

Approval Chart for Curriculum Changes

A = Approve I = Information Item¹ R = Advise & Respond²

Course Number MPEV 303/313 or Degree Plan(s) _____
 State the requested change and reason. A memo may be attached if more space is necessary.

See course application.

Circle the number that corresponds to the requested change. Degree plan changes are on the second page.

Change to a Course		COUNCIL ³								
		Dept./School	College Academic	Deans	TEC	UGEC	UUAC	GRAD	Provost	President
1.	Title (description unchanged)	A	A	A	I				I	I
2.	Description (not affecting content)	A	A	A	I				I	I
3.	Course term(s)	A	I	A	I				I	I
4.	Content (substantive change)	A	A	A	I				A	I
5.	Number of hours (lecture, lab, contact)	A	A	A	A				A	I
6.	Course number within the hundred	A	A	I	I				I	I
7.	Course number beyond the hundred	A	A	A	A				A	I
8.	Prerequisites	A	A	A	I				I	I
9.	Course fee(s)	A	--	A	--				A	I
10.	From U to G or G to U	A	A	A	A				A	I
11.	Cross list with another department: U or G level	A	A	A	A				A	I
12.	Department of record	A	A	A	A				A	I
13.	Open or close a course	A	A	A	A				A	I
14.	New course — See website for application and process. This change includes combining or splitting a course(s).	A	A	A	A				A	I

Note: When an academic unit does not have a council, the UGEC and/or UUAC will serve as its academic council, depending on the nature of the issue.

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		COUNCIL ³							President	Board of Trustees		
Change to a Degree Plan		Dept./School	College Academic	Deans	TEC	UGEC	UUAC	GRAD			Provost	Faculty
1.	University Requirements — Change in approved course content ⁶	A	A	A	A				A	--	A	--
2.	University Requirements — Add or drop a required course from the University Requirements chart ⁶	A	A	A	A				A	A	A	--
3.	University Requirements — Add or drop a course from a menu within the University Requirements ⁶	A	--	--	A				A	--	A	--
4.	University Requirements — Change hours within a menu on the University Requirements chart ⁶	A	A	A	A				A	A	A	--
5.	Major — Revision of major ^{4,5}	A	A	A	A				A	--	A	--
6.	Major — Adopt or change admission requirements	A	A	A	A				A	--	A	--
7.	Major — Add ^{4,5}	A	A	A	A				A	A	A	I
8.	Major – Discontinue (proposed by the department or college)	A	A	A	A				A	A	A	I
9.	Major – Discontinue (proposed by the Provost)	See below.										
10.	GPA — Revise major or cumulative requirement	A	A	A	A				A	A	A	--
11.	Minor — Revise course selection	A	A	A	I				I	--	I	--
12.	Minor — Add	A	A	A	A				A	--	A	--
13.	Minor – Discontinue (proposed by the department or college)	A	A	A	A				A	--	A	--
14.	Minor – Discontinue (proposed by the Provost)	See below.										
15.	Degree — Add	A	A	A	A				A	A	A	I
16.	Degree – Discontinue (proposed by the department or college)	A	A	A	A				A	A	A	I
17.	Degree – Discontinue (proposed by the Provost)	See below.										
18.	Any change to a graduate degree program	A	A	A	A				A	--	A	--

		COUNCIL ³							President	Board of Trustees
Provost-Proposed Change		Provost	Department	Dean	TEC	UUAC	Graduate	Faculty		
1.	Major/Graduate Program — Discontinue (proposed by the Provost)	A	R	R		A		A	A	I
2.	Minor — Discontinue (proposed by the Provost)	A	R	R		A		--	A	--
3.	Degree — Discontinue (proposed by the Provost)	A	R	R		A		A	A	I

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COUNCIL ³										
	Change to the Catalog Information	Dept./School	College Academic	Deans	UGEC	UUAC	GRAD	Provost	Faculty	President
1.	General requirements for graduation including course requirements that are common to all majors for all degrees ⁷	--	--	--	A			A	A	A
2.	Admission requirements	--	--	--	A			A	A	A
3.	Policies governing academic probation and suspension	--	--	--	A			A	A	A
4.	Requirements for graduating with honors	--	--	--	A			A	A	A

¹ Councils may request additional information about "Information" items. These items are approved as "Consent Agenda."

