August 18, 2004

MEMORANDUM

TO: Mark Gromko
   Vice Provost for Academic Programs

   Richard Kennell
   Dean, College of Musical Arts

FR: Marilyn Shrude
   Chair, MUCT Department

RE: Program Review Unit Response

The Department of Musicology/Composition/Theory is grateful for the recommendations that are in the Program Review Report and appreciates the many hours of diligent work by the committee. The report is thoughtful, perceptive, and thorough, and provides excellent direction for addressing our concerns. While we concur with the recommendations, we take this opportunity to make a few comments.

1. Prioritization with the Strategic Plan

The Department concurs with the PRC and will draft a strategic plan that prioritizes its many initiatives. Given the complexity of the College of Musical Arts and the interdependence of its departments, it is critical that this plan be synchronized with the College plan. The PRC recommends that the Department plan be presented by the end of fall semester. In light of the various issues that will have to be addressed and resolved (see items that follow), we ask that the draft of the revised strategic plan be presented to the Dean before Spring break 2005.

2. Class Sizes

The suggestion of breakouts for all large classes (especially Music of World Cultures) is good. However, a minimum of 5 graduate assistants or part-time faculty (with 2 sections each) would be needed for such a plan, as well as at least 10 classrooms. If this is a College or University priority, then resources must be provided.

The Department will review all its course offerings with regard to class size, determine what is appropriate, and make a recommendation accordingly by December 2004.

3. B.A. in Music and Music Technology

We welcome the return of the B.A. degree in some form to the CMA. A preliminary report was already presented Summer 2004; it is hoped that MUCT can be more involved
in the design of this degree and ask that a member of the Department be added to this committee.

4. Part-time Faculty

While the PRC recognizes the problem of having many courses taught by part-time faculty, there is no concrete recommendation. Rising enrollment and an emphasis on the freshman experience have a direct impact on the courses we teach. Both of these seem to be University priorities. The PRC’s suggestion that perhaps “the Department cannot afford to commit such a large proportion of faculty time to general education courses” is naïve. We will review the situation and make a preliminary recommendation by December 2004. A final recommendation in consideration of College and University priorities will be made in time for the 2005-06 academic year.

5. Crediting of Courses

Most of the courses that meet 3 hours per week for 2 credits are probably considered lab courses. We need to examine the definitions as found in the Provost’s webpage (“Curriculum Modification Forms: Contact Hour Requirements) to determine of this is so and evaluate in light of this. A preliminary report will be submitted in December 2004 and curriculum modifications will hopefully be completed by the end of spring semester 2005.

6. Developmental Education

The Department will examine all remedial courses and materials and submit a preliminary report in December 2004.

7. Dilution of Course Offerings

We will examine existing cross-numbered courses, as well as the two library research courses on the graduate level. A preliminary report will be submitted in December 2004 and curriculum modifications will hopefully be completed by the end of spring semester 2005.

8. Faculty Development

We will make a serious effort to identify funding sources within and outside of the University and will discuss concerns in terms of departmental budget priorities. A preliminary report will be submitted in December 2004.

9. Space Concerns

The three main concerns with regard to space are the needs of music technology, instrument storage, and offices for faculty and graduate assistants. Some of these issues may be addressed if the College has space in the new theatre building. If not, needs must
be prioritized on the College level. An assessment of the situation will be made in December 2004.

10. Adequacy of Resources

Two main areas of concern are graduate assistants (needed for the many remedial courses we teach and intended breakout sessions for MUCT 125) and technological equipment. If the doctoral proposal is approved, we may be fortunate to have additional graduate assistants. Extra money from the University for technology (for our specialized studios, not the general lab) is highly unlikely. We will make a serious effort to identify funding sources outside of the University by December 2004.

11. Assessment

We will attempt to coordinate our assessment activities with the revised strategic plan.

In closing, there are several minor factual errors that are in the report. They are as follows:

p.2, line 1 – the College of Musical Arts became so in 1975, not 1976.

p.2, par. 6 – the work-load policy is described as “recently developed.” We have had a policy for some time and would like this changed to “recently revised.”

p.6, par. 5 – the report refers to “four factors,” but only gives a numerical listing for two. Numbers three and four seem to be inadvertently omitted.