

From: [Neff, Jennifer](#)
To: [Hedgecoth, David](#); [COSTA-GIOMI, EUGENIA](#); [Banks, Eva-Marie](#)
Cc: [Staley, David](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#)
Subject: Music 5802
Date: Monday, November 24, 2025 11:53:00 AM
Attachments: [image001.png](#)

Good morning,

On Tuesday, November 18th, the Arts and Humanities Subcommittee 2 of the ASC Curriculum Committee reviewed a course change request for Music 5802.

The Subcommittee approved the request with the following feedback:

- *Recommendation:* The Subcommittee notes that the course requires the use of multiple software applications (p. 2). It is unclear whether these tools have been formally approved by the university. The Subcommittee recommends providing alternatives should students be unable to access the required software. They also recommend including a technology requirements section in the syllabus outlining required equipment and software, availability of software in campus labs, guidance on where students can obtain technical support, etc.
- *Recommendation:* The Subcommittee recommends clarifying what students will be doing during the class sessions that are currently blank in the course calendar (pp. 5-6).

As a reminder, *recommendations* (in italics above) should be implemented when the course is next taught.

Music 5802 will continue through the approval process to the Graduate school.

Should you have any questions about the feedback, please do not hesitate to reach out to David Staley (faculty Chair of the A&H2 Subcommittee) or me.

Best,
Jennifer



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Pronouns: she/her/hers