² The Dean and Department should respond to the Provost's recommendation to close a program in writing. Advise & Respond (R) requires that the voting body should receive the written responses at least one week prior to the vote.

³ All courses that meet University Requirements for general education must go through UGEC. Courses or degrees offered only to students seeking teacher certification must go through the Teacher Education Council. All undergraduate changes must go before the UUAC. All graduate degree plan changes must go through the Graduate Council.

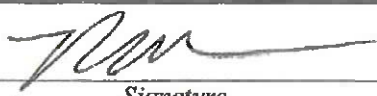
⁴ A minimum of 30 hours is required for a major. A maximum is specified for each degree (e.g., BA, BS). The university minimum for elective hours is 6, unless the requirements of external accrediting bodies make it impossible.

⁵ Program or course changes that apply to any major that includes Teacher Certification will be reviewed by the college, the Teacher Education Council (TEC), and then the UUAC.

⁶ Courses that satisfy ACU's University Requirements (General Education) will normally have lower-level numbering, be free of prerequisites and co-requisites, appeal to more than one or two majors, and "not narrowly focus on those skills, techniques, and procedures specific to a particular occupation or profession" (SACS 2.7.3). Departments may request exceptions to the first three criteria.

⁷ The UUAC approved the clarification that "general requirements for graduation" means the enumerated items in the "General Requirements for Bachelor's Degrees" section of the catalog.

Revised 8-26-19

Department/School Chair(s)	
	
Signature	Approval date
Signature	Approval date

College Academic Council(s)	
	03/25/2020
Signature	Approval date
Signature	Approval date

Dean(s)	
 Greg Straughn (Mar 26, 2020)	
Signature	Approval date
Signature	Approval date

Teacher Education Council	
Chair's signature	Approval date

General Education Council	
Chair's signature	Approval date

Undergraduate Academic Council	
Chair's signature	Approval date

Graduate Council	
Chair's signature	Approval date

Provost	
Signature	Approval date

Faculty	
Chair of faculty senate	Approval date

President	
Signature	Approval date

Application for a New Course v10.7

Discard instructional pages A-C before submitting application

Course ID (<i>Subject and Number</i>)	MPEV 303/313
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I. Systems and Catalog Information Complete each item.

1	Course Developer	Samuel Cook
2	Course Instructor	Samuel Cook
3	Course Title	Gospel Choir
4	Course Abbreviation for Banner if title is more than 30 characters	
5	College	Arts and Sciences
6	Department or School	Music
7	Number of Credit Hours	0-1
8a.	Number of contact hours – lecture	0
8b.	Number of contact hours – lab/activity	2
9	Is the course for a fixed or variable number of credit hours?	Variable. Zero or one credit hour.
10	Explanation for variable credit	All music ensembles carry a zero credit option.
11	Is the course repeatable for additional credit?	Yes
12	Maximum total number of credit hours a student can earn for this course	No maximum
13	What type of course is this? (Select one option. Please see Schedule Type definitions on Page C.)	☐ Traditional lecture ☐ Traditional lab ☐ Traditional lecture/lab ☒ Experiential Learning ☐ Seminar ☐ Studio ☐ Thesis ☐ Dissertation
14	Number of faculty workload hours	2

