

MEMORANDUM

TO: Steering Committee
FROM: Committee on Academic Programs (CAP)
RE: Final Recommendation on Music Technology Minor
DATE: April 28, 2020

Background and Charge:

Faculty members in the School of the Arts and Communication, Departments of Music and IMM, have developed a proposal for a new minor in Music Technology. Steering charged CAP to review the proposal and deliver a final recommendation that indicates concurrence or non-concurrence with the proposal.

Review: CAP reviewed the proposal and the signatures of the Dean, Department Chairs, and Chair of the School Curriculum Committee.

During our review, we required clarity on course topics that were listed in item 5b on the top of page 5. At least two of the example advance course topics for IMM in that item are courses that are offered in either Computer Science or through the School of Engineering. CAP Chair reached out to Dean Hall and Teresa Nakra, Chair of IMM, for clarity. In collaborating with them, it was determined that those courses are examples of topics that might fit the advance topic course in a given year, but are not referencing the actual courses that are currently taught by other departments. To help clarify the point that these courses are not the actual courses offered in other departments outside of the School, IMM proposed to remove the parentheses of example course topics in item 5b, page 5. The item would just read IMM 470 Special Topics with no topics listed, so the parentheses and the materials within the parentheses would be deleted. CAP also suggested that if the advance topic courses offered by IMM do cover the same materials as those offered in courses in other departments outside of the School, that a conversation is encouraged to discuss potential overlap and collaborations. This proposed edit was shared with the Computer Science Department and the School of Engineering, and representatives of all groups were comfortable with the modification to the minor proposal.

Final Recommendation:

Once the above issue was rectified and a proposed edit was determined and agreed to, CAP determined that all affected units have been consulted and that the new Music Technology minor is consistent with the College's mission. CAP unanimously approved the proposed the Music Technology minor.