

From: [Neff, Jennifer](#)
To: [Banks, Eva-Marie](#); [Hedgecoth, David](#)
Cc: [Podalsky, Laura](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#)
Subject: Revision to the Music Minor
Date: Tuesday, February 20, 2024 12:55:00 PM
Attachments: [image001.png](#)
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Good afternoon,

On Wednesday, February 7th, the Arts and Humanities 2 Subcommittee of the ASC Curriculum Committee reviewed a proposal to revise the Music minor.

The Subcommittee unanimously approved the request with **five contingencies** and one comment:

- a. Comment: The Subcommittee finds the revision to the Music minor to be very straightforward and offers the following feedback in response to some small clerical errors.
- b. **Contingency:** The Subcommittee requests that the school include an advisor's contact information on the sheet so that students know who to reach out to with questions.
- c. **Contingency:** The Subcommittee requests that the school (assuming they do, in fact, wish to include these sections of the courses) include Music 2251E and 2251H along with 3364E to the Musicology courses section of the minor sheet.
- d. **Contingency:** The Subcommittee requests that the school correct the credit hour listings for the ensemble courses, all of which should be .5-2 except for 5215.03 (which should be .5-1) and 2208.xx (which should be .5-1 other than 2208.16, which should be 1). It is important that students are aware of this, as the credit hours default to .5 upon registration.
- e. **Contingency:**
 - i. The Subcommittee requests that the school move the information regarding the Theory Placement Exam and Music 1111 to a more prominent place on the minor program sheet. They recommend adding the following directly after the sentence in the first column that states that some of the courses listed below may have prerequisites:
Prerequisites to the Minor Program:
Prior to enrolling in a (required) Music Theory course, students must do the following:
 1. Take the [Music Theory Placement Exam](#)
 2. If a student earns a passing mark on the exam, no further pre-requisites are required.
 3. If a student does NOT earn a passing mark on the exam, they should enroll in Music 1111. Students who place into Music 1111 must earn a passing grade in this course prior to enrolling in any of the Music Theory courses listed below.
 - ii. The Subcommittee requests that the school combine the statement regarding flexibility selecting coursework and the maximum credits for each category into the following list of minor requirements directly after the prerequisites list:

Requirements of the Minor program:

Students will have the flexibility to select coursework from musicology, music theory, ensembles, and applied classes with maximum credit hour limits for each as follows:

- **Musicology:** no maximum
 - **Music Theory:** no maximum (see above for pre-requisite information)
 - **Music Ensembles:** maximum of 5 credits applicable to the minor
 - **Applied Courses:** maximum of 5 credits applicable to the minor
- f. **Contingency:** The Subcommittee requests that the school add the effective term of implementation of the changes to the cover letter.

When the unit revises the minor sheet in order to address the Subcommittee's requests, we ask that they please add the new tracked changes to the document attached to this email so the changes made can be seen. If you have any questions regarding this, please reach out to the ASCCAS office and we would be happy to help.

When a revision to the minor is completed, please email a copy to Bernadette Vankeerbergen, Assistant Dean for Curriculum, and me, and we will work to ensure that the program receives the appropriate review.

Should you have any questions about the feedback of the Subcommittee, please feel free to contact Laura Podalsky (faculty Chair of the A&H2 Subcommittee; cc'd on this e-mail), or me.

Best,
Jennifer



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Pronouns: she/her/hers