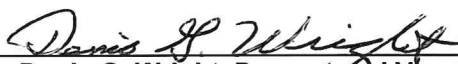
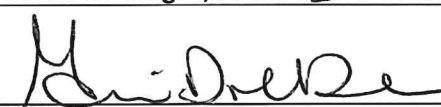
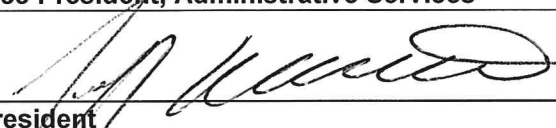


Florida SouthWestern State College District Board of Trustees Agenda Item Summary	
Meeting Date: 1/27/2015	
1. Action Requested/Purpose: Approval of new College Credit Certificate (CCC) Audio Technology	
2. Fiscal Impact: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
3. Funding Source: Tuition and Course Fees Amount: \$ 50,000.00	
4. Administration Recommendation: Dr. Denis G. Wright	
5. Agenda Item Type: <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Consent Agenda <input type="checkbox"/> Information Only <input type="checkbox"/> Board Requested Information/Report	8. Requirement/Purpose (Include Citation) <input type="checkbox"/> Statute <input type="checkbox"/> Administrative Code <input checked="" type="checkbox"/> Other New certificate program
9. Background Information:	
Requested By:	 Dr. Denis G. Wright, Provost and Vice President, Academic Affairs
Funding Verified by:	 Vice President, Administrative Services
Approved For Agenda by:	 President

Curriculum Committee

Academic Year 2014-2015



New Program or Certificate Proposal

Note before completing this proposal that all core courses for a new program or certificate must have already been reviewed (or submitted for the same meeting) by the Curriculum Committee and approved by the Provost and Vice President of Academic Affairs. In addition, the complete catalog page must be included at the end of this document.

School or Division	School of Arts, Humanities, and Social Sciences
Proposed by (faculty only)	Dr. Catherine Wilkins and Dr. Thomas Smith
Presenter (faculty only)	Dr. Catherine Wilkins
Note that the presenter (faculty) listed above must be present at the Curriculum Committee meeting or the proposal will be returned to the School or Division and must be submitted for a later date.	
Submission date	8/25/2014

Section I, New Program or Certificate Information (must complete all items)

List new program or certificate	Audio Technology Certificate
Describe (below) the process by which the need for the new program or certificate was identified	
Many other state colleges in Florida offer workforce training certificate and degrees in the field of Audio Technology, but there are none offered at any public institutions between Tampa and Miami. We would be filling a geographical niche, as well as meeting a need in our community. Here in southwest Florida, there are many performing arts venues, churches, and arenas that employ complex sound systems and require certified technicians to manage their hardware and software. FSW could offer potential technicians the opportunity to become certified and enter the workforce in less than one year of study.	
Project (below) average enrollment for core courses	
15	
Describe (below) how this projection was determined	
We anticipate attracting previously enrolled AA- or AS-seeking students as well as members of the community. Our current facilities can accommodate 15-20 students. Eventually we hope to expand the facilities and improve outreach to the community to boost potential enrollment in the core courses.	
List (below) similar programs or certificates at other colleges and universities	
Valencia College, Sound and Music Production Certificate; FSCJ, Digital Media/Multimedia Production Certificate; Miami-Dade, Music Business – Creative Production A.S.; St. Pete College, Music Industry	

Recording Arts A.S.

Section II, Personnel and Resources Needed (add rows if necessary)

