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University of Hawaiʻi
Code Request Form for Academic Programs

NEW OR MODIFIED SUBJECT CODE

Date: **10/15/2018**

REQUESTOR CONTACT INFORMATION

Name	Kathlen Lee	Campus	Kauai Community College
Title	Educational Specialist	Email	kathlen@hawaii.edu
Office/Dept	Academic Affairs	Phone	808-245-8204

■ **NEW SUBJECT CODE USE AT INSTITUTION**
☐ **MODIFY SUBJECT CODE USE AT INSTITUTION**

Institution **Kauai CC**   Effective Term   **Spring 2019**

		Code (Max. Characters)	Description (30 characters max)	Check if requesting new code:
College	(2)	IN	Instructional	☐ See Banner form STVCOLL
Division	(4)	LH	Language, Arts, and Humanities	☐ See Banner form STVDIVS
Department	(4)	CM	Creative Media	☐ See Banner form STVDEPT
Subject	(4)	CM	Creative Media	☐ See Banner form STVSUBJ

ATTACHMENTS

■ Memo with appropriate campus approval (i.e. Campus Curriculum Committee, Vice Chancellor for Academic Affairs, etc.)

VERIFICATIONS

Registrar:

Kailana Soto
Print Name

Signature

10/16/18
Date

Financial Aid Officer:

Jeff Anderson
Print Name

Signature

10/18/18
Date

For Community Colleges, verification of consultation with OVPCC Academic Affairs:

Tammi Oyadomari-Chun
Print Name

Signature

11/7/18
Date

Page 1 of 1

CM 110 | Introduction to Music Production

InWorkflow | Spring 2019

Proposal Information

Workflow Status

> Post Approval Node > Banner Support
Kathlen M Lee - Review

Proposer

✔ **Stephen Watkins (Submitter)**
Submitted 4-23-2018

(Alternative Communication) \\ Committee Chair

✉ Gregory Shepherd

✉ Molly Ka'imi Summers

✉ Stephen Watkins

(Diversification Committee) \\ Committee Chair

✉ Stephen Taylor

(Assessment Committee) \\ FYI

✉ Kathlen M Lee

✉ Evelyn Kamai

(Assessment Committee) \\ Assessment Coordinator

✔ **Molly Ka'imi Summers**
Approved 6-5-2018

Division (Language, Arts, and Humanities) \\ Division Chair/Director

✔ **Alan Boyes**
Approved 8-16-2018

(Curriculum Committee) \\ Curriculum Level FYI

✉ Kathlen M Lee

(Curriculum Committee) \\ Curriculum Chair/Co-chair

✔ **William Dressler**
Approved 9-7-2018

(Administration) \\ VCAA

✔ **Frankie L Harriss**
Approved 9-10-2018

(Administration) \\ Chancellor

✔ **Helen Cox**
   Approved 9-10-2018

(Administration) \\ Institutional Researcher

✉ Amanda Fluharty

Division (Language, Arts, and Humanities) \\ Division Chair/Director

✉ Alan Boyes

(Post Approval Node) \\ Curriculum Committee Chair/Co-chairs

✉ William Dressler

(Post Approval Node) \\ Banner Support

   Kathlen M Lee

(Post Approval Node) \\ VCAA Notification

   Evelyn Kamai

(Post Approval Node) \\ Additional FYI

   Wade Tanaka

   Kailana Soto

   Sarah Shirai

   Maritza Mandarino

   Shaunte Sadora

Division (Language, Arts, and Humanities) \\ Office Assistant

   Kerri H Muraoka

Created By

Stephen Watkins

DIVISION

Language, Arts, and Humanities

A) SEMESTER OFFERING

Fall and/or Spring

B) (ADMIN USE ONLY) START TERM

Spring 2019

C) SUBJECT CODE   **D) NUMBER**

CM   110

E) PREVIOUS SUBJECT CODE AND NUMBER IF APPLICABLE

--

F) TITLE

Introduction to Music Production

G) THIS PROPOSAL IS FOR...

A new course

H) SIMILAR COURSES AT OTHER UH CAMPUSES

No Course Matches

**I) SIMILAR COURSES AT OTHER UH CAMPUSES - DIFFERENT
SUBJECT CODE AND/OR NUMBER**

J) ARTICULATION

Appropriate for articulation

Articulation Rationale

This course provides foundational lessons in Music Production that would be appropriate to articulate with Creative Media programs offered at UH West Oahu and UH Manoa

K) (ADMIN USE ONLY) FIVE-YEAR REVIEW CYCLES

2018/19

H) (ADMIN USE ONLY) PROPOSAL NOTES

P) Proposal Details

(ADMIN USE ONLY) ADMIN/APPROVAL NOTES

P.1) PROPOSAL RATIONALE
Website Technology is one of the seven (7) focus areas of Kauai CC's Creative Media program. Lessons and hands-on activities in this course are in sync with industry standards. This new course is the prerequisite for CM 111 (Intermediate Music Production). CM 110 and CM 111 are required for students to earn a Certificate of Competence in Music Production at Kauai CC.

