



UNIVERSITY CURRICULUM COMMITTEE

Wednesday, March 9, 2011
10:00-12:00 – Provost’s Conference Room

Minutes

Present: C. Bordinaro, C. Jacobs, C. Turner, J. Gasco, J. Dote-Kwan, J. Keville, J. Wilkins, K. Bates, K. Bradshaw, L. Stallworth, M. Gordon, M. Krivokuca, M. Maki, T. Haney

1. Call to Order: 10:10am

2. Approval of Agenda: J. Gasco moved to approve. J. Keville seconded. M/S/P- Approved

3. Approval of Minutes: J. Gasco moved to approve. J. Keville seconded. M/S/P- Approved

4. Announcements:

- a. C. Jacobs gave background on the Music proposals.
- b. Department has been working on their BA program modification for 3 years in response to accreditation review.
- c. After an initial review of the proposals, it was noticed that some issues exist regarding the program and student learning outcomes not being “student-centered.”
- d. R. Kravchak- Music program modifications are intended to clean up their catalog copy because there are several inconsistencies as currently listed and in response to the NASM accreditation review. Education option is revised to better meet CCTC requirements.
- e. L. Stallworth questioned the timeline of required core of 8 semesters of lessons, but students only have 4 years to complete the program. This may be difficult for part-time students to accomplish.
 - i. The timeline is in accordance with NASM accreditation which is the department’s priority.
- f. Students will have to take extra courses if they do not complete the program in 4 years. 6 years is average for music education option students.
- g. R. Kravchak- Their program modifications intend to comply with CCTC and NASM accreditations. The benefits outweigh the burden.
- h. M. Maki asked how many other universities have both accreditations.
 - i. R. Kravchak- In close proximity to CSUDH, CSU Long Beach, Northridge, Los Angeles, Cal Poly Pomona. Their program needs to be competitive.

5. New Business- BA Music

UCC 10-11	059	BA Music- Core	MP
UCC 10-11	060	BA Music- Music Education option	MP
UCC 10-11	061	BA Music- Music Performance option	MP
UCC 10-11	062	BA Music- General Music option	MP

FC = frozen course, MC = modified course, NC = new course, RC = retired course
FP=frozen program, DP=discontinued program, MP = modified program, NP=new program

- a. Table review of program modifications until after review of learning outcomes and mode of instruction.

6.	UCC 10-11063	MUS 100	MC
	UCC 10-11 064	MUS 200	MC
	UCC 10-11 065	MUS 300	MC
	UCC 10-11 066	MUS 400	MC

- a. Courses are an important writing component to the program. The class only meets 1 time then submits assignments on Black Board.
- b. One section of the class can include all levels; lower and upper division students. All students usually get the same syllabus.
- c. M. Maki questioned the expectations between 100 and 400 level students.
- d. R. Kravchak- It is expected that upper division students can use more of the music terminology than lower division.
- e. J. Dote Kwan questioned the difference between lower and upper division requirements and if there is expectation for analysis for progression. The syllabus should identify and differentiate what is expected at different levels.
- f. This can be done easily in their rubric; Education uses a similar tool; students have same competencies, but see developmental progression. She offered to help R. Kravchak with developing a similar rubric for Music.
- g. C. Jacobs moved to approve course sequence MUS 100-400 pending the distinction of writing levels at each course level with revised grading rubric. K. Bates seconded.
M/S/P
 - i. Approved Pending

7.	UCC 10-11067	MUS 101	MC
----	--------------	---------	----

- a. Syllabus course schedule needs to be updated to remove furlough dates.
- b. J. Dote Kwan suggested including the unit value on the syllabi.
 - i. R. Kravchak will pass the suggestion on to faculty.
- c. SLO's- "Learn" is too ambiguous and can easily be changed to an action word.
 - i. R. Kravchak stated that he was told "learn" is on the approved list of words to use for SLO's.
- d. C. Bordinaro moved to approve pending removal of furlough dates on course schedule and updated wording of SLO's. J. Keville seconded. M/S/P
 - i. Approved Pending

8.	UCC 10-11068	MUS 110	MC
----	--------------	---------	----

- a. #17 on course proposal form- Course is not cross listed. T. Haney will correct the form.
- b. J. Wilkins moved to approve. C. Bordinaro seconded. M/S/P
 - i. Approved

9.	UCC 10-11069	MUS 111	MC
----	--------------	---------	----

- a. Course proposal form and syllabus do not list required prerequisites for this course.
- b. University catalog lists MUS 110 or placement test as a prerequisite. In catalog-change J.
- c. Wilkins moved to approve pending revision of prerequisites on proposal form and course syllabus. C. Bordinaro seconded. M/S/P
 - i. Approved Pending

10.	UCC 10-11070	MUS 160	NC
	UCC 10-11 071	MUS 260	NC

FC = frozen course, MC = modified course, NC = new course, RC = retired course
 FP=frozen program, DP=discontinued program, MP = modified program, NP=new program

