



MUSC 1320 Applied Music I: Topic section name section credit hours Credits **Syllabus**

Course Information

Meeting times and location: section meeting_times section location

Catalog description: Private instruction. May be repeated for a total of three credit hours. These courses are not expected to transfer and students will have to take a placement test upon transfer.

Prerequisites: course prereqs

Terms offered: All Semesters

Section-specific Course Description:

Course Level Objectives

Student will gain knowledge and practice in the following areas:

- Sound: tone quality, intonation, range
- Technique: ability in performance, accuracy, dexterity, diction, articulation
- Rhythm: pulse, appropriate tempo, subdivision-Musicianship: interpretation, phrasing, balance, style, dynamics, communication of text
- Other factors: appropriate literature, composure, deportment, memorization, process

Required Technology and Software

- Canvas
- Chrome, Safari, or Firefox

Technical Support

Technical support is available through the San Juan College Help Desk 24/7/365. The help desk can be reached at 505-566-3266 or by creating a ticket at [San Juan College Help Desk](#).

For tickets and password reset: [San Juan College Help Desk](#)

For Canvas support information: [Canvas Support](#)

Accessibility/Privacy Policies for all Technology Tools Used

[Accessibility/Privacy Policies for all Technology Tools Used](#)

Course Requirements

Students will do the following activities: Course requirements will vary from instructor to instructor depending on their concentration and the content of the instrument goals.

The general goal is to:

comprehend the content presented in the lesson. Practice your parts to complete command of the composition and technical content. Be responsible and communicate with your instructor. Protect and take care of equipment and maintenance of your instruments. Be conscientious and commit the necessary time to play the music accurately as assigned. Prepare and perform an end of semester jury for the music faculty.

an example of specific course requirements for VOCAL Instruction is:

- Demonstrate proper singing posture, breathing, vocal technique.
- Collaborate with an accompanist to perform at least two songs by memory.
- Communicate the idea/story behind a song to an audience.
- Lesson Progress – At the beginning of each semester you and I will create a list of progress goals, i.e. development and improvement of vocal skills, pieces to be studied, etc. The lesson progress portion of the grade will be based on evidence of progress towards the completion of these goals.
- Attendance – You are expected to attend every lesson and recital. You must be prepared with assignments completed for each lesson. During the lesson, your progress will be evaluated.

- Listening assignments – You will be given listening assignments of your own literature, as well as other repertoire and various singers. Reviews of these assignments will be written in your journal.
- Weekly journal – You will be required to keep a weekly journal on your singing journey using an online or written journal. This is a way to reflect on your practicing and progress, and to actively think through concepts related to singing. Journals are due on a weekly basis. You should compose at least one full paragraph of text in response to the questions I supply. Writing should be reflective and engaged, yet informal. Topics will include your thoughts on what was discussed or experienced in class, comments on your own performance, how your practice session are going, and your progress or challenges.
- Practice / Homework – Students are expected to practice a minimum of 2 hours per week. I suggest at least 20 minutes a day to reach this goal. Students will fill out a practice sheet each week to help with progress and self-discipline. Students may be given written assignments during the semester.
- Recital – Students are required to perform two songs in a recital prior to completion of the semester. The recital is to help prepare for their Vocal Jury and to display progress to invited guests. Failure to attend the Recital will result in a drop of a full letter grade.
- Vocal Jury – Students are required to participate in vocal juries as a final exam for the semester. This is optional for auditing students. Non-majors must memorize at least two songs to perform for a panel consisting of the music faculty. Music majors are required to prepare and memorize four songs to perform for the jury. The pieces will be selected by both teacher and student. Your jury grade is based on participation and performance. You are expected to sing with music memorized, perform to the best of your ability, show evidence of progress made and dress appropriately. Those on the panel will give written evaluations on your performance, progress, etc. The evaluations will be available to the student in the outer music office after juries are complete. Juries are your final for the semester. Failure to attend will result in a failing grade.

COVID Safe Practices for Being on Campus

Masks / cloth face coverings must be worn while on campus in accordance with the New Mexico public health order. If you feel that you cannot wear a mask due to health complications, please contact Disabilities Services:

disabilityservices@sanjuancollege.edu or call (505) 566-3271. Hand sanitizer stations are at all building entrances, please “wash in, wash out”--clean your hands when you enter and before you leave. Classrooms and labs have been arranged to allow for social distancing; please respect your classmates and instructors by staying 6 feet away from everyone. You will be expected to disinfect your table or area prior to class and after class, cleaning products will be provided for this purpose. Check with your instructor for specific policies for their course. Please do not congregate in hallways or common areas, instead utilize our beautiful outside spaces and weather to visit with your friends and colleagues from a safe distance.

If you have been in contact with anyone who has tested positive for COVID-19, has symptoms, or is waiting on test results, contact your instructor and DO NOT come to class. If you have tested positive, have symptoms or are waiting on test results, contact your instructor and DO NOT come to class. Your health care provider or the assigned contact tracer will let you know when it is safe for you to be around others.

Student Support

Student Services and Support

The Student Support webpage provides information on counseling, tutoring, technical support, and many other support services available to San Juan College students.

[Student Support](#)

Academic Support

Academic Support webpage provides information on academic advising, the library, Testing Center, and the honors program.

[Academic Support](#)

Participation and Attendance Policy

Attendance is mandatory. Each lesson, master class and recital will count as 10 points. Each tardy will result in a loss of 3 points. A tardy in excess of 15 minutes counts as an absence. Twenty-four hours' notice is needed to reschedule a lesson, however rescheduling is not always possible. If you will be late or unable to attend your scheduled lesson, please text or call the instructor as soon as you are able to do so.