Faculty position(s) (List discipline)	Full time or adjunct?	Total annual expenses
Music Technology (1-2 instructors)	Adjunct	\$10,000
Staff position(s) (List title)	Full time or part time?	Total annual expenses
Describe (below) library resources needed to support this program or certificate. Explain rationale for response, even if answer is none		
None - resources will be available online at no cost beyond that of initial software purchases.(estimated at approximately \$1000 for laboratory operations),		
Describe (below) the technology, facilities, laboratory, or other resources needed to support this program or certificate		
We will require a lab of approximately 15-20 Mac computers equipped with the industry standard music software of Pro-Tools and Sibelius. We hope to convert our current Class Piano classroom into just such a lab, so no new classroom space would be required (Class Piano and Theory would still be able to be taught in that room). A general estimate of \$50,000 - \$60,000 for new Mac computers is needed and would require an increase additional capital outlay funding for this initial purchase. A grant proposal has been prepared and submitted, but as of this note, no award has been made.		
List (below) the estimated annual amount required for educational materials and supplies or other operating expenses for implementation of the new program or certificate		
General software updates as well as paper and ink cartridges for printing music projects. Additional expenses might include electronic cabling, patch cords, and other items related to audio production as part of repair and maintenance. Estimate= \$1000 per year and would require an increase to the Music Department's annual budget.		
Identify (below) the funding source to be used for personnel and operating expenses		
A proposal requesting a part-time music assistant has been received by the Dean from the music faculty. The proposed duties would include a variety of tasks, of which some to-be-determined number of hours a week could be assigned as a lab technician – approximate salary = \$10/hr x 10 +/- hrs/wk = \$3500+/-		

per academic year. This would require an increase to the current music department's annual budget.

Section III, Justification for proposal

Provide justification (below) for this proposed curriculum action

This certificate program will prepare students for employment in the music and entertainment industry as technicians/specialists in music recording, audio hardware and software utilization, digital audio production, editing, and mastering. The program also provides supplemental training for persons previously or currently employed in music, entertainment or related occupations. Graduates of this program can potentially obtain employment as recording technicians/engineers, sound technicians in live or studio positions, audio editors/designers in various music-related fields. These could include broadcast media, motion picture trades and other multimedia-based areas.

Section IV, Important Dates and Endorsements Required

List all faculty endorsements below. (Note that proposals will be returned to the School or Division if faculty endorsements are not provided).

Dr. Thomas Smith, Dr. Ronald Doiron, Prof. Steven Chase

NOTE: Changes for the Fall 2015 term must be submitted by the January 3, 2015 deadline and approved no later than the February 28, 2015 Curriculum Committee meeting. Changes during mid-school year are NOT permitted. Extreme circumstances will require approval from the appropriate Dean or Assistant Vice President as well as the Provost and Vice President of Academic Affairs to begin in either the Spring 2015 or Summer 2015 term.

Term in which approved action will take place	Fall 2015
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Required Endorsements	Type in Name	Select Date
Department Chair or Program Coordinator	Catherine Wilkins	8/25/2014
Academic Dean or Assistant Vice President	Dr. Emery E. Alford, SoAHSS	8/29/2014

Dean's Council Representative	Dr. Mary Myers	10/14/2014
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Select Curriculum Committee Meeting Date	October 24, 2014
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Completed curriculum proposals must be uploaded to Dropbox by the deadline. Please refer to the *Curriculum Committee Critical Dates for Submission of Proposals* document available in the document manager in the FSW Portal:

- Document Manager
- VP Academic Affairs
- Curriculum Process Documents

Important Note to Faculty, Department Chairs or Program Coordinators, and Deans or an Assistant Vice President:

Incomplete proposals or proposals requiring corrections will be returned to the School or Division. If a proposal is incomplete or requires multiple corrections, the proposal will need to be completed or corrected and **resubmitted to the Dropbox for the next Curriculum Committee meeting** (no later than January 3, 2015 to be effective for the Fall 2015 term). All Curriculum proposals require approval of the Provost and Vice President of Academic Affairs. Final approval or denial of a proposal is reflected on the completed and signed Summary Report.

CCC, Audio Technology

Purpose

This certificate program will prepare students for employment in the music and entertainment industry as technicians/specialists in music recording, audio hardware and software utilization, digital audio production, editing, and mastering. The program also provides supplemental training for persons previously or currently employed in music, entertainment or related occupations. Graduates of this program can potentially obtain employment as recording technicians/engineers, sound technicians in live or studio positions, audio editors/designers in various music-related fields. These could include broadcast media, motion picture trades and other multimedia-based areas.

Course Prerequisites

Many courses require prerequisites. Check the description of each course in the list below to check for prerequisites, minimum grade requirements, and other restrictions related to the course. Students must complete all prerequisites for a course prior to registering for it.

