

INSTITUTIONAL EFFECTIVENESS REVIEW

~ MUSIC DEPARTMENT / 2009-2010 ~

The purpose of the review is to:

Assess the currency, scope, strengths and weaknesses of the Jefferson College music department.

The process will involve the following steps:

The music department faculty met with the Communications and Arts Division Chair to discuss the Program Review process.

The Program Review document was completed based on data compiled by the Director of Institutional Research and Planning and by the music faculty.

The music faculty will meet again with the Division Chair to discuss the findings presented in the Program Review document.

The Institutional Effectiveness Review will be submitted to the Dean of Arts and Science Education for review and feedback.

Additional follow-up meetings will be scheduled as needed to assess the status of Learning Goals and Action Plans.

Time frames/timeline for the review will be:

The initial meeting with the Division Chair took place during the Fall 2009 semester.

The Program Review document will be turned in to the Division Chair by the end of February 2010.

The follow-up meeting with the Division Chair will take place on March 5, 2010.

On April 5, the Division Chair will meet with the Dean of Arts and Science Education to review the document and obtain feedback.

Additional follow-up meetings will be scheduled as needed.

Program/Service: Music Department
Date of Review: March 2010
Review Participants: Brad Madson, Matthew McCready

Overview

Purpose of the program and how it relates to college mission, values, vision:

The purpose of the music program at Jefferson College covers three general constituencies of the college. First, the music program provides music courses equivalent to the first two years of a baccalaureate degree in music at a four-year institution. Second, it provides music courses necessary to fulfill the General Education core for the Associate of Arts degree. Third, it provides enrichment experiences in music through performance opportunities which full- and part-time students as well as community members may participate. These provide a wide range of cultural experiences in music for the community at large, mostly through concerts and other presentations.

The transfer program in music first and foremost offers sequential courses needed for transfer to a four-year college. These classes include four semesters of Applied Lessons, Music Seminar, Music Theory, and Performance Ensembles. Other classes are offered which would be taken at the freshman and sophomore levels include two semesters of Music Literature, Music Technology, and class methods in piano, percussion and voice. The music area strives to create an environment similar to a four-year school by requiring to students to perform as soloists each semester in Seminars, and perform in large ensembles. The department has a strong chapter of CMENC which annually attends MMEA. All faculty assist in advising, both formally and informally. There is a general closeness between students and faculty.

The music program offers the following courses toward fulfillment of the General Education core for non-music majors: Music Fundamentals, Music Appreciation, Jazz Appreciation, and History of Rock and Roll. Music Theory I and both Music Literature classes may also be used to fulfill the humanities requirement, although they are generally geared towards music majors. Other classes may be taken as electives or for enrichment.

The performing ensembles provide opportunity for four community ensembles: Community Chorale, Starlight Chorus (summer only), Concert Band, and Jazz Big Band. The majority of the community members, who range in age from the teens to the 70s, are not enrolled in Jefferson College coursework. Outside concert bands, choirs, college jazz bands, soloists, and guest conductors join these groups to provide extra cultural experiences in music for the community at large.

Present Status

Learning/Service and Action from 2005 Institutional Effectiveness Review:

<i>Learning/Service Goal</i>	<i>Assessment Measurement/ Action</i>	<i>Person(s) to Implement</i>	<i>Timeframe</i>	<i>Resource Implications</i>	<i>Use of results</i>
Goal 1 To clarify curriculum, all syllabi for ensembles should indicate the minutes required (150 minutes per week for large ensembles; 100 minutes per week for small ensembles).	Ensemble syllabi revisions	Music faculty	In progress	None	Insured class length consistency among full-time and adjunct ensemble instructors
Goal 2 Determine an efficient way to assign MSA classes so rosters are accurate and Banner load analyses are accurate.	During scheduling, indicate who will be teaching each MSA section	Division Chair and Arts and Science Administrative Assistant	Completed, 2006	None	Improved accuracy of load and improved student/ instructor communication
Goal 3 Continue to work on a systematic plan to maintain and repair equipment/ instruments.	Develop and implement plan	Full-time faculty and Division Chair	In progress	None	Maintain and repair current instruments extend life and save on replacement costs
Goal 4 Determine a means to make sure all music performances are taped.	Company contracted to record CD masters of performances	Choir Director	Completed (for Choir) Needs to be implemented for instrumental ensembles	\$50 per performance	Archived performance and provided feedback for students to improve learning
Goal 5 Determine additional ways to publicize and market the music program.	Improve reporting of events to P.R.— at least one month of lead time. Create a print brochure to publicize music and other cultural events	Music Faculty, Division Chair, and Director of Public Relations and Marketing	In Progress	Funding for print brochure, exact amount undetermined	Improve attendance at music events

Innovative Changes (in last 5 years):

The department adopted Finale music notation software, a scanner, and a music lab to support MSC105, Introduction to Music Technology.

