

AGENDA/MEETING MINUTES

October 17, 2014

1:00 p.m.

Lake Worth Campus

Music Cluster (HU 127)

ITEM 1. Availability of Duncan Theatre for April 1, 2015

Discussion: Mark Alexander has informed us that Dr. Vallejo and Dr. Gallon want to use the Duncan Theatre to them for a college activity on April 1, 2015. The Music Department currently has that date reserved (on hold) for a possible concert. That concert date will only be needed if there is a significant increase (2 or more) in the total number of music ensembles in the spring semester. Luc Beauliere would have to schedule Lynn Arriale for April 8 if he wants to use the Duncan Theatre for his planned fundraising event.

Data/data source: Music Department concert schedule 2014-2015. Fall 2014 and Spring 2015 schedule of music classes.

Action: The Music Department voted to release the hold on the Duncan Theatre for April 1 and make it available to Dr. Vallejo and Dr. Gallon.

ITEM 2. Required course (Common Course Prerequisites) for music “premajors” who are preparing to transfer to a university music program (Associate in Arts degree students).

Discussion: There is a need and opportunity to improve the communication about and awareness of these courses for students who plan to transfer to a university and complete a degree in music. A recent state rule requires that open completing 30 credits all A.A. students must declare an intended future degree and the university that they plan to attend. The college must “make available” to these students information on the common course prerequisite courses needed for their intended degree. In addition, in the new revised SLS course that all PBSC students are required to take, one of the class assignments is for students to develop an “educational plan” which would include declaring a future major and determining what “prerequisite” courses should be taken at PBSC to prepare for that degree at the university.

There is still a general lack of information about the common course prerequisite courses for a future music major (music “premajor”). In addition, many advisors and faculty at the campuses other than Lake Worth are unaware that the college even offers courses for the music “premajor” as that program is only available on the Lake Worth campus. This information is available on the Music Department webpage, but that can be difficult to find as it is not accessible through an series of links/pages from the college main homepage. As with **all** A.A “premajors”, there is no information available on the college webpage. It is not listed under “program of study”, nor is just information available on the Associate in Arts information webpage.

Data/data source: Previous draft of SB 1720. Information from students taking new SLS 1501 class

Action: Need to revise/update music guidebook information and department web pages and communicate with and distribute this information to advisors on ALL campuses.

ITEM 3. The college is requesting that each discipline/program cluster develop one standard policy for the consequence of academic dishonesty. The policy should be approved by the cluster by the October 15 Development Day, for time to have appropriate review by the college General Counsel and inclusion in the 2015-16 Student Handbook and Catalog.

Discussion: There seem to be three areas of possible academic dishonesty – writing assignments (plagiarism), tests or in-class quizzes (cheating), and out-of-class assignments (homework or online assignments). All these areas (academic dishonesty and plagiarism or any nature) are covered by the policy. The policy should include a definition of academic dishonesty, a definition/description of plagiarism, and the listing of the penalties for each occurrence. It was decided that Prof. Locke-Williams’ definition of academic dishonesty and an abbreviated version of Prof. MacMullen’s statement on plagiarism would be used. A three-step process for penalties was recommended. This would allow the individual instructor some leeway in the first instance, but it would also include increasing penalties for subsequent instances.

Data/data source: Statements on academic dishonesty in the syllabi of all faculty teaching MUL 1010, MUH 2018, or MUT 1001 in Fall 2014. Email responses from said faculty regarding their procedures for academic dishonesty

Action: The Music Cluster decided on the following policies. Unanimously approved.

Definition of Academic Dishonesty: Academic dishonesty will not be tolerated. This type of behavior and action includes cheating on papers, exams, projects, class assignments, etc.

Definition of Plagiarism: This is a form of academic dishonesty. To copy sentences directly from another source (textbook, website article, encyclopedia, or another student’s work) is plagiarism. It is acceptable to use information from the textbook or any outside source, but students MUST do their own writing. You can include the information and/or facts, but you must not copy whole sentences, paragraphs, etc. directly. Trying to avoid copying by only changing a word or two does not constitute original writing and usually results in sentences that do not mean the same thing and/or do not make grammatical sense.

Penalties for Academic Dishonesty:

1st occurrence:

- The degree of penalty is flexible, up to the instructor, depending on the extent and nature of the academic dishonesty. It would include some grade reduction, and, if part of a writing assignment, it would affect the word counts for the Gordon Rule.

2nd occurrence:

- Automatic grade of 0 (zero) on assignment.

3rd occurrence:

- A grade of F for the class (not a “dismissal or withdrawal from class”). The faculty will notify the Dean of Student Services and Associate Dean in writing

ITEM 4. Gordon Rule classes and writing requirements.

Discussion: The materials from the Development Day session on Gordon Rule classes were distributed to the faculty who did not attend that particular session. Faculty were encouraged to respond to Prof. Tierney with their ideas and feedback.

The Development Day session focused on the importance of faculty in Gordon Rule courses for “holding students accountable” to writing standards, but that they are not responsible for “teaching” writing. The music faculty expressed concern that with the change in prep standards due to SB 1720, many students are enrolling in music Gordon Rule courses without the necessary skills to “demonstrate college level writing” as required by the Gordon Rule. Since Gordon Rule faculty are not responsible for teaching writing to these students, the students need to be learning these basic skills elsewhere if we are to hold them “accountable” for these writing skills.

The music faculty feel that students would best served by taking ENC1101 and ENC1101L prior to taking a music Gordon Rule (writing) course or at least concurrently. That would help ensure that the students are learning the skills required to be successful on the required Gordon Rule writing assignments.

Data/data source: Materials from Development Day session on Gordon Rule classes and writing requirements.

Action: The music cluster unanimously approved adding ENC1101 and ENC1101L as a pre- or – co-requisite for MUL 1010, MUH 2018, and MUT 1001. As with any pre- or co-requisite requirement, that could be overridden for an individual student in special circumstances.

OTHER.

Attendance: David Gible
Allen Webber

Michael MacMullen

Submitted by:

Allen Webber/Michael MacMullen
Scribe

c. Minutes Distribution List