Certificate Completion/Graduation

Students must fulfill all requirements of their program major after which, students must complete an application for graduation through the Office of the Registrar and enroll in the GRD 1500 course the semester in which they intend to graduate. Students must apply for graduation **by the published deadline** to be assured of final clearance for graduation, timely receipt of their diploma, and participation in the commencement ceremony.

Audio Technology Certificate: 15 Credit Hours

Students should choose 15 credits from the following:

MUM 2600C – Basic Audio Recording Tech - 3 credits

MUM 2601C – Recording Techniques II - 3 credits

MUM 2604C – Multi-track Mixdown Techniques - 3 credits

MUS 2360 – Introduction to Technology in Music - 3 credits

DIG 2280C – Digital Video and Sound - 3 credits

DIG 2284C – Advanced Digital Video and Sound - 3 credits

DIG 2251C – Digital Audio I - 3 credits

Total Certificate Requirements: 15 Credit Hours

SUMMARY REPORT

Curriculum Committee

Florida SouthWestern College

Friday, October 24, 2014, at 1:00 in AA-177

Members constituting quorum: Jennifer Grove, Don Ransford, Andrew Blitz (by proxy), Cynthia Chausse (by proxy), Qui Lu, Dennis DiSarro, Michelle Fanslau (by proxy), Christy Gilfert, Maria Gomez, Michael Hayden (by proxy), , Terri Heck, Susan Hibbard, Jim Langlas, Amanda Lehrian, , Sharon Lusignan, Mary Myers, Robert Olancin, Juan Saldivar, John Salem, William Shuluk (by proxy) , and Ann Wilson.

Action item #1

Proposal: HUS 2551 Evaluation of the Treatment Environment

Explanation: The proposal changes the name to *Multicultural Perspectives in Human Services* in accordance with the state numbering system.

Recommendation: In a voice vote, the new title was accepted. Applicable date is Spring, 2015.

Status:

Approved Dennis G. Wright 12/5/14

Action item #2

Proposal: NUR 2260 Advanced Adult Nursing II

Explanation: The proposal changes the course title, prerequisites, co-requisites, credit hours, and contact hours. The change of title removes "advanced" since level II is already indicated in the title. The correction of didactic load hours reflects the current curriculum requirements. The co-requisite NUR 2530 is being deleted to reflect proposed changes in the ASN curriculum. The ASN prerequisites were made co-requisites as they are taken concurrently with this course.

Recommendation: In a voice vote, the changes were accepted. Applicable date is Fall, 2015.

Status:

Approved Dennis G. Wright 12/5/14

Action item #3

Proposal: NUR 2260L Advanced Adult Nursing II Clinical

Explanation: The proposal changes the course title, prerequisites, co-requisites, credit hours, and contact hours. The change of title removes "advanced" since level II is already indicated in the title. The correction of clinical load hours reflects the current curriculum requirements. The co-requisite NUR

2530 is being deleted to reflect proposed changes in the ASN curriculum. The ASN prerequisites were deleted as they are taken concurrently with this course.

Recommendation: In a voice vote, the changes were accepted. Applicable date is Fall, 2015.

Status: *Approved. Denis L. Wright 12/5/14*

Action item #4

Proposal: INR 2500 Model United Nations

Explanation: This is a new course proposal; however, it has been running as POS 2910 for two years under various "temporary" modes, i.e., independent studies. This proposal makes the model United Nations a specific course with specific learning outcomes and assessments. One member strongly supported this proposal as he sees its obvious need, and other members added anecdotes to his. Another member asked if this would help the UN club on campus, but even the presenter was unaware of it, but he replied that he hoped it would be resurrected.

Recommendation: In a voice vote, the new course was accepted. Applicable date is Fall, 2015.

Status: *Approved. Denis L. Wright 12/5/14*

Action item #5

Proposal: PHI 2100 Logic: Reasoning and Critical Thinking

Explanation: The course title and description were not aligned with those given by the state for PHI 2100. The title of this course is changing to *Introduction to Logic* not only in order to mirror the title used by the state (and other institutions of higher learning here in Florida), but also to avoid confusion with the Critical Thinking course that we offer (PHI 2103). The course description is being updated so as to reflect the Florida Department of Education's description provided for this statewide course number. Note that all Schools that have programs where PHI 2100 is required or recommended will need to update program or certificate catalog pages to reflect the course title change.