Matt McCready has linked his classroom PowerPoint presentations to YouTube, and Brad Madson provides a YouTube link to his online lecture contents.

Brad has also changed the MSC135 listening component by making the pieces available on I-POD, and he streams videos in his online courses.

SmartMusic was adopted to support vocal instruction.

The department and Division Chair developed a piano tuning schedule to reduce unnecessary tuning and save budget funds for other use.

Faculty

Faculty Qualifications and Professional Development:

Name	Title	Highest Degree	Institution	Graduate Hours
Brad Madson	Professor	MME (Master of Music Education)	University of North Texas, Denton, Texas	44
Matt McCready	Professor	D. Mus. in Music M.M. in Music	Indiana University University Michigan	91 <u>32</u> 123

Mr. Madson holds degrees from the University of California and North Texas State University. He has taught music classes at Jefferson College for over 20 years, and presently instructs music theory, jazz appreciation, the history of rock and roll, and applied piano. He also developed a distance-learning jazz appreciation course on the web. Mr. Madson maintains an active performance and adjudication schedule in music festivals throughout the Midwest.

Dr. McCready has a Bachelor of Music Education degree from Ohio State University, a Master of Music degree from the University of Michigan, and a Doctor of Music degree from Indiana University. Dr. McCready taught 5-12 bands in Ohio, and he taught music at Quincy College in Quincy, Illinois.

Faculty Data:

Faculty Indicators for Music (MSA) Instructional Program Review, School Years 2005-2009 School Terms 200501 through 200903 (Summer 2004 through Spring 2009)

Number of Course Sections Taught	Total Students	Attrition Number ("W" Grades)	Attrition Percent	Student Credit Hours (A to F grades)	Average Students	Average GPA	Annualized 5-Year Program FTE
210	962	76	7.9%	876	---	---	---
					4.6	3.558	5.8

Notes: Attrition % represents the number of "W" grades conferred as a percentage of ALL students.
Annualized Program FTE is the number of graded credit hours divided by 150 (30 hours/yr for 5 years).
Graded Credit Hours are "A to F" only, not "W, I, H, P/F, or Other".

Faculty Indicators for Music (MSC) Instructional Program Review, School Years 2005-2009 School Terms 200501 through 200903 (Summer 2004 through Spring 2009)

Number of Course Sections Taught	Total Students	Attrition Number ("W" Grades)	Attrition Percent	Student Credit Hours (A to F grades)	Average Students	Average GPA	Annualized 5-Year Program FTE
251	5,092	339	6.7%	12,236	---	---	---
					20.3	2.832	81.6

Notes: Attrition % represents the number of "W" grades conferred as a percentage of ALL students.
Annualized Program FTE is the number of graded credit hours divided by 150 (30 hours/yr for 5 years).
Graded Credit Hours are "A to F" only, not "W, I, H, P/F, or Other".

Students (The degree to which student needs are met.)

Enrollment

1. Data from the 2008-2009 Arts and Science Annual Report show 1,139 total music enrollments (seats) with 2,889 credit hours generated. This represents 3.9% of all enrolled students and 3.5% of all credit hours generated.
2. Music courses are offered at Hillsboro, JCA, JCNW, and online. Most courses are offered fall and spring, and many MSC general education courses are offered during the summer. Courses are offered days, evenings and Saturdays.
3. Course materials in all courses are current and presented in a wide variety of formats, including print, Blackboard, and Internet links to documents and artifacts.
4. Since the last Institutional Effectiveness Review, the music department has experienced a steady enrollment increase through 2009 (.05%) with a slight decrease in 2010:

Music Enrollment by Discipline-Academic Year						
	2005	2006	2007	2008	2009	2010
Hours	2,676	2,699	2,712	2,717	2,889	2,810

Student Satisfaction and Feedback:

Evaluation comments from the Fall 2009 indicate that students are very satisfied with the courses and instruction provided by the music department.

Each semester, tenured faculty conduct student evaluations in one section, and all non-tenured and adjunct faculty conduct student evaluations in all sections. For review purposes, student evaluations were conducted in all sections during Fall 2009. Student evaluations of full-time and adjunct faculty give them average/above average/excellent ratings.