UCC 10-11	072	MUS 360	NC
UCC 10-11	073	MUS 460	NC

- a. Change stem of SLO's to "will be able to..."
- b. M. Maki suggested including a revised grading rubric to differentiate between the lower and upper division requirements, as suggested for MUS 100-400 courses.
- c. This course is not available for articulation.
- d. Proposal Forms
- e. #10 Grading Method- Courses are Repeatable for Credit up to maximum of 2 units. T. Haney will correct proposal forms.
- f. #19 Staffing- No, the faculty workload will increase.
 - i. Dean's Impact Statement states that some additional resources will be required.
 - ii. A description of the workload is needed.
 - iii. The proposal forms are inconsistent. #19 Staffing- responses should be marked: a. NO, b. YES, c. NO.
 - iv. #19- Sufficient Equipment and Reference Materials should all be marked, YES. T. Haney will correct the proposal forms.
- g. #20- Typo- Predicted enrollment should be 12. T. Haney made the correction.
- h. #11 Mode of Instruction- S-36. Instructors spend 1hour/week. Some 1 on 1 with students; others work with small groups of 3-5 students.
- i. Workload may increase, especially for part time faculty with predicted enrollment listed.
- j. This is only area where there is increased workload.
- k. Need statement from R. Kravchak or CAH Dean Carol Tubbs regarding what that anticipated increase in cost will be.
- l. 8 WTU's for each students over the course of their enrollment.
- m. Every major in the Education and Performance options will increase WTU's by 3.
- n. J. Dote-Kwan estimated 60 WTU's for 20 students in the Education and Performance options alone. That is equivalent to hiring 4 full time lecturers.
 - i. The numbers need to be looked at in the long-term.
- o. C. Bordinaro pending revision of SLO's, revised grading rubric, description of workload to support item #19a. K. Bates seconded. M/S/P
 - i. Include a friendly amendment: articulation of additional resources
 - ii. Approved Pending

11. UCC 10-11074	MUS 180	MC	
UCC 10-11	075	MUS 280	MC
UCC 10-11	076	MUS 380	MC
UCC 10-11	077	MUS 480	MC

- a. T. Haney asked about the repeat rules for the courses. Need to make sure that the 80 series of courses are currently set up in the system so that students can take them 4 times. Other series they can only take twice.
- b. C. Bordinaro questioned the difference between the 60's and 80's series of courses.
 - i. R. Kravchak- The 60's course series are more depth. The 80's cover more basics. The numbers are backwards.
- c. J. Dote-Kwan asked why Music does not combine the two courses and create a 2 unit course. Make the Mode of Instruction S-25.
 - i. Make a robust, 2-unit 60's course series for the Education and Performance option students.
 - ii. Keep the 80's course series for instruction.

FC = frozen course, MC = modified course, NC = new course, RC = retired course
FP=frozen program, DP=discontinued program, MP = modified program, NP=new program

- d. R. Kravchak- There is more mobility for students as currently created because some students might change mind between options.
- e. C. Jacobs moved to approve pending assessment of mode of instruction. M. Maki seconded. M/S/P
- i. Approved Pending
12. UCC 10-11078 MUS 220 MC
UCC 10-11 079 MUS 320 MC
- a. Revise SLO #4 to read, “will be able to evaluate.”
 - b. Proposal form #15f- Need to change to YES. This course is articulated with community colleges. T. Haney made the correction.
 - c. Include a grading rubric differentiate requirements between the lower and upper division levels.
 - d. K. Bates moved to approve pending revision of SLO’s and addition of grading rubric to differentiate course levels. C. Bordinaro seconded. M/S/P
- i. Approved Pending
13. UCC 10-11080 MUS 301 MC
- a. C. Bordinaro moved to approve pending rewording of SLO’s and revision of grading scale to remove A+. J. Gasco seconded. M/S/P
- i. Approved Pending
14. UCC 10-11081 MUS 315 FC
- a. Approved
15. UCC 10-11082 MUS 316 MC
- a. SLO #3- change to, “will be adept.”
 - b. SLO’s #2 & 4- change “learn” and state in measurable terms.
 - c. Academic Integrity Statement- Change “CLA” to “CAH Dean’s office...”
 - d. C. Bordinaro moved to approve pending revision of SLO’s and correction to college name. M. Krivokuca seconded. M/S/P
- i. Approved Pending
16. UCC 10-11083 MUS 325 MC
- a. C. Bordinaro moved to approve pending revision of measurable SLO’s. J. Gasco seconded. M/S/P
- i. Approved Pending
 - ii. Friendly amendment- Typo- Course schedule- March 29. Change “Cuing” to “Cueing.”
17. UCC 10-11084 MUS 401 FC
- a. Course was developed by instructor Hansonia Caldwell. Department is freezing this course because they hope to find another faculty person to teach the course in the future.
 - b. Approved
18. UCC 10-11085 MUS 402 RC
- a. Course is a requirement, but has not been taught in 25 years, so the department is retiring the course.
 - b. Approved
19. UCC 10-11086 MUS 493 MC

FC = frozen course, MC = modified course, NC = new course, RC = retired course
FP=frozen program, DP=discontinued program, MP = modified program, NP=new program

- a. C. Bordinaro moved to approve. K. Bates seconded. M/S/P
- b. Approved

20. Adjourn: 12:06pm

**FC = frozen course, MC = modified course, NC = new course, RC = retired course
FP=frozen program, DP=discontinued program, MP = modified program, NP=new program**