Recommendation: In a voice vote, the changes were accepted. Applicable date is Fall, 2015.

Status: *Approved Denis L. Wright 12/5/14*

Action item #6

Proposal: ART 1203C Three-Dimensional Design (Sculpture)

Explanation: The proposal changes the course prerequisite. Faculty have experienced difficulty instructing some students in 3-D design when such students have had no prior experience with art-making, art-viewing, or design. The prerequisite of ART 1201C Basic Design will ensure that all students in 3-D design share an essential and fundamental skill set before embarking on this more advanced course. There is an email record indicating that prior administrators (both a dean and an associate dean) had been made aware of this issue at least as early as June 2012 and perhaps had even initially intended to include Basic Design as a prerequisite when 3-D design was first developed as a new course. However, it appears as though that task was overlooked, and this rectifies the situation. One member asked Dean Alford if a semester lag time has been addressed, and the dean answered in

the affirmative and added that this procedure has been addressed before, so there is precedent if not a COP.

Recommendation: In a voice vote, the new title was accepted. Applicable date is Fall, 2015.

Status: *Approved. Denis S. Wright 12/5/14*

Action item #7

Proposal: THE 1020 Introduction to Theatre

Explanation: The proposal changes the course number and title. The change to the course number and title is in keeping with the final recommendations of the General Education Steering and Faculty Committees of the state of Florida. Pursuant to section 1007.25 of the Florida Statutes, THE 1000 *Theatre Appreciation* will become a General Education Core Course under the statewide course number of THE 1000 beginning in Fall 2015. The learning outcomes and assessment strategies for the current Introduction to Theatre course are aligned with the way in which THE 1000 is currently being taught at like institutions. Therefore, all aspects of the course are the same, changing only the title and course number. ***PLEASE NOTE*** This course number and title change will require that the International Baccalaureate catalog language be updated. We currently accept IB transfer credits for THE 1020; we will want to have the catalog changed to accept transfer credits for THE 1000.

Recommendation: In a voice vote, the changes were accepted. Applicable date is Fall, 2015.

Status: *Approved. Denis S. Wright 12/5/14*

Action item #8

Proposal: FIL 1000 Film Appreciation

Explanation: This is a new course proposal. We live in an increasingly visual culture, one in which popular forms of expression – such as film – shape our values and ideas about the world. We also live in a globalized society, frequently coming into (real or virtual) contact with people from faraway places who have ideas, traditions, or beliefs that may be as foreign to us as their homeland. For these reasons, it is essential that we begin offering a Film Appreciation course with an international focus, which will enable students to critically engage with a highly influential medium that many may otherwise merely passively consume. This course will not only allow students to explore how film emerged as a medium of communication that influenced the values and practices of the past; it will also allow students to understand how film reflects as well as shapes the values of today and transmits information about international societies and culture through its ability to present both fact and fiction in equally believable ways. By adding *Film Appreciation* to the **Humanities Part B Gen Ed course offerings**, we will be providing a means of fulfilling the Humanities competencies established by Florida Statute 1007.25: "*Students will confirm the ability to think critically through demonstrating interpretive ability and cultural literacy. Students will acquire competence in reflecting critically upon the human condition.*" This course is not an equivalent to ENG 2100 *American Cinema*, but three courses already exist which would be.

Recommendation: In a voice vote, the new course was accepted. Applicable date is Fall, 2015.

Status: *Approved. Denis S. Wright 12/5/14*

Action item #9

Proposal: ENG 2100 American Cinema

Explanation: The proposal changes the course prefix, number, & description. When Film Studies was first emerging as an academic discipline, there were no departments dedicated strictly to the study of this form of cultural production; film production courses were housed in theater departments, and courses that examined the narrative elements of film were housed in English departments because of basic similarities between these disciplines. In more recent years, Film Studies has become established as its own legitimate field of inquiry, and there now exist departments and course numbers dedicated exclusively to film. To be more in keeping with current best practices, as well as to demonstrate respect for the singularity of the medium of film, the course prefix and number of *American Cinema* is redefined using the statewide course number FIL 2826. American Cinema remains in General Education Part B.

