Submit originals and one copy and electronic copy to Governance/Faculty Senate Office
See http://www.uaf.edu/uafgov/faculty/ed for a complete description of the rules governing curriculum & course changes.

CHANGE COURSE (MAJOR) and DROP COURSE PROPOSAL

SUBMITTED BY:

<table>
<thead>
<tr>
<th>Department</th>
<th>MUSIC</th>
<th>College/School</th>
<th>CLA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prepared by</td>
<td>William Post</td>
<td>Phone</td>
<td>474-5827</td>
</tr>
<tr>
<td>Email Contact</td>
<td><a href="mailto:wdpost@alaska.edu">wdpost@alaska.edu</a></td>
<td>Faculty Contact</td>
<td>William Post</td>
</tr>
</tbody>
</table>

1. COURSE IDENTIFICATION:

<table>
<thead>
<tr>
<th>Dept</th>
<th>Course #</th>
<th>No. of Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS</td>
<td>F601</td>
<td>3</td>
</tr>
</tbody>
</table>

COURSE TITLE

Introduction to Graduate Study

2. ACTION DESIRED:

<table>
<thead>
<tr>
<th>Change Course</th>
<th>Drop Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

If Change, indicate below what change.

NUMBER

PREQUISITES

| CREDITS (including credit distribution) |
| X |

CROSS-LISTED

STAKED (400/600)

include syllabi.

OTHER (please specify)

(Requires approval of both departments and deans involved. Add lines at end of form for such signatures.)

3. COURSE FORMAT

NOTE: Course hours may not be compressed into fewer than three days per credit. Any course compressed into fewer than six weeks must be approved by the college or school's curriculum council. Furthermore, any core course compressed to less than six weeks must be approved by the core review committee.

COURSE FORMAT:
(check all that apply)

<table>
<thead>
<tr>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>X</th>
<th>6 weeks to full semester</th>
</tr>
</thead>
</table>

OTHER FORMAT (specify all that apply)

Mode of delivery
(specific lecture, field trips, labs, etc)

Lecture

4. COURSE CLASSIFICATIONS: (undergraduate courses only. Use approved criteria found on Page 10 & 17 of the manual. If justification is needed, attach on separate sheet.)

H = Humanities
S = Social Sciences

Will this course be used to fulfill a requirement for the baccalaureate core?

YES

IF YES, check which core requirements it could be used to fulfill:
0 = Oral Intensive,
Format 6 also submitted
w = Writing Intensive,
Format 7 submitted
Natural Science,
Format 8 submitted

5. COURSE REPEATABILITY:

Is this course repeatable for credit?

YES

NO

X

Justification: Indicate why the course can be repeated (for example, the course follows a different theme each time).

How many times may the course be repeated for credit?

TICKS

If the course can be repeated with variable credit, what is the maximum number of credit hours that may be earned for this course?

CREDITS
MUS F601 Introduction to Graduate Study

3 Credits

Materials, techniques and procedures for research in music. Examination of bibliographic sources. Required of all graduate students in music. Students should register for this class during their first fall semester in residence. Prerequisites: Provisional admission to graduate study and permission of instructor. (3+0)

MUS F601 Introduction to Graduate Study

3 Credits Offered Spring

Students will gain experience with materials, Materials, techniques, bibliographic sources and procedures for conducting scholarly research and writing in music. Examination of bibliographic sources. Required of all graduate students in music. Students should register for this class during their first fall semester in residence. Prerequisites: Provisional admission to graduate study and permission of instructor. (3+0) Prerequisites: Graduate standing and permission of instructor. (2+0)

8. IS THIS COURSE CURRENTLY CROSS-LISTED?

YES/NO [ ] No [X] Yes, DEPT [ ] NUMBER [ ]

(Requires written notification of each department and dean involved. Attach a copy of written notification.)

9. GRADING SYSTEM: Specify only one

LETTER: [X] PASS/FAIL: [ ]

10. ESTIMATED IMPACT

WHAT IMPACT, IF ANY, WILL THIS HAVE ON BUDGET, FACILITIES/SPACE, FACULTY, ETC.

There are no impacts on budget, facilities/space, or faculty by the proposed changes.

11. LIBRARY COLLECTIONS

Have you contacted the library collection development officer (kljensen@alaska.edu, 474-6625) with regard to the adequacy of library/media collections, equipment, and services available for the proposed course? If so, give date of contact and resolution. If not, explain why not.

No [X] Yes [ ] N/A to proposed changes

12. IMPACTS ON PROGRAMS/DEPTS:

What programs/ departments will be affected by this proposed action? Include information on the programs/ departments contacted (e.g., email, memo)

No programs outside of the Department of Music would be affected by the proposed changes.

13. POSITIVE AND NEGATIVE IMPACTS

Please specify positive and negative impacts on other courses, programs and departments resulting from the proposed action.

There are no impacts positive or negative on other courses, programs and departments.
JUSTIFICATION FOR ACTION REQUESTED

The purpose of the department and campus-wide curriculum committees is to scrutinize course change and new course applications to make sure that the quality of UAF education is not lowered as a result of the proposed change. Please address this in your response. This section needs to be self-explanatory. If you ask for a change in # of credits, explain why; are you increasing the amount of material covered in the class? If you drop a prerequisite, is it because the material is covered elsewhere? If course is changing to stacked (400/600), explain higher level of effort and performance required on part of students earning graduate credit. Use as much space as needed to fully justify the proposed change and explain what has been done to ensure that the quality of the course is not compromised as a result.

This course would now be offered as a 2 credit course, meeting two hours per week in a lecture/discussion format. The reduction in contact hour and credit reflects the fact that a significant component in the course—the examination of bibliographic sources—has increasingly become an online database activity involving study directed outside of the classroom. The remaining topics and lecture can be accommodated fully within two contact hours per week. Also, the reduction in credit for MUS 601 provides more room in the program credits for a proposed new required course, MUS 632 Topics in Music Theory (3 credits), which is anticipated for Spring 2013.

The changes to the course description reflect:
1) change in number of course credits
2) that the course will now be offered only in Spring semesters
3) change in the prerequisites, in response to the Spring-only offering. The former prerequisite, including "provisional admission to graduate study", applied when the course was offered only in Fall, as incoming first-year students enrolling in the course had yet to complete all Department audition and entrance exam requirements. Given the proposed Spring semester offering, this situation no longer exists, and the prerequisite has been modified accordingly.

APPROVALS:

Signature, Chair,  
Program/Department of:  
Date 12/17/11

Signature, Chair, College/School Curriculum Council for:  
CLA  
Date 12/17/11

Signature, Dean, College/School of:  
CLA  
Date 10-15-11

Signature of Provost (if applicable)  
Offerings above the level of approved programs must be approved in advance by the Provost.

ALL SIGNATURES MUST BE OBTAINED PRIOR TO SUBMISSION TO THE GOVERNANCE OFFICE.

Signature, Chair, UAF Faculty Senate Curriculum Review Committee  
Date