

Change of Course Proposal

NOTE: Changes to *Course Prefix and/or Course Number* require completion of a *New Course Proposal* rather than this Course Change Proposal.

SECTION I: KEY INFORMATION

Submission date	10/12/2020
Proposed by (faculty only)	Prof. Mike Molloy
Presenter (faculty only)	Prof. Mike Molloy
NOTE: Faculty presenter must be present at the Curriculum Committee meeting or the proposal will be returned to the School to be resubmitted for a later date.	
School	Arts, Humanities, and Social Sciences
Course prefix, number, and title	MUM 2600C Basic Audio Recording Technique
NOTE: Proposer MUST run an Impact Report to determine all programs, certificates, and courses that may be affected by the proposed change(s) and enter all below. Append the Impact Report in Section VI. For help with this step, please contact Jeffrey Peterman, Coordinator of Curriculum and Catalog Services: jpeterman@fsw.edu	
<p>Programs, Certificates, and/or Courses affected by the proposed changes:</p> <p>MUM 2600C is a pre-req for MUM 2601C and MUM 2604C. It is a required course in the Audio Technology Certificate. Please change course title of MUM 2600C to <i>Recording Techniques I</i> on the two affected courses and the Certificate. Please also change the course title for MUM 2600C on its proposed corequisite course, MUS 2360.</p> <p>The proposed change to make MUM 2600C and MUS 2360 corequisites does not affect the courses for which MUM 2600C is a prerequisite (MUM 2601C and MUM 2604C). MUS 2360 will not be added as a prerequisite to these courses.</p> <p>Although the Impact Report also lists the AS in Digital Art and Multimedia Production, a Program Change proposal has been submitted by Ryan Wurst to remove MUM 2600C and its proposed corequisite MUS 2360 from this AS program. (12/4/2020 Curriculum meeting.)</p>	
NOTE: Proposer MUST append a Catalog page with changes marked for each affected Degree Program or Certificate , including any changes to General Education. Additional instructions for marking and attaching Catalog pages are given in Section VI.	
Audio Technology CCC Catalog page appended.	

SECTION II: TERM IN WHICH ACTION WILL BECOME EFFECTIVE

NOTE: Course Changes must be submitted by the dates listed on the published Curriculum Committee Calendar. Actions approved in the Fall semester take effect in the following academic year. Actions approved in the Spring semester take effect after one additional year. Syllabus changes may take effect sooner. Exceptions to published deadlines or effective dates must receive approval from the Academic Dean and Provost.	
Academic term in which approved action will take effect	Fall 2021
If requesting an exception to the effective date, provide an explanation below.	
N/A	

SECTION III: PROPOSED COURSE CHANGES

Summary of Proposed Changes	
Change course title. Fix co-req inconsistency between Catalog, Banner, and Student Registration Portal - MUS 2360 and MUM 2600C should be listed as corequisites for each other. In Student Registration Portal, MUS 2360 is incorrectly listed as a prerequisite for MUM 2600C; Change pre-req to None. Curriculum Chair NOTE: Corequisite is correct in Catalog, so this action has been directed to the Coordinator for Curriculum and Catalog Systems.	
Justification for Proposal	
Please provide justification for each proposed change. <ul style="list-style-type: none"> • Change course title to align with state name and have clearer progression of program • MUS 2360 needs to be a co-req; course cannot be both pre- and co-req 	
NOTE: Complete the next section by indicating proposed course changes. Skip fields that are not applicable to your curriculum action.	
Change of School or Department	N/A
Change Course Title	From: Basic Audio Recording Technique To: Recording Techniques I
Does the Course Title change affect other sequenced courses? (Ex: If changing <i>Guitar I</i> to <i>Intro to Guitar</i> will <i>Guitar II</i> also be renamed?)	No IF YES, list all course changes in the sequence. Sequential course is already named correctly: MUM 2601C Recording Techniques II.
Change Course Description	
N/A	
Change Topic Outline	
N/A	