15	Grade Mode	☒ Standard ☐ Credit/No Credit (undergrad only)
16	Maximum Enrollment	20
17	Catalog Description (50 words or less)	A chamber vocal ensemble specializing in the performance of contemporary African-American gospel and traditional spirituals. Its purpose is to expose students to the rich culture of gospel music and to exhort our community with uplifting spiritual voices, praising God with mind and spirit. Open to all students by audition.
18	List any prerequisites (course/s, test scores, class standing, major, etc.)	Students will be admitted by audition. Open to all students.
19	List any corequisites (these <i>must</i> be taken at the same time; note that a single requirement cannot be both a prerequisite <i>and</i> a corequisite)	None
20	If the course is cross-listed, specify the Course ID(s)	
21	Does this course require any additional student course fees?	☒ No ☐ Yes If yes, attach a completed "Request to Add or Change Course Fees" form. Describe in section IV-8.
22a	Will the course be offered in fall terms?	☐ No ☒ Yes If yes: all, even, or odd years?
22b	Will the course be offered in spring terms?	☐ No ☒ Yes If yes: all, even, or odd years?
22c	Will the course be offered in summer terms?	☒ No ☐ Yes If yes: all, even, or odd years?
23	First semester this course will be offered under new Course ID. <i>May not be earlier than the coming fall semester.</i>	Fall 2020
24	Is this course required for a degree/s?	☒ No ☐ Yes If yes, attach a revised degree plan(s) reflecting the

		placement of the new course.
25	Should the addition of this course be retroactively applied to the degree plan it supports? <i>This is rare, and rationale should explain compelling extenuating circumstances.</i>	☒ No ☐ Yes If yes, provide rationale:
26	Has this course been offered as a Special Topics course? <i>New courses are not required to be taught as Special Topics courses prior to approval.</i>	☐ No ☒ Yes If yes, provide course ID, term, and enrollment: MUSM 340.01 Gospel Choir MUSM 340.02 Gospel Choir Spring 2020 Enrollment: Waiting for students to add In fall 2019, 16 students participated in gospel choir as an ad hoc group.
27	List any courses in which the content overlaps the proposed course. (Course ID and Name) <i>Attach a statement from the instructor/dept chair of the existing course justifying the new offering in Section IV-D.</i>	None

II. Curriculum

- A. Explain effect on degree plans. If the addition of the course alters degree requirements, submit a separate Approval Chart for Curriculum Change to update the degree plan.

This course does not fulfill requirements in any degree plan.

- B. Justify the addition of this course to the current curriculum, explaining the gap it meets.
In addition to large ensembles (such as choir, band, and orchestra), music departments strive to offer opportunities for students to perform in chamber groups. Chamber groups provide students experience carrying more responsibility as a member of a smaller group, as well as exposure to repertoire and styles that large ensembles don't perform. Both of these facets are important in students' development as musicians. Gospel Choir exposes students to and develops fluency in a rich American musical tradition. The addition of this ensemble fits with our newly adopted mission, "...to graduate informed and inquisitive musicians, who embrace diverse musical styles and cultures while pursuing a career in a rapidly evolving musical environment."

III. Course Design

A. Audience and Course Goal

1. Describe the intended audience, including prerequisite skills.

The course is designed for all singers interested in Gospel music and is open, by audition, to all ACU students. Students seeking degrees in worship ministry will especially benefit, as knowledge of gospel styles and repertoire helps prepare them to meet the needs of an increasingly diverse Christian community of worshipers. Goal: Students will learn and develop the skills and nuances that define the Afrocentric gospel choir traditions.

2. State the overarching course goal(s) in performance terms.

Students will learn gospel music repertoire from the both historic (Spirituals) and contemporary gospel music traditions. All music will be sung by memory, and will necessitate movement and rhythmic coordination. Students will learn to sing with proper vocal technique and freely express the emotional spirit required of the chosen repertoire.

B. Student Learning Outcomes and Measurements

	Student Learning Outcome	Measurement
1	Develop Gospel choral singing Skills	-Consistent rehearsal attendance -Rehearsal focus and discipline assessment
2	Movement and emotional expression	-Rehearsal focus and discipline assessment
3	Music preparation and memorization	-Memorization tests
4		
5		

3. Text and Resources

There are no texts. Assigned repertoire will be purchased by the department for inclusion in the choral library or arranged by the director.

