

RECEIVED
STATE ETHICS COMMISSION

2017 JUL -3 PM 1:06

FITCHBURG STATE UNIVERSITY
MEMORANDUM

RECEIVED
STATE ETHICS COMMISSION

2017 JUN 30 PM 12:05

Date: June 19, 2017

To: Richard S. Lapidus, President

From:

Maren Wolffe

Department:

Re: Disclosure of Decision to Adopt Instructional Materials in Whose Sale I Have a Financial Interest

In compliance with the Massachusetts G.L.c.268A, §6, I disclose my intent to adopt the following:

Semester:	Year:	() Day	() DCGE	() Non-Credit	check all that apply
Title: <i>see attached</i>					
Course Number/Name: <i>see attached</i>					
Full Description of materials (e.g., published text, course-pack, CD, etc.) (use reverse side of form if necessary) I am using two texts: Skills for Success, which is published by AFB Press and will generate royalties, and I am the sole editor*; and Transition Tote Facilitator's Guide, which is published by APH and will NOT generate royalties, and I am the sole author**.					
If this is a published work sold to students through a 3 rd party such as a bookstore: Check all that apply (x) I am the author** (x) I am the editor* () Other (indicate) () I am the co-author () I am the co-editor					
From sales of this title to Fitchburg State University students I anticipate that I will receive royalties in the amount of \$ <u>25</u> .					
NOTE: Please be aware that faculty are prohibited from selling materials directly to students.					

In the event you determine that my financial interest is sufficiently substantial to warrant assigning to someone else the decision whether the instructional materials described above should be adopted for use in the course identified above, I agree to allow the Department Chair/Graduate Program Coordinator or designee to make that decision in my stead.

Maren Wolffe
Signature of Faculty Member

6/19/17
Date

Determination of Fitchburg State University Appointing Authority:

☒ I have reviewed this matter and determine that the faculty member's financial interest as disclosed above is not sufficiently substantial to warrant my assigning to someone else the decision whether the instructional materials described above should be adopted for use in the course identified above.

() I have reviewed this matter and determine that the faculty member's financial interest is sufficiently substantial to warrant my assigning the decision in question to someone else. Therefore, in accordance with M.G.L.c.268A, §6, I assign that decision to the appropriate administrative office.

Richard S. Lapidus
Richard S. Lapidus, President

6/23/17
Date

**CAREER DEVELOPMENT & SELF-DETERMINATION TO ACHIEVE
TRANSITION SUCCESS: EXPANDING THE CORE CURRICULUM**

Dr. Karen Wolffe

No course number yet assigned

Texts

Wolffe, K. E. (2012). *The transition tote system facilitator's guide: Navigating the rapids of life* (2nd Ed.). Louisville, KY: American Printing House for the Blind.

Wolffe, K. E. (Ed.). (1999). *Skills for success: A career education handbook for children and adolescents with visual impairments*. New York: American Foundation for the Blind.
