Wilkes University Curriculum Committee

PROPOSAL SUBMITTAL FORM

Directions:

• Use this set of forms for all proposals sent to the Curriculum Committee.
• Pages 1-3 of this document are required. Any unnecessary forms should be deleted from the packet before submissions. If multiple forms are needed (course addition, course deletion, etc.), simply copy and paste additional forms into this packet.
• Note that all new programs (majors and minors), program eliminations, significant program revisions and all general education core revisions must be reviewed and approved by the Provost and Academic Planning Committee (APC) prior to submission to the Curriculum Committee. The Provost will make the decision if a program revision requires APC review.
• Completed and signed forms are due no later than the second Tuesday of every month. Submit one signed original hard copy and a scanned electronic copy with all signatures to the Chair of the Curriculum Committee.

1. Originator: Philip G. Simon and Steven Thomas
   Division of Performing Arts
   570-408-4437, philip.simon@wilkes.edu
   570-408-4434, steven.thomas@wilkes.edu

2. Proposal Title: MUS 123 Marching Colonels course addition proposal

3. Check only one type of proposal: (double click on the appropriate check box and change default value to “checked”).

☐ New Program. (Major or Minor Degree Programs). This requires prior review and approval by the Provost and APC.
☐ Elimination of Program. (Major or Minor Degree Programs). This requires prior review and approval by the Provost and APC.
☐ Program Revision. Significant revisions to a program require review and approval by the Provost. The Provost determines if review and approval by APC is necessary.
☐ General Education Revision. Submissions only accepted from the General Education Committee (GEC). Must be reviewed and approved by the Provost.
☐ Creation of new departments, elimination of existing department. This requires prior review and approval by the Provost and APC.
☒ Course additions or deletions not affecting programs (such as elective courses, transition of “topics” courses to permanent courses).
☐ Change in course credit or classroom hours.
☐ Incidental Changes. Includes changes in course/program title, course descriptions, and course prerequisites. (Although these changes do require approval by the Curriculum Committee, they do not go before the full faculty for approval).
☐ Other (Specify)
4. Indicate the number of course modification forms that apply to this proposal:

X Course Addition Form (plus syllabi)
   Course Deletion Form
   Course Change Form

5. Executive Summary of Proposal.
   Briefly summarize this proposal. The breadth and depth of this executive summary should reflect the complexity and significance of the proposal. Include an overview of the proposal, background and reasoning behind the proposal and a description of how the proposal relates to the mission and strategic long-range plan of the unit and/or university. For incidental changes a one or two sentence explanation is adequate.

The intended impact of a marching band at Wilkes is two-fold:
1. To provide students with a music and marching ensemble that gives students opportunities for musical growth, leadership and personal satisfaction.
2. To serve as a recruiting and retention tool for the University and for the music program.

The ensemble will enhance the University’s mission, vision and values in multiple ways including:
1. Enhancing the liberal education experience Wilkes provides with a traditional collegiate music activity.
2. Offering faculty-to-student and student-to-student mentorship opportunities.
3. Providing performance opportunities that develop and enhance intercultural and diverse cultural experiences.
4. Providing an opportunity to work as part of a team in a collegial setting.
5. Providing the opportunity to engage in discovery and research while contributing to the program and to yearly field show development.
6. Fostering a sense of belonging to a close-knit and highly collaborative community of musicians.
7. Providing an exceptional experience that transforms students and develops innovations through activities that lead to regional recognition.
8. Providing another for credit elective musical ensemble for students

6. Other specific information. (Not applicable for incidental changes.)

What other programs, if any, will be affected by this proposal? Describe what resources are available for this proposal. Are they adequate? What would be the effect on the curriculum of all potentially affected programs if this proposal were adopted? Include any potential effects to the curriculum of current programs, departments and courses.

The President’s Cabinet has identified funds for the start up and continued support of the marching band. A budget has been presented to and approved by the APC and the full faculty. This proposal has no significant effect on the broader curriculum, except insofar as an influx of
more students interested in music may enable greater enrollment in other music courses, and may result in greater interest in the Music minor.

7. Program Outline. (Not applicable for incidental changes).
A semester-by-semester program outline as it would appear in the bulletin for a new program or any modified program with all changes clearly indicated.
8. Signatures and Recommendations. (please date)
   - Signatures of involved Department chair(s) and Dean(s) indicate agreement with the proposal and that adequate resources (library, faculty, technology) are available to support proposal.
   - If a potential signatory disagrees with a proposal he/she should write "I disagree with this proposal" and a signed statement should be attached to this submission.

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Print Name | Signature | Date
Provost (For new programs, significant revisions and revisions to the General Education Program revisions only).
Provost should check here if this proposal is a program revision AND the significance of the revision requires review and approval by APC prior to Curriculum Committee.

Print Name | Signature | Date
Chair, Academic Planning Committee. For new programs, program revisions sent via the provost. Signature indicates that the proposal has been reviewed and approved by APC.

