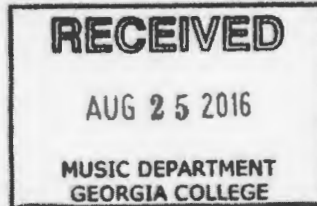


GEORGIA COLLEGE & STATE UNIVERSITY
DEGREE PROGRAM and CURRICULUM CHANGES PROPOSAL COVER SHEET

| | |
|--|---|
| PROPOSAL: MMED online delivery | |
| COLLEGE: Arts and Sciences | DEPARTMENT: Music |
| DEGREE: Master of Music Education | CIP CODE: 13.1312 |
| MAJOR: Music Education | MINOR: |
| CONCENTRATION NAME: | PROPOSED EFFECTIVE DATE: (semester/year) : Fall 2017 |
| Description and Rationale for Recommended Action (attach additional pages if needed, this description will be shared at all levels in the University, and the University System and SACS Offices): | |

Action Item (Check one.)

- New Major, Minor, Certificate, or Concentration
- Rename Major, Minor, Certificate, or Concentration
- Deactivate/Discontinue Major, Minor, Certificate, or Concentration
- New Degree or Graduation Requirement
- General Education Requirement or Change
- Curricular Change that Impacts Multiple Colleges
- Modify Existing Major, Minor, Certificate, Concentration Requirements



All required documentation must be attached. (Electronic MS Word files with supporting documents are required at each level of review)

| Reviewing entity | "•" denotes necessary routing. | | | | Signature and Date | Recommend | *Not Recommended | Reviewed - Information Only |
|---|---|--|---|--|-----------------------------|-----------|------------------|-----------------------------|
| | Major (new, modify, rename, deactivate) | Concentration or Certificate (new, modify, rename, deactivate) | Minor (new, modify, rename, deactivate) | General Education or Curricular Change affecting multiple colleges | | | | |
| Chair, Department Curriculum Committee | • | • | • | • | Lina Holmes-Davis 8/25/16 ✓ | | | |
| Department Office Department Chair | • | • | • | • | [Signature] 8/25/16 ✓ | | | |
| Chair, College Curriculum Committee | • | • | • | • | [Signature] 8/25/16 ✓ | | | |
| Dean's Office Dean | • | • | • | • | [Signature] 8/25/16 ✓ | | | |
| Graduate Council (as appropriate for Graduate Curriculum) | • | • | | • | [Signature] ✓ | | | |
| Curriculum and Assessment Policy Committee of University Senate | • | • | • | • | | | | |
| University Senate | • | • | | • | | | | |
| Academic Affairs Provost Office | • | • | | • | | | | |
| President | • | | | • | | | | |
| USG/BOR Review/Information Item | • | • | • | • | | | | |
| SACSCOC Notification | • | • | • | | | | | |

*A "Not Recommend" recommendation should include reviewer rationale and recommended action.

INITIAL DISTANCE LEARNING DELIVERY
of an
EXISTING PROGRAM
(First Distance Learning Program Offering by an Institution)

Institution: Georgia College

Approved by President or Vice President for Academic Affairs:

Date: August 26, 2016

School/Division: College of Arts and Sciences

Department: Music

Departmental Contact: Tina Holmes-Davis

Name of Existing Program: Master of Music Education

Degree: Master's

Major: Music Education

CIP Code: 13.1312

Anticipated Start Date for Distance Learning Delivery: Fall 2017

Indicate whether the program will be nominated for inclusion with the SREB Electronic Campus (Yes or No): Yes

Note: The institution will submit all approved online programs for inclusion in the Georgia On My Line (GoML) directory.

Approval by Chief Business Officer (or designee):

Contact Information:

Approval by Chief Information Officer or designee:

Contact Information:

1) Similar Programs in the USG and Justification of Need

- a. Similar programs in the USG
 - i. University of Georgia- fully online MMEd
 - ii. University of West Georgia- online and summer residency programs
- b. Justification of Need
 - i. Georgia College will be the only Liberal Arts school in Georgia with an online master's of music education. We are working diligently to infuse our community atmosphere and liberal arts focus into the program through courses such as *Community and Philosophical Music Perspectives* and *American Music and Politics*. Additionally, we are striving to offer a strong elementary music education program, which area is frequently overlooked in favor of instrumental and choral programs. There are more elementary schools than secondary in Georgia so this focus has the potential to attract a large number of graduate students to our program. Finally, the MMED courses will overlap with our proposed MAT music education degree program. In this way, we can use the same resources for certified and pre-service graduate students.

2) Institutional Delivery of an Existing Program in an Online Format

- a. Provide a brief history of the program and the need to offer the program online
 - i. The MMED program at Georgia College has had steady enrollment averaging seven students per semester since its inception in 2006, but the graduation rate has declined steadily since 2011. The GC Office of Institutional Research and Effectiveness reports an average of four annual MMED graduates from 2013-2015. Since the Milledgeville campus is in a rural Georgia location, prospective students are limited by travel time for classes and the after school rehearsals and performances that are typically required of music teachers. Online courses require no travel time, which allows students to work around their professional responsibilities. The music education faculty propose expanding the boundaries of our reasonable recruiting-base through online delivery. This will allow potential students to remain in teaching positions while enhancing their education, leading to more career options and better pay.
- b. Curriculum and Instruction
 - i. Demonstration that the selected delivery technology is compatible with the nature and objectives of the program and courses.
 - 1. Georgia College offers many master's degrees online so our delivery technology is already appropriate and is continuously improved. Using the GeorgiaVIEW platform, we have access to the D2L for online courses, Kaltura to store, create, and edit audio-visual documents, and WebEx for synchronous distance collaboration and instruction. The programs allow us to interact with students and observe their teaching and musicianship.
 - ii. Identification of whether instruction will be offered synchronously or asynchronously; online only or blended.
 - 1. This program will be offered in an online format. Courses are typically asynchronous, but many offer synchronous class or

individual meetings according to the scheduling availability of the students.