P.2) OTHER AFFECTED COURSES AND PROGRAMS
3.1) COURSES MENTIONED IN PROGRAM ACTION REQUEST
∨ CM - Creative Media   View Programs ❯

1) General Information

1.1) (BANNER) TITLE
Intro to Music Production

1.2) DESCRIPTION
This introductory course teaches basic concepts and procedures required to operate audio equipment in a recording studio. Topics include digital audio theory, dynamic processing, acoustics, mixers, multi-track recordings, studio session procedures, miking techniques, mixer signal flow, audio monitoring equipment, and MIDI devices.

1.3) COMMENTS FOR CATALOG IF APPLICABLE

1.4) EXPERIMENTAL COURSE IF APPLICABLE

1.5) CROSS-LISTED COURSE(S) IF APPLICABLE

1.6) MAXIMUM ENROLLMENT
16

1.7) CREDIT OPTION   **FIXED CREDITS**
Fixed Credits   3

1.8) CONTACT HOURS

Semester Type
Standard Semester (15 weeks)

Activity TypeMeetings/WeekHours/WeekCredit RatioContact HoursCredits	Hours/Week	Credit Ratio	Contact Hours	Credits
Lecture (1 credit per 1 contact hour)	3	1:1	45	3
Lab (1 credit per 3 contact hours)		1:3	0	0
Lecture/Lab (1 credit per 2 contact hours)		1:2	0	0
	3		45	3

1.9) REPEATABILITY IF APPLICABLE

1.10) GRADING OPTIONS
Standard letter grade (A-F)

1.11) (ADMIN USE ONLY) GENERAL EDUCATION CATEGORIES

Designation	Start Term (Ex. Fall 2017)	End Term (Ex. Fall 2017)
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(ADMIN USE ONLY) GENERAL INFORMATION NOTES

2) Requisite Information

2.1) PREREQUISITES IF APPLICABLE
- Earned a minimum grade of: **Standard Letter A-F (L) B** in
    - **ART 112 - Introduction to Digital Arts**

2.2) APPROVAL OF INSTRUCTOR REQUIRED
No

2.3) COREQUISITES IF APPLICABLE
None

2.4) RECOMMENDED PREPARATORY COURSE(S) IF APPLICABLE
- Earned a minimum grade of: **Standard Letter A-F (L) C** in
    - **ETRO 101 - Introduction to Electronics Technology**
    - **MUS 121C - Piano 1**
    - **MUS 121D - Guitar 1**

2.5) RECOMMENDED PREPARATORY SKILLS IF APPLICABLE

2.6) (ADMIN USE ONLY) CATALOG REQUISITE
EFFECTIVE SPRING 2019:
Prereq: "B" or higher in ART 112.

Recommended prep: "C" or higher in ETRO 101, MUS 121C, and MUS 121D.

(ADMIN USE ONLY) REQUISITE INFORMATION NOTES

3) Learning Outcomes

3.1) STUDENT LEARNING OUTCOMES
Define design elements and principles used to record and mix music compositions.
Methods of Assessment

Practical Project or Examination
Linked Program Outcome

Creative Media (Approved 4/23/2018) 3/6: Demonstrate mastery-level skills using creative media software applications.
(Creative Media)
Linked Institution Outcomes

Technological Competency: Identify, allocate, and utilize technological resources effectively.
Define digital audio theory, dynamic processing, mixer signal flow and acoustics.
Methods of Assessment

Practical Project or Examination
Linked Program Outcome

Creative Media (Approved 4/23/2018) 3/6: Demonstrate mastery-level skills using creative media software applications.
(Creative Media)
Linked Institution Outcomes

Technological Competency: Identify, allocate, and utilize technological resources effectively.
Use MIDI devices and Pro Tools to record and mix basic recordings.
Methods of Assessment

Practical Project or Examination
Linked Program Outcome

Creative Media (Approved 4/23/2018) 3/6: Demonstrate mastery-level skills using creative media software applications.
(Creative Media)
Creative Media (Approved 4/23/2018) 2/6: Skillfully and safely operate creative media equipment. (Creative Media)
Linked Institution Outcomes

Technological Competency: Identify, allocate, and utilize technological resources effectively.
Create a web-based, user-friendly, visually-appealing Digital Portfolio to playback completed soundtracks.
Methods of Assessment

Portfolio
Linked Program Outcome

Creative Media (Approved 4/23/2018) 3/6: Demonstrate mastery-level skills using creative media software applications.
(Creative Media)
Linked Institution Outcomes

Technological Competency: Identify, allocate, and utilize technological resources effectively.

