E-mail dated 10/14/14

Hi Pat and BLP members:

First of all, thank you for meeting with me. I apologize that I was still under the weather. I hope I was coherent! Your questions where very insightful; I have included responses below. Your comments on lessons in particular were very helpful. I have completed the Music Major Anticipated Revenues and Expenses spreadsheet and attached it here.

1) I did find information on Impaction at SDSU, from their website: "**All San Diego State University majors and pre-majors are designated as impacted, meaning they have more students wanting to declare that major than can be accommodated."** <http://arweb.sdsu.edu/es/advising/impaction.html>   I assume that a number of students who cannot get into the SDSU music degree program will apply to CSUSM.

2) I also found enrollment numbers for the music major at SDSU in relation to the general enrollment for Fall 2014:

<http://university-stats.sdsu.edu/reports/MajorCode_UG/all_majorcode_ug_144.pdf>

216 Music Majors out of 27,595 undergraduate students in Fall 2014.

Music Majors total .78% of total undergraduate majors.

Assuming approximately 10,000 CSUSM undergraduates in 5 years, at .78% the CSUSM Music Major would have approximately 78 majors. We currently have 30+ in the VPA Music Option so this number seems reasonable and we have used it as our target number for the first 5 years in the attached spreadsheet.

3) We are exploring new venues for music rehearsal on campus and I will let the committee know if we are successful. We are also well along the way to creating the music/piano lab. We are working with University Advancement on funding for this (there was a fundraiser this past weekend). In the first five years we do not anticipate requesting new space but will be exploring possibilities soon thereafter for a larger dedicated rehearsal space.

4) I have completed the Revenues and Expenses Spreadsheet. FYI, I modified it so that all totals are automatic. Please note that the growth position in Year 3 does not offset the Lecturer costs as it will not overlap (different skill sets needed). Please let me know if you need more information.

5) We are working with the SofA Director and the Dean of CHABSS to address lessons beginning next semester and are well on our way to setting up a permanent agreement/process. We have incorporated anticipated lesson expenses into the attached Cost/Revenues spreadsheet in the Lecturers category.

I think I addressed all your questions, please let me know if I have missed anything.

All the best,

Bill

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Hi Bill,

BLP met today and we have generated the following questions for you to discuss with us on Sept. 16 in Kel 3010 at 2:30.

1.  First of all, the committee wondered if you could provide us with an overview/comparison of the music option and the major. Maybe a quick side by side comparison of the courses with new major courses indicated. There are several new courses, but the P-form indicates no new resources initially. Typically, the development of new courses does have resource implications.

RESPONSE: Appendices 2 and 3 (pp 46-50) give you an overview of the old (current) and new courses that are included in the major. All the new courses have been submitted as C forms in the proposal. Appendix 4 (pg 51) shows that there are only 4 courses that are required to start the major, these are the only NEW courses required in the CORE for the major: MUSC 146, MUSC 201, MUSC 202, MUSC 220. We already offer MUSC 146 as a Topics course. The Capstone (renumbered to MUSC 490) is currently offered to all our music option majors as an Independent Study course. It will remain an independent study course in the major.  MUSC 201, 202 and 220 will be offered by our current faculty. All the other courses in Appendix 4 are electives and so are not necessary to offer at the outset. We will need to offer lessons at the start of the major (we currently do in a limited fashion). Some of the new courses will be offered by current faculty in rotation (re. some of us offer the same course every semester, we will go to an alternating system to offer in new courses). HOWEVER, as we grow the major we will need to offer some new courses with adjunct faculty as well as continue to offer lessons.  The resource implications according to Appendix 5 are approximately 2-3 additional adjunct courses per semester by Year 2 as well as lessons.

2. P form (pdf pp. 33) We are a little confused by the numbers and need your help understanding exactly what they mean and where they come from. For example, there are currently 20-25 students in the music option.  20-25 majors in year one are estimated in conjunction with community college colleagues?  Then, it is stated that year one will have 5 graduates, reading 10-15 in year 5.  Where did these numbers come from and how many students are in current classes. Do you expect more classes? Is this a viable number for sustainability? How will the classes be filled?

RESPONSE: The numbers are generated by the Music Faculty based on our current number of majors in the option (at this writing around 30 per semester). The community college comment is simply an indication of the positive reception that our CC colleagues have given us about the major coming on and the anticipated increase in enrollment because of this. These numbers are only estimates. We hope they are bigger, we would be surprised if they are smaller. We anticipate that with approx 60 majors at Year 5 around 1/4 of the majors will graduate that year (hence the 10-15 graduates). The major classes will of necessity have to be smaller in size. Music has built a culture of larger enrolled GE classes supporting our smaller classes; this approach will continue as the major comes on board. We currently offer around 20-22 classes per semester and they are mostly full.

3.  P form (pdf pp. 34) space needs will be needed, an additional computer lab and software, and more rehearsal space. Are the computing labs listed (Arts 177 and 239) still widely available? There is a suggestion to add a large “tilt-up” building near the arts building that would provide more storage and rehearsal space as the program grows. The committee wondered if there has been any discussion of space implications with the Director, Jacquelyn Kilpatrick. If not, we would urge you to do so and invite her to come with you to BLP on September 16.