Recommendation: In a voice vote, the changes were accepted. Applicable date is Fall, 2015.

Status: *Approved. Dwyer S. Wright 12/5/14*

Action item #10

Proposal: MUL 1110 Music History and Appreciation

Explanation: The proposal changes the course number and title. The changes to the course number and title align with the final recommendations of the General Education Steering and Faculty Committees of the state of Florida. Pursuant to section 1007.25 of the Florida Statutes, **Music Appreciation** will become a General Education Core Course under the statewide course number of **MUL 1010** beginning in Fall 2015. We currently teach Music Appreciation under a slightly different course number and title. However, our learning outcomes and assessment strategies for the course are in keeping with the way in which MUL 1010 is currently being taught at like institutions. Therefore, we would like to keep all aspects of the course the same, changing only the title and course number as indicated above.

Recommendation: In a voice vote, the changes were accepted. Applicable date is Fall, 2015.

Status: *Approved. Dwyer S. Wright 12/5/14*

Action item #11

Proposal: TPP 1606 Playwriting

Explanation: The prerequisite is being changed from THE 1020 Intro to Theatre to THE 1000 Theatre Appreciation (Action item 7), which aligns with SCNS and the new state standards for Gen Ed curriculum.

Recommendation: In a voice vote, the change was accepted. Applicable date is Fall, 2015.

Status: *Approved. Dwyer S. Wright 12/5/14*

Action item #12

Proposal: TPP 2300 Directing I

Explanation: The prerequisite is being changed from THE 1020 Intro to Theatre to THE 1000 Theatre Appreciation (Action item 7), which aligns with SCNS and the new state standards for Gen Ed curriculum.

Recommendation: In a voice vote, the change was accepted. Applicable date is Fall, 2015.

Status:

Approved. Denis S. Wright 12/5/14

Action item #13

Proposal: DIG 2205C Basic Video Editing

Explanation: This is a new course proposal. With the addition of a new full-time faculty member trained in photography, video, and time-based media, we now have the expertise to offer a basic course in digital video to students who may have a burgeoning interest in this field, whether for artistic or career pursuits. This course will give students the opportunity to have hands-on training in the use of video editing systems, resulting in the ability to log and capture, edit with straight cuts and simple effects, and create a final, physical product that can serve as an artifact/example of his or her work when on a job interview in the field of video production.

Recommendation: In a voice vote, the new course was accepted. Applicable date is Fall, 2015.

Status:

Approved. Denis S. Wright 12/5/14

Action item #14

Proposal: DIG 2251C Digital Audio I

Explanation: This is a new course proposal. This course introduces students to the creative use of digital sound and provides opportunities for students to produce their own samples as well as edit existing audio tracks – both fundamental skills for jobs in the industry.

Recommendation: In a voice vote, the new course was accepted. Applicable date is Fall, 2015.

Status:

Approved. Denis S. Wright 12/5/14

Action item #15

Proposal: DIG 2280C Digital Video and Sound

Explanation: This is a new course proposal. This particular course will give students an introduction to the basics of digital video and audio recording and production. It will provide the foundation for further experience with multimedia production.

Recommendation: In a voice vote, the new course was accepted. Applicable date is Fall, 2015.

Status:

Approved. Denis S. Wright 12/5/14

Action item #16

Proposal: DIG 2284C Advanced Digital Video and Sound

Explanation: This is a new course proposal. This course will help students develop not only advanced creation and production skills in the realm of digital video and sound, but it will also seek to impart essential creative and organizational abilities that will be essential in the job market.

Recommendation: In a voice vote, the new course was accepted. Applicable date is Fall, 2015.

Status: *Don G. Wright 12/5/14 Approved.*

Action item #17

Proposal: MUS 2360 Introduction to Technology in Music

Explanation: This is a new course proposal. This course will introduce students to the technology used in the music business today, while also providing a look at the historical interactions between technology and music. Students in any and all music classes could benefit from a greater awareness of the software and hardware available for the creation, instruction, and dissemination of music.

Recommendation: In a voice vote, the new course was accepted. Applicable date is Fall, 2015.

