



**SOUTH DAKOTA BOARD OF REGENTS**  
**ACADEMIC AFFAIRS FORMS**  
Authority to Offer an Existing Course

USD College of Fine Arts/Music  
**Institution** **Division/Department**

Elizabeth M. Freeburg 5/4/2020  
**Institutional Approval Signature** **Date**

1. Is this a request to offer an existing common course or an existing unique course (approval will change course status from unique to common)?

- Common Course   
Unique Course

2. Provide the complete description as it appears in the system database including pre-requisites and co-requisites.

Prefix & No.	Course Title	Credits
MUS 117	Music in Performance I	1

**Course Description**  
This course introduces the functions and techniques of the craft of music through the study of music from both western and non-western cultures. It develops essential music performance tools and perceptual knowledge in musical analysis through the study, rehearsal, and performance of music, developing cultural awareness and creativity.

Pre-requisites or Co-requisites N/A

3. Universities currently offering this course:  
 BHSU  DSU  NSU  SDSMT  SDSU  USD

4. Does Offering the Course Create FTE Implications? No

5. Does Offering the Course Create Schedule Management Implications? No  
**Explain:** Ensembles will be offered. This course would be cross-listed.

6. Existing program(s) in which course will be offered: MUED, MUAP, BMA

7. CIP Code for the course: 50.0901

8. Proposed instructional method by this university: H-Music Ensemble, Large

9. Proposed delivery method by this university: U01-Face to Face

10. University Dept. Code: UMUS

11. Authority to offer effective beginning in what term? Fall 2020

12. Section Restriction: \_\_\_\_\_

Email from SDSMT dated 4/18/20

Good Morning, David,

Thanks for doing the legwork with your registrar with regard to the slight modifications you are interested in making to MUS 117 and how that might affect the structure of the course offering here at SD Mines. Given the assurances provided that adding short titles without leveling to the course at USD will have no impact on how we post the course here, SD Mines is happy to support your request seeking authorization to offer MUS 117 at USD.

Warm regards,  
Allison

Sent from my iPad

On Apr 17, 2020, at 3:03 PM, Holdhusen, David <[David.Holdhusen@usd.edu](mailto:David.Holdhusen@usd.edu)> wrote:

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Good Afternoon

Sorry for the delay in response. There is a lot of unknown right now. I was able to clarify a few things with our Registrar.

1. Mines doesn't have to add a short title to their course if USD wants to add them. So, we can still create your course in the manner they do. Adding the short title to ours, does not change anything about how your course is offered.
2. Since no co-requisite is listed in the course inventory, there is no problem with you continuing to offer the course in combination with ensembles regardless of how any other institution would offer the course. This should have no impact on you.
3. I don't think we would need to do any leveling. I think we would offer at the MUS 117. Adding the number wouldn't be necessary.

I hope that these answers alleviate any remaining concerns. With that being said, would you still allow us to move forward with the authorization to offer?

Thank you for your consideration.  
David

Hi David,

Thanks for reaching out with regard to Authority to Offer MUS 117. I am copying the two faculty members who direct MUS 117 on the SD Mines campus. Drs. Haley Armstrong (coordinator of SD Mines Music Center) and Matt Bumbach (director of choirs) will be best able to talk with you about how we've constructed this course on our campus and the implications of the modifications you are suggesting to the course.

As I see it, we have no problem supporting your request to offer the course at USD, so long as doing so does not change the way we currently configure the course. We want to be sure, for example, that approval to use a new

transcript name, for example, will not require us to alter the way we list the course. As such, it would be really helpful if you could correspond with Haley and Matt about the changes you envision so that we are all on the same page before moving forward. I have copied them on this email.

Many thanks -- take care!  
Allison

*Allison B. Gilmore, PhD  
Professor & Department Head,  
Humanities and Social Sciences  
South Dakota School of Mines and Technology  
605-394-2482 [Allison.gilmore@sdsmt.edu](mailto:Allison.gilmore@sdsmt.edu)*

**From:** Holdhusen, David <[David.Holdhusen@usd.edu](mailto:David.Holdhusen@usd.edu)>  
**Sent:** Tuesday, March 24, 2020 9:49 AM  
**To:** Gilmore, Allison B. <[Allison.Gilmore@sdsmt.edu](mailto:Allison.Gilmore@sdsmt.edu)>  
**Cc:** Kelley, Bruce C <[bruce.kelley@usd.edu](mailto:bruce.kelley@usd.edu)>  
**Subject:** [EXT] Authority to Offer

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Allison

My name is David Holdhusen. I am the Chair of the Department of Music at USD. I am writing this morning to request Authority to Offer MUS 117 Music and Performance at USD. Additionally, I am wondering if you might be willing to allow us to use a different transcript name as we would like to use a colon and short titles with this course (ex: MUS 117 Music and Performance: Concert Choir). We would also like to consider leveling the course (I, II, III, etc.) is this something you would also agree to?

Thank you so much for considering this. I hope we can work through this easily. I hope everything is going well in these uncertain times.

Stay healthy and thank you again.  
David

Dr. David Holdhusen  
Chair, Department of Music  
Director of Choral Activities  
Douglas and Susan Tuve Distinguished Professor of Choral Music  
University of South Dakota  
414 E. Clark St., Vermillion, SD 57069  
(605) 658-3467 | <http://www.usd.edu>



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