Print Name | Signature | Date
Chair, General Education Committee. For revisions to General Education program only. (Signature indicates that the proposal has been approved by GEC).
Wilkes University Curriculum Committee
COURSE ADDITION FORM – page 1

1. Course Title: Marching Colonels

2. Course Number: MUS 123
   Coordinate with Registrar to insure course number is available

3. Course Credit Hours: 2
   Classroom Hours ______ Lab Hours 6 Other 4

4. Course Prerequisites: none

5. Course Description (as proposed for the Bulletin):
   Course descriptions provide an overview of the topics covered. If the course is offered on a scheduled basis, i.e. every other year, or only during a set semester, note this in the description. Course descriptions should be no more than two to three sentences in length.

   The Wilkes University Marching Colonels Marching Band provides an opportunity for rehearsal, study and performance of a marching band field show presented at home football games and select on and off campus performances. Members must commit to a one week band camp before classes commence, perform at all home football games, and attend all rehearsals. Offered only in the fall.

6. Required Documentation:
   Proposed Syllabus 
   Attach proposed syllabus immediately after this document. In some situations the official syllabus may contain information that is beyond the review needs of the Curriculum Committee (such as extensive rubrics, etc). It is permissible to attach an abbreviated syllabus. In general, syllabi (whether full or abbreviated) should contain the
following information: Course Title, Course Number, Credit hours, Faculty Information (name contact information, office hours), Course Description, Course Outcomes or Objectives, Assessment (grading) information, required texts (or other things such as tools, software, etc), pertinent policies and a proposed schedule of topics.

Wilkes University Marching Colonels
MUS 123
Syllabus, Fall 2014

Instructor: Dr. Philip G. Simon
Office: Dante Center, Room 309
Office phone: 570-408-4437
Home phone: 570-788-8097
Cell phone: 570-574-7216
E-mail: philip.simon@wilkes.edu
Rehearsals: Tuesday, 6-8 pm Friday, 4-6:00 pm, Saturdays of home games, 9:00-11:00 am
Performances-See the attached schedule of home football games

Course Description:
The Wilkes Marching Colonels Marching Band provides an opportunity for rehearsal, study and performance of a marching band field show presented at home football games and select on and off campus performances. Members must commit to a one week band camp before classes commence, perform at all home football games, and attend all rehearsals.

Course Objectives: All students shall:
1. Acquire, refine, and demonstrate in performance an advanced level of skill in musicianship, music reading, tone quality, rhythmic precision, note accuracy and intonation,
2. Develop critical thinking skills in the areas of listening and adjusting for dynamics, balance, blend, phrasing, and intonation,
3. Develop an understanding of and ability to march and execute a field show drill while playing music,
4. Participate in all rehearsals and performances as designated by the schedule provided at the beginning of the semester.

Teaching Methods:
The director will provide a rehearsal and performance experience where students develop and share a sense of pride and unity in the ensemble. Instruction will focus on progressively developing advanced instrumental performance and marching skills. A variety of rehearsal techniques and teaching strategies are employed to progressively develop the tone, technique and musicianship and marching skills of the ensemble. Teaching strategies include:
- full rehearsals
- individual and section practice during rehearsals
- testing of playing and marching competency for a grade

Texts and Materials:
- Music and drill selected for the pre-game and field show and music for the stands

Grading Criteria:
Successful completion of MUS 123 includes attendance at all rehearsals and performances and excellent preparation of all music and marching drill. The director and marching band staff will evaluate and rate the student's attendance and performance, which will determine the grade for the semester. See the attendance policy for specific information on grade penalties for attendance infractions.

Attendance:
Attendance is mandatory at all rehearsals and performances. Any absence that remains unexcused will lower the member's grade by .5. Late arrival to a rehearsal compromises the group's ability to warm-up, tune and begin rehearsal. Members of the ensemble should plan to arrive for all rehearsals at least ten minutes before rehearsal begins. Members
who arrive late more than twice will be penalized .5 grade points. Events that are beyond the student’s control, such as serious illness or family emergency, are always excused. Only the director can excuse an absence. It is the student’s responsibility to inform the director as soon as possible, preferably before the rehearsal or performance, of any situation that will prevent the student from attending a rehearsal or performance.

**Music:**
Members are issued a folder with a full compliment of music and drill charts at band camp. It is the responsibility of each member to keep the music and drill charts in good condition. The music folder, with all music intact, must be returned to a band librarian at the end of the semester. Each person is expected to know his or her music and drill for each rehearsal and performance.

**Uniform:**
Members will be issued a University owned uniform which must be turned in at the end of each performance. Members are responsible for all uniform parts and will be asked to pay for any parts not turned in at the end of the season.

**Musical instruments:**
Some members may be issued a University owned musical instrument or guard equipment. A member is responsible for all instruments or equipment issued to them and may be liable for the repair or replacement of an instrument or equipment that is damaged or lost.

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**Marching Band Schedule**
**Fall, 2014**

**Rehearsals and Performances**

Tuesdays 6-8 pm  
Fridays 4-6 pm  
Game day Saturdays 9 am-11 am, lunch on your own, suit up, form up and march to stadium for pre-game, 12:30 pm. Game over-return uniform to storage 4:30 pm (approx.)

**Home Games at which we will play:** TBA