

Curriculum Committee



Change of Course Proposal

School or Division	School of Arts, Humanities, and Social Sciences
Program or Certificate	Audio Technology Certificate
Proposed by (faculty only)	Tom Smith
Presenter (faculty only)	Tom Smith
Note that the presenter (faculty) listed above must be present at the Curriculum Committee meeting or the proposal will be returned to the School or Division and be resubmitted for a later date.	
Submission date	2/8/2017
Current course prefix, number, and title	DIG 2205C BASIC VIDEO EDITING DIG 2251C DIGITAL AUDIO I DIG 2280C DIGITAL VIDEO AND SOUND DIG 2284C ADVANCED DIGITAL VIDEO & SOUND MUM 2600C BASIC AUDIO RECORDING TECH MUM 2601C RECORDING TECHNIQUES II MUM 2604C MULTI-TRACK MIXDOWN TECHNIQUES

Section I, Proposed Changes

Change to course prefix and number Lecture/lab course combined must include "C" / lab course must include "L"	
Provide justification for the proposed prerequisite(s).	
Change to course title	
Change of School, Division, or Department	
Change to course prerequisite(s) and minimum grade(s) (must include minimum grade if higher than a "D")	
Change to course co-requisites	
Provide justification for the proposed co- requisite(s).	
Is any co-requisite for this course listed as a co- requisite on its paired course? (Ex. CHM 2032 is a co-requisite for CHM 2032L, and CHM 2032L is a co-requisite for CHM 2032)	
Change to course credits or clock hours	Remain at 3 credits
Change to contact hours (faculty load)	Change to 4 contact hours (2 lecture, 2 lab)

Change to grade mode	
Change to credit type	
Change to course description (provide below)	

Change to general topic outline
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Change to Learning Outcomes: For information purposes only.

Learning Outcomes	Assessments	General Education Competencies

Section II (must complete each item below)

Should any major restrictions be listed on this course? If so, select "change" and list the appropriate major restriction codes or select no change.	No change
Change course to an "International or Diversity Focus" course?	No, not International or Diversity Focus
Change course to a General Education course?	No
Change course from General Education to non-General Education?	No
Change course to a Writing Intensive course?	No
Change course from Writing Intensive to non-Writing intensive?	No
Change course to repeatable?	No

Impact of Change of Course Proposal	
Will this change of course proposal impact other courses, programs, departments, or budgets?	Yes
If the answer to the question above is "yes", list the impact on other courses, programs, or budgets?	This course will meet for 4 hours instead of 3 and faculty will be compensated for the teaching time.
Have you discussed this proposal with anyone (from other departments, programs, or institutions)	

regarding the impact? Were any agreements made? Provide detail information below.

No. This change has no impact on programs of other departments: these are courses in the Audio Technology Certificate

Section III, Justification for proposal

Provide justification (below) for each change on this proposed curriculum action.

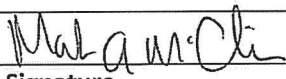
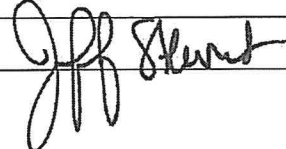
According to Carnegie definition, a C course has a minimum of 2 contact hours of in-class lab work for 1 each credit of lab. This is a C course and contains enough standard labs to justify 2 hours of lab work per week to supplement two hours of lecture. Therefore, a minimum of 2 lecture hours and 2 lab hours are required to cover the course content satisfactorily and to justify the C designation. Maintaining the C designation will allow this course to be used to meet both the Science Gen Ed core requirement and the College's lab science requirement.

Section IV, Important Dates and Endorsements Required

List all faculty endorsements below. (Note that proposals will be returned to the School or Division if faculty endorsements are not provided).

Tom Smith, Ron Dorion, Mike Molloy

NOTE: Course and Program changes must be submitted by the dates listed on the published Curriculum Committee Calendar. Exceptions to the published submission deadlines must receive prior approval from the Provost's Office.

Term in which approved action will take place	Fall 2017	
Provide an explanation below for the requested exception to the effective date.		
Required changes to meet the new College definition of credits hours		
Any exceptions to the term start date requires the signatures of the Academic Dean or Associate Vice President and the Provost prior to submission to the Dropbox.		
Dean or Associate Vice President	Signature	Date
Dr. Martin McClinton		2/10/17
Provost	Signature	Date
Dr. Jeff Stewart		2/12/17

Required Endorsements	Type in Name	Select Date
Department Chair or Program Coordinator/Director	Dana Roes	2/10/2017
Academic Dean or Associate Vice President	Dr. Martin McClinton	2/10/2017

All Curriculum proposals require approval of the Curriculum Committee and the Provost. Final approval or denial of a proposal is reflected on the completed and signed proposal.

Approve Do not approve

Don Roesful
Curriculum Committee Chair Signature

3/13/17
Date

Approve Do not approve

Jeff Steward
Provost Signature

3/15/17
Date