

# Memo

**To:** Arts and Sciences Committee  
Lock Haven University  
Lock Haven, PA 17745

**From:** Department of Performing Art

**Date:** 16 October 2009

**Re:** Renumbering of one course

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Colleagues,

- We would like to renumber one of our theory courses (MUSI 340 - Orchestration) for our current theory students (enrolled *before* this fall, 2009 semester) to MUSI 3--. We need to make this change to enable our music education students who have been enrolled *since* the fall, 2009 semester to take the MUSI340 (Theory IV) as one of their required courses.

Enclosed is a revised check sheet and fist page of the course syllabus with the proposed changes identified in red.

Thank you,

Dr. Mahlon O. Grass  
Chair, Department of Performing Arts