RESPONSE: The computer labs listed are still widely available and still have some capacity left. Also the Library studios are available to us for recording. We are working with the SofA to use available space to dedicate a lab to music work (including piano, theory, music tech, composing/arranging). Rehearsal space is still a challenge (but not insurmountable). We currently rehearse in ARTS 111, 101, a large practice room in ARTS 116, and ACD 104 (the gamelan). In the short term we will make use of the available space and current space is adequate to start the major and into the early stages of its development.However, dedicated music rehearsal space is very important in the long term. We have discussed this with SofA Director Kilpatrick. Currently her goal is to get a new Performing Arts building with dedicated rehearsal space therein.

4. P form (pdf pp. 37) The library does have a significant collection for music theory and music history books; however, library statement indicates needs to update and add to the existing collection for musical scores and audio performances for newer genres. Is what we have adequate for WASC accreditation if this is a major?

RESPONSE:

Library resources are adequate at this point. As the major grows we will add resources as needed but there is not a large scale capital outlay needed. Many scores are now available free on the Internet. What we have is adequate for WASC accreditation.

We thank you for your time in helping us to sort through the program.

Pat

**From:** Bill Bradbury <[bradbury@csusm.edu](mailto:bradbury@csusm.edu)>

**Date:** Tuesday, September 2, 2014 2:13 PM

**To:** Pat Stall <[pstall@csusm.edu](mailto:pstall@csusm.edu)>

**Subject:** Re: BLP request regarding Music P-form

Hi Pat-

The resource piece hasn't changed, only curriculum numbering and learning outcomes (which I assume you have from the CHABSS review). Looking forward to seeing you on the 16th at 2:30 in Kel 3010.

Best,

Bill

**From:** Patricia Stall <[pstall@csusm.edu](mailto:pstall@csusm.edu)>

**Date:** Tuesday, September 2, 2014 11:01 AM

**To:** Bill Bradbury <[bradbury@csusm.edu](mailto:bradbury@csusm.edu)>

**Subject:** Re: BLP request regarding Music P-form

Bill,

I don't know of any other additional information. Since the document is a couple of years old, do you know of anything that needs to be updated? That may be where the questions are focused. 2:30 on the 16th is perfect and we will be sure to get you away before 3:00.

Thanks again for your time.

pat

**From:** Bill Bradbury <[bradbury@csusm.edu](mailto:bradbury@csusm.edu)>

**Date:** Tuesday, September 2, 2014 10:00 AM

**To:** Pat Stall <[pstall@csusm.edu](mailto:pstall@csusm.edu)>

**Subject:** Re: BLP request regarding Music P-form

Thanks Pat.

I appreciate you sending the IITS memo. Are there other missing memos/signatures? I submitted this to the CHABSS Curriculum Committee two years ago, at the time it was unclear when people were to sign off (some thought before the college review, some after). Thanks for your help!

Could I come at 2:30 for the meeting on the 16th? I teach at 3; it is a lab class and I can have the students work on their own for a while but I would like to get there close to 3.

Thanks!

Bill

**From:** Patricia Stall <[pstall@csusm.edu](mailto:pstall@csusm.edu)>

**Date:** Tuesday, September 2, 2014 8:40 AM

**To:** Bill Bradbury <[bradbury@csusm.edu](mailto:bradbury@csusm.edu)>

**Subject:** Re: BLP request regarding Music P-form

Hi Bill,

Thank you for making time. There was no memo from IITS with the P-form. BLP requested one and it is attached for your reference. It has also been forwarded to UCC. If I have any questions from the committee ahead of time, I will forward those to you before our conversation on 9/16.

Pat

**From:** Bill Bradbury <[bradbury@csusm.edu](mailto:bradbury@csusm.edu)>

**Date:** Monday, September 1, 2014 12:30 AM

**To:** Pat Stall <[pstall@csusm.edu](mailto:pstall@csusm.edu)>

**Subject:** Re: BLP request regarding Music P-form

Hi Pat. Thanks for contacting me! I am cautiously optimistic that the Music P Form can leave campus for the Chancellor's Office at the end of this semester with a start date of Fall 2015. The P Form sat in UCC last year from December to May with no action taken. I hope they can get to it early this semester!

I would be happy to come to BL to discuss the proposed major. I can meet on Tuesday, 9/16 for a half an hour of your choosing. Please let me know what time is good and I will be there!

All the best,

Bill

**From:** Patricia Stall <[pstall@csusm.edu](mailto:pstall@csusm.edu)>

**Date:** Friday, August 29, 2014 1:25 PM

**To:** Bill Bradbury <[bradbury@csusm.edu](mailto:bradbury@csusm.edu)>

**Subject:** BLP request regarding Music P-form

Hello Bill,

BLP would like to invite program proposers to present a brief overview of their Program (P-form) focusing on budget, space, faculty requests, technology needs, library use, and long range planning implications. As the proposer of the Music Major we would like to invite you to a meeting in September. We meet on Tuesdays in Kel. 3010 from 2:30-3:45. Can you come to BLP on Sept. 16 or 23 for about half an hour to present the overview and answer any questions?  If not, can you identify someone who is familiar with the program? I attached an updated IITS memo and sent it to UCC. Bill Ward also attends BLP and when we noticed that there was no IITS memo, he prepared this one. Let me know  if one of those Tuesdays works for you.

Thank you,

Pat Stall, BLP chair