

To: Dr. Eileen DeLuca, Provost  
CC: Brenda Knight, Registrar; Dr. Christy Gilfert, Vice Provost, Student Services; Dr. Martin McClinton, Vice Provost; Dr. Sheila Seelau, Chair, Curriculum Committee; April Falso, Associate Registrar; Dr. Brian Page, Associate Dean, SoAHSS; Dr. Thomas Smith, Music Director; Kelly O'Neil, Instructional Assistant  
From: Dr. Deborah Teed, Dean, School of Arts, Humanities & Social Sciences  
Re: Required Changes to Music Course Numbers  
Date: January 14, 2022

Via this memorandum, the School of Arts, Humanities and Social Sciences would like to address and resolve the catalog issues regarding the MUN X710 course numbering.

Because the State Course Numbering System requires non-duplication of Music course numbers, the X710 series needs to be addressed per the attached email from Sangeetha Wollet at the State Board of Education. As a result, we request via this memorandum discontinue the following course.

- MUN 2710 Edison State College Jazz Ensemble II will be removed from the course inventory/catalog.

In addition, as a result of the deletion of MUN 2710, we request approval to change the prerequisite for MUN 2711 Advanced Jazz Ensemble to MUN 1710 Jazz Ensemble I.

If approved, the aforementioned changes will be memorialized through the Curriculum Committee as "information items." Any additional changes to the Music courses will be made through the formal proposal Curriculum Committee process.

Respectfully,

Deborah D. Teed, Ph.D.  
Dean, School of Arts, Humanities, & Social Sciences