IV. Supporting Documentation

Required of all applications	
1	Approval Chart for Curriculum Changes

2	Syllabus — Attach the syllabus for the course based upon the anticipated first-semester offering.
3	Instructional Design — The syllabus must be reviewed by the Adams Center. Attach a copy of the Adams Center letter.
4	Library — Submit new course application and syllabus to the Library dean's office. Attach the Library's memo.
Attach if applicable	
5	Content Overlap — Include one document for each course you listed in Section I-27. Attach statement from instructor/dept chair of existing course justifying the new offering.
6	Departmental Resources — List the resources that support the course and are available only through the department, if applicable. Attach the list of the holdings and the location/s.
7	Resources — List resources (other than library or departmental resources) that are needed to support this course (computers, lab equipment, other technology, etc.). Attach a complete list of all items and indicate possible sources or estimated cost of each. List the sources of any needed funds.
8	Expenses — List additional expenses needed to implement this course (full-time or part-time faculty, graduate or lab assistants, student employees, travel, special student costs, room renovation, storage facility, etc.). Attach a complete list of all items, the estimated cost of each and the source of the funds.
9	Justification — Attach any documents to which you refer in Section II-B.

Abilene Christian University
Syllabus for MPEV 303/313
Gospel Choir
Spring 2020

Course Faculty:

Samuel Cook, Associate Professor
Williams Performing Arts Center, 224
Mobile Tel: 325 660-6101
E-mail: samuel.cook@acu.edu
Website: Samuelcooktenor.com
Office Hours: By Appointment

Credit Hours: 0-1

Meeting time and Place: 12:00-12:50 MW in the WPAC Recital Hall

Prerequisites/corequisites: There are no prerequisites. Singers are selected through an audition process. Students wishing to audition will fill out an application and sign-up for an audition appointment. Notification of audition results will be posted on the choir bulletin board.

Catalog description: A chamber vocal ensemble specializing in the performance of contemporary African-American gospel and traditional spirituals. Its purpose is to expose students to the rich culture of gospel music and to exhort our community with uplifting spiritual voices, praising God with mind and spirit. Open to all students by audition.

Intended audience: The course is designed for all singers interested in Gospel music and is open, by audition, to all ACU students. Students seeking degrees in worship ministry will especially benefit, as knowledge of gospel styles and repertoire helps prepare them to meet the needs of an increasingly diverse Christian community of worshipers.

Mission Statements

ACU MISSION:

To educate students for Christian service and leadership throughout the world.

COLLEGE OF ARTS AND SCIENCES MISSION

The College of Arts and Sciences endeavors to educate students for worldwide Christian service and leadership through programs of study and other learning experiences that blend a liberal arts education with professional and career education. The college offers a broad spectrum of programs in the arts, humanities, social sciences, behavioral sciences, natural sciences, and mathematics as well as professional and pre-professional programs. Many courses in the college are designed to provide a unique liberal arts education from a Christian perspective to students of all majors throughout the university.

DEPARTMENT OF MUSIC MISSION

The ACU Department of Music provides a welcoming liberal arts experience rich with cultural, social, and intellectual diversity, in a Christian environment. We desire to graduate informed and inquisitive musicians, who embrace diverse musical styles and cultures while pursuing a career in a rapidly evolving musical environment.

To accomplish this mission, the faculty believe that students should achieve the following six goals: Develop a foundation for fluency in musical traditions across cultural and historical contexts.

1. Prepare for active leadership in creative and imaginative pursuits in a rapidly changing musical landscape.
2. Acquire a framework that facilitates the synthesis of ideas and skills.
3. Value intellectual curiosity and develop skills for inquiry and discovery.
4. Discover and articulate their unique musical identity and personal mission.
5. Engage their musical gifts and skills in lifelong Christ-like service to the local and global community.

About the Course

Format: As a performance ensemble, we will warm up and rehearse during each class session.

Instructional materials:

Folders

Sheet Music will be provided to singers in folders. These folders will be assigned individually to each singer to be used for the duration of the semester. Students are to bring music folders to each rehearsal.