- iii. For collaborative programs, demonstration that changes to the curriculum will be coordinated and communicated among institutional partners.
 - 1. n/a
- iv. Delineation of how grade disputes and other academic matters will be adjudicated within the collaborative.
- v. n/a
- c. Faculty
 - i. Description of the online teaching experience or training of faculty who will teach in the program.
 - 1. The Graduate Coordinator for Music Education, Dr. Tina Holmes-Davis, earned her doctorate degree through Boston University's online music education program. She has completed the Quality Matters rubric training and will become a Quality Matters reviewer in fall of 2016. She is also currently working with the COPLAC Digital Liberal Arts program and a professor at Shephard University to design and implement an online course, which will be offered to students from all 29 COPLAC institutions in spring 2017. Dr. Holmes-Davis will teach MUED 6020 Curriculum and Assessment, MUED 6800 Research in Music Education, MUED 6400 Community and Philosophical Music Perspectives, and MUED 6040 Curriculum Development.
 - 2. Dr. Maureen Horgan has been teaching MUED 6650 Jazz History online for several years. This course has become very popular with graduate and undergraduate students both for its content and for its delivery method.
 - 3. All of the professors teaching courses for the MMED are approved through IDEAS for online instruction at Georgia College. Many will begin Quality Matters training in fall 2016.
 - a. Dr. Michelle Champion will teach MUSC 6509 Elementary Musical Performance and MUED 6909 Elementary Techniques.
 - b. Dr. Jennifer Flory will teach MUSC 6519 Choral Literature and History, MUED 6300 Technology in Music Education, and MUED 6919 Choral Techniques
 - c. Dr. Dana Gorzelany-Mostak will teach MUSC 6640 American Music and Politics
 - d. Dr. David Mitchell will teach MUSC 6100 Theory and Analysis
 - e. Dr. Clifford Towner will teach MUSC 6529 Wind Band Literature and History, and MUED 6929 Instrumental Techniques
- d. Student Demand Data
 - i. No data is available regarding student demand. We have had positive response to and increased interest in the online courses.

- e. Student Support and Administrative Support Services Available
 - i. Description of how the following services will be made available to students and faculty:
 - 1. Registration
 - a. Students are currently able to register for courses online through PAWS.
 - 2. Library Services
 - a. Graduate students in music education have access to library materials through inter-library loan, GALILEO, and the online holdings of the National Associate for Music Educators (NAfME).
 - 3. Learning Support and Tutoring
 - a. Learning support and tutoring are available to graduate music education students through WebEx.
 - 4. Academic Advising
 - a. Academic advising is available to graduate music education students via email and WebEx.
 - 5. Disability Services
 - a. Graduate music education students will continue to be served through the GC disability services department.
 - 6. Career Guidance
 - a. Career guidance for graduate music students is available through the music education faculty via WebEx or through the GC Career Center.
 - 7. Bookstore
 - a. Graduate music education students can order books online through the bookstore or other retailers.
 - 8. Testing and Evaluation
 - a. Testing and evaluation are done through the GeorgiaVIEW platform.
 - b. Note: There is concern among the music education faculty regarding the academic honesty in the online format. We would like for GC to consider some of online proctoring options in support of the many online degree programs.
 - 9. Financial Aid
 - a. Graduate music education students have access to loans through the financial aid office.
 - 10. Technical Support (Help Desk, etc.)
 - a. Graduate music education students have online and phone access to SERV, IDEAS, and the online support from our various vendors including GeorgiaVIEW and WebEx.
 - 11. Instructional Design Support
 - a. Graduate music education students have online and phone access to IDEAS and the music education faculty.
 - 12. Hardware and Software Requirements for Students and Faculty
 - a. Faculty:

- i. Computer hardware and software are available for faculty through SERV, IDEAS, and the IT office.
 - b. Students:
 - i. Computer hardware is a responsibility of the student, though devices may be checked-out from the library.
 - ii. Software is available through Office 365 or online.
 - 13. Online Orientation Developed for Students and Faculty
 - a. We are working with IDEAS to develop an online orientation module for new graduate music education students. This will be available to them as soon as they register for courses.
 - 14. Student Records and Tracking
 - a. Student records and tracking are done in the graduate office and by the graduate coordinator for music education.
 - 15. Remote Site Accessibility
 - a. There is no need for remote site access at this time. Students will have access to all faculty and course materials via the Internet.
 - b. Future remote site considerations might include the proctoring of tests for test security.
 - f. Cross-Departmental Planning and Coordination
 - i. Description of the involvement of various departments in the development and coordination of the program inclusive of the campus department, information technology, business services, and other applicable units.
 - 1. We are working with the Graduate office on admission procedures, advertising for the program, and generating ideas for recruiting new students.
 - 2. We are working with IDEAS to continuously improve our course offerings and online interactions with students.