Student Success:

1. Summer 2004-Spring 2009 full-time faculty attrition in MSA courses, at 8.1 %, is relatively consistent with the overall attrition for the department, which is 7.9%. MSC courses show a similar trend for the same period, with full-time attrition at 6.8% and combined departmental attrition at 6.7%
2. Overall attrition in MSA courses decreased significantly, by 8.5%, from the 2005 music Program Review report. This marked improvement may be attributable to staffing changes during this time period. Attrition in MSC courses for the same period decreased negligibly, by .6%.
3. Methods of assessment vary, particularly from MSA to MSC courses, and may include any of the following: directed music listening; class discussion/participation; writing assignments; quizzes/exams; concert attendance; applied practice; performances; and, jury examinations (MSA).

Curriculum (The degree to which curriculum is thorough, current, and supported.)

Curriculum (Scope, Currency, Changes):

Official Course Syllabi have been revised for currency and scope; revisions have been completed and syllabi are on file in ASI110 and on the web.

The following web address provides links to the general education distribution matrix of courses, identifying the state-level goals and associated institution-level competencies. Individual course reporting matrices are provided by the faculty and support

documentation for the general education program, specifically, the Jefferson College Long Range Plan and the Jefferson College Assessment Guidebook, 2009-2010. Assessment documentation is on file in the Center for Teaching and Learning and on the web.

<http://www.jeffco.edu/acadprog/gened/index.htm>

The music program offers the following courses:

MSA071 Prep Voice Lessons	MSC101 Fundamentals of Music
MSA072 Prep String Lessons	MSC103 Music Theory
MSA073 Prep Woodwind Lessons	MSC104 Music Theory II
MSA074 Prep Brass Lessons	MSC105 Intro to Music Technology
MSA075 Prep Percussion Lessons	MSC125 Jefferson College Singers
MSA076 Prep Piano Lessons	MSC126 Community Chorale
MSA171 Voice Lessons I	MSC127 Starlight Chorus
MSA172 String Lessons I	MSC128 Starlighters
MSA173 Woodwinds Lessons I	MSC131 Appreciation of Music
MSA174 Brass Lessons I	MSC133 Jazz Appreciation
MSA175 Percussion Lessons I	MSC135 History of Rock and Roll
MSA176 Piano Lessons I	MSC137 World Music
MSA181 Voice Lessons II	MSC144 Woodwind Ensemble
MSA182 String Lessons II	MSC145 Brass Ensemble
MSA183 Woodwinds Lessons II	MSC146 Percussion Ensemble
MSA184 Brass Lessons II	MSC152 Concert Band
MSA185 Percussion Lessons II	MSC161 Class Piano I
MSA186 Piano Lessons II	MSC162 Class Piano II
MSA271 Voice Lessons III	MSC163 Class Voice
MSA272 String Lessons III	MSC167 Class Percussion
MSA273 Woodwinds Lessons III	MSC168 Jazz Improvisation I
MSA274 Brass Lessons III	MSC169 Jazz Improvisation II
MSA279 Percussion Lessons III	MSC203 Music Theory III
MSA280 Piano Lessons III	MSC204 Music Theory IV
MSA281 Voice Lessons IV	MSC231 Music Literature: Before 1750
MSA282 String Lessons IV	MSC232 Music Literature: After 1750
MSA283 Woodwinds Lessons IV	MSC241 Small Jazz Combo
MSA284 Brass Lessons IV	MSC248 Madrigal/Contempo Ensemble
MSA285 Percussion Lessons IV	MSC251 Jazz Lab Band
MSA286 Piano Lessons IV	MSC259 Chamber Choir

Curriculum Issues (Support, Technology, Equipment)

Brad Madson has announced his retirement, which will result in a full-time faculty vacancy. Given the extensive course sections and numerous performing ensembles offered by the department, as well as its service to the community through music

performances, district music festivals, and band camps, it is essential that this position be filled.

The piano in FA112A is over thirty years old, no longer holds tune, and should be replaced.

The Fine Arts Theatre is aging and outdated. It needs repair and is not handicapped accessible. Planning efforts should include a needs assessment for building a new fine arts facility so that the music department and other fine arts departments can continue to provide quality fine arts education and events to the students and the community.

With the past two years' budget issues, the campus has reduced summer course offerings in order to close selected buildings and reduce cooling costs. While the air conditioning can be adjusted in Fine Arts North and South, the buildings should be maintained at eighty degrees or lower to prevent damage to instruments, particularly several recently purchased, expensive pianos.

