All-star Big Band
Wayne State University
Pyramid Stage



9/4 Monday, 2:45 p.m.
Wayne State Jazz Big Band I
Rick Margitza, guest artist
Carhartt Amphitheatre Stage

9/8 Friday, 11:30 a.m. **S**
Laundslager Travel Grant Recipients: Summer Travel Presentations

9/15 Friday, 11:30 a.m. **S**
Detroit Update: Happenings in Midtown and Beyond
John Gallagher, Detroit Free Press
Business Reporter

9/22 Friday, 11:30 am
Renaissance Polyphony: From Signal to Signal
Maestro Massimo Palombelli,
Director of the Sistine Chapel Choir



9/24 Sunday, 4:00 p.m., (\$)
Strange Beautiful Music X: Wayne State Electroacoustic Music

Faculty guest artist: Jon Anderson, Joo Won Park and Matthew Younglove
SPICE Ensemble, guest ensemble
MUSEUM OF CONTEMPORARY ART
DETROIT

9/29 Friday, 11:30 a.m. **S**
Faculty Lecture Recital: Jonathan Lasch, baritone

OCTOBER 2017

10/6 Friday, 11:30 a.m. **S**
Social Progress Mission to Israel: A Report
Norah Duncan IV,
Chair of Department of Music



10/9 Monday, 7:30 p.m., **M** (\$)
Mondays at the Max Brahms: First Symphony University Symphony Orchestra



10/13 Friday, 11:30 a.m. **S**
American Romanian Festival Opposites: Ligeti String Quartet No. 2 and Reich Different Trains



10/13 Friday, 8:00 p.m., **S** (\$)
Ling-Ju Lai, pianist
Bach: Goldberg Variations

10/16 Monday, 7:30 p.m. **S**
Choral Showcase

10/17 Tuesday, 7:30 p.m. **S**
Voice Area Recital

10/19 Thursday, 7:30 p.m. **S**
DM Electronic Music Series No. 3
Apetechnology, guest artists

10/20 Friday, 11:30 a.m. **S**
Collage Concert
Featuring variety of student and faculty performers and ensembles

10/21 Saturday, 7:30 p.m.
Honor Band Day Concert
Wendy Matthews and Douglas Bianchi,
faculty conductors
WSU STUDENT CENTER BALLROOM



10/23 Monday, 7:30 p.m. **S**
American Romanian Festival From the Country Side: Chamber Orchestra Works by Silvestri, Taranu,

McTee and Copland
Featuring the WSU Chamber Orchestra

10/25 Wednesday, 7:30 p.m., (\$) **C**
Concert Band and Wind Symphony

10/27 Friday, 11:30 a.m. **S**
Jazz Big Band II

10/29 Sunday, 3:00 p.m. **S**
Impromptu: A Student Composers Concert

10/30 Monday, 5:30 p.m. **S**
Faculty Lecture Recital: Kypros Markou, violin Performing Baroque on Modern Instruments: Challenges and Possibilities
Faculty guest artist: Glenn Burdette,
harpsichord

NOVEMBER 2017

11/3 Friday, 11:30 a.m. **S**
Faculty Lecture Recital: Vincent Chandler, jazz trombone

CMS DETROIT MIDTOWN SERIES 11/3 Friday, 8:00 p.m., **S** (\$)
Harlem String Quartet

11/7 Tuesday, 7:30 p.m. **S**
Piano Studio Recital

11/12 Sunday, 3:00 p.m.
51st Salute to Greater Detroit
ST. AMBROSE CHURCH

11/13 Monday, 7:30 p.m. **S**
String Studio Recital

11/14 Tuesday, 7:30 p.m. **S**
Jazz Big Band III & Guitar III

11/15 Wednesday, 7:30 p.m. **S**
Saxophone Studio Recital

11/16 Thursday, 7:30 p.m. **S**
WSU Electronic Music Ensemble

11/17 Friday, 11:30 p.m. **S**
Jazz Big Band III



11/20 Monday, 7:30 p.m., **M** (\$)
Mondays at the Max Concert Band and Wind Symphony
Shostakovich Jazz Suite and Danza No. 2

11/27 Monday, 7:30 p.m. **S**
Chamber Music Class Recital

11/28 Tuesday, 7:30 p.m. **S**
Jazz Big Band II & Jazztet

11/29 Wednesday, 7:30 p.m. **S**
Conductors Studio Recital

11/30 Thursday, 7:30 p.m. **S**
Guitar Ensemble I & II

DECEMBER 2017



12/1 Friday, 11:30 a.m. **S**
American Romanian Festival Celebrating Dinu Lipatti and Romania

12/1 Friday, 7:30 p.m. **S**
Flute Studio Recital

12/2 Saturday, 7:30 p.m. **S**
Noel Night Performance
Featuring Women's Chorale,
Saxophone Ensemble, and
Electronic Music Ensemble



12/5 Tuesday, 7:30 p.m.
Jazz Combos
This performance will feature our students at a community music venue TBA. Visit music.wayne.edu for details.

12/8 Friday, 11:30 a.m. **S**
Collage Concert
Featuring variety of student and faculty performers and ensembles

12/8 Friday and 12/9 Saturday, 7:30 p.m., **S** (\$)
Opera Workshop
Frances Brockington, director

12/10 Sunday, 4:00 p.m.
Holiday Concert
University Symphony Orchestra and Concert Chorale
FIRST PRESBYTERIAN CHURCH OF FARMINGTON



12/11 Monday, 7:30 p.m., **M** (\$)
Mondays at the Max Jazz Big Band I

Interlude

Fall 2017 Concert Calendar and Newsletter

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College of Fine, Performing
and Communication Arts

Prospective Student Audition Dates:

November 10, 2017
January 19, 2018
February 23, 2018*
May 11, 2018

Register for an audition at
music.wayne.edu

*Deadline for talent-based
departmental scholarships

WSU Department of Music Fall 2017 Performance Venues

Nestled right in the heart of Midtown Detroit, Schaver Music Recital Hall is the primary venue for Wayne State University Department of Music performances. This 180-seat recital hall is designed to provide students and faculty performers, guest artists and audiences with an intimate musical experience that insights conversation, builds community and echos the energy of the city.

Detailed information for additional performance venues used by the Department of Music during the Fall 2017 semester is below.

SCHAVER MUSIC RECITAL HALL

480 W. Hancock
Old Main Building
Detroit, MI 48202

COMMUNITY ARTS AUDITORIUM

5351 Cass Avenue
Detroit, MI 48202

MAX M. & MARJORIE S. FISHER MUSIC CENTER

3711 Woodward Avenue
Detroit, MI 48201

ST. AMBROSE CHURCH

15020 Hampton Street
Grosse Pointe, 48230

FIRST PRESBYTERIAN CHURCH OF FARMINGTON

26165 Farmington Rd.
Farmington Hills, MI 48334

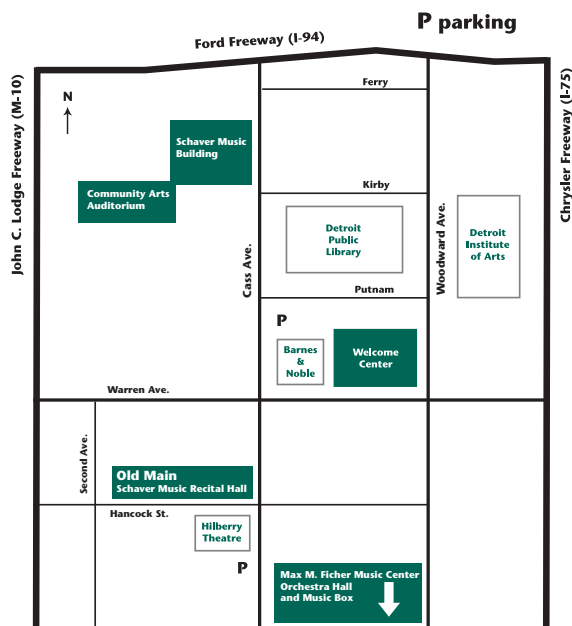
DETROIT JAZZ FESTIVAL

Hart Plaza and surrounding area
1 Hart Plaza,
Detroit, MI 48226

Ticket information for on-campus ticketed events is available at music.wayne.edu

Dates, times, venues and artists are subject to change. Student degree recitals will be posted online as scheduled. Visit music.wayne.edu for the most current information.

Kawaiii is the official piano of the Department of Music, distributed by Evola Music.



Interlude

FALL 2018 EVENT
CALENDAR AND
NEWSLETTER



WSU DEPARTMENT OF
MUSIC
100 YEARS

1918 • 2018



NOTES FROM THE CHAIR

Norah Duncan IV

100 Years: 1918-2018

In the fall of 1918, Holst's *The Planets, Op. 32* and Stravinsky's *L'Histoire du soldat* received their first performance. Rosa Ponselle performed the role

of Leonora in Verdi's *La Forza del Destino* at the Metropolitan Opera opposite Enrico Caruso. The most prolific songwriter was Irving Berlin, who wrote several songs about the war and soldiers coming home. The Original Dixieland Jazz Band's "Tiger Rag" and Arthur Fields "Oh How I Hate To Get Up In The Morning," were the most popular songs on the radio. Composer and conductor Leonard Bernstein, jazz singer Joe Williams, blues guitarist Elmer Jones and, actress and singer Pearl Bailey were born during this year. Locally, John Philip Sousa led his marching band during a Liberty Loans rally in Detroit, and the main branch of the Detroit Public Library, just a couple of blocks from Old Main, was under construction.

Perhaps most important for us was the establishment of our music department 100 years ago this fall. A 100th birthday or anniversary is a big deal, so do not miss the celebration. For the Department of Music, it will be yearlong, starting this fall and ending next fall. This is an opportunity to see how the celebrated traditions continue today, to attend several of our celebration events, and to demonstrate your belief in the value of music in society by attending concerts and by pledging your financial support.

Our major events and concerts this year will have a centennial flair, either featuring works or performances by

alumni, faculty or students. Consult the Fall Calendar of Events for a full listing of performances.

In the last 20 years, Wayne State University has seen a decline in State funding. This trend, unfortunately, will probably continue in the foreseeable future. Consequently, in order to provide the same level of services, we have to depend on the monetary gifts



of our alumni and friends. The Department of Music has created a "Centennial Club," consisting of alumni and friends willing to support four key departmental initiatives. The goal, which we hope to surpass, is to raise \$100,000; 100 individuals who will contribute \$1000

each. The four initiatives are Student Travel, Scholarships, CAA Organ Fund, and Research and Development.

STUDENT TRAVEL

One of the fondest memories for many of our alumni is student travel. Past events include the Men's Glee Club and Chamber Singers competitions and international tours, Summer Opera internship opportunities for vocal performance students, and Jazz Band performances in Europe, South America and Italy. Our Concert Chorale and Women's Chorale performed in Toronto, Canada during the Winter 2018 and just this past Summer, the WSU Camerata performed several concerts throughout Italy.

SCHOLARSHIPS

The escalating cost of higher education is making it impossible for students to afford post-secondary education. The average yearly cost is about \$19,000 for a music major, and this does not include room and board. Any assistance in this area will lessen the dependency on costly student loans.

CAA ORGAN FUND

The Community Arts Auditorium organ, a three-manual Aeolian Skinner, sits quietly in the auditorium and is in need of re-leathering and a new console. The cost of this project exceeds \$90,000. Graduates from the organ program fill many prestigious posts throughout Metropolitan Detroit and beyond.

RESEARCH AND DEVELOPMENT

This fund supports academic programs, including the cost for equipment purchases, software, concert promotion, program design and printing, publicity, recruitment activities and departmental branding and guest artists. Additionally, it provides funding for faculty travel to conferences around the world.

Throughout its first 100 years, the Department of Music has successfully prepared young musicians for fulfilling careers in the music profession. They have lived through times of tremendous growth in science, technology and communication, but also through a century at times ravished by war and violence, and assaults on human dignity. Music, however, has been that response. In the words of Leonard Bernstein, "This [Music] will be our reply to violence; to make music more intensely, more beautifully, more decisive than ever before." Through good times and bad, our music department has met students, like Bernstein, who: "... can't live one day without hearing music, playing it, studying it, or thinking about." Neither should the world.

Sincerely,

Norah Duncan IV

Nearly **300** music majors

ACCREDITED institutional member of the National Association of Schools of Music

7 Undergraduate and **5** Graduate Concentrations

75 Kawai pianos, distributed by Evola Music

Over **100** yearly lectures and performances open to the public

More than **10,000** audience members yearly

Located **WITHIN** the College of Fine, Performing and Communication Arts in the heart of **DETROIT**

The *CENTENNIAL* Campaign

The Centennial Campaign, a goal to raise \$100,000 during our centennial year, is an effort to step boldly into the future of the Department of Music at Wayne State—a true cornerstone of music and higher education in Detroit and beyond.

Your contribution will enable the department to maintain and enhance the quality of our programs and build on its reputation as a premier training ground for future musicians, scholars, composers and music educators.

MAKE AN IMPACT BY SUPPORTING



STUDENT TRAVEL



SCHOLARSHIPS



CAA ORGAN FUND



RESEARCH AND DEVELOPMENT

Each contribution to the Centennial Campaign is recognized with a membership in **Friends of Music**—a benefit that includes a membership card that provides free admission for you and a guest(s) to all Department of Music on-campus concerts and half-off Mondays at the Max performances at the Max M. & Marjorie S. Fisher Music Center for one academic year.

CENTENNIAL CLUB

Gifts of \$1000 and above

- 2 free Box Level tickets to the Centennial Celebration on March 31
- Lifetime Membership in Friends of Music
- Friends of Music Membership Card at the Family Level

BENEFACTOR

Gifts of \$100 to \$999

- 2 free General Admission tickets to the Centennial Celebration on March 31
- Friends of Music Membership Card at the Family Level

PATRON

Gifts of \$51 to \$99

- 1 free General Admission ticket to the Centennial Celebration on March 31
- Friends of Music Membership Card at the Family Level

FAMILY

Gifts of \$50

- Friends of Music Membership Card good for free admission to on-campus department performances and 50% off MATM events for up to 4 guests

FRIENDS OF MUSIC

Gifts of \$25-\$49

- Friends of Music Membership Card good for free admission to on-campus department performances and 50% off MATM events for you and a guest

JOIN FRIENDS OF MUSIC

Donations above \$25 are tax deductible and will be receipted by the WSU Office of Development. Additionally, any donation over \$1,000 will include an engraved name-plate to be placed on the arm of a chair in Schaver Music Recital Hall.

To join *Friends of Music* and to contribute to the Centennial Campaign, go to giving.wayne.edu/donate/cfpc and designate *Friends of Music* in the drop down menu. Additionally, a *Friends of Music* pdf. registration form can be found at music.wayne.edu. We thank you in advance for your generous gift and continued support of the Department of Music.

FACULTY UPDATES:

Jerry Custer, a member of the composition and theory faculty, had American and International premiers of his original compositions this year. In addition, Hinshaw Music will be publishing a work commissioned and premiered by the Interlochen Arts Academy Choir, "A Cradle Carol," for mixed voices and concert wind ensemble.



Assistant Professor of Music Technology, **Joo Won Park**, released a full-length duo album featuring his original electronic music in November 2017 along with being presented at 5 peer-reviewed conferences. Additionally, Dr. Park is this year's recipient of the Research Enhancement Program in the Arts and Humanities. With this award, Dr. Park will create three pieces for large-scale electronic ensembles. The pieces will be premiered by Electronic Music Ensemble of Wayne State (EMEWS).



Jonathan Lasch, lecturer of voice, was featured in a performance of Laura Kaminsky's chamber opera, "As One", a coming of age story about a transgender woman, portrayed by two singers. He also was a featured performer during the 2018 Great Lakes Chamber Music Festival performing the role of Sam in *Trouble in Tahiti*.



Karl Pituch, a member of the Wayne State brass faculty and Detroit Symphony Orchestra principal horn, released a duo horn album, *A Pair of Aces* along with Denise Tryon, a Peabody Conservatory faculty artist.

This album contains music of Telemann, Gunther Schuller, Bernhard Heiden, Alan Civil, Kerry Turner and Lowell Shaw. The CD was fortunate to receive the Silver Medal Award from Global Music Awards!



Music History Professor, **Eldonna May**, was honored with the acceptance of her article, "Strategies for Achieving ICT Literacy & Proficiency in the Rural Primary and Secondary Schools in Ghana" Volume 5, Issue 2 of *Journal of Education & Social Sciences*.

Laura Roelofs, associate professor of violin, had the CD release of a world premiere recording, on the Toccata Classics label, of the Trio for Violin, Cello and Piano by Richard Stohr.



Matthew Younglove's highlights this year include performing the American premiere of Franco Donatoni's *Rasch II* for Saxophone Quartet, Piano, and Percussion while in residence at the University of Mississippi in November 2017. Matthew also performed a solo program at the World Saxophone Congress in Zabreb, Croatia this summer.



ALUMNI ACHIEVEMENT



Michael Krajewski was the recipient of the CFPCA's 2018 *Career Achievement Award in the Field of Music*. Michael is a much sought-after conductor of symphonic pops, known for his entertaining programs and clever humor. Krajewski is the Music Director of The Philly Pops and Principal Pops Conductor of the Atlanta and Jacksonville Symphonies. He previously served as Principal Pops Conductor of the Houston Symphony for 16 seasons and has performed with numerous orchestras around the world including the Detroit Symphony Orchestra, the San Francisco Symphony and the Hong Kong Philharmonic just to name a few.

WSU Alumni Named 2018 Kresge Artist Fellows

This summer, Kresge Arts in Detroit — a prestigious and competitive arts fellowship program created by the Kresge Foundation — announced its 2018 class of Artist Fellows. The Department of Music is proud to recognize two alumni, **Alex Way** and **Ahya Simone**, who were both chosen as 2018 Artist Fellows. This year the award saw 450 applicants of which 16 Artists Fellows were chosen. Ms. Way, a Detroit-based R&B singer, songwriter, and violinist earned her Bachelor of Arts in Music degree studying under Hai Xin Wu of the Detroit Symphony Orchestra. Ms. Simone, a Detroit-area harpist and interdisciplinary artist, earned her Bachelor of Music degree in Harp Performance, studying under renowned harpist Patricia Terry-Ross, who herself was the winner of the 2017 Kresge Eminent Artist Award.



WAY



SIMONE

NEW FACES

Alex Sutton

Alex Sutton is Director of Choral Activities at Wayne State University, where he conducts and administers a program of four ensembles and teaches graduate conducting. He previously served as Associate Director of Choirs at the University of West Georgia, where he conducted the Concert Choir and taught aural skills, music appreciation, and secondary choral methods. While a doctoral teaching assistant at the University of Cincinnati College-Conservatory of Music, Sutton conducted the UC Women's Chorus, taught music education and conducting courses, and managed the University Chorus' program of campus ensembles. Sutton studied conducting and music education at the University of Cincinnati and the University of Michigan.



Society of the Arts and was the Director of Music Publishing for Ghostly International, having built the division at the company. Jeremy has previously held lecturing positions for the University of Michigan Law School and School of Music, Theatre, and Dance's Department of Entrepreneurship and Leadership, teaching coursework on copyright, problem solving, entrepreneurship, and the music industry. Jeremy has an MBA with a concentration in Strategy from the University of Cambridge Judge Business School and is a life-member of Clare Hall, where he was recipient of the Culture, Arts, and Media, Boak Research, Clare Hall and Mellon Bursaries to support his study of the intersection of culture and business practice. He holds an undergraduate degree in Music and Political Science from the University of Michigan's College of Literature, Science and the Arts.



Caitlin Lynch

Caitlin Lynch joins the WSU Department of Music Applied Faculty as an instructor in the voice area. Declared "luminous" by the New York Times and "eloquent" by the Wall Street Journal, Ms. Lynch is a sought-after soprano having had recent featured engagements with prestigious ensembles and opera houses including the Metropolitan Opera, Palm Beach Opera, Michigan Opera Theatre, Utah Opera and Seattle Opera. On the concert stage, she has joined the St. Louis Symphony for Mozart's Requiem, the Seattle Symphony for Beethoven's 9th Symphony, the Omaha Symphony Dvořák's Stabat Mater and the Calvin Oratorio Society for Händel's Messiah. Ms. Lynch earned a Bachelor of Music degree from University of Michigan and a Master of Music degree from The University of Cincinnati's College-Conservatory of Music.



Úna O'Riordan

Úna O'Riordan joins the Department of Music Applied Faculty as a cello instructor in the string area. Ms. O'Riordan was appointed to the Detroit Symphony Orchestra in 2007 and enjoys a versatile career as an orchestral and chamber musician, new music advocate, teacher and clinician. An advocate for contemporary classical music, Úna has been a member of the New Music Detroit (NMD) ensemble since 2008, and received the 2014 Kresge Artist Fellowship in recognition of the ensemble's commitment to artistic excellence. As an educator, she has taught and performed at the Zodiac Festival & Academy in Valdeblorre, France, and the Fresh Inc Festival for contemporary music performance and composition in Racine, Wisconsin. Since 2013 she has taught and performed at the American Institute for Musical Studies (AIMS) in Graz, Austria. Úna is a graduate of the Eastman School of Music, where she received a Bachelor of Music with Distinction and was named an Arts Leadership Scholar. She received her Master of Music degree from Northwestern University's Bienen School of Music.



Jeremy Peters

Jeremy Peters is a Lecturer in Music Business in the Department of Music at Wayne State University and a co-founder of Quite Scientific Records, while maintaining an active teaching, performing, researching, and publishing practice. He is a Fellow of the Royal

Students of Note

Amanda Beaune, a 2nd year violin performance major, was accepted to the prestigious Bowdoin International Summer Music Festival in Brunswick, ME. Additionally, Amanda attended the Summer Violin Institute at the Bienen School of Music in Chicago, IL.

Andrew Jarema, a graduate student in Theory and Composition, presented his project *Non-Linear Narratives, Control, and Agency: Video Games and Andrew Norman's Play* at the 2018 University of Toronto Graduate Student Music Conference in March. Andy also was selected to be a part of the Artist-in-Residence program at Great Smoky Mountains National Park. He spent the month of August living in the park embarking on creative music recording projects capturing nature sounds with recording devices as well as giving public lectures and leading outreach events in the park.

In June 2018 Vocal Performance Major, **Brianna Wetherington**, was chosen as the first recipient of the David DiChiera Scholarship Award by an adjudicating panel which included David DiChiera himself. Additionally, Brianna traveled to Germany during the month of August to participate in the Berlin Opera Academy performing in *L'incoronazione di Poppea* by Monteverdi.

Chantel Woodard, a recent Master of Music in Vocal Performance graduate, took first place in the National Association of Teachers of Singing (NATS) district competition in the Advanced College Women Division in November 2017. During her time here at Wayne State, Chantel had many notable performances including winning the 2017 Department of Music Concerto Competition, a master class with visiting artist Russell Thomas and as a chorister with the Michigan Opera Theatre.

The WSU Camerata embarked on a 9-day concert tour of Italy this past summer. The Camerata delighted audiences with performance engagements in Venice, Florence and Rome. The ensemble was led by Associate Professor, Doug Bianchi and student conductors Benjamin Moore and Ian Nichols.



In cooperation with the Detroit Symphony Orchestra, the Department of Music is pleased to announce our 2018-2019 season of "Mondays at The Max with Wayne State", a concert series featuring premier WSU student ensembles at the Max M. & Marjorie S. Fisher Music Center.

All concerts begin at 7:30 p.m. in The Cube at the Max M. Fisher Music Center, 3711 Woodward Avenue, Detroit. Tickets are \$15 for adults and \$10 for students. Friends of Music cardholders, DSO Civic Youth Ensemble families and WSU students (with OneCard) receive a 50% discount.

10/22 Monday, 7:30 p.m.
University Symphony Orchestra

11/5 Monday, 7:30 p.m.
Music Department Showcase: A Tribute to John Vander Weg: Celebrating 45 Years of Leadership in Higher Education

12/3 Monday, 7:30 p.m.
Jazz Big Band I & Strings: A Tribute to Matt Michaels

2/18 Monday, 7:30 p.m.
University Symphony Orchestra
Featuring Concert Competition Winner

3/4 Monday, 7:30 p.m.
Concert Band and Wind Symphony

4/15 Monday, 7:30 p.m.
Jazz Big Band I

**Purchase tickets at the DSO box office,
by phone or online: (313) 576-5111 or dso.org**



**Sunday, November 11, 2018
3:00 p.m.
St. Ambrose Church
FREE - Donations Accepted**

Centennial Series

"Save the Date" for these special events and performances celebrating the 100th year of the Department of Music. We invite you to join us as we highlight the legacy of the department's contribution to music and culture in Detroit and beyond.

A Tribute to Dr. John Vander Weg: Celebrating 45 Years of Leadership in Higher Education
Monday, November 5, 2018 at 7:30 p.m.
The Max M. & Marjorie S. Fisher Music Center

52nd Salute to Greater Detroit Featuring WSU Alumna Jacqueline Echols, soprano
Sunday, November 11, 2018 at 3:00 p.m.
St. Ambrose Church

Jazz Big Band I and Strings: A Tribute to Prof. Matt Michaels
Monday, December 5, 2018 at 7:30 p.m.
The Max M. & Marjorie S. Fisher Music Center

Gershwin's Porgy & Bess: Concert Version
Detroit Symphony Orchestra conducted by Leonard Slatkin featuring the WSU Centennial Choir
Saturday, February 16, 2019 at 8:00 p.m.
Sunday, February 17, 2019 at 3:00 p.m.

The Detroit Symphony Orchestra's 41st Classical Roots Celebration
The WSU Symphonic Chorus joins the Detroit Symphony Orchestra to honor and celebrate the contributions of African-American musicians and composers in classical music.
Friday, March 8, 2019 at 10:45 a.m.
Saturday, March 9, 2019 at 8:00 p.m.