Music

All music will be arranged by the director and will be provided in folders for each singer to use. This semester's repertoire is as follows:

1. **Idols**, by Kirk Franklin, from the Album,
2. **Total Praise**, by Richard Smallwood
3. **Here in This Place**, Arrangement by Samuel Cook
4. **Fix me**, By, Raymond Wise
5. **I'll Fly away**, Arrangement by S. Cook
6. **Gospel Medley**, By, Albert E. Brumeley
7. **Jesus Be a Fence**, By, Fred Hammond
8. **All things are working**, By, Fred Hammond
9. **Praise is What I do**, By, Anthony Brown
10. **Glad**

Learning Outcomes

Goal: Students will learn and develop the skills and nuances that define the Afrocentric gospel choir traditions.

Competencies: Students will learn gospel music repertoire from the both historic (Spirituals) and contemporary gospel music traditions. All music will be sung by memory, and will necessitate movement and rhythmic coordination. Students will learn to sing with proper vocal technique and freely express the emotional spirit required of the chosen repertoire.

Competency & Assessment	Measurement Instrument
Develop Gospel choral singing Skills	-Consistent rehearsal attendance -Rehearsal focus and discipline assessment
Movement and emotional expression	-Rehearsal focus and discipline assessment
Music preparation and memorization	-Memorization tests

Assessment and Grading

Attendance

Attendance is required at all rehearsals, choral events, and concerts. Any absence will influence the students final grade. If too many absences occur (2 or more) student may be dropped from the choir, or prohibited from performing in a concert. If a student must be absent due to family emergency, sickness, (vomiting, bleeding or fever) notify the director prior to above mentioned events, and upon return to class provide an official excuse.

The music is challenging and will require more than 1 hour of rehearsal per week Director will request additional rehearsal times. The choir will discuss w the director agreed upon extra rehearsal times.

Grading

There are 8 songs to learn. Each song represents 10 points.

8 songs are memorized on schedule =80

Attendance: 10 points

Rehearsal focus and discipline assessment: 10 points

Grading Scale

A= 90-100% Achievement of overall grade components.

B= 80-89% Achievement of overall grade components.

C= 70-79% Achievement of overall grade components.

D= 60-69% Achievement of overall grade components.

F= 59% & below

Music preparation and memorization

*Song memorization test is April 13 and 15. Students will sing in small ensembles designated by the director to assess memorization preparedness. If music is not memorized, students will not be allowed to sing in the performance.

Punctuality

Don't be late. 2 tardies will be allowed. After 2 tardies, each will be considered an un-excused absence. Students arriving 15 min after rehearsal has begun will be marked absent.

University Policies

ADA Compliance Policy:

Abilene Christian University is dedicated to removing barriers and opening access for students with disabilities in compliance with ADA and Section 504 of the Rehabilitation Act. The Alpha Scholars Program facilitates disability accommodations in cooperation with instructors. In order to receive accommodations, you must be registered with Alpha Scholars Program, and you must complete a specific request for each class in which you need accommodations. If you have a documented disability and wish to discuss academic accommodations, please email alpha@acu.edu call their office directly at 325-674-2667.

Academic Integrity Policy:

Academic integrity is defined as academic work completed as assigned for each class by the individual or group responsible for the work. Violations of academic integrity and other forms of cheating involve the intention to deceive, mislead, or misrepresent and therefore, are a form of lying. Such actions are contrary to behavioral norms that flow from the nature of God. Academic misconduct includes, but is not limited to, the following: 1) Failure to give credit to sources used in a work in an attempt to present the work as one's own, 2) Submission of papers or projects obtained from another source (e.g., research service or club paper file) as one's own, and 3) Falsifying information orally or in writing. Academic misconduct may result in, but is not limited to, a zero on the assignment and/or an F in the course. Additionally, the department chair, Dean of your school, and the Dean of Student Life will be notified. See the full university policy, including how to appeal a decision, by following [this link](#)."