Community

The music program is very responsive to the needs of the community. Several music performance groups are open to the public, including Community Concert Band, Community Chorale, Jazz Big Band, Summer Starlight Chorus and Starlighters. The department also sponsors several events for area high school students and the community at large. These include the District Music Festival in March, the District Jazz Festival in December, and the Summer Band Camp in July.

Jefferson College vocal, instrumental, and jazz music ensembles perform approximately twelve times each year at very low or no cost to the public. When admission is charged, it is usually \$3.00 per ticket, and students and senior citizens receive tickets at discounted rates. These concerts are well-received by the community, and nearly all are very well-attended.

The Jefferson College jazz combo and the madrigal vocal ensemble perform at events such as the Friday Speaker Series and Fall into the Arts, an annual Foundation benefit event. Both of these events are very popular and provide a venue for the music students to share their time with and showcase their talent to community.

The music faculty collaborate with area high school music directors and frequently visit the local schools to share information about music and Jefferson College's music program.

Cost

A summary of the music budget for 2005-2009 is available in the office of the Dean of Arts & Science Education. The cost per FTE for music classes during this period is \$3,766.43.

Summary (SWOT)

<p style="text-align: center;">Strengths</p> <ul style="list-style-type: none">• Performance opportunities for students and faculty• Music computer lab/innovative software• The department offers courses that will transfer to 4-year universities• District Jazz Festival now held at Jefferson College• Community outreach and responsiveness	<p style="text-align: center;">Weaknesses</p> <ul style="list-style-type: none">• Incomplete follow-through on the five year plan goals/recommendations• Limited space in the Fine Arts Theatre• Inconsistent Public Relations releases for events• Aging/outdated Fine Arts Theatre
<p style="text-align: center;">Opportunities</p> <ul style="list-style-type: none">• Summer Band Camp, District Music Festival, District Jazz Festival and College music ensembles contribute to goodwill in the community• Eleven Jefferson College graduates currently teach in area high school music programs• Twenty-two high schools in the district participate in music contests	<p style="text-align: center;">Threats</p> <ul style="list-style-type: none">• East Central Community College has added a new music program and new music instructor• Jefferson College's creditability with directors in the high schools, who discourage music majors from attending our institution• Music class transfer difficulties with UMSL and MU• Students with little or no background in music declare themselves music majors, which contributes to the high rate of attrition.

Future (Proposed Learning and Service Goals and Action Plan)

<i>Proposed Learning/Service Goal</i>	<i>Proposed Assessment Measurement/Action</i>	<i>Person(s) to Implement</i>	<i>Timeframe</i>	<i>Resource Implications</i>
Goal 1 Revise the curriculum/examine transfer policies of four-years institutions	Review current curriculum/degree plans and make needed changes	Full-time music faculty	In progress	None
Goal 2 Revise the Music Major Handbook and post on the College website	Handbook revision	Laura Vaughan and Cathy Boemler	In progress	Handbook uploaded by Lynn Hoff
Goal 3 Develop recruitment plans	Complete plan document	Full-time music faculty and ensemble directors	Spring 2011	None
Goal 4 Advocate for a full-time choir instructor	Submit request to Dean of Arts and Science Education	Division Chair	Ongoing	Compensation for a full-time faculty position
Goal 5 Revive Jefferson College Singers	Develop course proposal and submit to Academic Affairs	Full-time music faculty and/or Choral Director	Fall 2011	Compensation for course instructor
Goal 6 Improve the Jefferson College music program's creditability with directors in the high schools	Utilize goodwill established with our eleven past graduates who now teach in area high school music programs	Full-time music faculty	Ongoing	None
Goal 7 Develop/implement a plan for repair and replacement of instruments	Complete plan document	Full-time faculty and Division Chair	Fall 2010	Instrumental music budget
Goal 8 Remove Chamber Singers co-requisite for Madrigal choir	Complete Academic Affairs proposal	Full-time faculty and Division Chair	Fall 2010	None
Goal 9 Lobby for a new Fine Arts Theatre or an extensive theatre renovation	Implement planning efforts to establish need for a Fine Arts Theatre renovation	Full-time faculty, Division Chair, and Dean of Arts and Science	Ongoing	None during the planning process
Goal 10 Increase music program enrollments of students with quality musical background	Utilize music camps, festivals, and contests held on campus as opportunities to recruit music talent for our ensembles	Full-time faculty	Ongoing	None

DISCIPLINE STATUS

X	Satisfactory
	Requires Immediate Attention
	Unsatisfactory

M.K. Selton

Dean

April 30, 2010
Date