

H. Recruitment, Admission-Retention, Record Keeping, and Advisement

Recruitment

USU's Music Department has a good reputation throughout the Western States Region. Our recruiting consists mainly of information on the internet web sites and associations with the band, choir, orchestra, piano and general music teachers in the state.

We are involved with the Utah Music Educators Association and attend the annual conference where faculty give presentations and hold state offices. We have a recruiting booth that is used at the conferences.

The USU Bands host four band festivals each year for school-age musicians/ensembles. These events annually host over 30 school bands from Utah, Idaho, and Wyoming, totaling over 1500 students that come to the USU campus.

- **Tri-State Band Festival:** students are recommended by their director to perform in this excellent high school band festival
- **Junior High/Middle School Band Festival:** Provides adjudication for junior high and middle school bands through tape-recorded comments by qualified adjudicators.
- **Junior High/Middle School Band Clinic:** Provides adjudication for junior high and middle school bands through tape-recorded comments by qualified adjudicators as well as live rehearsal clinics with the USU Band Faculty
- **High School Band Festival:** Provides live rehearsal clinics with USU Band Faculty and/or guest clinicians from around the country.

Recruiting events in the summer include: <http://music.usu.edu/summerPrograms/>

- Orff-Schulwerk Summer Courses for Educators – school educators are given information about USU music programs to encourage their students to attend USU
- Summer Piano Clinic - <http://music.usu.edu/summerPrograms/pianoClinic.cfm>

Access the department web site at <http://music.usu.edu/> .

RECOMMENDED IMPROVEMENT

We do not have a focused recruiting plan. We are doing things they have been done for years. We need to expand into social media – we have a Facebook page <http://www.facebook.com/pages/USU-Music-Department/261603397022?ref=ts&fref=ts>

Copies of our recruiting and other printed materials are at MDP I Recruitment tab.

Admission-Retention

The Admissions Office web site <http://www.usu.edu/admissions/> offers students on-line application process and has all the information needed to be accepted to the university.

For music students, most audition in the spring semester prior to them coming to USU. The audition is a standard playing or singing audition that results in them being accepted as Pre-Music Majors. After they have passed their first playing/singing jury and received at least a C- in Music Theory I and Aural Skills I they are changed to a Music Major.

USU has a separate office that deals specifically with helping students - <http://www.usu.edu/retention/>

Mission Statement: Retention and Student Success

"The mission of the Office of Retention and Student Success is to help students succeed by meeting their educational goals, remaining enrolled, and graduating on time. Programs and services are designed to integrate students into the University community throughout their college experience – from orientation through graduation – with a focus on the first year experience. The office conducts research, designs and implements programs, and evaluates efforts that directly impact the success of enrolled students."

The major challenge for the music department stems from the high percentage of students who elect to serve on LSD Church missions. The Church just changed the age at which young men and women go on missions. Men used to leave at age 19 – that was reduced to 18; young women used to go at age 21 but now it's 19. The impact on admissions, retention, scholarships, etc., is still being worked out.

For the music department, it means we have to deal with auditioning young men who may not come to school for two years and for young women making allowance for them to leave after they are in school for one year.

We have been dealing with these accommodations under the previous age policy and realize that we must work with these students to help them achieve their goals of the LDS mission and completing their college degree.

We have had no problems attracting high quality students both in terms of their academic preparation or their musical qualifications.

Record Keeping

USU has gone to a 100% online recording keeping system.

<http://catalog.usu.edu/content.php?catoid=4&navoid=627#Transcripts>

Banner is the primary program that houses all of the student information

https://ssb.banner.usu.edu/zprod/DW_Faculty.P_SignOn

The link to log-in to DegreeWorks is https://ssb.banner.usu.edu/zprod/DW_Faculty.P_SignOn on this page, the student's A# is entered, which will take you to the student's degree works page. On that page is all the student's degree information, including courses needed, courses taken and courses currently enrolled in. The status of the course is color coded: red-needed, yellow-completed, blue-in progress.

DegreeWorks log on options and methods are described here: http://cnr.usu.edu/files/uploads/Students/Academic_Service_Center/Course%20Registration%20DegreeWorks.pdf.

The unofficial transcript link in Banner is https://ssb.banner.usu.edu/zprod/bwlkoids.P_FacStoreID, but is available only after a student's A# has been entered, the student's name confirmed, and the "Display Transcript" button clicked. Official Transcripts must be ordered through the registrar's office.

We no longer keep student records or files in hard copy at the Music Department.

Advisement

USU Advising Center - the mission of University Advising is to provide programs and advising services targeted to learning and development outcomes for undeclared students. Advisors focus on a combination of major and career exploration. This includes course selections, learning opportunities to promote self-reflection, values clarification, independence, and social responsibility for the achievement of personal, educational, and career goals.

The web site for Advising is <http://www.usu.edu/advising/>.

The Caine College of the Arts Advising Center is at <http://cca.usu.edu/students/advising/>

There are two advisors at the college level who most of the advising for students in the Music, Theater and Arts & Design Departments. The office has three Peer Advisors as who are students who can help from a student's perspective. Most of the General Education and other university advising is done by the College advisors.

Because of the unique and complex nature of some of the music degrees, our Staff Assistant III, Cary Youmans, does a great deal of student advising dealing with specific music degrees. This system is new in 2012-13 so we are working to fix some systemic problems. For the most part, the new system is working really well.