

**Program Performance Review: Culmination Meeting Memo**  
**School of Music, B.A., B.M., M.A., M.M.**

The 2014-2015 Program Performance Review (PPR) process for Music B.A., B.M., M.A., and M.M. programs concluded with a culmination meeting on May 13, 2016. The School of Music submitted disciplinary reaccreditation documents for the National Association of Schools of Music (NASM) in lieu of the required PPR materials.

The following people attended the meeting: Shari McMahan (Deputy Provost), Peter Nwosu (AVPAP), Marc Dickey (Director), Dale Merrill (Dean, COTA), Arnold Holland (Associate Dean, COTA), Alison Wrynn (Director of Undergraduate Studies and General Education), and Su Swarat (Director of Assessment and Educational Effectiveness).

During the meeting, the program was commended for the significant progress the School of Music has made since the last reaccreditation. Commendations include:

1. New Learning Goals and Student Learning Outcomes have been developed since the last reaccreditation.
2. The highest levels of the large ensembles have distinguished themselves in recent years.
3. The University Singers have in recent years performed both locally and on tour with Andrea Bocelli, Boston Pops Orchestra and the Los Angeles Philharmonic.
4. The University Wind Symphony premiered and recorded a piece that is commercially available.
5. Both the Fullerton Jazz Orchestra and University Symphony Orchestra were featured performers at the Cerritos Performing Arts Center.

The major recommendations and concerns raised through the reaccreditation process were discussed. Suggestions on how to address them were provided:

1. The NASM granted accreditation renewal to the School of Music to 2023-2024 on July 8, 2015, but requested a progress report by May 1, 2016 to address the following issues. The Director of the School of Music confirmed that the progress report has been submitted, and will share the letter with the AVPAP's office.
  - 1) Further information concerning the institutional initiative to rename the B.A.-Music with concentration in Music Education and emphasis in Piano Pedagogy, to resolve the present conflict between program title and content.
    - The Director of the School of Music stated that this degree should not be a music education degree; The relevant piano faculty have met with the Director of Undergraduate Studies and General Education, who recommended the faculty to conduct research regarding the availability of similar degrees in the area. This research suggested that the only B.M.-Piano Pedagogy degree is at CSU-Northridge, which indicates the potential of having a similar degree on our campus. Research also indicated that the proposed degree change will not pose additional expenses to the college. The change will only benefit the students by offering more course options.
    - The Director of the School of Music stated that the process of revising the degree will begin shortly, from the department level to the university level. The Director of

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Undergraduate Studies and General Education recommended the faculty to discuss the plan with the COTA Dean as soon as possible, and then meet with her in early Fall to plan the process.

- The Dean asked whether it is necessary to change the degree since NASM is only requesting clarify on the degree itself (no a different degree). He suggested the possibility of adding a Piano Pedagogy concentration the B.A.-Music degree. The Director of the School of Music responded that a different degree (B.M.) would allow students to receive recital opportunities, which in turn help with future employment preparation.
  - The Director of School of Music also raised the concern that the M.M.-Theory and Composition degree does not meet the standards for both types of degrees, and hence is likely to be an issue for the next reaccreditation. He proposed separation of the concentration into two degrees – M.A.-Theory, and M.M.-Composition. The AVPAP recommended relevant faculty to meet with the Director of Graduate Studies to discuss how to proceed.
- 2) Information outlining the planning, funding, and completion of projects related to acoustic and climate control systems serving the music program.
- The Director of the School of Music indicated that the lack of control of heating and air conditioning systems has caused unnecessary instrument maintenance issues, which is costly. There is significant sound bleeding that comes through the HVAC system. The Facilities Management department indicated that a system overhaul is needed, but unlikely given the budget.
  - The AVPAP indicated that the HVAC system renovation will proceed with the recommissioning project in AY16-17. The Associated Dean confirmed this timeline.
2. The NASM also recommended increasing the number of applied teaching spaces and practice rooms, and separating practice rooms and teaching studios, which are currently in adjacent spaces, on the third floor.
- The Director of the School of Music pointed out that good-sized teaching studios are rare. The School ideally needs 4-6 teaching studios. Such space could be created on the third floor through renovation, or through new space (e.g. basement of McCarthy and Langsdorf Hall, or the new western law building).
  - The Director of the School of Music also pointed out that the external reviewers found the mixed use of teaching space and practice rooms alarming. The separation of two, however, will be a complicated and expensive process.
  - The Dean stated that the college is hoping to address these issues through the renovation of the third floor. The Deputy Provost also indicated that the university is looking into the new western law building in hope that it will free up some space for the School of Music.

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3. Other facilities related needs at the School of Music:

- The Director of the School of Music pointed out that the Choral Rehearsal room is in urgent need of new painting, curtains, and risers. The Deputy Provost suggested the Associate Dean to follow up to find out when it was painted the last time, and get the room on the “refresher” list.
- The Dean indicated that the COTA rooms are sometimes dropped from the general “refresher” list as they are specialized. University advocate is needed to ensure that these rooms receive regular maintenance.

4. IT needs at the School of Music:

- The NASM recommended an upgrade of the computers for part-time faculty, student assistant workstations, and in student computer lab. The Director of the School of Music indicated that since IT does not support part-time faculty in the same way it does full-time faculty, part-time faculty often have outdated computers that cannot handle the software needed for teaching.
- The Dean confirmed this problem, and has spoken with the VP of IT. He suggested that the university to establish an IT/Technology refreshment plan. The COTA is working on generating an inventory of current IT equipment.
- The AVPAP suggested the School of Music to generate a cost analysis of IT/Technology upgrade, and submit it to the Dean for consideration.
- The Director of the School of Music also raised the issue that the classrooms are not smart rooms. The pushback argument historically is that these classrooms are general use rooms. It is recommended that the college makes the argument that these classrooms are not just used for GE purposes. They are also used to teach specialized music courses that require smart technology.

5. Staffing needs at the School of Music:

- The School of Music, during its conversion from a department to a school, requested one staff member to coordinate and advise prospective students, as student recruitment is very time consuming for the School. This position was not realized. Instead, the School was recommended to give faculty reassigned time for this role, which is the model that is currently being used. According to the Director, this staff position is suggested by the Provost to be jointly funded by the Provost’s office and the Dean’s office.
- The biggest staffing needs, according to the Director of the School of Music, is an accompanist position. The technical staff are overworked, and one additional full-time position would be very helpful.
- A music, performing arts, or at least a fine arts specialist needs to be on Pollack Library staff. The large music collection at the library needs to be maintained to meet students’ needs. The Deputy Provost recommended the School to talk to the University Librarian about this issue.

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6. Health and safety training for faculty, staff, and students:

- The Deputy Provost inquired about the implementation of the health and safety related regulations for faculty, staff, and students.
- The Director of the School of Music reported that appropriate health and safety information is posted on the website, and incorporated into relevant courses. He also emails the information to all faculty, staff, and students at the beginning of every year.

The Deputy Provost concluded the meeting by commending the School of Music again for its great contribution to students' learning and development. The Director of the School of Music acknowledged that great progress has been made, and that the School will continue to work with the university to address the challenges discussed in the meeting.