Change Course Prerequisite(s)	From: MUS 2360 To: None
Provide justification for the proposed changes to pre-requisite(s). NOTE from Curriculum Committee Chair: The Banner inconsistency is not a curricular issue and must be addressed by the Coordinator of Curriculum and Catalog Systems.	This course is also listed as a co-req with MUS 2360. Listing it as both makes it impossible for a student to register for it w/o an override, even if they meet the pre-req requirement. The student is not going to take it as a co-req if they have already taken it. If the student tries to take it as a co-req, the system thinks they need MUS 2360 as the pre-req they have not yet taken. The pre-req requirement is listed in Banner when the student registers, but not the catalog. The co-req requirement is only listed on MUM 2600C in both Banner and the catalog.
Change Course Corequisites	From: (inconsistent across systems) To: MUS 2360, as listed in Catalog
Provide justification for the proposed changes to co-requisite(s).	Catalog listing is correct. By making these two courses co-reqs, the student will be able to complete the Certificate in two semesters.
Should this course be listed as a corequisite on a paired course? (Ex. CHM 2032 and CHM 2032L are “paired corequisites.”)	Yes Course(s) and co-requisite(s): MUS 2360 and MUM 2600C
Change Minimum Grade (Include minimum grade if higher than a D)	N/A
Change Course Credits or Clock Hours	N/A
Change Contact Hours (faculty load) (Ex.: ESC 1000C is 3 credits with 4 contact hours for instructor/lab prep.)	N/A
Change Grade Mode no change	Choose an item.
Change Credit Type no change	Choose an item.
Should any Degree or Major Restriction codes be listed on this course? (i.e., “This course may only be taken by students who have been admitted to X Program”)	N/A

Change repeatability status of course? * <i>*Not the same as Multiple Attempts or Grade Forgiveness</i> A repeatable course may be taken more than once for additional credits. (Ex: MUT 2641, a 3- credit course, can be repeated 1 time for a maximum of 6 credits).	No change
Change General Education status of course?	No change
Change Writing Intensive designation?	No change
Change “International or Diversity Focus” designation?	No change

SECTION IV: Changes to Learning Objectives (Information Only)

Changes to Course Competencies, Learning Outcomes and Objectives:

Changes to Syllabus Section IV - A. General Education Competencies – 1. Integral and/or 2. Supplemental	
NOTE: All FSW courses must include <i>one or more</i> “Integral” and <i>zero or more</i> “Supplemental” General Education CREATIVE competencies. <i>Course objectives/outcomes</i> that support the selected General Education Competency should be listed directly under the competency.	
Changes to 1. Integral General Education Competency or Competencies: N/A	
Changes to Course Outcomes/Objectives supporting each Integral competency: N/A	
Changes to 2. Supplemental General Education Competency or Competencies: N/A	
Changes to Course Outcomes/Objectives supporting each Supplemental competency: N/A	
Changes to IV - B: Florida Statute requirement	
NOTE: Part B is ONLY included on syllabi for <i>General Education Core courses</i> . All other syllabi (including “ <i>other General Education</i> ” courses) OMIT this statement.	
Are you requesting a course status change under part B?	N/A
If YES, complete the sentence by selecting the appropriate option from the drop-down menu. <i>B. In accordance with Florida Statute 1007.25 concerning the state’s general education core course requirements, this course meets the general education competencies for:</i>	Not Applicable
Changes to IV - C. Additional Course Learning Objectives or Outcomes	

NOTE: This section is for additional course-specific learning objectives that do not contribute to assessment of the General Education Competencies listed above. For all courses *other than the General Education Core courses*, this section will be labeled **IV - B:** on the course syllabus.

Changes to Course Learning Objectives and/or Outcomes: **N/A**

SECTION V: IMPACTS OF PROPOSED CHANGES AND FACULTY ENDORSEMENTS

Will the proposed change(s) affect the <i>budgets</i> of any programs or departments?	No
Have you discussed the <i>academic and/or budgetary impact</i> of the proposed changes with affected parties, including Deans?	N/A
Will the proposed change(s) impact Library services or budgets?	No
Have you discussed impacts with the Libraries' Collection Manager?	N/A
Faculty Endorsements for Change of Course	
NOTE: Proposals will be returned if faculty endorsements are not provided.	
Dr. Thomas Smith, Prof. Mike Molloy	

SECTION VI: ATTACHMENTS

Please save all documents in Word format (.doc, .docx) rather than pdf.

- **Impact Report:** Attach Impact Report results or a Summary of Programs, Certificates, and Courses impacted by the proposed course changes.
- **Catalog Changes:** Attach Word files [with Track Changes on] indicating changes to all Catalog pages that are affected by this Change of Course Proposal.
- **New Course Syllabus** [Master] reflecting proposed changes, as appropriate
 - **INSTRUCTION:** To make changes to Syllabus Section IV, you will need to obtain an "unlocked" version of the Master Syllabus from your School's Administrative Assistant. Use Word's *Track Changes* function to show all proposed changes on the Syllabus Master.
- Any relevant supporting documents justifying changes

UPLOAD THIS PROPOSAL AND ALL NECESSARY ATTACHMENTS TO CURRICULOG.