Centennial Celebration: Department of Music Showcase Celebrating 100 years
Featuring the WSU University Symphony Orchestra, Symphonic Chorus and Jazz Big Band I in a musical extravaganza celebrating 100 years of the Department of Music.
Sunday, March 31, 2019 at 4:00 p.m.
The Max M. & Marjorie S. Fisher Music Center

VENUE KEY: **S** SMRH - OLD MAIN BUILDING

C COMMUNITY ARTS AUDITORIUM, WSU CAMPUS

M MAX M. & MARJORIE S. FISHER MUSIC CENTER

SCB STUDENT CENTER BALLROOM

SEPTEMBER 2018



9/1 Saturday, 1:15 p.m.
"The Music of Omar Sosa"
Featuring guest artists Omar Sosa
and the WSU Jazz Big Band
Carhartt Amphitheater Stage



9/2 Sunday, 12:15 p.m.
JazzWeek All-Star Youth Ensemble
Pyramid Stage

9/7 Friday, 11:30 a.m. **S**
Back to School: Department and Campus Resources for Student Success
Featuring Russell Miller, Associate Chair;
Maurice Draughn, Academic Advisor;
Leah Celebi, Academic Services Officer

9/7 Friday, 7:30 p.m. **S**
Faculty Recital: Schubert's Schwanengesang
Featuring Jonathan Lasch, baritone & Robert Conway, piano

9/14 Friday, 11:30 a.m. **S**
Cultural Innovation & the Rise of the Cultural Entrepreneur
Jeremy Peters, WSU Lecturer in Music Business

9/21 Friday, 11:30 a.m. **S**
Taking Care of YOU
Dr. Glendon M. Gardner, MD
Otolaryngology-Head & Neck Surgery

9/21 Friday, 7:30 p.m. **S**
Bridging the Gaps: A Collaborative Concert
Featuring Electronic Music Faculty and Special Guests

Cliff Bells
9/23 Sunday, 4-6:30 p.m.
WSU JazzJams @ Cliff Bells



9/28 Friday, 11:30 a.m. **S**
American Romanian Festival: Ancestral Voices

OCTOBER 2018

10/1 Monday, 7:30 p.m. **S**
University Chamber Orchestra

10/5 Friday, 11:30 a.m. **S**
Jazz Lab Band II

10/6 Saturday, All Day Event **SCB**
Honor Band Day

10/12 Friday, 8:00 p.m. **S** (\$) **Bartok InDepth: Mack Sisters & Friends**
Chamber Music Society of Detroit

10/16 Tuesday, 7:30 p.m. **S**
Voice Area Recital

10/17 Wednesday, 7:30 p.m. **S**
Choral Showcase

10/19 Friday, 11:30 a.m. **S**
United States Air Force Academy Quintet

10/21 Sunday, 1:00 p.m. **S**
Double Reed Day



10/21 Sunday, 4-6:30 p.m.
WSU JazzJams @ Cliff Bells



10/22 Monday, 7:30 p.m. **M** \$
Mondays at The Max featuring the University Symphony Orchestra

10/26 Friday, 11:30 a.m. **S**
Collage Concert

10/26 Friday, 4:30 p.m.
WSU Sesquicentennial Closing Event

10/28 Sunday, 3:00 p.m. **S**
Theme & Variations: Student Composer Concert

10/29 Monday, 7:30 p.m. **C** (\$) **Concert Band & Wind Symphony**

NOVEMBER 2018

11/2 Friday, 11:30 a.m. **S**
Strings in Harmony
Featuring Lakshay Mohan, sitar & Aayush Mohan, sarod



11/5 Monday, 7:30 p.m. **M**
Mondays at The Max Music Department Showcase
A Tribute to Dr. John Vander Weg:
Celebrating 45 Years of Leadership
in Higher Education

11/7 Wednesday, 7:30 p.m. **S**
Piano Studio Recital

11/9 Friday, 10:00 a.m.
Prospective Student Auditions

11/11 Sunday, 3:00 p.m.
52nd Salute to Greater Detroit Concert
St. Ambrose Church



11/11 Sunday, 4-6:30 p.m.
WSU JazzJams @ Cliff Bells

11/12 Monday, 7:30 p.m. **S**
Saxophone Studio Recital

11/13 Tuesday, 7:30 p.m. **S**
Voice Area Recital

11/15 Thursday, 7:30 p.m. **S**
Guest Artist Recital
Featuring Robert Brown, saxophone

11/16 Friday, 11:30 a.m. **S**
Valade Endowed Chair in Jazz Celebrates WSU's Jazz Legacy
Featuring Prof. Chris Collins, saxophone

11/16 Friday, 7:30 p.m. **S**
Bach to Bernstein: Faculty Voice Recital
Featuring Jonathan Lasch, baritone and Caitlin Lynch, soprano

11/19 Monday, 7:30 p.m. **S**
Percussion Ensemble

11/20 Tuesday, 7:30 p.m. **S**
Jazz Combos

11/26 Monday, 7:30 p.m. **S**
Guitar I & II

11/27 Tuesday, 7:30 p.m. **S**
Jazztet & Jazz Lab Band II

11/28 Wednesday, 7:30 p.m. **SCB**
Wind Symphony & Concert Band

11/29 Thursday, 7:30 p.m. **S**
Guitar III & Jazz Lab Band III

11/30 Friday, 11:30 a.m. **S**
Electronic Music Research in Michigan
Featuring WSU Prof. Joo Won Park and guest lecturers John Granzow and Lyn Goeringer

11/30 Friday, 7:30 p.m. **S**
Electronic Music Symposium

DECEMBER 2018

12/1 Saturday **S**
Noel Night @ WSU
See music.wayne.edu for event details.



12/3 Monday, 7:30 p.m. **M** (\$) **Mondays at the Max featuring Jazz Big Band I & Strings**
A Tribute to Matt Michaels with Jazz Big Band I & Strings

12/4 Tuesday, 7:30 p.m. **S**
Chamber Music Recital

12/5 Wednesday, 7:30 p.m. **S**
Conductors Studio

12/6 Thursday, 7:30 p.m. **SCB** (\$) **University Symphony Orchestra**

12/7 Friday, 11:30 a.m. **S**
Collage Concert

12/7 Friday and Saturday, 7:30 p.m. **S** (\$) **Opera Workshop**



12/9 Sunday, 6-10 p.m.
WSU JazzNight @ Cliff Bells
Featuring WSU Ensembles and Combos

12/10 Monday, 7:00 p.m.
Celebrate the Season Featuring WSU Jazz Faculty, Students and Special Guests
Hilberry Theatre

12/10 Monday, 7:30 p.m. **S**
String Area Recital



12/19 Wednesday, 7:30 p.m. **M** (\$) **Home Alone with the DSO**
Featuring Wayne State University Choirs and the Detroit Symphony Orchestra

Interlude

Fall 2018 Concert Calendar and Newsletter

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WAYNE STATE
College of Fine, Performing
and Communication Arts

**Prospective Student
Audition Dates:**

Friday, November 9, 2018
Friday, January 11, 2019
Friday, January 18, 2019
Friday, February 1, 2019
Friday, February 8, 2019*
Friday, May 10, 2019

Register for an audition at
music.wayne.edu

*Last audition date
for scholarship consideration

WSU Department of Music Fall 2018 Performance Venues

Nestled right in the heart of Midtown Detroit, Schaver Music Recital Hall is the primary venue for Wayne State University's Department of Music performances. This 180-seat recital hall is designed to provide students and faculty performers, guest artists and audiences with an intimate musical experience that invites conversation, builds community and echos the energy of the city.

Detailed information for additional performance venues used by the Department of Music during the Fall 2018 semester is below.

**SCHAVER MUSIC
RECITAL HALL**
480 W. Hancock
Old Main Building
Detroit, MI 48202

**COMMUNITY ARTS
AUDITORIUM**
5351 Cass Avenue
Detroit, MI 48202

**MAX M. & MARJORIE S.
FISHER MUSIC CENTER**
3711 Woodward Avenue
Detroit, MI 48201

ST. AMBROSE CHURCH
15020 Hampton Street
Grosse Pointe Park, MI 48230

**STUDENT CENTER
BALLROOM**
5221 Gullen Mall
Detroit, MI 48202

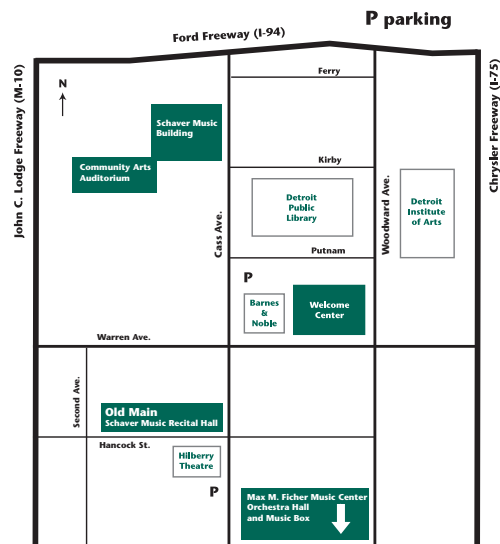
DETROIT JAZZ FESTIVAL
Hart Plaza and surrounding area
1 Hart Plaza
Detroit, MI 48226

Ticket information for on-campus tickets events is available at music.wayne.edu

Dates, times, venues and artists for performances and events are subject to change. Visit music.wayne.edu for the most current information.

Student Degree recitals will be posted online as scheduled.

Kawaii is the official piano of the Department of Music, distributed by Evola Music.



FALL 2019

Interlude

A NEWSLETTER FOR STUDENTS, ALUMNI AND FRIENDS OF
THE WAYNE STATE UNIVERSITY DEPARTMENT OF MUSIC



www.music.wayne.edu



WAYNE STATE
College of Fine, Performing
and Communication Arts

MUSIC NOTES FROM THE CHAIR

Norah Duncan IV

This has been a festive year for the Department of Music. The 52nd Salute concert featured alumna Jacqueline Echols, soprano in a performance of Poulenc's "Gloria." Jazz Big Band I + Strings performed a tribute concert in celebration of the legacy of Matt Michaels, cofounder of the Jazz Studies Program at Wayne State. Professor Robert Conway performed compositions for piano in a solo concert. Our decades-long partnership with the Detroit Symphony Orchestra was never more evident than this year with the performances of the Symphonic Chorus with this world class orchestra. Our chorus was featured in a performance of the Christmas holiday favorite, "Home Alone" and in the concert version of "Porgy and Bess," under the direction of Leonard Slatkin in February 2019. Wayne State was downstage center at the 41st Annual Classical Roots concert, which featured alumnus Robert A. Harris' "Gloria," with alumna Jacqueline Echols as soprano soloist.

As we move into our 101st year, we say "Goodbye" to Mary Wischusen, who recently retired after teaching both undergraduate and graduate Music History for 30+ years. Mary Wischusen was born in New Jersey and received a bachelor of arts in music from Chestnut Hill College in Philadelphia. She received both a master of arts and a PhD in Music History and Music Theory from Rutgers University in New Jersey. Dr. Wischusen taught at several colleges in the New York City area.

Mary joined the WSU music faculty in 1986 as Lecturer in Music History. After a national search in 1987, she became a tenure track Assistant Professor. She was promoted to Associate Professor in 1993 and received continuing tenure in 1995.

Dr. Wischusen, was coordinator of the Music History area, oversaw the Bachelor of Arts in music program, and served as departmental graduate officer. As a scholar she presented many papers



at musicological conferences, and lectured frequently to general audiences on a variety of musical topics.

Mary has been a valued colleague during her tenure at Wayne State, and has worked tirelessly to uphold the standards of our accreditation and the standards expected of a Research 1 institution. By so doing, she has labored to provide the very best for our students.

Music historians usually have the last work, and this is the case with Mary Wischusen. Her last assignment was to write a history of the last 25 years of the Department of Music. It is available to you free of charge on our website at music.wayne.edu. Thanks, AGAIN, Dr. Wischusen!



VINCENT CHANDLER, MAURICE DRAUGHN, RUSSELL MILLER, MARY WISCHUSEN, CHRIS COLLINS, JEANNINE MILLER, LEAH CELEBI AND KIMWANA DONER-CHANDLER



MARY WISCHUSEN AND NORAH DUNCAN IV

I hope to see you either in the chorus or audience at the department's centennial concluding concert on October 20 and at other events through the coming year. Wayne State University Department of Music: yesterday, today and into the future!

Norah Duncan IV

Students of Note

Anthony Joseph Berardi II, a senior Instrumental Music Education major, was elected President of NAFME State Chapter.

Recent Instrumental Music Education Alumna, **Francesca Florence** (Winter '19) was recently appointed as the new director of the harp program for the Ector County Independent School District in Odessa, Texas. Anthony is an accomplished trombonist, an active freelance musician, and a member of the WSU Low Brass Ensemble.

Ana Jaquim, a junior Music Business major and violinist, received a paid marketing internship this past June with the Chamber Music Society of Detroit.

David Simmons, a senior Vocal Music Education major, won the regional level of the National Association of the Negro and Professional Business Women's Club Vocal Arts Competition.

Seniors **Amanda Beaune**, violin; **Catherine Butler**, flute; and **Raymond Li**, violin were all chosen as 2019 Concerto Competition winners and performed with the University Symphony Orchestra this past February.

The **Low-Brass Ensemble** and **Percussion Ensemble** had the opportunity to participate in on-campus masterclasses with members of the United States Air Force Academy Band ensemble, The Stellar Brass, this past October. The Stellar Brass ensemble is led by Staff Sergeant Quincy Brown ('10), a WSU alumnus and percussionist.

Phillip Sylvester ('18), violinist, composer and Instrumental Music Education alumnus, was recently appointed as Director of Orchestras at Chelsea High School.

Jonthanon Tockstein ('19), who recently graduated with his degree in Instrumental Music Education, was recently accepted a position as the Band Director for Carsonville-Port Sanilac Community Schools.

Nearly **300** music majors

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More than **10,000** audience members yearly

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The *CENTENNIAL* Campaign

The Centennial Campaign, a goal to raise \$100,000, is an effort to step boldly into the future of the Department of Music at Wayne State—a true cornerstone of music and higher education in Detroit and beyond. Your contribution will enable the department to maintain and enhance the quality of our programs and build on its reputation as a premier training ground for future musicians, scholars, composers and music educators.

MAKE AN IMPACT BY SUPPORTING



STUDENT TRAVEL



SCHOLARSHIPS



CAA ORGAN FUND



RESEARCH AND DEVELOPMENT

Each contribution to the Centennial Campaign is recognized with a membership in **Friends of Music**—a benefit that includes a membership card that provides free admission for you and a guest(s) to all Department of Music on-campus concerts and half-off Mondays at the Max performances at the Max M. & Marjorie S. Fisher Music Center for one academic year.

CENTENNIAL CLUB

Gifts of \$1000 and above

- 2 free Box Level tickets to the Centennial Closing Celebration on October 20
- Lifetime Membership in Friends of Music
- Friends of Music Membership Card at the Family Level

BENEFACTOR

Gifts of \$100 to \$999

- 2 free General Admission tickets to the Centennial Closing Celebration on October 20
- Friends of Music Membership Card at the Family Level

PATRON

Gifts of \$51 to \$99

- 1 free General Admission tickets to the Centennial Closing Celebration on October 20
- Friends of Music Membership Card at the Family Level

FAMILY

Gifts of \$50

- Friends of Music Membership Card good for free admission to on-campus department performances and 50% off MATM events for up to 4 guests

FRIENDS OF MUSIC

Gifts of \$25-\$49

- Friends of Music Membership Card good for free admission to on-campus department performances and 50% off MATM events for you and a guest

JOIN FRIENDS OF MUSIC

Donations above \$25 are tax deductible and will be receipted by the WSU Office of Development. Additionally, any donation over \$1,000 will include an engraved name-plate to be placed on the arm of a chair in Schaver Music Recital Hall.

To join *Friends of Music* and to contribute to the Centennial Campaign, go to giving.wayne.edu/donate/cfpc and designate *Friends of Music* in the drop down menu. Additionally, a *Friends of Music* pdf. registration form can be found at music.wayne.edu. We thank you in advance for your generous gift and continued support of the Department of Music.

DEPARTMENT UPDATES:



Doug Bianchi, Associate Professor and Director of Bands, while on sabbatical Winter 2019, made several distinctive appearances across the globe as a Conductor and Music Director. These musical engagements included the International Symphony Orchestra, the National Opera and Ballet Orchestra “Oleg Danovski” and a radio broadcast performance with the National Symphony Orchestra “Teleradio Moldova” in Constanta, Romania.



Vincent Chandler, Jazz Department Faculty and director of WSU Jazz Big Band II, was recently appointed as the Music Director of the Detroit Symphony Orchestra’s Civic Jazz Orchestra beginning this Fall 2019.

Jerry Custer, faculty in composition and theory, traveled to Dublin, Ireland for the premier of the newly orchestrated version of his composition *I Will Be The Light*. The debut was performed by the RTÉ Cor na nOg and Cor Linn choirs with the Irish National Concert Orchestra at Dublin’s National Concert Hall. Additionally, this summer, he continued work to finalize his latest book, *Working With Voices: A Choral Methods Primer*, which is slated for publication in 2020 by Lorenz Music Publishers.



Maurice Draughn, Academic Advisor III for the Department of Music, will be returning to the classroom as director of the choral program at Cass Technical High School in Detroit. Mr. Draughn received his Bachelor of Harp Performance with teacher certification from Wayne State University and went on to receive a Master of Church Music from Southern Seminary. During his tenure at WSU, Maurice also served the department as an adjunct instructor directing Men’s Glee Club and teaching ear training and piano skills courses.

Music department faculty **Kypros Markou**, violin, and **Stephanie Shapiro**, oboe, were featured soloists in an all Bach program titled, *Music of Peace and Hope*, at Grosse Pointe Memorial Church under the direction of Music director and organist, James Biery.



Joo Won Park, Assistant Professor in Music Technology, was a featured artist in an online article on classicalcleveland.com highlighting his collaborative performance at the Re:Sound New & Experimental Music Festival. Additionally, Dr. Park’s session proposal: *Majoring in Music Technology: An Introduction to Music Technology Programs in Michigan* was approved by the Michigan Music Conference and will be presented at the annual conference in January 2020. Also, the Electronic Music Ensemble, led by Dr. Park, will embark on a multi-city east coast tour this fall after receiving a grant from New Music USA.



ALUMNI ACHIEVEMENT



Photo: Przemek Wozny

Rick Margitza
The College of Fine, Performing and Communication Arts honored jazz saxophonist, Rick Margitza, with a *Career Achievement Award in the Field of Music* during the 40th Annual Arts Achievement Awards, honoring outstanding alumni and former students. Mr. Margitza is a regarded musician on the international jazz scene and is one of the most respected musicians of his generation. He has performed and recorded with prominent jazz musicians including Maynard Ferguson, Chick Corea and Miles Davis to name a few. He has also composed a saxophone concerto and two symphonies for orchestra.

Shantanique Moore

Just this past May, The Pittsburgh Symphony announced the appointment of Department of Music Alumna Shantanique Moore, flutist, as the next recipient of the symphony’s two-year fellowship “designed to enable one young African American musician the ability to dedicate him or herself to the pursuit of an orchestral career.” Ms. Moore is an accomplished musician, educator, and has performed with several major orchestras including the Detroit Symphony Orchestra, the Toledo Symphony, and the Fort Wayne Philharmonic. While at Wayne State, Shantanique’s principal teachers were Sharon Sparrow and Laura Larson. She won the WSU Concerto Competition (2012), the Southern Great Lakes Concerto Competition (2013) and the First Prize in the Ervin Monroe Young Artist Competition (2016).



NEW FACES

Jacek Blaszkiewicz (Music History) holds a Ph.D. in musicology from the Eastman School of Music (2018). He is a musicologist specializing in nineteenth-century French music, criticism, and aesthetics. Dr. Blaszkiewicz's has presented his work at major conferences including at meetings of the American Musicological Society and has writings published or forthcoming in several scholarly journals. Dr. Blaszkiewicz has been the recipient of numerous grants, including a Fulbright Fellowship, the Alvin H. Johnson AMS-50 Fellowship, and the M. Elizabeth C. Bartlet award from the American Musicological Society.



John Edwartowski (Music Theory — sabbatical cover for Dr. Karl Braunschweig): John earned a B.A. in Music (2005) and a Master of Music Theory (2013) from Wayne State University. He is currently a doctoral candidate in Music Theory at the University of Michigan. John's research has included, among other things, the semiotics of improvisation, intertextual elements in the music of Ween, and editorial and adaptation theories as tools for musical analysis. He has worked as a graduate student instructor at the University of Michigan, teaching written and aural theory to music majors and non-majors, as well as an instructor at Washtenaw Community College teaching music theory and functional piano, and directing a student-driven ensemble, The Ad Hoc Orchestra.



Saxophonist **James Fusik** (Athletic Band and Applied Saxophone) has garnered numerous accomplishments worldwide. Fusik has commissioned and/or premiered



works by several composers and has had numerous recent featured performances at venues including the Eastman School of Music, Manhattan School of Music, and at the *Contagious Sounds and Permutations* series in New York City. Dr. Fusik is a founding member of the Color Field Ensemble, who produced yearly festivals of new music in Madison, WI from 2011-2013. Fusik is renowned for his innovative recital programming and his dedication to expanding the offerings of contemporary music.

John Kennedy (Applied String Bass) is internationally recognized as a bassist, clinician and teacher of young string bassists and was nominated for Orchestra Teacher of the Year for the state of Michigan. He is Past-President and member of the board of the International Society of Bassists, the largest worldwide organization dedicated to the upright bass. He is



also a regular clinician at the Golden Gate Bass Camp, the Richard Davis Workshop in Madison, Wisconsin, the Michigan Bass Fest, the Oberlin Bass Workshop and the Milt Hinton Bass Workshop. Mr. Kennedy is a regular performer with many local and regional orchestras, was formerly Associate Principal Bass of the Honolulu Symphony, and has performed with the Detroit, Ann Arbor, Flint, Toledo, Kalamazoo, New Mexico, and Cedar Rapids symphonies. He holds a Masters in Music in String Bass Performance from the University of Michigan.

Danielle Wright (Musical Theatre), known for her warmth of tone and passionate commitment to the stage, brings an impressive breadth of experience to every production she joins. She moves seamlessly among musical styles, from Baroque to Contemporary, and prides herself in the dramatic portrayals she presents. Most recently seen as Maddie in *Three Decembers* with Opera



MODO. She has also been seen as Juno in *Semele* and Paula Deen (one of her favorite roles!) in *Opera MODO's* *Krispy Kremes* and *Butter Queens* as a part of *Bon Operatit!* and featured in the *Diego Rivera Courtyard* at the *Detroit Institute of Arts*, bringing hilarity to Detroit through opera!

Danielle has a private voice and dramatic coaching studio in Detroit, and loves working with incredible undergraduate performers in the *Motor City Cabaret* at *Wayne State University* - serving as their vocal director! She is the Executive Director and Founder of *Opera MODO*.

Johanna Yarbrough (Applied Horn) joins the Department of Music applied faculty as our newly appointed horn instructor. Ms. Yarbrough joined the *Detroit Symphony Orchestra* horn section in 2012 after completing a professional studies



certificate at the *Colburn Conservatory of Music* in *Los Angeles*. Prior to her time in *LA*, Johanna attended the *University of Alabama*, where she graduated magna cum laude with a *Bachelor of Music* degree. Johanna studied abroad at the *Norwegian Academy of Music* in *Oslo, Norway*. Johanna has won many prestigious awards, including first prize of the 2009 *University division of the International Horn Competition of America*. She has appeared as a soloist with the *Detroit Symphony* and has presented masterclasses and recitals throughout the country. She is a frequent guest artist with the *Detroit Chamber Winds and Strings* and is a member of the *Britt Festival Orchestra*, where she performs for 3 weeks in *Jacksonville, Oregon* each summer.

WSU DEPARTMENT OF
MUSIC
100 YEARS

1918 • 2018

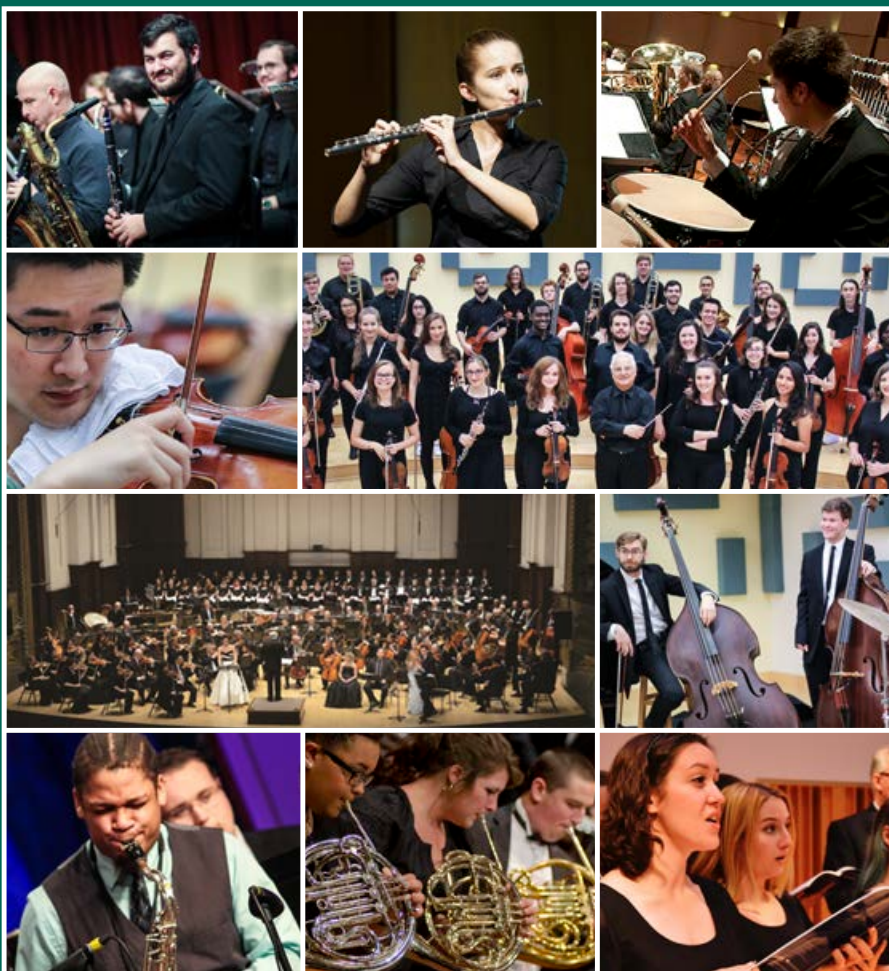
53rd Salute to Downtown Detroit: Centennial Closing Celebration
 Sunday, October 20, 2019

4:00 p.m., The Max M. and Marjorie S. Fisher Music Center

General admission tickets: \$10
 Purchase tickets at the DSO Box Office
 by phone or online: (313) 576-5111 or dso.org

**Department of Music Showcase
 Celebrates 100 Years**

This Department of Music showcase features the WSU Wind Symphony, Jazz Big Band, University Symphony Orchestra and Symphonic Chorus in a musical extravaganza celebrating 100 years of the department.