4) Suggested Topical Outline

4.1) WEEKLY CONTENT

Week	Topic	Assignments
1	Portfolio website	
2	Portfolio website	
3	Digital audio theory	
4	Dynamic processing	Knowledge Check - Fundamentals
5	Mixer signal flow	
6	MIDI devices	
7	Microphones	Project 1
8	Live recording	
9	Studio recording	
10	Pro Tools	
11	Pro Tools	Project 2
12	Pro Tools	
13	Native Instruments	
14	Native Instruments	
15	Waves	Project 3
16		Knowledge Check - Final

5) Course Dependencies

5.1) DEPENDENCIES
3.1) COURSES MENTIONED IN PROGRAM ACTION REQUEST

∨ CM - Creative Media   View Programs ❯

6) Attachments

Status

Status
Active

Date End
No Date Chosen

Admin-only

(ADMIN USE ONLY) FIVE-YEAR REVIEW CYCLES
2018/19

(ADMIN USE ONLY) CATALOG REQUISITE
EFFECTIVE SPRING 2019:
Prereq: "B" or higher in ART 112.

Recommended prep: "C" or higher in ETRO 101, MUS 121C, and MUS 121D.

Banner Data Elements (For Administrative Use Only)

1) TRANSCRIPT TITLE
Intro to Music Production

2) LONG TITLE
Introduction to Music Production

3) DESCRIPTION
This introductory course teaches basic concepts and procedures required to operate audio equipment in a recording studio. Topics include digital audio theory, dynamic processing, acoustics, mixers, multi-track recordings, studio session procedures, miking techniques, mixer signal flow, audio monitoring equipment, and MIDI devices.

4) EFFECTIVE TERM	**5) STATUS**	
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6) COLLEGE	**7) DIVISION**	**8) DEPARTMENT**
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9a) CEU or CREDIT (LOW)	**9b) CEU or CREDIT OPTIONS**	**9c) CEU or CREDIT (HIGH)**
	None	

10a) BILLING (LOW)	**10b) BILLING (OPTIONS)**	**10c) BILLING (HIGH**
	None	

11a) LECTURE (LOW)

11b) LECTURE OPTIONS
None

11c) LECTURE (HIGH)

12a) LAB (LOW)

12b) LAB OPTIONS
None

12c) LAB (HIGH)

13a) OTHER (LOW)

13b) OTHER OPTIONS
None

13c) OTHER (HIGH)

14a) CONTACT (LOW)

14b) CONTACT OPTIONS
None

14c) CONTACT (HIGH)

15) REPEATABILITY

16) COURSE LEVEL

REPEAT LIMIT

MAXIMUM HOURS

17) SCHEDULE TYPE

18) WORKLOAD

19) GRADING OPTIONS

20) DEFAULT GRADING OPTION CODE
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21) LEVEL RESTRICTIONS

22) PREREQUISITES
None

23) DEGREE ATTRIBUTE(S)

Degree Attribute	Start Term	End Term

24) EQUIVALENT COURSE(S)

COURSE	START TERM	END TERM

25) SCABASE END TERM

Course Fees

Fee Code Detail	Fee Code Amount

Institutional Reporting Codes

Course Text

<p style="text-align:center">Course Text</p>

Course URL

Integration Partner Codes

Learning Objectives

Banner Integration

BANNER INTEGRATION FLAG

BANNER INTEGRATION RESULTS

UNIVERSITY
of HAWAI'I
SYSTEM

Lauren Yokogawa <yokogawa@hawaii.edu>

CM Subject Code Request

Tammi Oyadomari-Chun <tammi@hawaii.edu>   Thu, Oct 18, 2018 at 5:43 PM
To: Lauren Yokogawa <yokogawa@hawaii.edu>
Cc: Roxanne Yee <rsyee@hawaii.edu>

Approved.

On Thu, Oct 18, 2018 at 4:34 PM Lauren Yokogawa <yokogawa@hawaii.edu> wrote:
> Hi Tammi,
> Kauai would like to expedite this Creative Media subject code request if possible. I have reviewed and it looks good to
> me. Your approval via email is sufficient.
>
> On Thu, Oct 18, 2018 at 12:57 PM Kathlen Lee <kathlen@hawaii.edu> wrote:
>> Hi Roxanne,
>>
>> Attached is the subject code request. The original will be mailed to your office. I would like to express some urgency
>> on this as we would like to get the course in Banner before spring registration in November.
>>
>> Thanks,
>> Kathlen
>
>
> --
> Lauren Yokogawa
> Institutional Research Analyst
>
> University of Hawaii
> Institutional Research and Analysis Office
> 1633 Bachman Place
> Sinclair Annex 2 Room 4
> Honolulu, HI 96822
> Phone: (808) 956-5441
> yokogawa@hawaii.edu

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