**NOTIFICATION FORM FOR ADDITIONAL DISTANCE LEARNING DELIVERY OF EXISTING APPROVED PROGRAMS**

***(Institutional Online Offering of Second and Subsequent Online Programs)***

**Notification Date:** 28 September 2016

**Institution:** Georgia College

**College/Division:** College of Arts and Sciences

**Department:** Music

**Program Name:** Master of Music Education

**CIP Code:** 13.1312

**Type of Delivery (e.g., asynchronous, synchronous, Internet, DVD, CD-ROM, Broadcast Transmission):**

Delivery for the program is asynchronous, but most faculty use synchronous components in their courses.

**Total Credit Hours Required for Completion:** 30 hours for degree completion

**Proposed Start Date:** Summer 2017

**Indication of whether the institution seeks the program to be listed on Georgia ONmyLINE [GOML] (yes or no):** Yes

**Indication of whether the institution seeks the program to be listed with the SREB Electronic Campus (yes or no):** Yes

**Contact information for the lead person in the department in addition to the Vice President for Academic Affairs:**

Interim Vice President for Academic Affairs:

Costas Spirou, costas.spirou@gcsu.edu, 478-445-4715

Music department chair:

Sergio Ruiz, sergio.ruiz@gcsu.edu, 478-445-8289

Music Graduate Coordinator:

Tina Holmes-Davis, tina.holmes-davis@gcsu.edu, 478-445-4966

*Note: Upon completion at the campus, the institutional Vice President for Academic Affairs will submit this information through the sharepoint – new program review site for system office administrative approval.*

1. **Similar Programs in the USG and Justification of Need**
	1. Similar programs in the USG
		1. University of Georgia- online and summer residency programs
		2. University of West Georgia- fully online MMEd
	2. Justification of Need
		1. 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**
	1. Provide a brief history of the program and the need to offer the program online
		1. 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 proposes 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.
	2. Curriculum and Instruction
		1. 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.
		2. 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.
		3. For collaborative programs, demonstration that changes to the curriculum will be coordinated and communicated among institutional partners. n/a
		4. Delineation of how grade disputes and other academic matters will be adjudicated within the collaborative. n/a
	3. Faculty
		1. 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 reviews in fall of 2016. She is also currently working with the COPLAC Digital Liberal Arts program and a professor at Shepherd 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.
				1. Dr. Michelle Champion will teach MUSC 6509 Elementary Musical Performance and MUED 6909 Elementary Techniques.
				2. Dr. Jennifer Flory will teach MUSC 6519 Choral Literature and History, MUED 6300 Technology in Music Education, and MUED 6919 Choral Techniques
				3. Dr. Dana Gorzelany-Mostak will teach MUSC 6640 American Music and Politics
				4. Dr. David Mitchell will teach MUSC 6100 Theory and Analysis
				5. Dr. Clifford Towner will teach MUSC 6529 Wind Band Literature and History, and MUED 6929 Instrumental Techniques
	4. Student Demand Data
		1. No data is available regarding student demand. We have had positive response to and increased interest in the online courses.
		2. Anticipated student enrollment
			1. We anticipate averaging an enrollment of 10 students in the online program by year 2020.
		3. Comparative student enrollment
			1. GC programs that have transitioned to online delivery of instruction all report increased student enrollment.
	5. Student Support and Administrative Support Services Available
		1. Description of how the following services will be made available to students and faculty:
			1. Registration: Students are currently able to register for courses online through PAWS.
			2. Library Services: 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: Learning support and tutoring are available to graduate music education students through WebEx.
			4. Academic Advising: Academic advising is available to graduate music education students via email and WebEx.
			5. Disability Services: Graduate music education students will continue to be served through the GC disability services department.
			6. Career Guidance: Career guidance for graduate music students is available through the music education faculty via WebEx or through the GC Career Center.
			7. Bookstore: Graduate music education students can order books online through the bookstore or other retailers.
			8. Testing and Evaluation
				1. Testing and evaluation are done through the GeorgiaVIEW platform.
				2. 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.
				3. In an effort to proactively address the concerns regarding identity verification in summative examinations, the music education faculty is taking the following steps:

Summative assignments will require higher order thinking skills, video presentations, or similar techniques to verify student identity.

Comprehensive exams will be orally administered via WebEx by the graduate coordinator.