Wayne State at The Max

In cooperation with the Detroit Symphony Orchestra, The Department of Music is pleased to announce our 2019-2020 season of **Wayne State at The Max Performance Series**, a concert series featuring premier WSU student ensembles at the Max M. & Marjorie S. Fisher Music Center.

All concerts begin at 7:30 p.m. in The Cube at the Max M. & Marjorie S. Fisher Music Center, 3711 Woodward Avenue, Detroit. Tickets are \$15 for adults and \$10 for students. Friends of Music cardholders, DSO Civic Youth Ensemble families and WSU students (with WSU issued OneCard) receive a 50% discount.

**WAYNE STATE AT THE MAX
 PERFORMANCES:**

Thursday, November 21 @ 7:30pm
Concert Band and Wind Symphony

Monday, November 25 @ 7:30pm
Jazz Big Band I

Monday, December 9 @ 7:30pm
**University Symphony Orchestra
 and Symphonic Chorus**

Thursday, February 13 @ 7:30pm
Concert Band and Wind Symphony


Monday, February 24 @ 7:30pm
**Jazz Big Band I & University
 Symphony Orchestra**

Tuesday, April 7 @ 7:30pm
WSU Jazz Night at the Max
 Join us for a special evening celebrating
 40 years of the Department of Jazz at
 Wayne State University.



**Purchase tickets at the
 DSO Box Office by phone or online:
 (313) 576-5111 or dso.org**

VENUE KEY: **S** SCHAVER MUSIC RECITAL HALL, OLD MAIN BUILDING**C** COMMUNITY ARTS AUDITORIUM, WSU CAMPUS**M** MAX M. & MARJORIE S. FISHER MUSIC CENTER**SCB** STUDENT CENTER BALLROOM


AUGUST

8/30 Friday, 11:30am **S**
Department of Music Convocation 8/31 Saturday, 1:15-2:15pm
WSU Jazz Big Band
Carhartt Amphitheater Stage 8/31 Saturday, 5:45-7:00pm
**WSU Legacy band:
The Music of George Benson**
Absopure Water Front Stage


SEPTEMBER

 9/1 Sunday, 12:15-1:15pm
**J.C. Heard JazzWeek@Wayne
Jazz All-Star Youth Ensemble**
WSU Pyramid Stage9/13 Friday, 11:30 a.m. **S**
**General Lectures and Concerts:
Music Education Meeting**
(Music Education students required to attend)9/14-9/15 Saturday-Sunday
**American Musicology Society
Fall 2019 Conference**
See music.wayne.edu for details9/20 Friday, 11:30 a.m. **S**
**General Lectures and Concerts:
Prof. Jacek Blaszkiewicz,
WSU professor of Music History**9/21 Saturday, 10:00 a.m. - 2:00 p.m.
Fall University Open House
Wayne State Campus9/20 Friday, 7:30 p.m.
**WSU Legacy Band:
The Music of George Benson**
Beacon Park - Detroit9/26 Thursday, 7:30 p.m. **S**
**Gershwin Celebration featuring
Frances Brockington, soprano** 9/27 Friday, 11:30 a.m. **S**
**General Lectures and Concerts:
American Romanian Festival**9/27 Friday, 1:00-1:30 p.m.
Fight Song Friday
The David Adamany Undergraduate Library9/27 Friday, 7:30 p.m. **S**
University Symphony Orchestra



OCTOBER

10/4 Friday, 11:30 a.m.-12:20 p.m. **S**
**General Lectures and Concerts:
Faculty Recital featuring Laura Larson,
flute, and Stephanie Shapiro, oboe**10/5 Saturday, ALL DAY **SCB**
Honor Band Day10/11 Friday, 11:30 a.m. **S**
**General Lectures and Concerts: Jazz
Lab Band II** 10/11 Friday, 8:00 p.m. **S** (\$) **Chamber Music Society of
Detroit: Harlem String Quartet**
See chambermusicdetroit.org for details.10/15 Tuesday, 7:30 p.m. **S**
Voice Area Recital10/18 Friday, 11:30 a.m. **S**
**General Lectures and Concerts:
American Romanian Festival**10/18 Friday, 7:30 p.m. **S**
Men's Glee Club and Women's Chorale10/19 Saturday, 1:00-8:00 p.m. **S**
**Unrecordables: Electronic Music
Festival****10/20 Sunday, 4:00 p.m.**
MAX M. & MARJORIE S. FISHER MUSIC CENTER
**100 Years @ Wayne:
Centennial Closing Celebration**WSU DEPARTMENT OF
MUSIC
100 YEARS
1918 • 2018 10/20 Sunday, 6:00 p.m.
WSU JazzJam @ Cliff Bell's10/25 Friday, 11:30 a.m. **S**
General Lectures: Collage Concert10/28 Monday, 7:30 p.m. **C** (\$) **Concert Band and Wind Symphony**10/30 Wednesday, 7:30 p.m. **S**
Piano Studio Recital

NOVEMBER

11/1 Friday, 11:30 a.m. **S**
**General Lectures and Concerts:
Women's Work: American Song
Settings of Female Poetry**
Featuring Jonathan Lasch, baritone;
Caitlin Lynch, soprano and special guest
artist Kathleen Kelly, piano11/6 Wednesday, 7:30 p.m. **S**
Electronic Music Ensemble11/7 Thursday, 7:30 p.m. **S**
Jazz Lab III and Guitar III11/8 Friday, 9:00 a.m. **S**
Prospective Student Auditions11/11 Monday, 7:30 p.m. **S**
String Area Studio Recital11/14 Thursday, 7:30 p.m. **S**
Jazz Guitar Ensembles I & II11/15 Friday, 11:30 a.m. **S**
**General Lectures and Concerts:
Detroit Legacy Jazz Band** 11/17 Sunday, 4:00-6:30 p.m.
WSU Jazzjams @ Cliff Bell's11/19 Tuesday, 7:30 p.m. **S**
Voice Area Recital 11/21 Thursday, 7:30 p.m. **M**
**Wayne State @ the MAX
featuring Concert Band and
Wind Symphony**11/22 Friday, 11:30 a.m. **S**
**General Lectures: Opera Workshop
Preview**11/22 Friday & 11/23 Saturday, 7:30 p.m. **S** (\$) **Opera Workshop** 11/25 Monday, 7:30 p.m. **M**
**Wayne State @ The MAX
featuring Jazz Big Band I**

DECEMBER

12/3 Tuesday, 7:30 p.m. **S**
Chamber Music Recital12/5 Thursday, 7:30 p.m. **S**
Jazz Big Band II and Jazztet12/6 Friday, 11:30 a.m. **S**
General Lectures: Collage Concert12/7 Saturday, **S**
Noel Night
See music.wayne.edu for details. 12/8 Saturday, 6:00-10:00 p.m.
WSU JazzNight @ CliffBell's
Featuring WSU Ensembles and
Combos w/ open jam to follow. 12/9 Monday, 7:30 p.m. **M** (\$) **Wayne State @ The MAX
featuring University Symphony
Orchestra and Symphonic
Chorus** 12/13 Friday, 8:00 p.m. **S** (\$) **Chamber Music Society of
Detroit: Jaap Ter Linden, baroque cello**
See chambermusicdetroit.org for details.12/22 Sunday, 7:30 p.m.
**Celebrate the Season Featuring
WSU Jazz Faculty, Students
and Special Guests**
Hilberry TheatreDates, times, venues and artists are subject
to change. Up-to-date ticketing and concert
information is available at music.wayne.edu.Student degree recitals will be posted online as
scheduled.

Interlude

Fall 2019 Concert Calendar and Newsletter

1321 Old Main • Detroit, MI 48202

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WAYNE STATE
College of Fine, Performing
and Communication Arts

**Prospective Student
Audition Dates:**

November 8, 2019
January 10, 2020
January 24, 2020
February 7, 2020
February 21, 2020*
May 8, 2020

Register for an audition at
music.wayne.edu

*Last audition date
for scholarship consideration

WSU Department of Music Fall 2019 Performance Venues

Nestled right in the heart of Midtown Detroit, Schaver Music Recital Hall is the primary venue for Wayne State University's Department of Music performances. This 180-seat recital hall is designed to provide students and faculty performers, guest artists and audiences with an intimate musical experience that invites conversation, builds community and echos the energy of the city.

Detailed information for additional performance venues used by the Department of Music during the Fall 2019 semester is below.

SCHAVER MUSIC RECITAL HALL

480 W. Hancock
Old Main Building
Detroit, MI 48202

COMMUNITY ARTS AUDITORIUM

5351 Cass Avenue
Detroit, MI 48202

MAX M. & MARJORIE S. FISHER MUSIC CENTER

3711 Woodward Avenue
Detroit, MI 48201

STUDENT CENTER BALLROOM

5221 Gullen Mall
Detroit, MI 48202

DETROIT JAZZ FESTIVAL

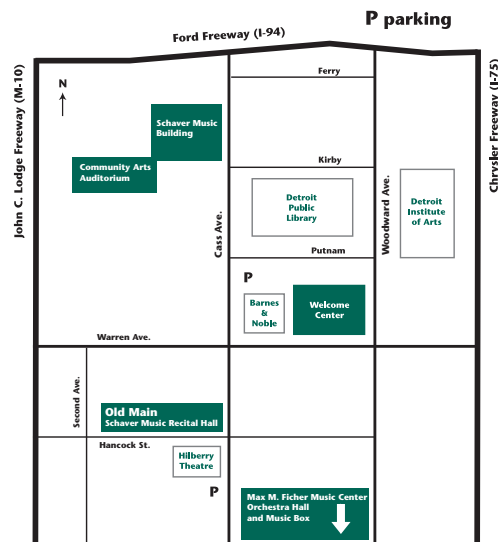
Hart Plaza and surrounding area
1 Hart Plaza
Detroit, MI 48226

Ticket information for on-campus tickets events is available at music.wayne.edu

Dates, times, venues and artists for performances and events are subject to change. Visit music.wayne.edu for the most current information.

Student Degree recitals will be posted online as scheduled.

Kawaii is the official piano of the Department of Music, distributed by Evola Music.



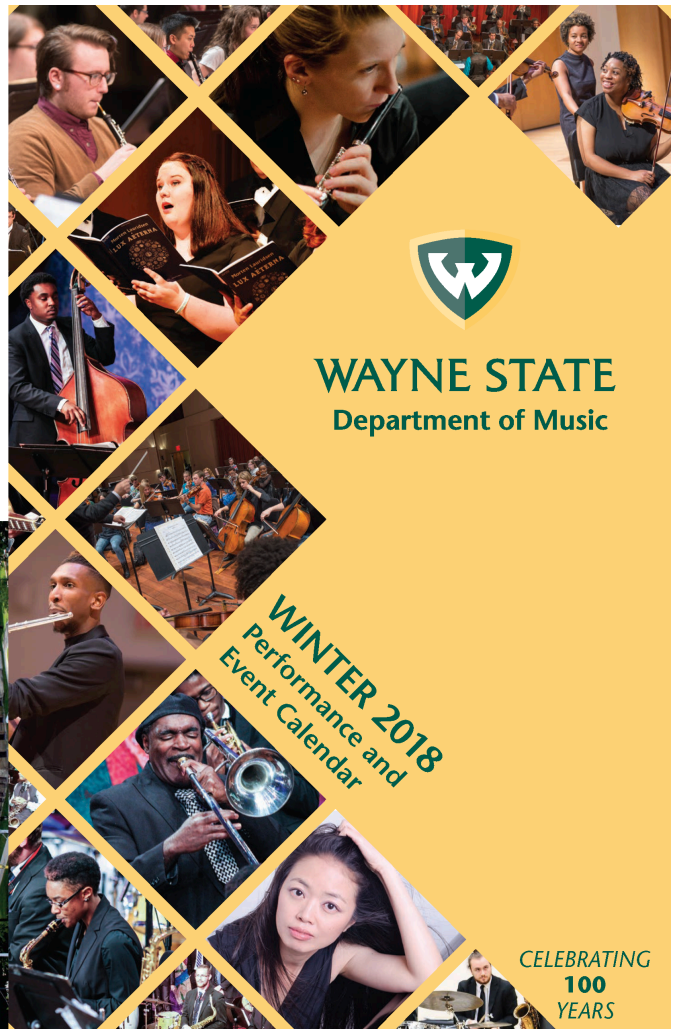
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Permit No 3844

1321 Old Main
Detroit, MI 48202



WAYNE STATE
Department of Music

WINTER 2018
Performance and Event Calendar



WAYNE STATE
Department of Music

WINTER 2018
Performance and
Event Calendar

**CELEBRATING
100
YEARS**



WELCOME

Welcome to our Winter 2018 semester of concerts and events at Wayne State's Department of Music in the College of Fine, Performing and Communication Arts. We invite you to join us for another exceptional semester of music and presentations with our students, faculty, guest artists and speakers. This semester preparations are being made for our department's centennial taking place during the 2018-2019 academic year. Be sure to look out for announcements of special events and performances in celebration of Wayne State University's impact on the musical landscape of Detroit and beyond. We begin this centennial preview by highlighting alumnus, Jerry Grant.



Jerry Grant graduated in the 1950s with a B.S. degree in Music Education, and, after teaching for several years at Hollywood High School in Los Angeles, decided to pursue a Master's degree in Composition at California State University Northridge (CSU). Later, he taught orchestration and composition at the Dick Grove School of Music and was a visiting professor of composition at CSU.

Jerry is the quintessential Wayne State music alumnus: intelligent, resourceful and talented. Before I met him in Old Main, I knew nothing of his success as a composer of film scores, who contributed scoring to documentaries on the Discovery Channel and A&E, television productions, such as *The A Team*, *Magnum P.I.*, *Hunter*, and *The Secret World Of Alex Mack*, a popular children's television series. Film scores include *Ninja Academy*, *The Naked Truth* and *Hired To Kill*. A jazz musician, Jerry formed the West Coast New Jazz Alternative Symphonic, Jazz/Rock Orchestra, which has released several recordings. (www.nujazzalternative.com)

In 2013, Jerry Grant received the WSU Arts Achievement Award in Music. Like so many of our alumni, he pursued his passion for music, inspiring future generations as a music teacher, and moving an unimaginable number of moviegoers and television watchers with human pathos and joy, which can only be conveyed through the art music.

During the next academic year, we mark our centennial. Plan to be a part of the celebrations!

Norah Duncan
NORAH DUNCAN
Chair, Department of Music

Winter 2018

**MONDAYS
AT THE MAX
WITH WAYNE STATE**



The Department of Music is pleased to announce our Winter 2018 season of "Mondays at The Max with Wayne State", a concert series featuring premier WSU student ensembles at the Max M. & Marjorie S. Fisher Music Center.

All concerts begin at 7:30 p.m. in The Cube at the Max M. & Marjorie S. Fisher Music Center, 3711 Woodward Avenue, Detroit. Tickets are \$15 for adults and \$10 for students. Friends of Music cardholders, DSO Civic Youth Ensemble families and WSU students (with OneCard) receive a 50% discount.

**Purchase tickets at
the DSO box office,
by phone or online:
(313) 576-5111**

dso.org

**CONCERT BAND AND
WIND SYMPHONY**
MONDAY, FEBRUARY 26 AT 7:30 P.M.

JAZZ BIG BAND I
MONDAY, MARCH 26 AT 7:30 P.M.

**UNIVERSITY SYMPHONY
ORCHESTRA AND THE
2017-18 CONCERTO
COMPETITION WINNERS**
MONDAY, MARCH 5 AT 7:30 P.M.

**WSU DEPARTMENT
OF MUSIC SHOWCASE**
A TRIBUTE TO
DR. JOHN VANDER WEG
MONDAY, APRIL 16 AT 7:30 P.M.

music.wayne.edu



VENUE KEY: **S** SCHAVER MUSIC RECITAL HALL — OLD MAIN **CA** COMMUNITY ARTS AUDITORIUM **CB** CLIFF BELL'S **M** MAX M. & MARJORIE S. FISHER MUSIC CENTER

January 2018

1/12 Friday, 11:30 a.m. **S**
Setting Up Shop: Starting a Private Studio for Musicians
Holly Clemans, Adjunct Professor of Flute, Concordia University

1/19 Friday, All Day
Prospective Student Auditions
Old Main Building

1/19 Friday, 7:30 p.m. **S**
Faculty Concert: Electroacoustic Music
featuring Joo Won Park, Jon Anderson, Matthew Younglove, Michael Shellabarger, and Alexis Bacon, guest faculty from MSU

1/20 Saturday, 10 a.m. **S**
I Got a Lust for Life: The Unique Words and Sounds of Northwest Ohio and Southeast Michigan
Panel discussion, Q&A, and performance

1/21 Sunday, 6:00 p.m.-close **CB**
WSU JazzJams@CliffBells
Open jam session, all musicians welcome

1/26 Friday, 11:30 a.m. **S**
Music Marketing, Media, and Management: An Entrepreneurial Approach
Hal Weary, Lecturer in Music Business

February 2018

2/2 Friday, 11:30 a.m. **S**
From Michigan to The MET:
A conversation on music, The MET and motherhood with Caitlin Lynch, soprano

2/5 Monday, 7:00 p.m. **CA**
String Orchestra Festival Day Concert

2/9 Friday, 11:30 a.m. **S**
Collage Concert

2/11 Sunday, 6:00 p.m.-close **CB**
WSU JazzJams@CliffBells
Open jam session, all musicians welcome

2/12 Monday, 7:30 p.m. **S**
Choral Showcase

2/13 Tuesday, 7:30 p.m. **S**
Voice Area Recital

2/16 Friday, 11:30 a.m. **S**
Big Band II

ICMSDETROIT
2/16 Friday, 8:00 p.m. **S**
Chamber Music Society of Detroit
Stewart Goodyear, pianist

2/23 Friday, All Day
Prospective Student Auditions
Old Main Building

2/26 Monday, 7:30 p.m. **M**
Monday at the Max Concert Band and Wind Symphony
featuring Neal Campbell, tuba

March 2018

3/1 Thursday, 7:30 p.m. **S**
Saxophone Studio Recital

3/2 Friday, 11:30 a.m. **S**
The Russ Miller Ensemble

3/2 Friday, 10:45 a.m. **M**
Classical Roots Celebration @ DSO
The WSU Choirs join the Detroit Symphony Orchestra's annual celebration of African-American contributions to classical music.

ICMSDETROIT
3/2 Friday, 8:00 p.m. **S**
Chamber Music Society of Detroit
Ursula Oppens, pianist

3/3 Saturday, 8:00 p.m. **M**
Classical Roots Celebration @ DSO
The WSU Choirs join the Detroit Symphony Orchestra's annual celebration of African-American contributions to classical music.

3/5 Monday, 7:30 p.m. **M**
Monday at the Max University Symphony Orchestra featuring 2017-2018 Concerto Competition Winners

3/8 Thursday, 7:30 p.m. **S**
Electronic Music Ensemble with Onyx Ashanti

3/9 Friday, All Day **S**
District 15 MSVMA Festival

3/10 Saturday, 7:00 p.m.
Wind Symphony
St. Andrew's United Church – Chatham, ON

3/18 Sunday, 6:00 p.m.-close **CB**
WSU JazzJams@CliffBells
Open jam session, all musicians welcome

3/20 Tuesday, 7:30 p.m. **S**
Voice Area Recital

3/22 Thursday, 7:30 p.m. **S**
Composers Concert

3/23 Friday, 11:30 a.m. **S**
Big Band III

3/25 Sunday, All Day **S**
Saxophone and Trombone Day

3/26 Monday, 7:30 p.m. **M**
Monday at the Max Jazz Big Band I

April 2018

4/2 Monday, 7:30 p.m. **S**
Chamber Music Recital

4/3 Tuesday, 7:30 p.m. **S**
Big Band II & Jazztet

4/4 Wednesday, 7:30 p.m. **CA**
Campus Band

4/5 Wednesday, 6:00 p.m.
Jazz, Blues and Social Justice
This event is held at the Jazz Café at The Music Hall. See music.wayne.edu for more info.

4/5 Wednesday, 7:30 p.m. **S**
Flute Studio

4/6 Friday, 11:30 a.m. **S**
Collage Concert

4/6 Friday, 7:30 p.m. **S**
Faculty Recital
Matthew Younglove, saxophone

4/9 Monday, 7:30 p.m. **S**
String Area Recital

4/10 Tuesday, 7:30 p.m. **S**
Big Band III & Guitar Ensemble III

4/11 Wednesday, 7:30 p.m. **S**
Conductors Studio

4/12 Thursday, 7:30 p.m. **CA**
Concert Band and Wind Symphony
Tickets \$8 Adults/\$5 Students

4/13 Friday, 11:30 a.m. **S**
Conversation with Patricia Terry-Ross, WSU Harp Faculty and Kresge Foundation 2017 Eminent Artist Awardee

4/13 Friday & 4/14 Saturday, 7:30 p.m. **S**
Opera Workshop
Tickets \$8 Adults/\$5 Students

4/15 Sunday, 6:00 p.m.-close **CB**
WSU JazzJams@CliffBells
Hear WSU Student Jazz Ensembles followed by an open Jam Session.

4/16 Monday, 7:30 p.m. **M**
Monday at the Max Music Department Showcase

Featuring the University Symphony Orchestra, Symphonic Chorus and Jazz Big Band I

4/17 Tuesday, 7:30 p.m. **S**
Guitar Ensemble I & II

4/19 Thursday, 7:30 p.m. **S**
Jazz Combos

4/20 Friday, 11:30 a.m. **S**
Richard Stöhr's Piano Trio No. 1: A Rediscovered Masterpiece
Laura Roelofs, violin; Stefan Koch, cello; and Mary Siciliano, piano

4/23 Monday, 7:30 p.m. **S**
Percussion Ensemble

4/27 Friday, 7:30 p.m. **S**
Honors Convocation

May 2018

ICMSDETROIT
5/4 Friday, 8:00 p.m. **S**
Chamber Music Society of Detroit JazzWorks: Michael Malis & Marcus Elliot

5/11 Friday, All Day
Prospective Student Auditions
Old Main Building



WAYNE STATE
Department of Music

MAX M. AND MARJORIE S. FISHER MUSIC CENTER
3711 Woodward Avenue
Detroit, MI 48201

COMMUNITY ARTS AUDITORIUM
5351 Cass Avenue
Detroit, MI 48202

CLIFF BELL'S
2030 Park Ave.
Detroit, MI 48226

SCHAVER MUSIC RECITAL HALL
Old Main Building
480 W. Hancock
Detroit, MI 48202

ST. ANDREW'S UNITED CHURCH
85 William St S,
Chatham, ON N7M 1H8,
Canada

Information for on-campus ticketed events is available at music.wayne.edu.

Dates, times, venues and artists are subject to change. Student degree recitals will be posted online as scheduled. Visit music.wayne.edu for the most current information.

To purchase tickets for Chamber Music Society of Detroit events visit www.chambermusicdetroit.org.

Kawai is the official piano of the Department of Music, distributed by Evola Music.

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WINTER - SPRING 2019
PERFORMANCE AND EVENT CALENDAR

WAYNE STATE
Department of Music



WINTER - SPRING 2019 PERFORMANCE AND EVENT CALENDAR



MONDAYS AT THE MAX

In cooperation with the Detroit Symphony Orchestra, the Department of Music is pleased to announce our Winter 2019 season of "Mondays at The Max with Wayne State," a concert series featuring premier WSU student ensembles at the Max M. & Marjorie S. Fisher Music Center.

All concerts begin at 7:30 PM in The Cube at the Max M. Fisher Music Center, 3711 Woodward Avenue, Detroit. Tickets are \$15 for adults and \$10 for students. Friends of Music cardholders, DSO Civic Youth Ensemble families and WSU students (with OneCard) receive a 50% discount.

UNIVERSITY SYMPHONY ORCHESTRA FEATURING CONCERTO COMPETITION WINNERS

MONDAY, FEBRUARY 18 @ 7:30 PM
Kypros Markou, conductor

CONCERT BAND AND WIND SYMPHONY

MONDAY, MARCH 4 @ 7:30 PM
Patrick Jensen & Damien Crutcher, conductors

JAZZ BIG BAND I

MONDAY, APRIL 15 @ 7:30 PM
Russell Miller, director

*Purchase tickets at the DSO box Office,
by phone (313) 576-5111 or online at dso.org*

WAYNE STATE
Department of Music

"Save the date" for these notable events highlighting the legacy of the Department of Music.

FACULTY RECITAL: ROBERT CONWAY, PIANO

FRIDAY, FEBRUARY 15, 2019 @ 11:30 AM
Featuring solo piano works of WSU composer alumni.

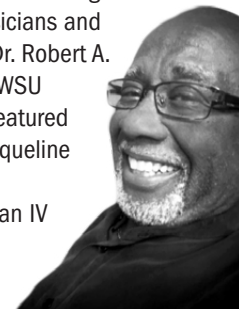
GERSHWIN'S PORGY & BESS: CONCERT VERSION

SATURDAY, FEBRUARY 16, 2019 @ 8:00 PM
SUNDAY, FEBRUARY 17, 2019 @ 3:00 PM
Detroit Symphony Orchestra conducted by Leonard Slatkin featuring the WSU Centennial Choir.

THE DETROIT SYMPHONY ORCHESTRA'S 41ST CLASSICAL ROOTS CELEBRATION

FRIDAY, MARCH 8, 2019 @ 10:45 AM
SATURDAY, MARCH 9, 2019 @ 8:00 PM

The WSU Symphonic Chorus joins the DSO in honoring notable African-American composers, musicians and educators. This year's honorees include Dr. Robert A. Harris, respected composer and former WSU Professor of Music (pictured). Also, featured this year is WSU Alumna soprano, Jaqueline Echols (also pictured) and current department chair, Dr. Norah Duncan IV as chorus master.



