

TO: College Community

FROM: Donald Generals
President

DATE: March 14, 2018

SUBJECT: IWC Decisions

This is to inform you that I have taken the following actions on a recommendation made to me by the Institution-Wide Committee spring 2018:

1. Approved the revisions to the Sound Recording & Music Technology degree program as follows:
 - a) A complete re-design of both the two-course written theory and course aural theory sequences. Written and aural theory will be combined into a series of four-credit lecture courses at increasingly sophisticated levels entitled Theory I and II.
 - b) English 101 has been removed as a prerequisite for MUS 180: Music Business.
 - c) The addition of three new courses, MUS 116: Theory I, MUS 118: Theory II and MUS 280: Music Entrepreneurship, Licensing & Marketing. MUS 280 will also fulfill the College's Technological Competency General Education Requirement.
 - d) Removal of CIS 103 which is no longer needed as the Technological Competency course.
 - e) Removal of the existing aural theory/harmony courses, MUS 111, MUS 113, MUS 114, MUS 211, and MUS 214.
 - f) Requiring students to take four one-credit ensembles (MUS 196, MUS 197, MUS 296 and MUS 297) instead of the two currently required.
 - g) Expansion of the options to fulfill the Social Science General Education Requirement.
 - h) The more streamlined approach results in the reduction of credits from 67 to 60 credits.
2. Approved the revisions to the Music Performance degree program as follows:
 - a) A complete redesign of both the two-course written theory and three-course aural theory sequences. Written and aural theory courses are combined into a series of three four-credit lecture courses at increasingly sophisticated levels, MUS 116: Theory I, MUS 118: Theory II, MUS 216: Theory III.
 - b) Addition of two new courses, MUS 180: Music Business and MUS 280: Music Entrepreneurship, Licensing & Marketing. MUS 280 will also fulfill the College's Technological Competency General Education Requirement.
 - c) Removal of CIS 103 which is no longer needed as the Technological Competency course.
 - d) Addition of a \$200 course fee.

- e) Removal of MUS 201: Piano III, MUS 202: Piano IV, and MUS 215: Advanced Music Technology and Multimedia.
 - f) Revision of the program entry requirements so that MUS 100: Music Recording becomes a developmental theory course for students who do not pass the theory placement exam. Students who pass the theory placement exam will now start at MUS 116: Theory I. MUS 100 will not count towards graduation requirements.
 - g) Requirement of two semesters of vocal ensemble.
 - h) Expansion of the options to fulfill the Social Science General Education Requirement.
 - i) Reduction of the number of credits required to complete the degree from 68-72 to 62-64.
3. Approved the revisions to Policy and Procedure #13: Completion of Registration (Proposed change: Adding Courses After the Start of Term), as follows:

- a) For 10-week POT or greater, where courses meet more than one day per week, the following is the recommended approval process:

Number of Times Course Has Met	Approval Required by:
One	No Approval needed
Two	Instructor
Three to Four	Instructor, Department Head
Five or more	Instructor, Department Head, Dean

- b) For POTs which are 7 weeks or less the following is the recommended approval process:

Number of Times Course Has Met	Approval Required by:
One	Instructor
Two	Instructor, Department Head
Three or more	Instructor, Department Head, Dean

- c) For Online courses for POTs 10 weeks or greater, the following is the recommended approval process:

In the case of *hybrids and fully on-line* courses, approval **is not required** to add a course on the **first two college business days** from the start of the term.

The instructor's written approval is required to add a course on the **third and fourth business days** from the start of the term.

The instructor's written approval, the respective department head's approval is required to add a course on the **fifth and sixth business day** from the start of the term.

If a course has met for **seven or more business days**, then the written approval of the instructor, the respective department head and the respective division dean (or designee) is required to add a course.

College Business Days from the Start of the Term	Approval Required by:
First and Second	No Approval needed
Third and Fourth	Instructor
Fifth and Sixth	Instructor, Department Head
Seven or more	Instructor, Department Head, Dean

- d) For any hybrids and fully on-line courses that are 7 weeks or less, once the term begins, the instructor, department head and the respective division dean (or designee) is required to add a course.
- e) For the Winter term only, once the term begins, the instructor, and the respective division dean (or designee) is required to add a course

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