Status: *Approved. 12/5/14 Don G. Wright*

Action item #18

Proposal: MUM 2600C Basic Audio Recording Tech

Explanation: This is a new course proposal. This course is a foundational class in the discipline of Audio Technology and is necessary for students to complete advanced work in the field.

Recommendation: In a voice vote, the new course was accepted. Applicable date is Fall, 2015.

Status: *Approved. 12/5/14 Don G. Wright*

Action item #19

Proposal: MUM 2601C Recording Techniques II

Explanation: This is a new course proposal. This course is a more advanced class in the discipline of Audio Technology and is necessary for students to master the skills involved in this field. The course provides a blend of supervised hands-on training and in-depth technical instruction that will prepare students for an internship in a recording studio. The prerequisite MUM 2600C may be taken in A and MUM 2601C in Mini B. One member asked if a survey of students or local businesses was taken for interest. Catherine replied that no formal survey had been implemented because the student demand to the professors had been high. Dean Alford added that since it is an AA course, a formal needs assessment did not have to be completed, but he also saw it as a need from the changing times to broaden our offering.

Recommendation: In a voice vote, the new course was accepted. Applicable date is Fall, 2015.

Status: *Approved. Denis H. Wright 12/5/14*

Action item #20

Proposal: MUM 2604C Multi-track Mixdown Techniques

Explanation: This is a new course proposal. This course is a more advanced class in the discipline of Audio Technology and is necessary for students to master the skills involved in this field. The course demonstrates techniques needed for mixing the complicated musical tracks common today.

Recommendation: In a voice vote, the new course was accepted. Applicable date is Fall, 2015.

Status: *Approved. Denis H. Wright 12/5/14*

Action item #21

Proposal: Audio Technology Certificate

Explanation: This is a new certificate proposal (CCC). This certificate program will prepare students for employment in the music and entertainment industry as technicians/specialists in music recording, audio hardware and software utilization, digital audio production, editing, and mastering. The program also provides supplemental training for persons previously or currently employed in music, entertainment or related occupations. Graduates of this program can potentially obtain employment as recording technicians/engineers, sound technicians in live or studio positions, audio editors/designers in various music-related fields. These could include broadcast media, motion picture trades and other multimedia-based areas. One member asked if FGCU had a similar program, but they are concentrating on education and performance and have no plans to go into audio technology. Dr. Alford added that they hoped for an articulation agreement so that performers could background in the technology.

Recommendation: In a voice vote, the new certificate program was accepted. Applicable date is Fall, 2015.

Status: *Approved. Denis H. Wright 12/5/14*

Action item #22

Motion: General Education Subcommittee

Explanation: A motion was made and seconded to formally address the ongoing changes in General Education program. The last meeting of the General Education Committee had been held and the catalog is the next step. To insure that faculty remain in charge of curriculum and it is verified annually, a standing subcommittee of the Curriculum Committee should be formed to oversee the catalog changes, any future courses that might be added (or deleted) to General Education program, and an annual review. Since the subcommittee would be composed of Curriculum Committee members, they would inform the committee at our regular meetings or give their opinion to the chair prior.

Recommendation: In a voice vote, with one member abstaining, the committee agreed to form a standing General Education Committee blended from the curriculum and assessment committees to continue to uphold the standards of our General Education program. Applicable date is Spring, 2015.

Status:

*Approved in the manner described in the
attached Subcommittee description
by VPAA.*

Respectfully submitted,
Jennifer L. Grove, Ph.D.
Curriculum Committee Chair

General Education Subcommittee of the Curriculum Committee

The General Education subcommittee will include five sitting members of the current Curriculum Committee. The five subcommittee members will be one each from a discipline represented in the five categories of the General Education requirements. The Curriculum Committee will appoint annually at its first meeting the five members of the subcommittee. If, due to the composition of Curriculum Committee, no members of a General Education category are represented among its membership, the Curriculum Committee Chair will request an appointment from that department who could represent that category. That subcommittee member is only a member of the subcommittee not of the Curriculum Committee. All new courses which are requested for inclusion or changes in credit hours or pre/co-requisites for existing Gen Ed courses in General Education will be referred to the Subcommittee for its deliberation and recommendation to the Curriculum Committee. The General Education Subcommittee is a recommending body and as such all recommendations are sent to the Curriculum Committee for official curricular action.