CENTENNIAL SERIES... 100 YEARS OF MUSIC

PROSPECTIVE STUDENT AUDITIONS

FRIDAY, JAN. 11 / JAN. 18 / FEB. 1 / FEB. 8* / MAY 10 (9:00 AM)

*Last date for scholarship consideration
All auditions are held at the Old Main Building.

music.wayne.edu | [@waynestatemusic](https://www.instagram.com/waynestatemusic)





JANUARY

- FRI. 11 11:30 AM **S** **GENERAL LECTURES AND CONCERTS SERIES**
Stories in Song: An Afternoon with Ricky Ian Gordon
- FRI. 18 11:30 AM **S** **GENERAL LECTURES AND CONCERTS SERIES**
Centennial Conversation with Norah Duncan IV, Chair and Russell Miller, Associate Chair
- FRI. 18 7:30 PM **S** **FACULTY ELECTROACOUSTIC MUSIC RECITAL**
Featuring Joo Won Park and special guest artist, Sarah Plum
- FRI. 25 11:30 AM **S** **GENERAL LECTURES AND CONCERTS SERIES**
Care for the Creative Mind
Aleksandra Stoklosa, PhD, LP
WSU Counseling and Psychological Services

FEBRUARY

- FRI. 1 11:30 AM **S** **GENERAL LECTURES AND CONCERTS SERIES**
Kevin James, Education Director from the American Composers Orchestra
- MON. 4 7:30 PM **S** **AMERICAN ROMANIAN FESTIVAL**
American Gems and Romanian Music with Cimbalom
Featuring ARF Musicians and WSU Chamber Orchestra
Kypros Markou, conductor
- FRI. 8 11:30 AM **S** **GENERAL LECTURES AND CONCERTS SERIES**
The Music of Pepper Adams
Prof. Chris Collins and Garrett Gaina, Valade Graduate Assistant
- TUES. 12 7:30 PM **S** **VOICE AREA RECITAL**
- FRI. 15 11:30 AM **S** **GENERAL LECTURES AND CONCERTS SERIES**
Solo Piano Works of WSU Alumni Composers
Featuring Prof. Robert Conway, piano
- SAT. 16 8:00 PM **M** **GERSHWIN'S PORGY & BESS: CONCERT VERSION**
Featuring the DSO and the WSU Centennial Choir
conducted by Leonard Slatkin
· Visit dso.org for tickets
- SUN. 17 3:00 PM
- MON. 18 7:30 PM **M** **MONDAYS AT THE MAX**
Featuring the 2018-2019 Concerto Competition Winners and the University Symphony Orchestra
Kypros Markou, conductor
· \$15/\$10 Visit dso.org for tickets
- FRI. 22 11:30 AM **S** **AMERICAN ROMANIAN FESTIVAL**
Classical Music from Transylvania: Bartók and Terényi String Quartets
- SAT. 23 8:00 AM **S** **MICHIGAN NAME COLLEGIATE CONFERENCE**
- SUN. 24 5:00 PM **S** **MEN'S GLEE CLUB AND WOMEN'S CHORALE**
Alex Sutton, conductor

MARCH

- FRI. 1 11:30 AM **S** **COLLAGE CONCERT**
- MON. 4 7:30 PM **M** **MONDAYS AT THE MAX**
Featuring Concert Band and Wind Symphony
Patrick Jensen & Damien Crutcher, conductors
· \$15/\$10 Visit dso.org for tickets
- THURS. 7 7:30 PM **S** **ELECTRONIC MUSIC ENSEMBLE**
Joo Won Park, director
- FRI. 8 ALL DAY **S** **DISTRICT 15 MSVMA FESTIVAL**
- WED. 20 7:30 PM **S** **PIANO STUDIO RECITAL**
- FRI. 22 11:30 AM **S** **GENERAL LECTURES AND CONCERTS SERIES**
The Detroit Jazz Festival Foundation - 40 Years in the Making
Featuring a panel discussion and Q&A
- FRI. 22 7:30 PM **S** **FLUTE STUDIO RECITAL**
- TUES. 26 7:30 PM **S** **VOICE AREA RECITAL**
- WED. 27 7:30 PM **S** **48TH ANNUAL COMPOSER CONCERT**
Jon Anderson, director
- FRI. 29 11:30 AM **S** **JAZZ LAB BAND II**
Vincent Chandler, director

APRIL

- MON. 1 5:30 PM **S** **CLARINET STUDIO RECITAL**
- MON. 1 7:30 PM **S** **STRING AREA RECITAL**
- TUES. 2 7:30 PM **S** **JAZZ LAB BAND II & JAZZTET**
Vincent Chandler, director
- WED. 3 5:30 PM **S** **BRASS STUDIO & ENSEMBLE RECITAL**
- THURS. 4 7:30 PM **S** **JAZZ COMBOS**
Chris Collins, director
- FRI. 5 11:30 AM **S** **COLLAGE CONCERT**
- FRI. 5 7:30 PM **S** **OPERA WORKSHOP**
Buoso's Ghost and Speed Dating Tonight
by Michael Ching
· \$8/\$5 Tickets sold at the door
- SAT. 6 7:30 PM
- SUN. 7 ALL DAY **S** **SAXOPHONE DAY**
· Visit music.wayne.edu for info
- MON. 8 7:30 PM **C** **UNIVERSITY SYMPHONY ORCHESTRA**
· \$8/\$5 Tickets sold at the door
- TUES. 9 7:30 PM **S** **JAZZ GUITAR ENSEMBLE III & JAZZ LAB BAND III**
Charles Newsome and Edward Gooch, directors
- WED. 10 7:30 PM **C** **CAMPUS BAND**
- THURS. 11 7:30 PM **C** **CONCERT BAND & WIND SYMPHONY**
Patrick Jensen & Damien Crutcher, conductors
· \$8/\$5 Tickets sold at the door
- FRI. 12 11:30 AM **S** **GENERAL LECTURES AND CONCERTS SERIES**
Works for Flute, Viola and Harp featuring the De Trois Ensemble
with Dennis Carter, flute; Leah Celebi, viola and Maurice Draughn, harp
- FRI. 12 8:00 PM **S** **JULLIARD & ARGUS STRING QUARTET**
· Visit chambermusicdetroit.org for tickets
- SUN. 14 5:00 PM **S** **CHORALE SHOWCASE**
Alex Sutton, conductor
- MON. 15 7:30 PM **M** **MONDAYS AT THE MAX**
WSU Jazz Big Band I
Russ Miller, director
· \$15/\$10 Visit dso.org for tickets
- TUES. 16 7:30 PM **S** **CHAMBER MUSIC RECITAL**
- WED. 17 7:30 PM **S** **CONDUCTORS STUDIO**
- THURS. 18 7:30 PM **S** **JAZZ GUITAR ENSEMBLE I & II**
- FRI. 19 11:30 AM **S** **GENERAL LECTURES AND CONCERTS SERIES**
The Developing Gesamtkunstwerk
Faculty Voice Recital featuring Jonathan Lasch, baritone and Lydia Qiu, collaborative pianist
- MON. 22 7:30 PM **S** **PERCUSSION ENSEMBLE RECITAL**
- SUN. 28 ALL DAY **S** **BRASS DAY**
· Visit music.wayne.edu for info

MAY

- SAT. 4 ALL DAY **S** **MICHIGAN SINGS!**

VENUES

- S** **SCHAVER MUSIC RECITAL HALL**
480 W. Hancock St. / Detroit, MI 48201
- C** **COMMUNITY ARTS AUDITORIUM**
450 Reuther Mall / Detroit, MI 48202
- M** **MAX M. AND MARJORIE S. FISHER MUSIC CENTER**
3711 Woodward Ave. / Detroit, MI 48201



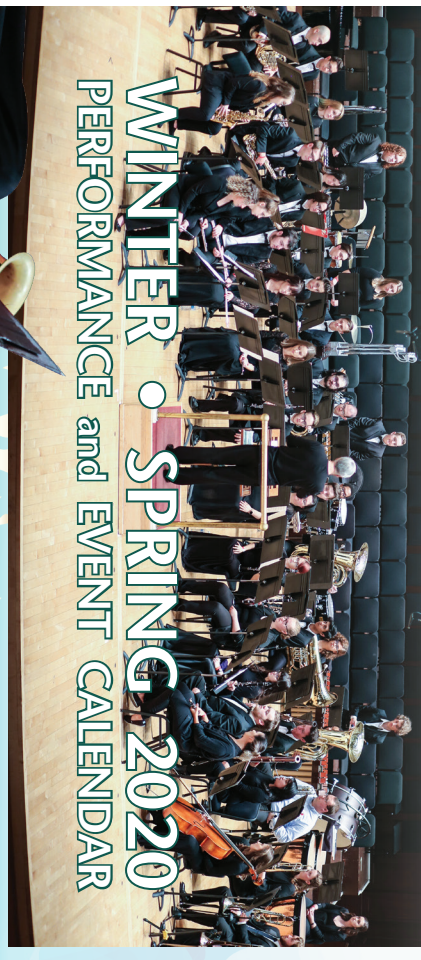
WSU JAZZ @ CLIFF BELL'S

- WSU JAZZ JAMS**
SUNDAY, JAN. 20 / FEB. 10 / MAR. 24 (4:00 - 6:30 PM)
- WSU JAZZ NIGHT FEATURING WSU ENSEMBLES AND COMBOS**
SUNDAY, APR. 7 (6:00 - 10:00 PM)



WAYNE STATE
Department of Music

1321 Old Main
Detroit, MI 48202



WINTER • SPRING 2020
PERFORMANCE and EVENT CALENDAR



**WINTER -
SPRING 2020**
PERFORMANCE and
EVENT CALENDAR

WAYNE STATE
Department of Music



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@THE MAX

In cooperation with the Detroit Symphony Orchestra, The Department of Music is pleased to announce our 2019-2020 season of **Wayne State at The Max Performance Series**, a concert series featuring premier WSU student ensembles at the Max M. & Marjorie S. Fisher Music Center.

All concerts being at 7:30 p.m. in The Cube at the Max M. & Marjorie S. Fisher Music Center, 3711 Woodward Avenue, Detroit. Tickets are \$15 for adults and \$10 for students. Friends of Music members, DSO Civic Youth Ensemble families and WSU students (with WSU issued OneCard) receive a 50% discount.

Thursday, February 13 @ 7:30 p.m.
Band Showcase
Featuring Concert Band and Wind Symphony in a program to include Maslanka's Give Us This Day, Ticheli's Sanctuary, and Concert for Bassoon by Eric Ewazen with Isaac Bartol, soloist.

Monday, February 24 @ 7:30 p.m.
Jazz Big Band and University Symphony Orchestra
Featuring the 2019-2020 WSU Concerto Competition Winners Lucy Alessio, violin; Colleen Bielman, soprano & Jacob Joslin, marimba.

Tuesday, April 7 @ 7:30 p.m.
WSU Jazz Night @ The Max
Celebrating 40 years of the Jazz Department at Wayne State featuring jazz big bands, combos and jazz faculty.

Purchase tickets at the DSO box office, by phone (313) 576-5111 or at dso.org



WAYNE STATE @ THE SCARAB CLUB

Sunday, February 9 @ 3:00 p.m.
WSU Composers Concert
Join the Wayne State Department of Music for a performance of original works featuring WSU student composers and musicians.

Sunday, March 1 @ 3:00 p.m.
WSU Jazz Faculty Showcase
Members of the Wayne State University Jazz Studies faculty come together to perform original compositions.

Purchase tickets at scarabclub.org



@ Cliff Bell's
WSU JAZZ JAMS @ CLIFF BELL'S

Join us for an open jam session hosted by WSU Jazz Faculty, Chris Collins.

Sunday, January 19 @ 4:00-6:30 p.m.
Sunday, February 16 @ 4:00-6:30 p.m.

Sunday, April 19 6:00-10:00 p.m.
WSU Jazz Night @ Cliff Bell's
Features the department's Jazz Big Bands, Jazztets, Combos with an open jam to follow.

These events held at Cliff Bell's are free and open to the public.



WAYNE STATE

Department of Music

WINTER - SPRING 2020

PERFORMANCE and EVENT CALENDAR

JANUARY

- 1/16 THUR. -SAT. -1/18 **Michigan Music Conference**
DeVos Place – Grand Rapids, MI
- 1/17 FRI. 11:30 AM **The Art of Eurythmy** Claudia Fontana, eurythmy; Laura Larson, flute and Brenda Kee, piano
- 1/19 SUN. 4 p.m. **A Woman's Journey**
Presenting a multidisciplinary storytelling performance of a woman from her capture in Africa through her time in the United States featuring WSU voice faculty Frances Brockington, soprano.
- 1/19 SUN. 4-6:30 p.m. **WSU Jazz Jam @ Cliff Bell's**
- 1/22 WED. 7:30 p.m. **Faculty Recital: Electroacoustic Music**
- 1/31 FRI. 11:30 a.m. **Careers in Audio Production** Featuring Fadi Hayek – VP Music Products, Solid State Logic.

FEBRUARY

- 2/2 SUN. 3 p.m. **Jazz Big Band I Benefit Concert**
Proceeds from this concert will benefit the ensemble's travel to the Elmhurst Jazz Festival.
See music.wayne.edu for tickets.
- 2/3 MON. 7:30 p.m. **American Romanian Festival and WSU Chamber Orchestra**
- 2/9 SUN. 3 p.m. **Wayne State @ The Scarab Club WSU Composers Concert**
- 2/10 MON. All Day **High School String Day Invitational**
- 2/13 THURS. 7:30 p.m. **Wayne State @ The MAX. Wind Symphony and Concert Band**
- 2/14 FRI. 11:30 a.m. **Valade Jazz Presentation and Performance Series**
Eli Bucheit, piano – Valade Graduate Assistant & Prof. Chris Collins, saxophone
- 2/16 SUN. 4-6:30 p.m. **WSU Jazz Jam @ Cliff Bell's**
- 2/18 TUES. 7:30 p.m. **Voice Area Recital**
- 2/24 MON. 7:30 p.m. **Wayne State @ The MAX. Jazz Band I and University Symphony Orchestra**
Featuring the 2019-2020 WSU Concerto Competition winners Lucy Alessio, violin; Colleen Bielmann, soprano & Jacob Joslin, marimba.
- 2/26 WED. 7:30 p.m. **Choral Showcase** *See music.wayne.edu for tickets.*
- 2/28 FRI. 11:30 a.m. **Collage Concert**
- 2/28 FRI. 8:00 p.m. **Chamber Music Society of Detroit Randall Goosby, violin**
See chambermusicdetroit.org for tickets.

MARCH

- 3/1 SUN. 3:00 p.m. **Wayne State @ The Scarab Club WSU Jazz Faculty Showcase**
- 3/4 WED. 7:30 p.m. **Electronic Music Ensemble**
- 3/6 FRI. 11:30 a.m. **Conductor's Roundtable** Featuring WSU conductors Douglas Bianchi, Kypros Markou, Alex Sutton and Norah Duncan.
- 3/13 FRI. All Day **MSVMA Choral Festival**
- 3/18 WED. 7:30 p.m. **Saxophone Studio Recital**
- 3/20 FRI. 11:30 a.m. **Organ Talk Performance and Presentation**
Featuring solo and chamber music works for organ with Ron Prowse, WSU organ instructor.
This event will be held in Old Main Room 2402
- 3/21 SAT. WSU Campus **Wayne State Spring Open House**
- 3/23 MON. 7:30 p.m. **Department Showcase Recital**
- 3/24 TUES. 7:30 p.m. **Jazz Combos Concert**
- 3/25 WED. 7:30 p.m. **Piano Studio Recital**
- 3/26 THURS. 7:30 p.m. **Flute Studio Recital**
- 3/27 FRI. 11:30 a.m. **Entertainment Law & Helping Artists Succeed: A Q&A Session with Howard Hertz (WSU BA '72, JD '76)**
- 3/29 SUN. 4:00 p.m. **Gershwin Celebration** Presented by WSU voice faculty Prof. Frances Brockington and friends.
- 3/30 MON. 7:30 p.m. **Jazz Guitar Ensembles I & II**
- 3/31 TUES. 7:30 p.m. **Voice Area Recital**

APRIL

- 4/1 WED 7:30 p.m. **Jazz Band II and Jazztet**
- 4/2 THURS. 7:30 p.m. **49th Annual Composers Concert**
- 4/3 FRI. 11:30 a.m. **Collage Concert**
- 4/3 FRI. 7:30 p.m. **Opera Workshop**
See music.wayne.edu for program and ticket info.
- 4/4 SAT. 7:30 p.m. **Brass Day** *See music.wayne.edu for registration info.*
- 4/5 SUN. 12 - 5 p.m. **String Area Recital**
- 4/6 MON. 7:30 p.m. **Wayne State @ The MAX: WSU Jazz Showcase Celebrating 40 years of the Jazz Department at Wayne State**
- 4/7 TUES. 7:30 p.m. **Chamber Music Recital**
- 4/8 WED. 7:30 p.m. **Choral Spring Concert**
See music.wayne.edu for tickets.
- 4/13 MON. 7:30 p.m. **Jazz Big Band III and Jazz Guitar Ensemble III**
- 4/14 TUES. 7:30 p.m. **Campus Band**
- 4/15 WED. 7:30 p.m. **Wind Symphony and Concert Band**
See music.wayne.edu for ticketing info.
- 4/16 THURS. 7:30 p.m. **Jazz Big Band II**
- 4/17 FRI. 11:30 a.m. **Saxophone Day**
See music.wayne.edu for registration info.
- 4/19 SUN. 12 - 5 p.m. **WSU Jazz Night @ Cliff Bell's**

MAY

- 5/1 FRI. 8:00 p.m. **Chamber Music Society of Detroit. Rolston String Quartet**
See chambermusicdetroit.org for tickets.

VENUES

- SCHAVER MUSIC RECITAL HALL**
480 W. Hancock, Detroit, MI 48201
- MAX M. AND MARJORIE S. FISHER MUSIC CENTER**
3711 Woodward Ave., Detroit, MI 48201
- COMMUNITY ARTS AUDITORIUM**
5351 Cass Avenue, Detroit, MI 48202

Dates, times, venues, and artists are subject to change.
Student degree recitals will be posted online as scheduled.
Visit music.wayne.edu for most current information.
Kawai is the official piano of the Department of Music, distributed by Evola Music.

PROSPECTIVE STUDENT AUDITIONS

FRIDAY, JAN. 10 / JAN. 24 / FEB. 7 / FEB. 21* / MAY 8
*Last date for scholarship consideration.
Apply to WSU and register for an audition at music.wayne.edu.
All auditions are held at the Old Main Building.



MUSIC.WAYNE.EDU • @waynestatemusic



**CREATE.
INNOVATE.
INSPIRE.**

**WAYNE STATE
UNIVERSITY**

Department of Music

**UNDERGRADUATE
CONCENTRATIONS**

composition
jazz studies
music business
music education
music technology
performance
bachelor of arts in music

**GRADUATE
CONCENTRATIONS**

composition/theory
conducting
jazz performance
performance
master of arts in music

AUDITION DATES

NOVEMBER 10, 2017

JANUARY 19, 2018

FEBRUARY 23, 2018*

MAY 10, 2018

*deadline for talent-based
scholarship consideration

STEPS TO ADMISSION

1 APPLY TO WAYNE
wayne.edu/apply

2 SCHEDULE AN AUDITION
music.wayne.edu



College of Fine, Performing
and Communication Arts

CONTACT

Wayne State University
Department of Music
313-577-1795
4841 Cass Avenue
Detroit, MI 48202



WAYNE STATE UNIVERSITY

DEPARTMENT *of* MUSIC

UNDERGRADUATE CONCENTRATIONS

- Composition
- Jazz Studies
- Music Business
- Music Education
- Music Technology
- Performance
- Bachelor of Arts in Music

GRADUATE CONCENTRATIONS

- Composition/Theory
- Conducting
- Instrumental Performance
- Jazz Performance
- Vocal Performance
- Master of Arts in Music

AUDITION DATES

- November 9, 2018
- January 11, 2019
- January 18, 2019
- February 1, 2019
- February 8, 2019*
- May 10, 2019

**deadline for talent-based scholarship consideration*

STEPS TO ADMISSION

- 1 **Apply to Wayne**
www.wayne.edu/apply*
- 2 **Schedule an audition**
www.music.wayne.edu

**deadline to apply is December 1, 2018*



www.music.wayne.edu

4841 Cass Avenue, Suite 1321 • Detroit, MI 48202

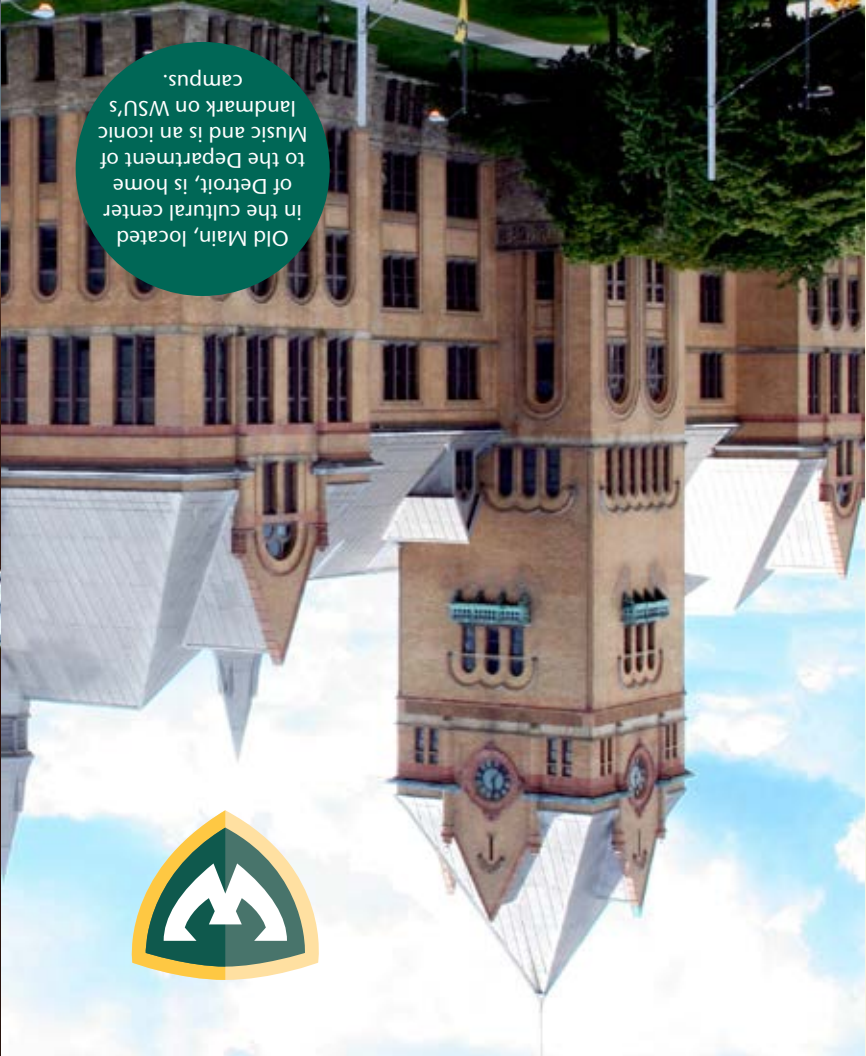
WSU DEPARTMENT OF
MUSIC
100 YEARS

1918 • 2018

MUSIC AUDITION DATES 2019-2020

MUSIC AUDITION DATES 2019-2020

Apply today!
music.wayne.edu



Old Main, located in the cultural center of Detroit, is home to the Department of Music and is an iconic landmark on WSU's campus.



State-of-the-art facilities, technology labs, rehearsal spaces and performance venues provide an exceptional learning environment for students.

Join us at Wayne State University where **Detroit is your classroom.**

The Department of Music at Wayne State provides the highest caliber of artistic education for aspiring musicians. At the heart of our program is the vibrant pulse of the city and a distinguished faculty dedicated to nurturing each student's potential in the arts.

Begin Your Journey Here!



WAYNE STATE
UNIVERSITY

DEPARTMENT *of* MUSIC



2019-2020 Audition Dates:

Friday, November 8, 2019

Friday, January 10, 2020

Friday, January 24, 2020

Friday, February 7, 2020

Friday, February 21, 2020*

Friday, May 8, 2020

(*deadline for talent-based scholarship consideration)

STEPS TO ADMISSION

- 1** APPLY TO WAYNE
wayne.edu/apply
- 2** SCHEDULE AN AUDITION
music.wayne.edu

UNDERGRADUATE PROGRAMS

- Jazz Studies
- Music Education
- Music Business
- Music Technology
- Performance
- Composition
- Bachelor of Arts in Music

GRADUATE PROGRAMS

- Composition and Theory
- Conducting
- Instrumental Performance
- Jazz Performance
- Vocal Performance
- Master of Arts

AUDITION REQUIREMENTS AND REGISTRATION

music.wayne.edu

Find the Department of Music at Wayne State
on Social Media @waynestatemusic



CONTACT

Wayne State University Department of Music
313-577-1795
4841 Cass Avenue • Detroit, MI 48202



Undergraduate Programs:

Jazz Studies
Composition
Music Education
Music Business
Music Technology
Performance
B.A. in Music



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Study Music at Wayne State

Explore your passion...

The Wayne State Department of Music provides the highest caliber of artistic education for aspiring musicians. At the heart of our program is a distinguished faculty of internationally acclaimed musicians and pedagogues focused on nurturing students' potential as artists, entrepreneurs, leaders and global citizens.

Audition Date for
Fall 2019 Admission:
Friday, May 10, 2019

Scan to learn
more about
Summer
Programs :



To learn more about
our summer program
opportunities visit:

music.wayne.edu/outreach/index.php

The Wayne State University Department of Music congratulates the Chamber Music Society of Detroit on 75 years of artistic excellence.



Undergraduate Programs:

Jazz Studies
Composition
Music Education
Music Business
Music Technology
Performance
B.A. in Music



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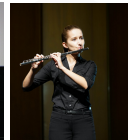
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Friday, May 10, 2019

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Summer
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opportunities visit:

music.wayne.edu/outreach/index.php



Undergraduate Programs:

Jazz Studies
Composition
Music Education
Music Business
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Performance
B.A. in Music



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music.wayne.edu/outreach/index.php



Music at Wayne State

The Department of Music at Wayne State provides the highest caliber of artistic education. At the heart of our program is the vibrant pulse of the city and a distinguished faculty dedicated to nurturing a student's potential as a musician and a leader in the arts.