Anti-Harassment Policy:

As a professor, one of my responsibilities is to help create a safe learning environment on our campus. I also have a mandatory reporting responsibility related to my role as a professor. It is my goal that you feel able to share information related to your life experiences in classroom discussions, in your written work, and in our one-on-one meetings. I will seek to keep the information you share private to the greatest extent possible. When I am not able to keep your information confidential, I will only share it with responsible administrators on campus who can provide you with services and resources. I am required to share with the Title IX Coordinator information regarding sexual misconduct or harassment, dating or domestic violence or stalking that you report to me. If you would prefer to share information in a confidential setting, I encourage you to speak with someone in the [ACU Counseling Center](#). All of your options are available for review by clicking on the link to ACU's [policy](#).

Schedule

Date	Song Title	Where	LOD	MOD
Jan 13	Gospel Medley	Rehearsal RH	1/27	1/29
Jan 15	Gospel Medley	Rehearsal RH		
Jan 20	MLK Day (no class)			
Jan 22	Idols	Rehearsal RH	2/3	2/5
Jan 27	Idols	Rehearsal RH		
Jan 29	Jesus Be a Fence	Rehearsal RH	2/10	2/12
Feb 3	Jesus Be a Fence	Rehearsal RH		
Feb 5	Total Praise	Rehearsal RH	2/19	2/26
Feb 10	Total Praise	Rehearsal RH		
Feb 12	Here in This place	Rehearsal RH	2/26	March 4
Feb 17	Here in This place	Rehearsal RH		
Feb 19	Fix Me	Rehearsal RH	3/ 16	March 18
Feb 24	Fix Me	Rehearsal RH		
Feb 26	All Things are Working	Rehearsal RH		
March 2	All Things are Working	Rehearsal RH		
March 4	Praise is What I do	Rehearsal RH	3/18	March 23
March 9	Spring Break			
March 11	Spring Break			
March 16	All Things are Working	Rehearsal RH	3/30	March 25
March 18	All Things are Working	Rehearsal RH		
March 23	Glad	Rehearsal RH		April 8
March 25	Glad	Rehearsal RH		
March 30		Rehearsal RH		
April 1		Rehearsal RH		
April 6		Rehearsal RH		
April 8		Rehearsal RH		
April 13		Rehearsal RH		
April 15		Rehearsal RH	All music from Memory	
April 20		Rehearsal RH		All music from Memory
April 22		Rehearsal RH		All music from Memory

April 23		Rehearsal RH		All music from Memory
April 24		<u>Sing in Chapel</u>		All music from Memory
April 25		Dress rehearsal RH		All music from Memory
April 26		Performance in RH		All music from Memory

ABILENE CHRISTIAN UNIVERSITY

LIBRARY

M E M O R A N D U M

DATE: February 12, 2020
TO: Dr. Matt Roberson
FROM: Mark McCallon, Associate Dean for Library Information Services
RE: Course Application for MPEV 303/313 – Gospel Choir

Based upon the recommendation of Laura Baker, the library is able to provide adequate support for the course. Thank you for letting us review the course proposal.

Professor Samuel Cook
Williams Performing Arts Center, 224
Samuel.cook@acu.edu
(325)660-6101

Jan 15, 2020

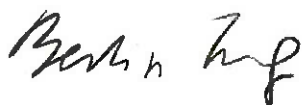
Re: Review of MPEV303/313

Dear Professor Cook,

Thank you for submitting the application for course *MPEV303/313: Gospel Choir*. I have reviewed it based on the [ACU New Course Application Guidelines](#). I find the syllabus to be meeting all requirements.

Please note that this letter is not meant to be a final approval in the course application process. The council may have questions or comments of their own.

If you have any questions, please feel free to let me know. Please also let me know if we can be of any help in the design and facilitation of this course.

A handwritten signature in black ink, appearing to read "Beth H. Huff". The signature is fluid and cursive, with the first name "Beth" being the most prominent part.

Director of Instructional Design, Adams Center