

ATTACHMENT 2D

Academic Policy Series

1622.20A

ADD, CHANGE OR DELETE UNIT, PROGRAM REQUIREMENTS, OR ACADEMIC POLICIES

Complete this form consistent with the instructions in Academic Policy 1622.20. Use the form to add, change, or delete a program or unit or to change program policies. Proposed additions and changes must be consistent with Academic Policies 1100.40 and 1621.10 and any other policies which apply.

SECTION I: Approvals

Department / Program Chair Date Submitted Graduate Council Chair Date
College Dean Date Faculty Senate Chair Date
Honors College Dean Date Provost Date
Core Curriculum Committee Date Board of Trustees Approval/Notification Date
University Course and Programs Committee Date Arkansas Higher Education Coordinating Board Approval/Notification Date

SECTION II: Profile Data - Required Information and Name Change Information

Academic Unit: [] Major/Field of Study [x] Minor [] Other Unit [] Policy
Level: [x] Undergraduate [] Graduate [] Law Effective Catalog Year 2011-12

Program changes are effective with the next available catalog. See Academic Policy Series 1622.20

Current Name Minor in Music

College, School, Division ARSC Department Code MUSC

Current Code (6 digit Alpha) MUSC-M Proposed Code (6 digit Alpha)
Prior approval from the Office of the Registrar is required.

[] Interdisciplinary Program CIP Code 50.0903
Prior assignment from Office of Institutional Research is required.

Proposed Name
When a program name is changed, enrollment of current students reflects the new name.

SECTION III: Add a New Program/Unit

[] For new program proposals, complete Sections II and VII and use as a cover sheet for a full program proposal as described in 'Criteria and Procedures for Preparing Proposals for New Programs in Arkansas.' ADHE
http://www.adhe.edu/divisions/academicaffairs/Pages/aa_academicproposals.aspx

[] Program proposal uses courses offered by another academic college, and that college dean's office has been notified. The signature of the dean of that academic college is required here:

SECTION IV: Eliminate an Existing Program/Unit

Code/Name Effective Catalog Year
No new students admitted to program after Term: Year:
Allow students in program to complete under this program until Term: Year:

SECTION V: Proposed Changes to an Existing Program or Program Policies

Insert here a statement of the exact changes to be made: Music proposes adding MUTH 1603, MUTH 2603, and either MUHS 3703 or MUHS 3713 as required courses for the Minor in Music. MLIT 1013 is a new course being proposed by the

department, and if approved, it will take the place of MLIT 1003 for music majors. MLIT 1013 would become a prerequisite to MUHS 3703 and MUHS 3713 (in place of the current MLIT 1003 music lecture); therefore, we wish to list MLIT 1013 in the list of required courses for the music minor.

Check if either of these boxes apply and provide the necessary signature:

- Program change proposal adds courses offered by another academic college, and that college dean's office has been notified. The signature of the dean of that academic college is required here: _____
- Program change proposal deletes courses offered by another academic college, and that college dean's office has been notified. The signature of the dean of that academic college is required here: _____

Check all the boxes that apply and complete the required sections of the form:

- Change of Name and Code (Complete only sections I, II, V and VII.)
- Change Course Requirements: (Complete all sections of the form except "Proposed Name" in II, section III, and section IV.)
- Change Delivery Site/Method (Complete all sections of the form except "Proposed Name" in II, section III, and section IV.)
- Change Total Hours (Complete all sections of the form except "Proposed Name" in II, section III, and section IV.)
- Change in Program Policies

SECTION VI: Justification

Justify this change and state its likely effect on any other degree program (including those outside the school or college). Identify any program or program components (other than courses) to be eliminated if this program is implemented. (Program and course change forms must also be submitted for such related changes.)

Requiring MUHS 3703 or 3713 to the minor requirement (Music History I or Music History II) will add some upper-level work to the minor, bringing the minor more into line with other departments in Fulbright College and with other music departments nation-wide. The music history sequence of MUHS 3703 & MUHS 3713 is required for all music majors, but we have decided to let minors choose between the two, rather than requiring both. MUTH 1603 and 2603 are Music Theory I and II, respectively, which are our most basic academic courses. MUTH 1603 and 2603 are prerequisites for the Music History sequence of MUHS 3703 and MUHS 3713.

MLIT 1003 has been another prerequisite for MUHS 3703 and 3713. MLIT 1013 is being proposed as the music lecture class for music majors, and it will become the prereq for MUHS 3703 and 3713 once approved; therefore, since MUHS 3703 or 3713 are being required for the minor, we wish to specify MLIT 1013 as a required course.

The overall minimum number of credit hours required for the minor will remain 18.

SECTION VII: Catalog Text and Format

In the box below, insert the current catalog text which is to be changed, with changes highlighted with the color yellow. Include all proposed changes identified in Section V. Only changes explicitly stated in Section V will be considered for approval by the University Course and Programs Committee, the Graduate Council and the Faculty Senate. If you are proposing a new program, give proposed text with all of the elements listed below. If you are proposing modified text, include these elements as appropriate.

Include the following elements, in order, in the catalog text for proposed undergraduate program(s) or program changes:

- State complete major/program name
- Briefly define or describe the major/program or discipline.
- Identify typical career goals or paths for graduates. (Optional)
- State admission requirements (if any) for entry or entry into upper/advanced level of major/program.
- Identify location in catalog of university, college/school, and department/program requirements which the student must meet in addition to hours in the major, but do not restate these requirements.
- State course requirements in the major and any allied areas, giving number of hours and specific courses; specify electives or elective areas and give numbers of hours and courses in elective pools or categories; identify any other course requirements.
- State any other requirements (required GPA, internship, exit exam, project, thesis, etc.).
- Identify name and requirements for each concentration (if any).
- Specify whether a minor or other program component is allowed or required and provide details.
- State eight-semester plan requirements

For minors, state requirements in terms of hours, required courses, electives, etc.

For graduate program/units, include elements (as needed) parallel to those listed for undergraduate programs above.

For Law School program/units, prepare text consistent with current catalog style.

For centers, prepare text consistent with current catalog style.

OLD CATALOG COPY:

Requirements for a Minor in Music: A minimum of 18 semester hours in music courses, of which at least nine hours must be selected from MUTH, MUHS, and/or MLIT courses, the specific courses to be determined by the student in consultation with a music faculty adviser, the adviser to be appointed by the music faculty on the basis of each student's particular interests. The student must notify the Department of Music of his/her intent to minor.

NEW (PROPOSED) CATALOG COPY:

Requirements for a Minor in Music: A minimum of 18 semester hours in music courses to include MLIT 1013, MUTH 1603, MUTH 2603, and either MUHS 3703 or MUHS 3713; other courses to be determined by the student in consultation with a music faculty adviser. The student must notify the Department of Music of his/her intent to minor.

SECTION VIII: Action Recorded by Registrar's Office

PROGRAM INVENTORY/DARS

PGRM _____ SUBJ _____ CIP _____ CRTS _____
DGRE _____ PGCT _____ OFFC&CRTY VALID _____

REPORTING CODES

PROG. DEF. _____ REQ. DEF. _____
Initials _____ Date _____

Distribution

Notification to:

- (1) College (2) Department (3) Admissions (4) Institutional Research (5) Continuing Education (6) Graduate School
(7) Treasurer (8) Undergraduate Program Committee

5/12/08