Undergraduate Programs

Jazz Studies / Composition /
Music Education / Music Business /
Music Technology / Performance /
B.A. in Music



Graduate Programs

Composition and Theory / Conducting /
Instrumental Performance /
Jazz Performance / Vocal Performance /
Master of Arts

2019-2020 Audition Dates

Friday, November 8, 2019

Friday, January 10, 2020

Friday, January 24, 2020

Friday, February 7, 2020

Friday, February 21, 2020*

Friday, May 8, 2020

*last date for scholarship consideration

music.wayne.edu





Undergraduate Programs:

Jazz Studies
Composition
Music Education
Music Business
Music Technology
Performance
B.A. in Music



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Study Music at Wayne State

Strings Faculty

Violin

Laura Roelofs
Marian Tanau
Hai Xin Wu

Viola

John Madison

Cello

Marcy Chanteaux
Una O'Riordan
Judith Vander Weg

Bass

Larry Hutchinson

Classical Guitar

Brian Roberts

Harp

Patricia Terry-Ross

Audition Dates

Friday, January 11, 2019

Friday, January 18, 2019

Friday, February 1, 2019

Friday, February 8, 2019*

Friday, May 10, 2019

*Last audition date for scholarship consideration

For audition information visit:

music.wayne.edu



Music *at* Wayne State

The Department of Music at Wayne State provides the highest caliber of artistic education. At the heart of our program is the vibrant pulse of the city and a distinguished faculty dedicated to nurturing a student's potential as a musician and a leaders in the arts.

▶ Undergraduate Programs

- Jazz Studies
- Composition
- Music Education
- Music Business
- Music Technology
- Performance
- B.A. in Music



WAYNE STATE
UNIVERSITY

2019-2020 Audition Dates

- November 8, 2019
- January 10, 2020
- January 24, 2020
- February 7, 2020
- February 21, 2020*
- May 8, 2020

*last date for scholarship consideration

music.wayne.edu



Study Music at Wayne State

Undergraduate Programs:

Jazz Studies
Composition
Music Education
Music Business
Music Technology
Performance
B.A. in Music

Violin

Laura Roelofs
Marian Tanau
Hai Xin Wu

Viola

John Madison

Cello

Marcy Chanteaux
Una O'Riordan
Judith Vander Weg

Bass

Larry Hutchinson

Classical Guitar

Brian Roberts

Harp

Patricia Terry-Ross

Audition Dates

Friday, January 11, 2019

Friday, January 18, 2019

Friday, February 1, 2019

Friday, February 8, 2019*

Friday, May 10, 2019

*Last audition date for scholarship consideration

For audition information visit:

music.wayne.edu



WSU DEPARTMENT OF
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At the heart of the WSU Department of Music Strings area is a distinguished faculty that includes internationally acclaimed soloists, DSO and MOT members, active chamber musicians, and leading pedagogues.

Undergraduate Programs:

- Performance
- Music Education
- Music Business
- Music Technology
- Jazz Studies
- Composition
- B.A. in Music



WSU DEPARTMENT OF
MUSIC
100 YEARS

1918 • 2018

Study Strings at Wayne State

Faculty

Violin

Laura Roelofs
Marian Tanau
Hai Xin Wu

Viola

John Madison

Cello

Marcy Chanteaux
Una O'Riordan
Judith Vander Weg

Bass

Larry Hutchinson

Classical Guitar

Brian Roberts

Harp

Patricia Terry-Ross

Scholarship Audition Dates

Friday, January 18, 2019

Friday, February 1, 2019

Friday, February 8, 2019*

Friday, May 10, 2019

*Last audition date for scholarship consideration

For audition information visit:

music.wayne.edu



Undergraduate Degree Programs:

Jazz Studies
Composition
Music Education
Music Business
Music Technology
Performance
Bachelor of Arts in Music

Graduate Degree Programs:

Jazz Performance
Instrumental Performance
Composition and Theory
Conducting
Vocal Performance
Master of Arts

Study **MUSIC** at Wayne State University

Jazz Studies Faculty:

Chris Collins, Director of Jazz Studies
Russell Miller, Associate Chair, saxophone
Dwight Adams, trumpet
Vincent Chandler, trombone, combos
Sean Dobbins, percussion
Edward Gooch, large jazz ensemble
Paul Keller, bass

Ronald Kischuk, trombone
Cliff Monear, piano
Charles Newsome, guitar, guitar ensemble
Gene Parker, saxophone
Robert Piphó, piano and vibraphone
David Taylor, percussion






WAYNE STATE
UNIVERSITY

Department of Music

CONTACT US

4841 Cass Avenue, Detroit, MI 48202
(313) 577-1795
email: music@wayne.edu

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music.wayne.edu



Study MUSIC at Wayne State

Undergraduate Programs

Jazz Studies, Music Education,
Music Business, Music Technology,
Performance, Composition

Graduate Programs

Composition and Theory, Conducting,
Instrumental Performance, Jazz
Performance, Vocal Performance,
Master of Arts

CONTACT US

4841 Cass Avenue, Detroit, MI 48202

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 [#waynestatemusic](https://www.instagram.com/waynestatemusic)

FOR AUDITION INFORMATION

Visit: <http://music.wayne.edu/admissions/index.php>

Jazz Studies Faculty:

Chris Collins, Director of Jazz Studies

Russell Miller, Associate Chair, saxophone

Dwight Adams, trumpet

Vincent Chandler, trombone

Sean Dobbins, percussion

Edward Gooch, Jazz Big Band

Paul Keller, bass

Ronald Kischuk, trombone

Cliff Monear, piano

Charles Newsome, guitar

Gene Parker, saxophone

Robert Pipho, piano

David Taylor, percussion



WAYNE STATE
Department of Music

music.wayne.edu



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- **Faculty and Staff Directory**

Welcome

The Department of Music

Welcome to the Department of Music at Wayne State University. As a Wayne State student, you have chosen to pursue your professional training in the heart of the city, surrounded by world-class cultural institutions and a vibrant arts community. We urge you to explore and take advantage of the countless opportunities and resources available in Detroit and throughout the metropolitan area.

The Department's faculty and staff are here to support you in becoming extraordinary performers, scholars and teachers of music. As active artists and researchers, they bring real-world perspective to their advising offices, classrooms or lesson studios. You are also likely to learn a great deal from your peers, a diverse and talented group of students who are pursuing a variety of musical career paths but who all share a love for the art.

This handbook will give you a brief introduction to the CFPCA and the Department of Music; most importantly, it will provide information and tools to help you navigate through your degree program.

The College of Fine, Performing and Communication Arts

The College of Fine, Performing and Communication Arts is housed at 5104 Gullen Mall. The college is led by a Dean and is comprised of four different departments. The other departments in the college are as follows:

Art
Theatre and Dance
Communications

Each department is led by a Chairperson and has its own faculty and staff. Some of the departments of the college are housed in Old Main, including the main offices of the Department of Music, which are located at 1321 Old Main.

The college has about 2500 majors and offers many undergraduate and graduate programs. There are nationally accredited programs in dance, music and theatre and study and performance abroad opportunities. The college has two theatres and many recital halls. Facilities of the college include specialized computer labs, electronic newsrooms, a dance media center, Pilates studios, a digital music recording studio, digital video production facilities and editing suites. As a major in the college there are opportunities for you to be involved in film festivals, theatre performances, concerts, exhibitions, internships and more.

For more information on the CFPCA, **[click here](#)**.



Facilities

Building hours and practice room access

Most Department of Music classes, rehearsals and lessons take place in Old Main, which is open from 7 am to 10 pm Monday through Friday and from 8 am to 6:30 pm on Saturdays and Sundays. During those times the 4th-floor practice rooms may be accessed using your OneCard. A limited number of instrument lockers are also available. If you need to have your OneCard coded for access to the lockers and/or practice rooms, please fill out this form: <https://forms.wayne.edu/53f4ff2b838bc/>

Please take responsibility for keeping the practice rooms clean, trash-free and in good condition. Door glass must remain unblocked at all times. Since many people have access to the area, be sure not to leave any personal belongings unattended. If you notice that a practice room piano needs tuning or service, please report it to Mr. Lee Dyament (office number 1321.5).

Computer/Listening Lab

The computer lab, located in 2220 Old Main, contains workstations, a printer, and a collection of reference recordings. This is also a great place to access the extensive online music collection available from Naxos at <http://wayne.naxosmusiclibrary.com>. The lab is open from 9 am to 5 pm M-F and is staffed by student assistants. To contact the lab directly, call 313-577-7542


Use of WSU-owned instruments

The Department of Music provides instruments for use during methods classes and, in some cases, for study on secondary instruments. To borrow an instrument you must complete an equipment loan form, available from Mr. Bishop or from the instructor of your methods class. Each instrument must be returned — cleaned, and in good condition — no later than the last day of the semester in which it was used. NOTE: If you miss this deadline, a hold will be placed your records, prohibiting you from registering for the following semester. In the case that your borrowed instrument is permanently lost or damaged, you may be held financially responsible for repair or replacement.

Academic Policies

Advising

Music degree program requirements are complex; it is essential that you meet with your Academic Advisor each term before registering for classes. Your Academic Advisor will work with you to review your progress and ensure that you are selecting the appropriate courses. Your advisor will also be able to help you secure overrides for any courses that require them.



In addition, you may want to meet periodically with the program advisor for your specific degree program to make sure you are on track within your concentration/degree program. Program advisors are identified in the faculty/staff directory on the last page of this Handbook.

Grades

Undergraduate music majors must earn a grade of C or better in all music courses required by their degree program. This applies to courses with the subject codes MED, MUA, MUH, MUP, and MUT. A grade of C- or below in any of the music courses will not count toward your degree. Instructors for course numbers below 3000 are required to notify you before the seventh week of classes if you are in danger of earning a grade lower than C. If you receive one of these EAA (Early Academic Assessment) grades, please take it seriously. It does not count toward your GPA, but it provides an opportunity to get back on track for the rest of the semester. If you receive a final semester grade of C- or below, or withdraw from the class with a WF, you will be allowed to register for the course only one additional time to earn a C or better and receive degree credit. The University and each individual School or College have established formal grade appeal procedures. Grade appeal procedures for our college may be accessed at the following web page: <http://cfpca.wayne.edu/files/gradeappeal.pdf>

Academic Holds

A student who is not making satisfactory progress toward his or her degree due to persistently low GPAs or other academic issues may be prevented from further registration by an academic hold. For academic probation holds, please schedule an appointment at the University Advising Center through <http://wams.wayne.edu>

NOTE: If you encounter a hold due to financial issues, that must be cleared with the Student Accounts Receivable Department. See <http://fisops.wayne.edu/bursar/accounts-receivable/holds.php> for more information.

Financial Aid and Employment Opportunities

Scholarships

The Department offers Talent Scholarships in varying amounts, typically awarded when a student enters WSU. Applications for scholarship renewals are due in February each year. If you do not currently have a talent-based award and wish to apply for consideration, those applications are due in March. For help with any questions regarding your Departmental financial aid, please contact Kimberly Simmons at 313-577-1796. Many students in the Department hold academic scholarships or other financial aid awarded by the University. Information about University financial aid, including loans, is available at the Office of Scholarships and Financial Aid.

NOTE: The Financial Aid office does not initiate the process of Department of Music Talent Scholarships. Talent Scholarships and Honor Awards are processed through the Department of Music by Kimberly Simmons.

A young man with light brown hair, wearing a black tuxedo jacket, a white dress shirt, and a black bow tie, is shown from the chest up. He is looking slightly to his left with a focused expression. He is holding a drumstick in his right hand, which is positioned over a white drum head. The background is dark and out of focus.

Activity Awards

Students who take on extra responsibilities in their ensemble or other Department of Music activities may be eligible to receive an Activity Award. These awards are typically coordinated by ensemble directors and area coordinators and are offered on a term-by-term basis. Ask your ensemble director for further information.

Student Assistant Positions

Student assistants may work up to 20 hours weekly, serving as music office receptionists, listening lab supervisors, stage managers, or in other duties as needed. For information about student assistant positions, please contact Ms. Evelyn Williams at 313-577-1800 or evelyn.beverly.williams@wayne.edu.

Community Gig and Lesson Referral Registry

The Department receives numerous requests to hire student musicians as performers or as private lesson instructors. If you would like to be added to our referral list, please complete a Gig Referral Form <https://forms.wayne.edu/53ac37d8d5a30> and/or a Lesson Referral Form <https://forms.wayne.edu/53f2001682305>. Placement on either list is subject to the approval of your applied instructor or area coordinator.

Applied Study

Registering for lessons

Every student in the WSU Department of Music takes individual private instruction in a principal instrument or voice. Credit hours and number of semesters of study vary by program; for your specific requirements please see the undergraduate curriculum guide at: http://music.wayne.edu/undergrad_curr.php. Applied lesson registration requires co-enrollment in one of the major ensembles: Choral Union, Concert Chorale, Jazz Big Band, Jazz Guitar Ensemble, University Bands, or University Symphony Orchestra.

Each time you register for applied lessons you will first complete an online MUP Request Form, available here for major/primary lessons: <https://forms.wayne.edu/52697fa058f36>. Secondary lessons require a paper form, available here: http://www.music.wayne.edu/files/ug_mup_form_f13.pdf, which must be printed out and signed by the Associate Department Chair. In either case, once your form has been processed you will receive an email notifying you to complete online registration for the MUP course number you requested. NOTE: Please plan to register for your lessons as early as possible. **MUP registrations are automatically closed at the end of the first week of each term.**

Applied instructor assignments will be made at the end of the first week of each term; no MUP registrations will be allowed once these assignments have been made. Early in the second week of each term, instructor assignments will be posted on the bulletin board outside of the Music Office (1321 Old Main). It is your responsibility to contact your assigned instructor immediately to arrange a lesson schedule. If you encounter problems with lesson scheduling please contact the Interim Associate Department Chair, Russ Miller at 313-577-2535.



MUP Term Reports and juries

At the end of each semester of private study, you are required to complete an MUP Term Report. This form, available here: http://www.music.wayne.edu/files/mup_term_report_r09.pdf, serves as a formal record of your accomplishments for you and for the Department. This form must be completed by you and your applied instructor before the last day of classes, whether or not you are required to play a jury. You will not receive a final grade until this form has been turned in.

Juries take place during the final examination period each fall and winter as a final examination for applied study. The number and scheduling of juries required varies by program:

BA in Music:

Juries in the first and fourth term of study

BMus in Composition, Music Business, Music Technology:

Juries in the first, fourth, and sixth term of study

BMus in Vocal Music Education (must declare either piano or voice as principal instrument): Juries in the first, fourth, and sixth term of study; fourth-term jury is audition for junior standing

BMus in Instrumental Music Education:

Juries in the first, fourth, and seventh term of study; fourth-term jury is audition for junior standing

BMus in Performance or Jazz Studies:

Juries in each term of study; fourth-term jury is audition for junior standing


NOTE: Students electing secondary instrument or voice lessons do not perform juries.

Your primary applied instructor may require you to play a jury in any semester, regardless of degree requirements, if he or she feels it will benefit you. Several degree programs require fourth-semester junior standing auditions. If this applies to you please consult with your instructor and your Area Coordinator about standards and expectations for those juries.

Recitals and Other Performance Opportunities

Collage Concerts and Area Recitals

Scheduled during the General Concerts and Lectures class time at 11:30 a.m. on Fridays, Collage Concerts are a great opportunity to get performance experience before a large, supportive audience of your peers. Choose one of the available Collage dates from the Department events calendar and then complete a **Collage Concert Request Form** to be included on the program.



Area Coordinators and many studio teachers schedule group recitals for their students once or twice per year. Even if your applied instructor does not have a recital scheduled, there will typically be one for your area (i.e. Strings, Brass, Voice). Ask your instructor or Area Coordinator for information, and check the department calendar for dates.

Degree Recitals

Students working toward a BMus in Performance are required to perform a junior recital (about 30 minutes of music; may be shared with another student) and a senior recital (about 50-60 minutes of music). Jazz Studies majors are required to perform a 60-minute senior recital. Before requesting a degree recital date, you must register for one of the following 0-credit courses: MUA 4470 — Junior Recital or MUA 4480 — Senior Recital. You must also be co-registered for applied lessons on your primary instrument. For a detailed checklist of the steps needed to schedule a degree recital, see **Planning For Your Recital**.

Non-Degree Recitals

If your degree program does not require a recital, you may still choose to schedule one with the approval of your applied instructor. Requests for non-degree performance dates will be considered after the the third week of classes each Fall and Winter term, and will be scheduled on a time-available basis. You may request times on Monday through Friday at 5:30 pm or 7:30 pm only; non-degree recitals will not be scheduled on weekends. An online recital request form is available at: http://www.music.wayne.edu/recital_request_form.pdf

Note: Students who have not fulfilled their English or Mathematics Requirements under the University Competency Requirements will not be allowed to register for their Senior Recital until both requirements are satisfied.

Ensembles and Wayne State @ The Max

You may select from a wide variety of small ensemble courses each term, ranging from jazz combos to opera workshop to chamber music. In addition, each student participates in at least one major ensemble. Large-ensemble performances are scheduled on weekday evenings at 7:30 pm and take place in the The Cube at the Max M. Fisher Music Center, home of the Detroit Symphony Orchestra. See the **Department event calendar** for more information.

Concert Attendance

During your four semesters of MUA 2690 (General Lectures and Concerts) you will be responsible for attending all scheduled events on Fridays at 11:30 a.m. as well as a number of additional concerts. But don't stop there! There are three important reasons to attend concerts — both on and off campus — as often as possible:

- 1) You will often learn more from listening than from performing yourself.
- 2) The audience is an essential aspect of a performance, and it's important for performers to understand their point of view.
- 3) When you attend your colleagues' concerts, they're more likely to come to yours!



CAPSTONE PROJECTS

If your degree program does not require a senior recital, you will have a different capstone project to complete in your senior year. Please consult with your Area Coordinator about requirements for your discipline. B.A. students can read about guidelines for their required senior projects here: http://www.music.wayne.edu/files/ba_project.pdf

- o Performance and Jazz Studies Students: Senior Recital
- o Composition Students: Senior Project
- o B.A. Students: BA Project
- o Music Business and Music Technology Students: Internships
- o Music Education Students: Practicum and Student Teaching
- o Music Technology

After you have completed all required coursework for your degree, you should plan to meet with your Academic Advisor to complete a final Degree Audit. You may also want to check on Academics to be sure you have no outstanding holds. To submit a graduation application in Pipeline, click on the "Student" tab, and select "Apply for Degree or Certificate" from the Student Records menu. A \$40 non-refundable graduation fee is due at this time. You must apply for graduation no later than the end of the fifth week of classes in the semester you plan on graduating. Once your degree application has been filed with the Registrar's Office, the Department of Music will complete your degree certification and submit it to the CPCA Dean's Office for final approval. For more about applying for graduation, see <http://www.reg.wayne.edu/students/graduation.php>

Health and Wellness

The Department of Music at Wayne State University informs music majors, faculty and staff of health and safety standards, hazards and procedures inherent in practice, performance, teaching and listening as applicable to their specific specializations. This includes but is not limited to information regarding hearing, vocal and musculoskeletal health. This information is distributed and dispersed using a variety of methods.

The Department of Music provides a Health and Wellness resource page, located on the Department of Music website, for the student body, as well as the faculty and staff, which includes information on hearing, vocal, and musculoskeletal health. The information provides on-campus and off-campus resources in these three areas.

Please visit the following link for more information about the Health and Safety resources at WSU: <http://music.wayne.edu/studenthealthandwellness.php>

University Resources

Learning resources

Purdy-Kresge Library (extensive music collection) 313-577-4042

<http://www.lib.wayne.edu/info/maps/pk.php>

Naxos online music resource

<http://wayne.naxosmusiclibrary.com>

Wayne State Writing Center

313-577-2544

<http://www.clas.wayne.edu/writing>

Math Success Services

313-577-3245

<http://success.wayne.edu/math-success/index.php>

Health, wellness and safety

Mort Harris Recreation and Fitness Center

313-577-2348

<http://rfc.wayne.edu>

Campus Health Center

313-577-5041

<http://health.wayne.edu>

Counseling and Psychological Services

313-577-3398

<http://caps.wayne.edu>

WSU Police

Emergency

313-577-2222

<http://police.wayne.edu>

Non-Emergency

313-577-2224

Other campus resources

Office of the Registrar

313-577-3541

<http://reg.wayne.edu>

Office of Student Financial Aid

313-577-2100

<http://finaid.wayne.edu>

Student Disability Services

313-577-1851

TTY: 313-577-3365

<http://studentdisability.wayne.edu>

Faculty and Staff Directory

Chair

Norah Duncan IV, Chair
313-577-1775
ac8468@wayne.edu

Associate Chair

Russell Miller, Associate Chair
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Staff

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Senior Accounting Assistant - Departmental scholarships and awards
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Academic Services Officer
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Deanna Johnson
Academic Advisor
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Paul Bishop
Academic Services Officer
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Evelyn Williams
Music Supervisor - academic and student personnel
313-577-1800
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Brass and Percussion

Douglas Bianchi, Area Coordinator and Associate Professor 313-577-2615
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Keith Claeys, Instructor of Percussion
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Faculty and Staff Directory

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Johanna Yarbrough, Instructor of French Horn
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Music Business and Music Technology

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Michael Shellabarger, Lecturer of Music Technology
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Leith Campbell, Instructor of Music Technology
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Conducting

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Douglas Bianchi, Associate Professor
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Alex Sutton, Lecturer of Choral Music
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Faculty and Staff Directory

Conducting con't.

Kypros Markou, Professor
313-993-4303
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Ensemble Directors

Douglas Bianchi, Wind Symphony, Chamber Winds and Concert Band 313-577-2615
dbianchi@wayne.edu

Frances N. Brockington, Opera Workshop
313-577-2619
ad3353@wayne.edu

Vincent Chandler, Jazz Band II
313-577-1483
vincentachandler@wayne.edu

Christopher Collins, Jazz Combos
jazz@wayne.edu

Kypros Markou, University Symphony Orchestra
313-993-4303
k.markou@wayne.edu

Russell Miller, Jazz Big Band I
313-577-2532
russmiller@wayne.edu

Charles Newsome, Jazz Guitar Ensembles
313-577-3268
ag8183@wayne.edu

Alex Sutton, Concert Chorale, Choral Union and Men's Chorus and Women's Chorale
313-577-8925
asutton@wayne.edu

James Fusik, Athletic Bands
313-577-4218
jfusik@wayne.edu

Faculty and Staff Directory

Music Education

Abigail Butler, Area Coordinator and Associate Professor
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abby.butler@wayne.edu

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Keith Claeys, Instructor of Percussion Techniques and Pedagogy
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James Fusik, Instructor of and Woodwind Techniques and Pedagogy
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Laura Roelofs, Associate Professor and String Methods
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Classical Guitar

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Faculty and Staff Directory

Music History

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Kelly Natasha Foreman, Instructor of Music Cultures and History
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Eldonna L. May, Instructor of Music History
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Mary Paquette-Abt, Instructor of Music History and Music Appreciation
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Mary Wischusen, Associate Professor of Music History
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aa2188@wayne.edu

Jazz

Christopher Collins, Director of Jazz Studies and Professor
313-577-1780
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Dwight Adams, Instructor of Jazz Trumpet
248-388-9224
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Paul Keller, Instructor of Jazz Bass
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Faculty and Staff Directory

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Chuck Newsome, Instructor of Jazz Guitar and Jazz Guitar Ensembles
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Gene Parker, Instructor of Jazz Saxophone
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Robert Pipho, Instructor of Jazz Piano
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David Taylor, Instructor of Jazz Percussion
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Organ and Harpsichord

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Glenn Burdette, Instructor of Harpsichord
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Faculty and Staff Directory

Piano

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Kazimierz Brzozowski, Instructor of Piano
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Steven Mastrogiacomo, Instructor of Piano
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Stanley Waldon, Instructor of Group Piano
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Strings

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Marcy Chanteaux, Instructor of Cello
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John Kennedy, Instructor of Bass
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Faculty and Staff Directory

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Marian Tanau, Instructor of Violin
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Patricia Terry-Ross, Instructor of Harp
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Judith Vander Weg, Instructor of Cello and Chamber Music
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Hai Xin Wu, Instructor of Violin
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Theory/Composition

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Jonathan Anderson, Assistant Professor
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Gerald Custer, Instructor of Music Theory, Ear Training and Composition
313-577-4194
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Ann Marie Koukios, Instructor of Ear Training
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Matthew Schoendorff, Instructor of Music Theory, Ear Training and Composition
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Kypros Markou, Professor
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Faculty and Staff Directory

Voice

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Caitlin Lynch
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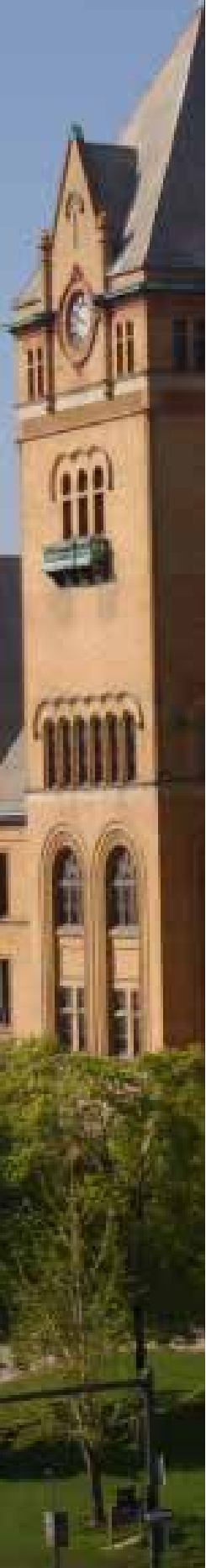
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David Troiano
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Danielle Wright
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Faculty Directory

Woodwinds

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313-577-2615
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James Fusik, Instructor of Saxophone
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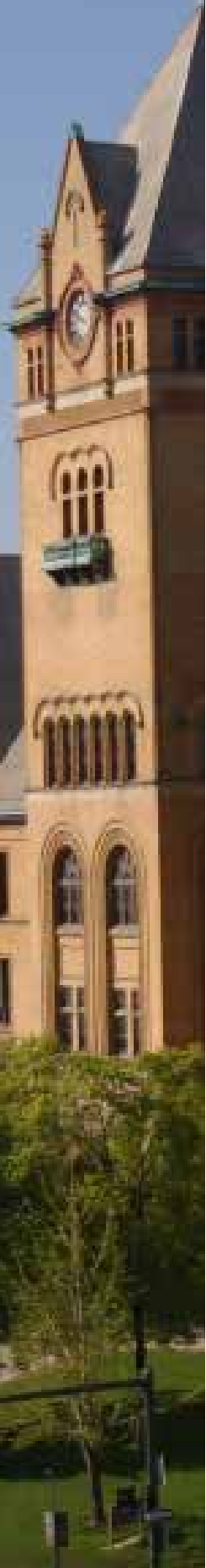
Laura Larson, Instructor of Flute
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Stephanie Shapiro, Instructor of Oboe
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Sharon Sparrow, Instructor of Flute
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Robert Williams, Instructor of Bassoon
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WAYNE STATE
UNIVERSITY
COLLEGE OF FINE, PERFORMING
AND COMMUNICATION ARTS

DEPARTMENT OF MUSIC

GRADUATE STUDENT HANDBOOK

General Information for Graduate Students and Advisors

I. Admission Requirements

University Admission Requirements

To attain graduate standing, a student must submit an application to the [Graduate Admissions Office](#). Deadlines vary and may be determined by contacting that office. The student is advised to allow ample time for the application to be processed prior to the Department of Music audition and/or interview.

A Grade Point Average of 3.0 (on a scale where 2.0 equals the grade of C) and the equivalent of a baccalaureate degree from an accredited institution are required for regular admission. In exceptional circumstances conditional admission may be granted for a student whose GPA is less than 3.0 or whose undergraduate degree was awarded by a non-accredited institution.

Department of Music Admission Requirements

1. Undergraduate Degree Requirement and Prerequisites

Applicants must possess a baccalaureate degree in the same field in which he or she wishes to pursue graduate study, or its equivalent as indicated by a review of transcripts, private study, examinations, and audition. Prerequisites, including undergraduate courses, may be required of a student who is deficient in a certain area or who does not hold an undergraduate degree in the proposed area of graduate study.

Prerequisite courses should be completed before (or, in exceptional cases, concurrent with) the student's matriculation as a graduate student. If the identified prerequisites exceed eight semester hours, the student will not be accepted for graduate study. Instead, the student will be advised to enroll in Post-Bachelor status and reapply when the prerequisites have been completed.

2. Audition or Interview

For each area of concentration, an audition and/or interview with the Program Advisor is required and must be completed before the student can be accepted for graduate study. All prospective graduate students may also be asked to submit a writing sample to the Program Advisor and/or the department's Graduate Officer.

A student must be academically reviewed and accepted by the Graduate School as a graduate student before the audition takes place. Audition dates and request forms are posted on the [Department of Music website](#).

3. Placement Examinations

Basic placement examinations in theory and history must be taken before the student may register for graduate classes. A student who does not pass the examinations will be permitted to register for one semester and is required to complete any failed examinations before being permitted to register again. A hold will be placed on the records of any student who does not pass all examinations prior to the first term of matriculation. Tests are administered during final registration week of both Fall and Winter semesters. Dates and times can be obtained by calling the Music Office (577-1795).

The examinations in theory and history are approximately 1-1/2 hours each. The theory test, which must be passed before a student may take graduate-level theory courses, includes melodic and harmonic dictation, part writing, and analysis. A secure foundation in harmony/voice leading, counterpoint, and form is assumed. The history test, which must be passed before a student registers for graduate-level history courses, covers Western music from the Middle Ages to the present. Both examinations are based on the undergraduate core curriculum in history and theory required of all music students at Wayne State University and generally reflect the content of curricula at other undergraduate institutions accredited by the National Association of Schools of Music (NASM). In the event an examination is failed, an alternate test will be provided when the test is retaken.

In certain cases, students may be counseled to take an undergraduate course to remediate deficiencies exposed by the exams. In these cases, satisfactory completion (the grade of B or better) may substitute for retaking the exam(s). Each examination may be taken only twice. A student who fails the second time will be dismissed from the graduate music program.

Study guides for both examinations are available on the [Department of Music website](#). It is recommended that standard textbooks in theory and history be used for purposes of review: for ear training, Kraft, A New Approach to Ear Training, 2nd ed. (Norton, 1999); for harmony and voice leading, Aldwell/Schachter, Harmony and Voice Leading, 3rd ed.

(Thomson, 2003); for analysis of form in tonal music, Caplin, *Classical Form* (Oxford, 1998); for history, Burkholder, Grout, and Palisca, *A History of Western Music*, 9th ed. (Norton, 2014). Barnes and Noble publishes a College Outline Series, which includes books for theory and history.

Waiver of Placement Exam Requirement: Applicants holding a bachelor's degree in music from WSU are not required to take the placement examinations, provided that the following conditions are met:

- a. the applicant's bachelor's degree was granted within four years of the date of his or her application to the graduate program; *and*
- b. to waive the placement examination requirement in music history, the applicant must have received an average grade of B or better in the following undergraduate courses:

MUH 1345	Music Cultures
MUH 3310	Music History & Literature 1
MUH 3320	Music History & Literature 2
MUH 3330	Music History & Literature 3

and/or

- c. to waive the placement examination requirement in music theory the applicant must have received an average grade of B or better in the following undergraduate courses:

MUT 1140	Theory 1
MUT 1160	Theory 2
MUT 2140	Theory 3
MUT 2160	Theory 4
MUT 1150	Ear Training 1
MUT 1170	Ear Training 2
MUT 2150	Ear Training 3
MUT 2170	Ear Training 4
MUT 5997	Analytical Techniques

For students who transferred to WSU as an undergraduate, the evaluation of courses and grades for the purpose of waiving the placement exam(s) will be done on a case-by-case basis.

4. Transfer of Graduate Credits

It is possible to transfer up to six semester hours of graduate credit toward a degree, subject to the approval of the student's Program Advisor and the department's Graduate Officer. However, courses accepted for transfer credit from another institution cannot have provided credit toward a prior degree.

Under no circumstances will a research/bibliography course from another institution be accepted for transfer credit. All graduate students must take MUH 5300 (Music Research) at WSU.

II. Curricular Requirements

Program Advisors and Graduate Officer

All graduate students in the Department of Music are guided in their programs of study by a Program Advisor and the department's Graduate Officer. Program Advisors supervise students within specific concentrations and assist with course selections, tracking progress toward the degree, etc. See the [Department of Music website](#) for a list of Program Advisors and their concentrations. The department's Graduate Officer oversees the department's graduate programs, including Plans of Work and degree certifications.

Academic Standards

The University requires that each student achieve a minimum Grade Point Average (GPA) of 3.0 in order to be eligible for a graduate degree. Grades below B (including B-minus) are considered unsatisfactory and constitute valid cause for dropping a student from graduate study. However, the Department of Music permits a student to accumulate a maximum of six semester hours below B (in courses other than the area of concentration) as long as they are offset by higher grades so that a 3.0 GPA is maintained at all times. Hours of B-minus and below in excess of six will result in dismissal from the program. A student may also be dismissed if the GPA drops below 3.0 at any time.

Incompletes: A grade of Incomplete (I) is given to a student when he/she has not completed all of the course work as planned for the term and when there is, in the judgment of the instructor, a reasonable probability that the student will complete the course successfully without again attending regular class sessions. A written contract specifying the work to be completed should be signed by the student and instructor. Responsibility for completing all course work rests with the student. Any unchanged mark of I will be changed to a grade of F or failure if the course is not completed within one calendar year. See the [Graduate Bulletin](#) for the complete policy on incompletes.

Grade Appeals

The College policy for appealing a final grade can be found on the [CFPCA website](#). Disputes over coursework grades should first be addressed informally between the student and the course instructor. If the student and instructor cannot reach a mutually agreeable resolution, the student can formally appeal the final course grade. Per the College policy, final course grades may only be appealed on specific grounds. Note that the College policy on grade appeals does not apply to allegations of academic dishonesty, which should be addressed under the Student Code of Conduct (see the [Dean of Students Office website](#)).

Research Requirement

All graduate degree programs in the Department of Music require MUH 5300, Music Research, which is a prerequisite for all history classes and all directed-study courses. This course must be completed at WSU and may not be transferred from another institution. This course should be taken as early as possible in a student's graduate program: for students entering in the Fall, the course should be taken during the first semester; for students entering in the Winter, the course should be taken during the following fall semester.

Petition to repeat a Class

Graduate courses for which a student receives the grade of B-minus or below are computed into the GPA but do not count toward the degree. A student may petition to retake a course in which the grade of B-minus or below is received, but no more than two courses may be retaken during the student's study at WSU. Permission to retake a course must be obtained from the Graduate Officer. The original grade for the course will remain on the student's transcript, but only the new grade will be used to compute the student's GPA. A student will not receive financial aid for courses that are retaken.

Auditing Courses

Graduate students are not encouraged to audit courses. If, however, the Program Advisor agrees to allow a student to audit a course, the student must pay for the course credit and may not take any quizzes or examinations in the course. In general, a student may not change from audit status after registering for the course. An exception may be granted with the written approval of the instructor, the advisor, the Graduate Officer, and the Dean. These recommendations must accompany the Drop/Add form indicating the desired status change.

Drop/Add Policy

See the [Graduate Bulletin](#) for University rules regarding Drop/Add. In addition, the Department of Music will not allow a student to drop a graduate course after the 4th week of classes.

Plan of Work

A Plan of Work must be filed as the student approaches completion of twelve hours of graduate study. The Plan of Work form must be downloaded from the [Department of Music website](#) and completed by the student. The Plan of Work certifies that the student has attained candidacy for the degree and specifies all courses to be completed for that degree. The student should draw up the Plan of Work with the Program Advisor, who will sign it and forward it to the Graduate Officer for review. The Graduate Officer makes a note in the student's record that the Plan of Work has been filed and notifies Records Maintenance that the student is now "Candidate Master's." The Plan of Work form is kept in the student's file in the Department.

If a student fails to file a Plan of Work before completing 12 credit hours, the Dean's Office will place a hold on the records and the student will not be able to register until the Plan of Work is filed.

Progress in the Program

A student is expected to follow the Plan of Work and to make appropriate and consistent progress towards achieving the Master's degree. Students are expected to:

- 1) maintain a 3.0 GPA at all times;
- 2) meet the academic and artistic standards of the Department of Music and of WSU;
- 3) make steady progress through the Plan of Work toward completion of the degree; and
- 4) uphold academic honesty in all activities.

If a student fails to register for graduate coursework for 4 semesters in succession, that student may be dismissed from the program or may be required to reaudition or reinterview before being allowed to register for classes.

Master of Arts Language Requirement

Each student in the Master of Arts in Music Program must demonstrate proficiency in a foreign language. French or German is preferred, although another language may be substituted if it is needed specifically for the student's thesis research. For information regarding the examination, the student should contact the specific language department office.

Time Limit

The University imposes a limit of six years from the date of first registration to the date of completion of the requirements for all Master's degree programs. In exceptional circumstances, an extension may be granted but must be requested before the original time limit has been reached. A student must write a letter to the major program adviser detailing why an extension is warranted and the proposed termination of the extension. The Program Advisor will send the letter, with recommendations regarding the student's request, to the department's Graduate Officer, who will write a response and then forward the materials to the Dean's Office. The College Associate Dean will then determine if an extension is warranted.

III. Terminal Requirements

Applying for Graduation

All students who intend to graduate must apply for graduation at the beginning of the semester in which they intend to finish their degree. The deadline to apply for graduation is approximately four weeks after the semester begins. More information about applying for graduation can be found on the WSU [Registrar's Office website](#).

Final Projects

All Master's degree programs in the Department of Music require a final project that is completed according to the major concentration requirements shown below. Students must consult the curriculum guides, posted on the [Department of Music website](#), for their specific concentration requirements, including final project requirements. Students should also consult their Program Advisor concerning guidelines for the final project. Final projects must be completed in the student's final semester of study in his or her graduate program, after all coursework has been completed or at the same time that all coursework is completed.

For students enrolled in the MA program and the MM program in Composition/Theory, the final project shall take the form of a thesis (for students in the MA program and the MM in Theory) or a composition (for students in the MM program in Composition). Students must work with an approved advisor on the thesis or composition.

For students enrolled in the MM programs in Conducting, Jazz Performance, Instrumental Performance, and Vocal Performance, the final project shall take the form of a recital. Students must take a pre-recital jury to determine readiness for the recital. Adjudicators for the pre-recital jury will comprise the student's private instructor, the area coordinator, and a departmental administrator (or the administrator's designee). Students enrolled in MUP 8290 (recital) must also be enrolled in the appropriate MUP 72XX or 73XX applied music course during the term in which the recital is presented.

Procedures for the graduation recital are detailed in [Recital Request Form](#) available on the [Department of Music website](#). The student is responsible for all information contained in that document.

Students who have completed course requirements but are working on theses must register for at least one credit of MUH 8999 or MUT 8999, during **each** term University facilities and/or faculty advisors are utilized. For further details, see the [Graduate Bulletin](#).

All students must also complete an Oral Examination (see below).

Examining Committee

All final projects must be approved by the student's Examining Committee, whose members will also preside over the Final Oral Examination (see below). The Examining Committee, chosen by the student and the Program Advisor, must consist of at least three full-time graduate faculty members with whom the student has studied.

For performance majors, this committee should include the Program Advisor, the private instructor, and one additional faculty member. If the private instructor is not a full-time faculty member, a different faculty member must be chosen, so that there are three full-time faculty members present. In that case, the private instructor is encouraged to attend as well and may pose questions. A student who gives a recital must schedule the performance when the Examining Committee members can be present.

Final Oral Examinations

Students in all concentrations **must** take an oral examination based on the final project (recital or thesis). A student who completes a thesis must provide a copy of the document to each committee member, allowing sufficient time for careful reading prior to the examination.

The oral examination should be scheduled to occur shortly before the time the student intends to submit the final project or shortly after the graduate recital performance.

The oral examination should take approximately 1-1/4 hours.

In preparation for the examination, the student should consult with each member of the Examining Committee at the beginning of the term in which he or she expects to graduate, so that there is a clear and accurate understanding of the procedure and the level of academic expectation. The format of the Final Oral Examination is as follows:

- Students in the MA and Composition/Theory program should prepare a 15-minute presentation, which will begin the oral examination, based on the content of their thesis or composition and should include such issues as historical context and

theoretical/analytical issues. Following the presentation, members of the Examining Committee may pose questions to the student.

- Students in performance programs should prepare a 15-minute presentation, which will begin the oral examination, focusing on the recital repertoire and should include such issues as programming and performance practice, as well as historical context and theoretical/analytical issues. Following the presentation, members of the Examining Committee may pose questions to the student.

Final Steps for Thesis Completion

Students who write a thesis for their Final Project must take additional steps to complete the thesis and submit it to the Graduate School, including:

- formatting the manuscript in accordance with the Wayne State University Graduate School Formatting Manual;
- submitting a signed title page to the Graduate School's Ph.D. Office;
- submitting the thesis to the Graduate School for a format check; and
- completing a Publishing Agreement with ProQuest/UMI.

More information about these steps can be found on the WSU [Graduate School website](#).

Deadlines

Students are responsible for all deadlines that pertain to the requirements. Deadlines for completing Final Projects in time for graduation can be determined by contacting the department's Graduate Officer. Deadlines for completing recitals can be obtained by contacting the Department of Music office: (313) 577-1795.

IV. University Deadlines and Requirements

Students are responsible for meeting all deadlines and fulfilling all requirements determined by Wayne State University; the Graduate School; the College of Fine, Performing, and Communication Arts; and the Department of Music in addition to those pertaining to individual courses. For help in obtaining and understanding deadlines and requirements, students may contact their course instructors, Program Advisor, the department's Graduate Officer, or representatives of the CFPCA Dean's Office and/or the WSU Graduate School.

Policies on Recruitment and Admission, Retention, Advising, Record Keeping, and Complaints

Recruitment and Admission

Undergraduate. General Undergraduate admission requirements are published in the *Undergraduate Bulletin* (see above, tab 1, pp. 17–19). In addition to satisfying general admission requirements, prospective music majors must successfully pass an entrance audition, also listed in the *Undergraduate Bulletin*. For the BA in Music, the admission and audition requirements are published on page 196; for all BM programs, the admission and audition requirements are published on page 197 (see above, tab 1, pp. 64–65).

Specific undergraduate audition requirements for all programs are published on the Music website at <http://music.wayne.edu/undergrad-auditions/index.php>.

Graduate. General admission requirements are published in the *Graduate Bulletin* (see above, tab 3, pp. 102–6). In addition to satisfying general graduate admission requirements, prospective graduate music students must also successfully pass a pre-admission audition and/or interview. The degree prerequisites and audition/interview requirements are published in the *Graduate Bulletin* on pages 161–62 (see above, tab 4, pages 150–151). Following admission, all new graduate students are required to complete diagnostic examinations in music history and music theory, as discussed in section II.B.

Specific graduate audition and interview requirements for all programs are published on the Music website at <http://music.wayne.edu/grad-auditions/index.php>.

All Master's students are initially admitted to WSU as "Applicant Master's" students, a classification that indicates graduate status with fewer than 12 credit hours earned at WSU. Graduate students are required to file an official Plan of Work when they are nearing the 12-credit hour limit; the Plan of Work, reviewed and approved by the student's program advisor and the Department's Graduate Officer, specifies the coursework that will be completed over the remainder of the program. Once approved, students are reclassified as "Candidate Master's" students.

Retention

Undergraduate. University retention policies are published in the *Undergraduate Bulletin* (see above, tab 1, p. 11: Undergraduate Academic Probation). In addition, music students must achieve a minimum grade of C in all Department of Music courses (courses with subject codes MED, MUA, MUH, MUP, and MUT) required in their curriculum. If students do not earn a C in a required music course, they must repeat the course for program credit. If, following a second attempt, the minimum passing grade is not achieved, students may be dismissed from the program (see above, tab 2, p. 63: Scholarship).

All students must also pass an upper-division performance jury on their principal or major instrument at the end of the fourth semester of applied music study. At the discretion of the faculty, a student may be required to repeat the fourth-semester applied music course number and attempt the upper-division jury one additional time. Students who fail to satisfactorily complete the upper-division jury on the second attempt will not be allowed to continue to enroll as music majors (see Undergraduate Handbook, tab 47, p. 424: MUP Term Reports and Juries).

Graduate. General graduate school retention policies are published in the *Graduate Bulletin* (see above, tab 3, pp. 95–96: Graduate Grades). The Department of Music permits a student to accumulate a maximum of six credits of B-minus grades in courses other than the area of concentration as long as they are offset by higher grades so that a 3.0 grade point average is maintained at all times. Credits of B-minus and below in excess of six credits will result in dismissal from the program (see above, tab 4, p. 150: Academic Scholarship).

Advising

Undergraduate. All undergraduate students must meet with the department advisor, DeAnna Johnson, each term before registering for classes. The program advisor reviews program curricula, ensures that the appropriate classes are selected, and monitors progress toward achieving degrees. Music students also have access to advising and counseling services through the University's Academic Success Center (see <https://success.wayne.edu/services-programs>).

Graduate. Graduate students are advised by both a faculty program advisor and the Department Graduate Officer, typically at least once per semester in advance of the beginning of registration for the following semester. In addition, all graduate students are required to file an approved Plan of Work (see above) that establishes all coursework to be used in fulfilling degree requirements.

Record Keeping

WSU has implemented a largely paperless student record-keeping system that combines two components: Student Tracking Advising Retention System (STARS) and Degree Works. Faculty, Advisors, and Students have access to both components. Typically, such information as audition results and departmental examinations are recorded in STARS; course substitutions and waivers or credit by examination results are recorded in Degree Works. We anticipate that STARS will be phased out over the next few years as more information is made available in Degree Works.

Certain Music records, however, continue to be maintained in paper copies in the Department. The applied music term reports (listing repertory covered each semester), jury records, and reports of degree recitals are contained in departmental student files (although Junior, Senior, and Graduate Recitals are graded, and grade records are available in both STARS and Degree Works). In addition, records for all talent-based scholarships are maintained in the Department of Music.

Graduate essays and theses are catalogued in the collection of the Purdy/Kresge Library and are available for “in library” use.

Complaints

Information about, and procedures, for Student complaints can be found on the Dean of Students Office website (<https://doso.wayne.edu/complaints>). There, students can access information about Grade Appeals, Student Code of Conduct, Discrimination, Harassment and Sexual Misconduct, Title IX issues, Student Employee Grievances, Enrollment Registration Questions, and Tuition and Fee Appeals. Offices handling each type of complaint maintain their own records of investigations and complaint resolution.

Complaints wholly within the purview of the Department are handled directly by the Department Chair with the assistance of such committees as the Faculty Advisory Committee, the Curriculum Committee,

or the Committee on Scholarships and Awards. Often, resolutions are achieved through informal discussions, although some complaint resolutions are outlined in confidential letters to the students initiating the complaint. Student Grade Appeals to the Department are always subject to a report of the resolution of the complaint.

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The Department of Music cultivates music as a contemporary and global art, grounded in a long historical tradition, by combining higher education with professional training and experience for its undergraduate and graduate/professional students.

The Department offers students of music opportunities to learn, grow, and develop their skills and disciplines in an urban cultural setting. With close proximity to Detroit's cultural center, students have access to the resources of such premiere institutions as the Detroit Institute of Arts, the Detroit Public Library, the Detroit Opera House, and Orchestra Hall. The long historical relationship between the Detroit Symphony Orchestra and the Department allows students to study and coach with exceptional guest artists and resident artist-faculty who are specialists in all musical styles and media.

Building on the strengths of its geographic and cultural setting, the Department maintains public access to its performances and degree programs, offers high-level professional and academic standards and unique creative and scholarly opportunities appropriate to a large research university, and cultivates a deep aesthetic understanding of music in our students and the larger urban arts community.

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Tonight at 7:30 pm in the final Wayne State @ The Max performance of the semester at Orchestra Hall. The performance will feature the University Symphony Orchestra, Concert Chorale, Choral Union and student led group, The Hues!

UNIVERSITY SYMPHONY ORCHESTRA
CONCERT CHORALE & CHORAL UNION

Department of Music

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4841 Cass, Suite 1321
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[Map](#)

Phone: (313) 577-1795
Fax: (313) 577-5420
music@wayne.edu

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- [Centennial Campaign and Friends of Music \(PDF\)](#)
- [Interlude: Concert Calendar and Newsletter \(PDF\)](#)

Location of Published and Website Information Required by NASM

Statements of purposes are published in the following locations.

Undergraduate Bulletin, p. 8; <https://bulletins.wayne.edu/>.

Graduate Bulletin, p. 8; <https://bulletins.wayne.edu/>.

Music website: <http://music.wayne.edu/> and <http://music.wayne.edu/about/index.php>.

Statements regarding size and scope are published in the following locations.

Undergraduate Bulletin, pp. 6 and 17–19; <https://bulletins.wayne.edu/>.

Graduate Bulletin, pp. 9–10 and 17–19; <https://bulletins.wayne.edu/>.

Music website: <http://music.wayne.edu/> and <http://music.wayne.edu/about/index.php>.

Statements regarding curricular requirements are published in the following locations.

Undergraduate Bulletin, pp. 194–201; <https://bulletins.wayne.edu/>.

Graduate Bulletin, pp. 161–63; <https://bulletins.wayne.edu/>.

Music website: <http://music.wayne.edu/degrees/index.php> and <http://music.wayne.edu/graduate.php>.

Faculty information is published in the following locations.

General *Bulletin* Website: <https://bulletins.wayne.edu/faculty/>.

Music website: <http://music.wayne.edu/faculty/index.php>.

Administrator and Board Governors information is published in the following locations.

Undergraduate Bulletin, pp. 18–19; <https://bulletins.wayne.edu/>.

Graduate Bulletin, pp. 18–19; <https://bulletins.wayne.edu/>.

Location information is published in the following locations.

Undergraduate Bulletin, pp. 9–10; <https://bulletins.wayne.edu/>.

Graduate Bulletin, p. 10; <https://bulletins.wayne.edu/>.

Music website: <http://music.wayne.edu/> and <http://music.wayne.edu/about/index.php>.

Facilities Information is published in the following locations.

Undergraduate Bulletin, pp. 6 and 17–19; <https://bulletins.wayne.edu/>.

Graduate Bulletin, pp. 9–10 and 17–19; <https://bulletins.wayne.edu/>.

Music website: <http://music.wayne.edu/admissions/tour.php>.

Cost and Refund policies are published in the following locations.

Undergraduate Bulletin, pp. 54–56; <https://bulletins.wayne.edu/>.

Graduate Bulletin, pp. 56–58; <https://bulletins.wayne.edu/>.

Registrar's website: <https://wayne.edu/registrar/tuition> (this site publishes all tuition, fee, and refund policies at the cited website).

Rules of Conduct are published in the following locations.

Undergraduate Bulletin, pp. 15–17; <https://bulletins.wayne.edu/>.

Graduate Bulletin, pp. 16–17; <https://bulletins.wayne.edu/>.

Dean of Students website: <https://doso.wayne.edu/conduct>.

Requirements for admission, retention, and completion of degrees are published in the following locations.

Undergraduate Bulletin, pp. 23–25; <https://bulletins.wayne.edu/>.

Graduate Bulletin, pp. 19–23 and 35–41; <https://bulletins.wayne.edu/>.

The Academic Calendar is published in the following locations.

Undergraduate Bulletin, pp. 10–11; <https://bulletins.wayne.edu/>.

Graduate Bulletin, pp. 10–11; <https://bulletins.wayne.edu/>.

Registrar's Office website: <https://wayne.edu/registrar/registration/calendar19-20>.

Grievance and appeals procedures are published in the following locations.

Undergraduate Bulletin, p. 17; <https://bulletins.wayne.edu/>.

Graduate Bulletin, p. 16; <https://bulletins.wayne.edu/>.

Provost's Office website: <https://provost.wayne.edu/academic-policy>.

Dean's Office website: <http://cfpca.wayne.edu/forms.php>.

The accreditation status of WSU programs, including the Department of Music, is published in the following locations.

Undergraduate Bulletin, pp. 17–18; <https://bulletins.wayne.edu/>.

Graduate Bulletin, pp. 17–18; <https://bulletins.wayne.edu/>.

Provost's Office website: <https://provost.wayne.edu/apr/accreditations>.

Music website: <http://music.wayne.edu/> and <http://music.wayne.edu/about/index.php>.

General information on budget, admissions, enrollment, and retention is published as part of the WSU Common Data Set by the WSU Office of Institutional Research and Analysis. Publicly available data are located at: <https://oira.wayne.edu/institutional-research/cds>.

Articulation with Other Schools

As noted in section I.K, articulation agreements are initiated and administered by WSU's Office of the Registrar and Office of Undergraduate Admissions. The list of formal articulation agreements is published at <https://wayne.edu/transferecredit/agreements/articulation/>.

WSU is a member of the Michigan Association of College Registrars and Admissions Officers (MACRAO) and allows transfer students holding a completed Associate's degree from any MACRAO community college to transfer to a WSU undergraduate program without completing additional general education courses at WSU. Credit for courses required in majors are subject to the approval of the department offering the major. The MACRAO Agreement is published at <https://wayne.edu/transferecredit/agreements/macrao/>.

The MACRAO Agreement has been replaced, recently, by the Michigan Transfer Agreement (MTA). The MTA allows student's holding an Associate's degree or completing the MTA-required general education courses to transfer to a WSU undergraduate program without completing additional general education courses at WSU. Like the former MACRAO, transfer credit for courses required in majors are subject to the approval of the department offering major. The MTA is published at <https://wayne.edu/transferecredit/agreements/michigan-transfer/>.

Other than standard transfer credit, the Department of Music neither provides nor receives credit for WSU degrees from other institutions.

Credit Hour Definition



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2.43.04 Credit Hour Definition

2.43.04.010	Purpose
The purpose of this statute is to define the allocation of credit hours at Wayne State University.	
2.43.04.020	Definition
A credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that reasonably approximates not less than: (1) one hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester hour of credit, or the equivalent amount of work over a different amount of time; or (2) at least an equivalent amount of work for other activities, including laboratory work, internships, practica, studio work, and other academic work leading toward the award of credit hours.	

Legislative History

Adopted Official Proceedings (5 December 2012)

Board of Governors

656 West Kirby
Room 4231 FAB
Detroit, MI 48202
(313) 577-2034

This definition is published on the web at <https://bog.wayne.edu/code/2-43-04>.



Policies and Procedures

14-1 Policy on Course Schedule Types, Credit Hours and Delivery Modes

1.0 Purpose

- 1.1 The University offers many different types of courses that are designated on the course schedule for each term. To promote consistent designations, this Policy defines each type of course appearing on the schedule.
- 1.2 Courses are allocated one or more credit hours. Credit hours are used to determine a student's progress towards his or her degree or certificate or for other academic or operational purposes. To ensure consistent credit hour allocations, this Policy establishes the standard for awarding a credit for each schedule type. Each standard meets the minimum requirements established by the Board of Governors: "A credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that reasonably approximates not less than: (1) one hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester hour of credit, or the equivalent amount of work over a different amount of time; or (2) at least an equivalent amount of work for other activities, including laboratory work, internships, practica, studio work, and other academic work leading toward to the award of credit hours" ([WSU Code Annotated 2.43.04](#)).
- 1.3 Courses use a variety of modes of delivery, which are designated on the course schedule. To promote consistent designations, this Policy defines each course delivery mode.

2.0 Course Schedule Type and Credit Hour

2.1 Definitions

Schedule Type-The schedule type is determined by the dominant instructional format or method employed in a course.

Hour-Except when used in the phrase "credit hour", the term "hour" refers to a 50 to 60 minute period of time.

- 2.2 This section defines each course schedule type, assigns a three-letter symbol to it and specifies the amount of student work required for one credit hour, including required contact hours, which are indicated according to instructional method.

2.2.1 Clinical (CLN)

Clinical experiences are a part of the program that allows for observation, participation, studies of individual pupils or clients, individual field work, and practicums both on and off campus. Credit for clinical experiences in programs is determined in accordance with recommendations of specific accrediting bodies or applicable state regulations. For a clinical schedule type, one credit hour shall be assigned for each three hours of clinical experience per week for a total of 45 hours per 15-week term.

2.2.2 Discussion (DSC)

Two-way communication between instructor and students typically related to the lecture and/or assignments. Discussion sections must be attached to a lecture or other type of course. For a required discussion section, one credit hour shall be assigned for each one hour meeting plus two hours of out of class work per week for a total of 45 hours per 15-week term.

2.2.3 Individual (IND)

Individual study with consultation and guidance from instructor. An individual study is freestanding and not linked with any other course schedule type. An individual study will not have meeting times in the class schedule. The meeting times for all individual study courses will be listed as "arranged." Courses related to writing dissertations, theses, or senior/master's essays should be listed as individual studies. Private applied music lessons with the MUP subject area code should also be classified as IND. For an individual study, one credit hour shall be assigned for three hours of student work per week for a total of 45 hours per 15-week term.

2.2.4 Laboratory (LAB)

Instructor supervises creative or investigational work by students (individually or as a group) in a controlled environment requiring specialized equipment and/or facilities. The primary emphasis is on learning by doing and observing. Labs give students first-hand experience in developing and practicing skills, translating theory into practice, and developing, testing, and applying principles. Labs are most often associated with lectures, but also may be freestanding. For a laboratory, one credit hour shall be assigned for an amount of lab time plus out-of-lab time equaling three hours per week for a total of 45 hours per 15-week term.

2.2.5 Lecture (LCT)

A lecture is primarily one-way communication of prepared content from instructor to students. This is the most common class type in undergraduate education and may be combined with a discussion section and/or lab. For a lecture schedule type, one credit hour shall be assigned for each hour of lecture plus two hours of out-of-class work per week, for a total of 45 hours per 15-week term.

2.2.6 Combined Lecture/Discussion (LD)

Lecture-Discussion courses combine two types of courses into one for scheduling purposes. The lecture portion is primarily one-way communication of prepared content from instructor to students. The discussion portion is two-way communication between instructor and students typically related to the lecture and/or assignments. For a lecture-discussion, one credit hour is assigned for one hour of meeting time per week, whether lecture or discussion, plus two hours of out of class work per week, for a total of 45 hours per 15-week term.

2.2.7 Combined Lecture/Lab (LL)

Lecture-Lab courses combine two types of courses into one for scheduling purposes. The lecture portion is primarily one-way communication of prepared content from instructor to students. The lab portion then utilizes the knowledge obtained within the lecture in the laboratory setting. For the lecture portion of the course, one credit hour is assigned for an amount of lecture and out-of-class time equaling three hours per week for a total of 45 hours per 15-week term. For the lab portion of the course, one credit hour is assigned for an amount of lab and out-of-lab time equaling three hours per week for a total of 45 hours per 15-week term.

2.2.8 Seminar (SMR)

Students prepare materials and lead discussion under the instructor's guidance. Typical differences from lectures include smaller class enrollment (usually fewer than 20 students), lively discussions, and less time devoted to instructor's presentation of material. Seminars are usually for a small group of students in advanced status within their programs, graduate and professional students, or those participating in special programs such as Honors or learning communities. One credit hour shall be assigned for one hour of seminar and two additional hours of work outside of the classroom (reading, writing, problem assignments, etc.) per week for a total of 45 hours per 15-week term.

2.2.9 Fine Arts Studio (FAS)

A fine arts studio is a course with primary emphasis on student activity leading to skill development and the enhancement and encouragement of the student's design skills, ability, and/or artistic growth. Needed materials, equipment, and/or tools are provided, or recommendations are made for their acquisition. Evaluation of individual learning may include public display of proficiency and/or evaluation by faculty other than the student's instructor. The FAS designation is limited to courses offered with subject area codes in the Department of Art and Art History and meets standards set by the constituent members of the National Office for Arts Accreditation. One credit hour shall be assigned for two hours of studio plus one hour of work outside of the studio per week for a total of 45 hours per 15-week semester.

2.2.10 Performing Arts Studio (PAS)

A performing arts studio is a course with primary emphasis on student group activity leading to skill development and the enhancement and encouragement of the student's performance ability and artistic growth through intensive rehearsal and public performance. Needed materials, instruments, and/or equipment are provided, or recommendations are made for their acquisition. Evaluation of individual learning includes public performance and/or evaluation by faculty other than the student's instructor. The PAS designation is limited to courses offered with COM, DNC, MUA, or THR subject area codes and meets standards set by the constituent members of the National Office for Arts Accreditation. One credit hour is assigned for three to five rehearsal hours per week for at least 45 hours per 15-week semester.

2.2.11 Internship (INT)

An internship is a form of experiential learning that integrates knowledge and theory learned in the classroom with practical application and skills development in a professional setting. Internships give students the opportunity to gain valuable applied experience and make connections in professional fields they are considering for career paths; and give employers the opportunity to guide and evaluate talent. Internships can be paid or unpaid. One credit hour shall be assigned for three hours of internship experience per week for a total of 45 hours for a 15-week semester.

2.2.12 Honors (HON)

The Honors designation indicates an additional credit hour that is being awarded for upper-level undergraduate courses (2000 level or above), approval must be granted by the instructor of record, the department offering the course and the Honors College. Honors students receive one additional credit hour for extra work as agreed upon by the instructor and the student.

2.2.13 Other (OTH)

An "other" designation indicates a course that is approved to award fewer credit hours than are otherwise authorized by this Policy. No course may be assigned a credit hour that represents less than the amount of student work required by this Policy for a single credit hour. Under certain circumstances, however, a course may be assigned fewer credit hours than would be otherwise authorized under this Policy. Such reduced credit hours must conform to commonly accepted practice in higher education as determined by the Office of the Provost based upon adequate documentation supplied by the

requesting unit. Commonly accepted practice includes the practice at institutions on Wayne State University's approved peer list, which must be documented by the requesting unit.

2.3 Short/partial term courses

Partial-term courses, spring and summer session courses, and other courses offered over a different period of time than the standard 15-week semester will require the same amount of classroom and out of class work per credit hour as required of semester-long courses with that work distributed over the shorter period of time.

2.4 Workshops

Credit bearing courses offered for special populations by special arrangement will meet regular academic credit hour standards.

2.5 Extension centers

All definitions and standards apply equally to courses offered both on and off campus.

3.0 Course Delivery Modes

3.1 Credit hour allocations will be based upon course schedule type regardless of the course delivery mode, including delivery of content and faculty-student interaction through one or more forms of distance education.

3.2 The following terminology describes the course delivery modes. Course delivery modes are published in the Schedule of Classes and may not be altered after the beginning of registration.

3.2.1 Traditional (TR)

Courses where instructors interact with students in the same physical space for 100% of the instructional time. Many WSU courses utilize online learning management systems such as Blackboard; therefore, traditional courses might also include some online elements such as viewing documents, participating in discussions, and submitting assignments.

3.2.2 Hybrid (HYB)

Courses where instructors interact with students in the same physical space less than 100% of the instructional time with the remainder of the instructional time provided through distance education.

3.2.3 Online (WEB)

Courses where instructors interact with students 100% through one or more forms of distance delivery. No portion of an online course will require student-instructor interaction in the same physical space.

4.0 Duration

4.1 This university policy is revocable by the president at any time and without notice.

5.0 Effective Date

5.1 This university policy is effective upon issuance.

This policy is published on the web at <https://policies.wayne.edu/academics/14-1-policy-on-course-schedule-types--credit-hours-and-delivery-modes>

Evaluation of Students

Undergraduates. All undergraduate students are required to perform principal (1 credit) applied music juries at the end of the first, fourth, and final terms of study as specified in their major curriculum. The fourth-term jury is an upper-division standing jury; an unsatisfactory fourth-term jury bars a student from continuing applied music study at the 3000 level. Undergraduate performance majors are required to perform “extended” juries at the end of each semester of applied music enrollment. As with principal students, the fourth-term jury is used to determine whether a student should be allowed to continue performance study in the upper division, in this case, at the 4000 level. Jury requirements and upper-division evaluations are published in both the Undergraduate Bulletin (see above tab 2, p. 63: Music: Private Instruction) and the Department of Music’s Student Handbook (see above, tab 47, pages 503–4).

Recital requirements for undergraduate performance majors are stated in the *Undergraduate Bulletin* (see above, tab 2, pp. 70–71) in the Department’s Student Handbook (see above, tab 47, page 505), and in the curriculum guides posted on the Department of Music website at <http://music.wayne.edu/performance/curriculum.php>.

Undergraduate evaluations that take place at or near the end of student programs are also discussed in section II.A.3, p. 28: Synthesis.

Graduates. Graduate student evaluations are discussed in detail in section II.B, pages 90–110. Once graduate students near the completion of 12 credit hours, they are required to file a Plan of Work that must be approved by the program advisor, the Department Graduate Officer, and the Associate Dean of the College. The Plan of Work requirement is published in the *Graduate Bulletin* (see above, tab 3, pp. 145–46) and in the Department’s Graduate Student Handbook (see above, tab 48, p. 523). The development of a satisfactory plan of work allows the Graduate Faculty to assess each student’s progress toward degree completion. Terminal degree requirements for graduate students are also published in the *Graduate Bulletin* (see above, tab 3, pp. 145–45, and tab 4, p. 179) and the Graduate Student Handbook (see above, tab 48, pp. 524–26).

Teacher Preparation Programs

Information concerning the student teaching program, credit allotments, selecting supervising teachers and sites, and State of Michigan certification requirements is presented above in Section II.A.4: Teacher Preparation (Music Education) Programs, pages 29–30.

Graduate Programs

The Graduate School requires all courses undertaken for graduate credit to be identified as graduate courses in the *Graduate Bulletin*. The general definition of graduate courses is published in the *Bulletin* (see above, tab 3, pp. 122: Graduate Courses). The Department of Music requires all credits in the major area of the curriculum to be earned in graduate courses; such courses are numbered from 5000 to 8999 in the music course listings in the *Graduate Bulletin* (see above, tab 4, pp. 183–84, 186, 197–201, and 203–4). All graduate programs in the Department have some elective component; graduate electives may be taken in courses numbered above 5000 unless there is a restriction stated in the *Graduate Bulletin* (see, for example, MUT 5060: Advanced Orchestration, where the statement “No credit for the M.Mus. in composition/theory degree” appears).

The Graduate School’s policy on independent study courses applicable to degree programs is published in the *Graduate Bulletin* (see above, tab 3, pp. 124–25: Directed Study). Graduate students in music are required to propose a specific independent study project and have the project approved by a supervising Graduate Faculty member, the Department’s Graduate Officer, and the Department Chair before being issued departmental permission to register. The Department generally does not allow independent study elections to replace regular course offerings and limits the total credit hours earned in independent study elections to six (6) credit hours.

Music Studies for the General Public

As discussed in section II.C.1 (see above, pp. 110–11), the Department of Music regularly offers 16–20 course sections specifically for non–music majors in support of the University’s General Education programs. The enrollments in these sections are shown below for Spring/Summer 2019, Fall 2019, and Winter 2020 (up to five sections of these courses are planned for Spring/Summer 2020).

Course	Title	Final Enrollment			Total Sections	Total Enrollment
		Sp/Su 2019	Fall 2019	Winter 2020		
MUH 1340	World Music	41	43	38	3	122
MUH 1350	Hist of Amer Popular Music	46	—	78	3	124
MUH 1351	Hist & Styles of Rock	48	186	176	9	410
MUH 1370	Mus Appr: Beginning to Present	—	20	26	2	46
MUH 3360	Jazz History	—	38	30	2	68
	<i>Total Enrollment</i>	135	287	348	19	770

Faculty assigned to teach the General Education courses for non–music majors are drawn from the regular pool of part- and full-time faculty.

Policies with respect to enrollment of non–music majors in private applied music, ensembles, and courses intended for majors are also discussed in section II.C.1. The *Undergraduate Bulletin* includes a statement of Department of Music policy with respect to participation in performing ensembles by non–music majors; see above, tab 2, p. 63.

Wayne State University Strategic Plan, 2016–21*

Overview

Who We Are: A Historical Perspective

Wayne State University is a premier, public, urban research university located in the heart of Detroit. Founded in 1868 by five doctors who were determined to advance medicine beyond the crude care they had witnessed on the battlefields of the Civil War, Wayne State today pursues scholarship at the highest levels and serves a diverse body of nearly 28,000 students through a broad array of academic programs and high-caliber faculty and staff.

Throughout our history, we have provided students from all backgrounds access to a high-quality education, enabling them to realize their full potential and contribute to society throughout their lives. Our commitment to accessibility for qualified students of all backgrounds creates exceptional educational opportunities and enriches our communities. Our longstanding commitment to diversity and our rich, multicultural environment prepare our students for success and eventual leadership in a diverse, global society.

We are one of only six public, urban universities in the United States to have received the highest Carnegie Foundation ratings for both research intensiveness and community engagement. Since our inception, faculty and staff have provided a high-quality educational experience for hundreds of thousands of students, who have gone on to make outstanding contributions to our region and nation in every field of endeavor, including as corporate CEOs, government leaders, judges, teachers, policy makers, university presidents, astronauts, scientists, physicians, and engaged citizens. Our annual economic impact in Michigan is estimated at \$2.5 billion.

Wayne State's impact and success are evident in many ways throughout our campus and far beyond. With more than 1,000 students, we have the largest single-campus medical school in the United States, and our contributions to the medical field have been immense. About 30 percent of Michigan's practicing physicians (and more than 40 percent in the metropolitan counties of Wayne, Oakland, and Macomb) have received all or part of their medical training at Wayne State University. We are home to the only National Institutes of Health branch not in or near the Washington, D.C., area dedicated to the study of premature birth and infant mortality. Since 2002, the Perinatology Research Branch has produced lifesaving research, cared for more than 20,000 at-risk mothers, contributed more than \$350 million to Michigan's economy, and employed more than 130 physicians, researchers, and staff members.

Since its founding, Wayne State has been inextricably linked to Detroit, a city that has been a symbol of the American Dream and a kaleidoscope of cultures, ambition, inspiration, contradictions, and challenges. Following a long period of steady and, at times, explosive growth and development, Detroit suffered through a period of urban decline unprecedented in American history. In recent years, the spirit and resilience that once made Detroit great have re-emerged in full. There is a new vision, new leadership, willing participation, growing investment, economic growth, and — most of all — palpable optimism. Though it stands at a crossroad, Detroit is poised for success — and the world is watching.

* The complete University Strategic Plan is available on the web at <https://president.wayne.edu/strategic-plan>

An Unwavering Commitment

Throughout Detroit's changing fortunes, Wayne State has remained a steadfast partner, playing a leading role in the city's recent resurgence while maintaining the university's historical commitment to diversity, opportunity, and excellence. Opportunity is embodied in the chance for a diverse array of students from wide-ranging and underrepresented communities around the world to study with world-class faculty at a major research university and prepare for a lifetime of success. It is found in the cultural and community experiences that are unique to a Wayne State education. It is evident in the wide spectrum of academic programs at the undergraduate, graduate, and professional levels. At Wayne State, students learn from professors recognized nationally and internationally as being at the forefront of their disciplines while participating in the creation of new knowledge. Most of all, opportunity means a chance for students with desire and talent to achieve their dreams, no matter their background.

At Wayne State University, excellence is evident in the quality of our faculty, the caliber of our research, and the rigorous academic expectations of our students. It undergirds and guides our endeavors both in and out of classrooms and labs, and fuels a relentless pursuit of improvement.

Every Wayne State student has the opportunity to be valued, to learn in an environment that is focused on student success, and to be enriched not only academically but also by learning from others who are ethnically and racially diverse. Furthermore, they have the opportunity to participate in research that impacts not only Detroit but also the world. Students can learn from, and give back to, the community. They are encouraged to think outside of the box, along with how to be innovative and entrepreneurial. This is what we call the "Distinctively Wayne State University" student experience.

This experience springs from our proud heritage, and will shape our vision for the future.

Where We Stand Today

Like Detroit itself, Wayne State University stands at a crossroad. Its success as a comprehensive, diverse, public, urban research university provides a strong foundation on which to build. Its history and location provide the university with unique advantages, including a rich multicultural environment, a strong research ranking, a consistent commitment to academic excellence, a large and successful alumni base, and a location in a city whose revitalization is gaining momentum and attention. However, the university — not unlike higher education in general — faces an uncertain future characterized by increasing competition, technological upheaval, disruption to the existing higher education model, a growing demand for accountability, and economic uncertainty. To prepare for a bright future, Wayne State must prepare a plan to capitalize on its unique opportunities while managing its evolving and significant challenges.

Mapping the Future: Our Strategic Plan

All successful plans begin with the end in mind

Vision

WSU will be a pre-eminent, public, urban research university known for academic and research excellence, success across a diverse student body, and meaningful engagement in its urban community.

Mission

Wayne State's mission is to create and advance knowledge, prepare a diverse student body to thrive, and positively impact local and global communities.

Values

While our vision and mission provide a destination and a purpose, our values guide us in our approach to work, our expectations of performance and behavior, our assessment of results, and, most importantly, our approach to working together. Our values cut across organizational boundaries, bind us culturally, and permeate our strategic and tactical initiatives.

Collaboration

When we work together, drawing upon various talents and perspectives, we achieve better results.

Innovation

We are unafraid to try new things, to test, and to learn by both failure and success. We are relentlessly curious about the evolving world and how we can do things better.

Diversity and Inclusion

We value all people and understand that their unique experiences, talents, and perspectives make us a stronger organization and better persons. We seek and are strengthened by diverse points of view. We actively recruit students, faculty, and staff from different races, ethnic groups, and backgrounds locally, regionally, and globally. We strive for an inclusive and welcoming campus for all people regardless of race, ethnicity, creed, gender, sexual orientation, socioeconomic background, or place of origin.

Integrity

We keep our word. We live up to our commitments and are accountable regarding our responsibilities and to each other. Ours is a greater calling, and we do what is right for our students, each other, our community, and the quest for knowledge.

Strategic Focus Areas

During our planning, certain themes emerged:

- The importance of focusing on student success and the critical role faculty play
- The distinctive educational advantage that our diverse, multicultural environment provides
- The opportunity for leadership and service, which our participation in the revitalization of Detroit provides, and the importance of aligning our service with our mission
- The necessity of encouraging innovation and a global perspective to compete in the 21st century higher education environment
- The key role entrepreneurship will play in Detroit's revitalization and its synergies with an innovative culture on our campus
- The continuous need to expand our research

- The need for financial sustainability and operational excellence in a continually changing fiscal environment

Our discussions led us to focus our planning around seven interdependent Strategic Focus Areas, which are permeated by our values. They have served as guideposts in our planning.

WAYNE STATE
UNIVERSITY

COLLEGE OF FINE, PERFORMING
AND COMMUNICATION ARTS

Strategic Plan
July 8, 2015
Revised, December 2015

CFPCA Mission:

We create, disseminate and apply new knowledge as well as preserve existing knowledge. Knowledge is broadly constituted; artistic, creative, critical, experiential, and scientific understandings are equally important. Creativity, innovation and discovery are our core competencies. We fulfill our mission through three interconnected domains: Research, Scholarship and Creative Activity; Student Centered Teaching and Learning; and Community Service and Engagement.

These domains intersect with the university's key strategic initiatives of Student Success, Teaching Excellence, Research, Entrepreneurship, Community Engagement, and Financial Stability in the following ways.

Student Success:

CFPCA strives to incorporate new knowledge and understanding into student-centered curricula on an ongoing basis. By doing so we ensure the relevancy and currency of our academic programs. We believe student-centered learning occurs through the intersection of faculty and students.

Goal 1: Cultivate a culture of student success.

1.1 The success of CFPCA is directly related to student success. CFPCA programs and activities should be student-centered and take into account student needs and interests. We are committed to creating a learning environment that meets the needs of students from diverse backgrounds. The future career success and the ability of students to create careers is one important goal of our programs; lifelong learning is another.

Objectives: Develop and/or expand student surveys that measure student satisfaction and career placement.

Tactics: Beginning 2016, employ the SNAPP national survey to assess student success.

Objectives: Reduce time to degree

Tactics: By 2016, fully implement the 4-year degree plans and track impact on time to degree by department.

Tactics: By 2016, we will create a college diversity council to recommend ways to ensure that the learning environment that meets the needs of students from diverse backgrounds.

Goal 2: Create clear academic pathways.

2.1 We have obligations to provide robust, innovative major programs, engaging minors and general education courses that prepare Wayne State students as artists, practitioners, professionals, critics, consumers, scholars and citizens.

Objectives: Develop new support and use existing university support to promote program/course innovation, revision and development.

Tactics: By 2017, create and implement new degree programs in arts management, entrepreneurship, and animation.

Goal 3: Increase retention, progress to degree, and graduation rates for all students.

3.1 Students are necessary to the academic enterprise. We have obligations to students from recruitment and retention to graduation including developing and supporting learning communities and student enrichment activities and organizations.

Objectives: Develop and expand learning communities, student enrichment activities and student organizations.

Tactics: Use scholarship and student activity funding strategically to expand enrollment, student activities and enrichment.

Tactics: Increase recruitment through college and departmental efforts including identifying and addressing courses with consistently very high failure rates.

3.2 Academic advising is essential at all phases of matriculation. Academic advisers work in cooperation with students and faculty with particular emphasis on retention and timely graduation.

Objectives: Establish a strong advising culture that includes regular meetings between students and advisors and ongoing advisor/faculty communication.

Tactic: By 2015, implement a comprehensive program of departmental based advising that includes retention efforts.

Tactic: By 2016, create and implement a college program of support for students who are at risk of academic probation.

Teaching Excellence:

Goal 1: Enhance a culture that values teaching excellence.

1.1 We accept and support the challenge of being engaged teachers who continually seek to improve the quality of our teaching. Our standards for hiring, promoting, and retaining faculty reflect this commitment.

Objectives: Develop and utilize the peer evaluation of teaching process

Promote and expand CFPCA college teaching award.

Tactic: Annually monitor departmental implementation of peer review of teaching.

Tactic: By 2016 enhance the college teaching award programs including creating a seminar series by awardees.

Goal 2: Identify and encourage the adoption of best teaching practices and the improved delivery of learning outcomes.

2.1 Our curricula reflect the contemporary state of the fields and create interdisciplinary linkages. Programmatic and course learning outcomes reflect this emphasis. Programs and minors are structured so that students may complete their degree in a timely manner.

Objectives: Review, update and streamline four-year plans.

Tactic: By 2016, fully implement the 4 year degree plans and track impact on time to degree by Department.

Tactic: Use four year degree plans in class scheduling process.

Tactic: Conduct ongoing reviews and update majors requirements.

2.2 We provide safe and professional learning spaces, including classrooms, studios, practice spaces, labs, and performance and exhibition venues.

Objectives: Develop a CFPCA facilities master plan.

Tactics: Complete the development of a college master plan by 2016, including timelines for regularly assessing needs.

2.3 We embrace contemporary as well as time-tested pedagogies including the use of innovative instructional technology and online course delivery.

Objectives: Develop more on-line and hybrid courses.

Tactics: Create an incentive program for developing on line and hybrid courses and by 2016 add 5 new on-line courses to college offerings.

2.4 Where appropriate, professional internships are required and/or strongly encouraged.

Objectives: Develop and promote internship opportunities for all departments.

Tactic: By 2016, ensure that that every department has a internship program.

Tactic: By 2016 develop college guidelines for internships and a college internship portal that will be publicized

Goal 3: Improve the quality of faculty-student relationships within the classroom and beyond.

3.1 CFPCA encourages extra-curricular activities that augment curricular-based offerings and provide opportunity for informal learning communities that are engaged with the community.

Objectives: Expand the range of extra curricular and informal learning activities.

Tactics: The college will use student activity funds to support a broader range of extra curricular and informal learning activities.

Tactics: By fall 2016, the college will offer a CFPCA Living/ Learning Community.

Tactics: The college will develop a set of service learning courses sufficient to allow students to create a cognate of service learning experiences.

Goal 4: Improve graduate student training and mentoring.

4.1 High quality, innovated and rigorous graduate programs, Certificates, MA, MFA, and Ph.D., in CFPCA are critical to our financial health, the quality of creative and research activity, and national visibility.

Objectives: CFPCA seeks to continue to improve the graduate curriculum and courses based on feedback form many sources including academic assessment.

CFPCA seeks to stabilize and where appropriate grow the graduate enrollment by effectively recruiting high quality applicants.

Tactics: CFPCA will annually review low degree productivity graduate programs and pursue one of three options: revise, merge or close.

Tactics: CFPCA will work with departments to develop graduate recruitment plans including advertising.

Research, Scholarship and Creative Work:

Creation of new knowledge, understanding and creative expression through a spirit of inquisitiveness, inquiry and exploration drive us to be leaders in our fields. We strive to acknowledge the history of our fields while working to extend the boundaries of knowledge and practice.

Goal 1: Nurture and expand the research and discovery mission.

1.1 Faculty are central to the academic enterprise and CFPCA is committed to supporting and developing faculty throughout their careers. We actively recruit faculty from diverse backgrounds and we work to create a culture that values diversity. The college supports funding and mentoring activities so that faculty may meet their obligations to fully participate in the research and creative enterprise as well as fulfill their roles as scholars, teachers and mentors.

Objectives: Develop and expand CFPCA programs to support faculty research and creative activity.

Tactics: By 2017, the college will expand its number and funding level for internal support.

Tactics: By 2017, the college will strategically expands its extramural funding targets and support and increase grant and contract applications by 20% by providing college level grant support.

1.2 Because knowledge is increasingly created and practiced at the edges of academic disciplines, CFPCA embraces interdisciplinary approaches, diverse epistemologies and innovative approaches to discovery and practice.

Objectives: Develop formalized programs of interdisciplinarity both within and outside the college.

Tactic: By 2017, the college will have at least two interdisciplinary programs.

Tactic: By 2017, the college will have a program in place to promote interdisciplinary grant collaboration.

Goal 2: Develop the infrastructure and processes to support research, knowledge application, and broad programmatic initiatives.

2.1 CFPCA will provide flexible and safe targeted and collaborative work spaces, laboratories, rehearsal spaces, studies and performance spaces to support the research and creative work of faculty and students.

Objectives: CFPCA will conduct an inventory and develop plans to address needs for research and creative work spaces.

Tactic: By 2016, CFPCA will complete a master facility plan.

Tactic: By 2019, the college will have begun construction on the Hilberry Gateway Project.

Goal 3: Enhance our “distinctively Wayne State” pipeline of student researchers.

3.1 Faculty will involve both graduate and undergraduate students in research and creative work. Such involvement reflects teaching excellence as well as research/creative work expertise.

Objectives: Promote undergraduate research programs in partnership with the Honors College and develop programs to support graduate student research.

Tactic: The college will promote the undergraduate research program and by 2017 develop a supplemental funding program to support undergraduate research and creative activity.

Goal 4: Communicate and expand awareness of excellence in research discovery and knowledge application.

4.1 National and international visibility and prominence are standards to which we hold ourselves and are necessary for recruitment of talented students and faculty. By striving for such prominence, we better serve our students and

communities by bringing national and international excellence to our local context. All CFPCA programs should be excellent.

Objectives: All academic departments in CFPCA will have programs with national visibility.

Tactic: CFPCA will develop a program to promote visibility at the national level.

Tactic: The College will significantly expand its national visibility through its web presence with at least three nationally visible programs annually.

Tactic: The college will work with departments to ensure faculty participation in national professional association meetings and increase participation.

4.2 Standards for hiring, promoting, and retaining faculty reflect this standard. At the graduate level, particularly, students will be encouraged to participate in national venues for creative work and scholarship.

Objectives: CFPCA faculty and graduate students will enhance their participation at the national level through peer-reviewed exhibitions, performances and recitals, competitions, journal publications and conference presentations.

Tactic: The college will use existing funds and raise additional funds to promote graduate student participation in national exhibitions, performances and recitals, competitions, journal publications and conference presentations.

Tactic: The college will enhance faculty travel grants.

4.3 A focused critical mass of programs and faculty expertise is necessary to achieve and sustain prominence. CFPCA strives to achieve depth of expertise in focused areas of opportunity.

Objectives: The assessment of programs based on degree productivity and enrollment will be used to inform decisions about program mergers, revision or closure.

Tactic: Degree productivity will be reviewed annually.

Tactic: By 2016 minimum enrollment levels will be established for classes.

Entrepreneurship:

Goal 1: Create a thriving culture where new ideas and new ventures are consistently developed and rewarded.

1.1 CFPCA acknowledges that artists have historically functioned as entrepreneurs; the college seeks to build on this understanding through classroom efforts as well as extracurricular programming and opportunities.

Objectives: Expand programming for arts and communication entrepreneurship including the business of art.

Tactic: Expand the numbers of participants in the Business of Art.

Tactic: By 2017, implement the Arts Management masters degree.

Tactic: By 2017, implement the interdisciplinary entrepreneurship program.

Goal 2: Simplify, coordinate, and enhance the process of innovation and entrepreneurship.

Community Engagement:

Sharing and co-creating knowledge with our local, regional, national and international communities helps refine understanding and improve instruction. Our fields are critical to the development and enrichment of the campus and community. Strategic collaboration with communities contributes to the quality of life for all participants and facilitates deep and applied learning.

Goal 1: Continue to enhance our leadership in the economic revitalization of Detroit.

1.1 CFPCA recognizes that as artists and communicators, we depend on audiences. We seek to increase the size and diversity of audiences and to treat them with respect. The college's students and faculty acknowledge that audience members are not merely passive recipients of creative work and research but can function as partners in those enterprises.

Objectives: Promote performances, exhibitions, lectures and concerts to build audience.

Tactic: The college will develop promotion plans for all major events and by 2016 track attendance. By 2017, the college will see a 10% growth in its attendance at events.

1.2 We are obligated to our communities and we strive to help them become more creative, connected, and successful. We make strategic choices so that

community engagement becomes reflective engagement and informs what we teach, our art and our academic scholarship.

Objectives: Increase the number, diversity and reach of community engagement opportunities.

Tactic: The college will participate in the Kresge funded community engagement inventory.

Tactic: By 2016, each department will develop a community engagement plan.

Tactic: By 2017, the college will add at least 2 new formal partnerships with community groups.

1.3 Both innovative, short-term projects and longer-term established programs are important to community engagement. Where appropriate, we partner with others for community engagement initiatives and programming.

Objectives: Identify strategic partnerships for community engagement.

Tactic: by 2016, the college will establish community engagement criteria to help determine and promote community engagement activities.

Goal 2: Develop innovate, mutually-beneficial community based service learning experiences.

2.1 We embrace the concept of service learning and strive to expand and enrich these opportunities for our students.

Objectives: Create a service learning degree designation.

Tactic: By 2016, the college will develop funding incentives for service learning classes.

Tactic: By 2017, the college will implement a SL designation on transcripts.

Financial Sustainability:

Goal 1: Increase enrollment.

1.1 CFPCA seeks to stabilize and strategically grow its disciplinary enrollment at the undergraduate level. At the graduate level, the college will target opportunities for enrollment growth, particularly at the professional masters level.

Objectives: Increase recruitment in strategic areas and enhance retention.

Tactic: Develop new programs and minors in strategic areas.

Tactic: Employ EAA and college advising resources to increase FTIAC retention to 70% by 2017.

1.2 CFPCA seeks to continue, and where intellectually appropriate increase, its contributions to undergraduate education university-wide.

Objectives: Strategically increase offerings in general education.

Tactic: By 2017, create on line and hybrid gen ed courses in each department.

1.3 The college seeks to grow its enrollment through regional recruiting for specific programs and with a renewed emphasis on recruiting high quality student artists and practitioners.

Objectives: Enhance our recruitment activities.

Tactic: Work with university marketing and admissions to implement comprehensive recruitment program.

Tactic: Use housing awards to increase enrollment from non-traditional markets by 50% by 2017.

1.4 We seek to grow our enrollment appropriately through strategies of targeted and engaged marketing and by increasing the quality, relevancy and value of our programs.

Objectives: Expand use of social marketing and enhance web presence.

Tactic: CFPCA will develop new departmental and web based recruitment resources.

Tactic: CFPCA will expand the number of faculty and staff involved in recruitment.

Tactic: CFPCA will develop a plan for community college visits and engagement.

Goal 2: Develop a culture of philanthropy throughout the university community.

2.1 CFPCA will expand its philanthropic efforts to meet its priorities for the capital campaign.

Objectives: Aggressively focus on capital campaign priorities and expand alumni engagement activities.

Tactic: CFPCA will raise \$40 million before the end of the capital campaign

Goal 3: Grow research-based revenue to increase indirect cost recovery.

3.1 External funding, national awards, and presentation of creative activity and/or research in highly selective venues and competitions, among others, are important ways of furthering and signaling national prominence.

Objectives: Identify strategic areas of extramural funding and develop CFPCA competencies for partnering on grant applications.

Tactics: By 2017, the college will strategically expands its extramural funding targets and support and increase grant and contract activity by 20%.

Goal 4: Diversify and enhance sources of revenue.

4.1 CFPCA recognizes that communication and the arts rely on diverse sources of funding and that we must continually expand and diversify our funding base.

Objectives: CFPCA will expand its endowments, grow its box office revenue, develop new community partnerships, and enhance extramural research funding.

Tactics: CFPCA will develop revenue tracking processes for non-traditional funding sources.

Goal 5: Achieve operational excellence in all processes.

Objective: CFPCA will expand its use of technology to improve quality of services and processes.

Tactic: By 2017, the college will complete an audit of services and processes to determine where improvement is needed.

CFPCA Nexus of diverse constituencies and communities

5.1 **Faculty** We are committed to hiring, mentoring, supporting and developing faculty throughout their careers to ensure they are among the leaders in their academic fields.

5.1.1 We will provide robust, engaged mentoring for faculty through college and department level activities. Continuous faculty development is necessary to the ongoing creative and intellectual growth of the college.

5.1.2 We recognize broad notions of excellence.

5.1.3 We honor collegial, cooperative and respectful relationships.

5.1.4 Research and creative work is an ongoing professional obligation of the tenure and tenure track faculty.

5.1.5 We embrace interdisciplinary approaches in research, creative activity and curriculum development.

5.2 **Staff** Committed, skilled and engaged staff members are full partners in the life of the college. We are committed to their growth and professional development.

5.2.1 We support staff members in their efforts to develop and broaden their professional expertise.

5.2.2 We seek the full participation of staff members in efforts to improve the college, its operations and outcomes.

5.3 **Students** (current, stopped-out, prospective) As a student-centered college, we recognize an obligation to nurture, educate, respect and support students who come to us seeking knowledge, understanding, creative insights, skills, credentials and careers. Students are necessary for us to fulfill our roles as educators.

5.3.1 We seek to develop and continuously improve curricula that are high quality, relevant, contemporary and student-centered.

5.3.2 We are committed to supporting and facilitating matriculation and degree completion by engaging students in quality instruction and proactive advising.

5.3.3 We are committed to organizing curricula and scheduling classes so that student may make sustained degree progress and complete their programs in a timely manner.

5.3.4 We actively recruit students locally, regionally, nationally and internationally.

5.3.5 As a professionally engaged faculty, we mentor students.

5.4 **Alumni** Our relationship with alumni is life-long and we strive to be an ongoing resource and source of support to graduates.

5.5 Supporters CFPCA is nurtured by supporters and friends who value the role we play in the community, in the lives of our students, and in our professional fields.

5.6 Audiences The practice of our art and profession requires audiences. We recognize an obligation to provide engaging, intellectually and artistically stimulating programming for our audiences.

5.7 Professional Associations The programs represented in CFPCA interact with appropriate professional communities. These communities provide important disciplinary standards and direction that inform our practice.

5.8 Academic Partners CFPCA is part of a larger network of academic institutions, community colleges, high schools and other educational groups. We seek to collaborate with these partners for the benefit of our students and communities.

6. Conclusion: Fine, Performing and Communication Arts is a dynamic college that seeks to adjust to changing conditions while remaining committed to our core mission and values. As a living document, this plan will be used to guide the college's strategic decision-making and investments going forward and will be regularly reviewed and updated.



**Strategic Plan
October 7, 2016**

Department of Music Mission:

The Department of Music cultivates music as a contemporary and global art, grounded in a long historical tradition, by combining higher education with professional training.

Building on the strengths of its geographic and cultural setting, the Department maintains public access to its performances and degree programs, offers high-level professional and academic standards, unique creative and scholarly opportunities appropriate to a large research university, and cultivates a deep aesthetic understanding of music in our students and the larger urban arts community.

Student Success:

The Department of Music strives to incorporate relevant knowledge and understanding into student-centered curricula on an ongoing basis. By doing so we ensure the rigor and currency of our academic programs. We believe student-centered learning occurs through the collaboration between faculty and students.

Goal 1: Cultivate a culture of student success.

1.1 The success of the Department of Music is directly linked to student success. Programs and activities in the Department of Music are student-centered and take into account student needs, interests and goals. We are committed to creating a learning environment that addresses the needs of students from diverse backgrounds. The future career success and the ability of students to build careers is one important goal of our programs; lifelong learning is another.

Objective: Develop learning communities within each music concentration and degree program.

Tactic: Identify peer mentors and faculty advisors for each learning community by

2017 with the learning communities launched by 2018.

Objective: Reduce time to degree completion

Tactic: By 2017, track time to completion for each concentration and degree program by fully implementing the 4-year degree plans.

Tactic: By 2018, conduct annual curricular reviews for every concentration to ensure that the learning environment that addresses the needs of students from diverse backgrounds.

Objective: Cultivate an interaction between current students and alumni.

Tactic: Create opportunities for alumni to speak and/or perform for current students demonstrating success in their respective field.

Objective: Expand the summer JumpStart program for prospective and current students.

Tactic: By 2017, increase funding to expand the program through marketing and additional staffing during the run of the program.

Objective: Expand performance opportunities for students.

Tactic: By 2017-2018, institute studio recitals for all areas.

Goal 2: Create clear academic pathways.

- 2.1 We have obligations to provide robust, innovative major programs, engaging minors and general education courses that prepare Wayne State students as artists, professionals, critics, scholars and citizens.

Objective: Develop new support and use existing college support to promote program/course innovation, revision and development.

Tactic: By 2019, create and implement new courses in the music core curriculum that include entrepreneurship in the arts, management and advanced music technology.

Goal 3: Increase retention, progress to degree, and graduation rates for all students.

- 3.1 *Students are necessary to the academic enterprise. We have obligations to students from recruitment and retention to graduation including developing and supporting learning communities and student enrichment activities and organizations.*

Objective: Increase student interest and participation in music fraternity, sorority and professional associations.

Tactic: By 2017, revive music fraternity and sorority in the Department of Music and promote membership in professional associations opened to college students.

Tactic: By 2019, increase ensemble participation at festivals and conferences as well as tours.

Objective: Increase recruitment through departmental efforts.

Tactic: By 2018, include applied faculty in the recruitment activities of the department.

Objective: Identifying and addressing courses with consistently very high failure rates.

Tactic: By 2017, review core music curriculum and identify courses that are roadblocks to matriculation based on high failure rates.

Tactic: Provide tutoring and supplemental instruction for courses with very high failure rates.

Objective: Establish a strong advising culture that includes regular meetings between students and advisors and ongoing advisor/faculty communication.

Tactic: By 2017, establish a plan for improving retention through advising that includes the departmental academic advisor and the area coordinator.

Teaching Excellence:

Goal 1: Enhance a culture that values teaching excellence

- 1.1. *We accept and support the challenge of being engaged teachers and seek paths to continually improve the quality, and effectiveness, of our teaching. Our current standards for hiring, promoting, and retaining faculty reflect this commitment to teaching excellence.*

Objective: To study benefits of peer review of full time faculty beyond the contractual requirements.

Tactic: Form an ad-hoc subcommittee to explore the successes of peer review in other CFPCA departments.

Tactic: Provide additional opportunity for faculty to present scholarly and creative works, as well as current “works in progress”. The department will create and expand current lecture series and discussion panels, in order to foster a climate for evaluation and assessment.

Tactic: Provide departmental performance guidelines in evaluating ensemble directors. Peer evaluations will include rehearsal, as well as, and performance observations. Regularly scheduled meetings amongst the performance faculty will provide a free exchange of ideas and understanding of the unique challenges presented the teacher-performer.

Tactic: Expand area recitals to all disciplines in order to appraise applied instructors use of performance-based criterion.

Objective: Schedule regular meetings with part time and applied faculty to create a unified vision and maintain the standards and values consistent with the department’s mission statement.

Tactic: The department will schedule a series of OTL presentations for all full and part-time faculty members.

Objective: Promote an awareness of grant opportunities and faculty awards

Tactic: Encourage full time faculty to apply for various grant opportunities and faculty awards offered through the university and CPFCA.

Tactic: Schedule an annual meeting with the college grant officer.

Goal 2: Identify and encourage the adoption of best teaching practices and the improved delivery of learning outcomes.

2.1 *Our curricula reflect the contemporary state of music. Programmatic and course learning outcomes reflects this emphasis.*

Objective: Review, update and streamline four-year plans.

Tactic: By 2018, review and implement the 4-year degree plans and track impact to degree.

Tactic: Use four-year degree plans in class scheduling process.

Tactic: Conduct ongoing reviews and update major requirements.

2.2 We embrace contemporary as well as time-tested pedagogies including the use of innovative instructional technology.

Objective: Evaluate the effectiveness of online courses and explore the possibility of additional hybrid courses.

Tactic: Schedule semester meetings with online instructors and representative students who enroll in online courses to provide feedback on the effectiveness of the instructional delivery.

- 2.3 Where appropriate, professional internships are required and/or strongly encouraged.

Objective: Develop and promote internship opportunities for all degree concentrations.

Tactic: By 2018, ensure that every concentration has an internship, field experience and/or mentorship.

Goal 3: Improve graduate student teaching and mentoring

- 3.1 *High quality, innovated and rigorous graduate programs are critical to our financial health, the quality of creative and research activity, and national visibility.*

Objectives: The department seeks to develop more graduate curricula based on feedback from many sources including academic assessment.

Tactic: The department seeks to stabilize and where appropriate grow the graduate enrollment by effectively recruiting high quality applicants.

Tactic: By 2016, the department will appoint a new Graduate Officer to review and assess graduate programs, work with academic service officer to develop recruitment plans.

Research, Scholarship and Creative Activities:

Creation of new knowledge, understanding and creative expression drives us to be leading musicians in our fields. We strive to acknowledge the history and traditions of our fields while working to extend the boundaries of knowledge and practice.

Goal 1: Nurture and expand the creativity and research mission

- 1.1 *The Department of Music is committed to supporting and developing faculty through their careers. The department assists faculty in meet their obligations to*

fully participate in research and creative activities as well as fulfill their roles as scholars, teachers and mentors.

Objective: Develop and expand activities to support faculty research and creative activities.

Tactic: By 2018, the department will explore college, university and external sources in order to expand its level of support.

Tactic: By fall 2018, the department will establish an administration executive advisory board which will advise the department on how to solicit external funding for faculty creative/research endeavors.

- 1.2 *Because the department functions within the College of Fine, Performing and Communication Arts, interdisciplinary activities and diverse theories and methods of knowledge foster a rich forum for interdisciplinary collaborations.*

Objective: The department will have at least one interdisciplinary collaboration with another department in CFPCA.

Tactic: By winter 2017, the music department chair will initiate a discussion of interdepartmental collaboration at a monthly CFPCA administrative council meeting.

Tactic: By fall 2017, Music Technology concentration will meet with faculty representatives from Theatre/Dance, Art or Communication to lay the groundwork for an interdisciplinary collaboration.

Goal 2: Enhance our "distinctively Wayne State" pipeline for student researchers and creative artists.

- 2.1 *As a premiere institution in the heart of a major U.S. city, faculty and students are able to engage as participants and consumers in the vibrant performing arts community that surrounds them. The department places a greater emphasis on performance.*

Objective: To promote excellence in performances and campus on in the community.

Tactic: The department will invite distinguished alumni and musicians to rehearsals and performances.

Tactic: Whenever possible, ensemble directors may request the recording of dress rehearsals and performances for review and evaluation.

Tactic: By winter 2017, the department will begin to host a Pi Kappa Lambda induction ceremony during a Friday General Lectures and Concerts session to recognize student performance, academic and research achievements.

2.2 *Research faculty will involve both graduate and undergraduate students in research work.*

Objective: Promote undergraduate and graduate research projects

Tactic: By fall 2017, research faculty will recruit students for participation in their research activities as student assistants.

Tactic: The Curriculum Committee will establish clear rubrics and expectations for the B.A. Project required of the Bachelor of Arts in Music students.

Goal 3: Communicate and expand awareness of excellence in research and creative activities.

3.1 *We are aware that national and international visibility are necessary in order to recruit talented students and faculty. We better serve our students and Metropolitan Detroit when we bring national and international excellence to our local context.*

Objective: All program concentrations will have programs of national visibility.

Tactic: The department will encourage and support faculty participation in national/international conferences and forums specific to their concentrations.

Tactic: The department will significantly expand its national visibility through its web presence with at least one nationally visible program each year.

Tactic: The department will support faculty initiatives to host regional and national meetings and conferences on campus.

Tactic: The department will both seek and increase financial support for funding for student ensemble participation in significant national conventions.

Tactic: With the assistance of the faculty, the department will develop a database of significant music research/performance organizations.

Tactic: The department will continue to seek additional funding to support faculty participation in significant national and international forums specific to their discipline.

3.2 *Faculty members and graduate students will be encouraged to participate in national venues for creative work and scholarship. This is essential in maintaining a high standard for hiring, promoting and retaining faculty.*

Objective: Music faculty and graduate students will enhance their participation in national level peer-reviewed journals, performances, recitals, competitions, journal publications and conference presentations.

Tactic: The department will seek out additional funding for student travel from college and university resources.

Tactic: With support from the college, the department will enhance faculty travel grants.

3.3 *Faculty expertise and relevant degree programs are necessary to achieve and sustain prominence. The department strives to achieve depth of expertise in focused areas of opportunities*

Objective: Programs assessments are based on degree productivity and enrollment. These will be used to inform decisions for recommending program mergers, revisions or closure.

Tactic: Degree productivity will be reviewed annually by the curriculum committee and discussed at departmental meetings.

Unit Evaluation Schedules and Protocols

WSU Academic Units are required, under Board of Governors' Statute 2.43.02, to undergo periodic Academic Program Review (see below; also see <https://bog.wayne.edu/code/2-43-02>).

2.43.02 Program Review

2.43.02.010 Purpose

It is the purpose of this statute to assure regular review of all academic programs and units within Wayne State

University to assess the quality of their undergraduate and graduate programs and their contributions to the teaching, research and service missions of the University. These assessments of program quality should be used to assure recognition and continued support for programs which have achieved excellence, to provide leadership and assistance to those programs with high potential, and to identify and, where possible, to strengthen programs which do not meet the University's standards of excellence, and to identify programs which no longer fall within the University's missions.

2.43.02.020 Program Review Procedures

The President, following usual procedures for consultation with faculty bodies, shall promulgate procedures and standards for periodic program review of all academic programs at Wayne State University. Program reviews should ordinarily include self-studies by the appropriate academic unit, evaluation of the unit by faculty bodies and/or academic administrators as appropriate, and, wherever possible, evaluation by leading persons in the same academic discipline or field from outside the University.

2.43.02.030 Reporting

The University administration shall annually report to the Board of Governors the academic programs which have been reviewed during that year and the schedule of program reviews for following years. Upon the initiative of the Board of Governors or the President, a summary of the findings of the program review of an academic unit may be referred to the Board of Governors for consideration.

Legislative History

Adopted 6-0; Official Proceedings 28:3923 (23 March 1984)

The Department of Music is subject to periodic Academic Program Review in conjunction with its ten-year renewal of accreditation by the National Association of Schools of Music, and all review activities are coordinated by the Department with the Provost's Office, the Dean's Office, and the Association. With a successful reaccreditation by the Association following the present visit and Commission review, the next scheduled Academic Program Review will take place during the 2029–30 academic year.