The most important component in this endeavor is attention. Therefore, all electronic devices must be turned off and put away during class. You may use your phone/laptop to record your own performance, but otherwise these types of devices will not be permitted for use in class. Students who text, use Facebook, etc. during class, risk being asked to leave class and if dismissed, would earn a zero class grade for the day.

Other Classroom Policies and Expectations

Students will come on time to each lesson, prepared with the following MANDATORY materials:

- Student-provided 3-ring binder notebook for each lesson

- Vocal journal for each lesson
- Pencil for each lesson
- Recording device for each lesson (cell phone)

Canvas Participation and Expectations

Students should log on to Canvas weekly to check attendance and grades.

Instructor Response Time

I will do my best to respond to questions and comments in a timely manner. The student can expect a 24 hour turnaround on correspondence.

Course Time Commitment

Students are expected to practice a minimum of 2 hours per week. I suggest at least 20 minutes a day to reach this goal.

Grading

Final grades are calculated based on the following...

Grading Scale:

A = 90% or higher

B = 80-89

C = 70-79

D = 60-69

F = 59 or below.

To determine final grades use the calculations above along with the table below...

Category Weight

Attendance 25%

Lesson Progress 15%

Journal / Listening 10%

Recital 10%

Jury Participation (final) 40%

Key Dates to Remember

[Full Academic Calendar](#)

College Policies

The following information also applies to your work in this class. If you have special needs for campus emergency situations, please inform me immediately.

1. **Academic Accommodations - American with Disabilities Act (ADA)**

If you believe you need academic accommodations due to physical or learning disabilities, you are encouraged to inform them as soon as possible. The coordinator can work with you in verifying your disabilities and developing accommodation strategies. Please go to [Disability Services Office](#), click the button for “Request for Services” and complete all the steps.

You can also contact the college’s disability coordinator in the Advising/Counseling Center at 566-3271 or disabilityservices@sanjuancollege.edu. More information is available on the website listed above.

2. **The Family Educational Rights and Privacy Act (FERPA)**

Your personal information and grade are confidential. Aside from routine reporting to the college required for this course, I will not share such information with anyone unless I have your permission.

3. **Academic Honesty Rules**

San Juan College expects all students to adhere to the [Academic Honesty Rules](#) as posted online. These are the official guidelines for all classes at San Juan College (July 2006).

4. **Student Conduct Statement**

College is preparation for professional opportunities, and professional conduct is expected in courses, including online classes, as well as any written communications, and interactions with members of the college community. As part of our learning community, students are expected to interact and communicate in a mature, respectful, thoughtful, and supportive manner. Students who demonstrate disrespectful, hostile, belittling, bullying or other disruptive behavior

will be subject to potential consequences and possible dismissal from the college. The college will take appropriate action when students demonstrate threatening behavior (to others or self). Students should refer to the Code of Conduct in the Student Handbook for additional information.

5. Student Safety

Keeping students safe is a priority, and part of that is ensuring that we have the ability to communicate emergency messages – whether for school closures due to weather or for more or urgent situations. Rave is San Juan College’s emergency messaging system. Through your SJC student email, you will automatically receive email messages, however, it is also vital that you receive text messages. In order to receive the messages, you must register in a simple process with [Rave](#). When registering, please make sure that your mobile status is “confirmed.”

The Department of Public Safety is available 24 hours per day. In an emergency, they can be accessed by calling 215-3091 or 566-3333.

In the event of an emergency, a Rave message will be sent, and depending on the situation, you will be instructed to do one of the following:

- Evacuate the building
- Shelter in place (Campus doors are locked, and operations continue as normal. During this situation, no one other than law enforcement is allowed in or out of the campus.)
- Lockdown (Campus doors are locked. All operations cease, and you should take cover in your immediate area. No one other than law enforcement is allowed in or out of the campus.

6. Non-Discrimination, Sexual Harassment, and Retaliation.

San Juan College does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, genetic, veteran’s status, or on the basis of any other category protected under federal, state and local laws. If you have experienced sexual harassment, sexual assault, or any other form of protected class discrimination, we encourage you to make a report. If you report to a faculty member, she/he/they are obligated by policy to share knowledge, notice, and/or reports of harassment, discrimination, and/or retaliation with the Title IX Coordinator. These disclosures include but are not limited to reports of sexual assault, dating/domestic violence, and stalking. You may also make a confidential report to a SJC Counselor. Please refer to San Juan College’s [Title IX](#) site for further details.

San Juan College's Title IX Coordinator is Stacey Allen, Assistant Director of Human Resources/Equity, Diversity, and Inclusion Officer. The office is located at the Educational Services Center Building, 2nd Floor, Human Resources, Room 4243 at (505) 566-3515 or allens@sanjuancollege.edu.

7. Drop for Non-Attendance and/or Non-Participation

Class Attendance and Participation Expectation:

Face-to-Face -- Students are expected to attend and participate in class regularly. Any student missing more than 10% of consecutive class time, (For example, in a regular 15-week class that meets twice a week, this equates to the student missing 3 consecutive classes) without consultation with the instructor may be considered as having abandoned the course.

On-line -- Students are expected to participate regularly and submit all course assignments, based on the course guide definition. A student who does not submit any assignments during a consecutive 10% of the course (1.5 weeks of a 15-week semester) without consulting the instructor, may be considered as having abandoned the course. Logging in does not meet the attendance standard.

Competency-Based Education Classes -- Students are expected to have regular and substantive interactions with their instructor and to actively work on course content. A student who has not submitted coursework, nor had substantive interactions with the instructor over a consecutive 10% of the term, without the instructor's prior approval, will be considered to have abandoned the competency progression. Last date of attendance will be recorded as the last date that coursework was submitted or that the student met with the instructor. For on-line learners, logging in does not meet the attendance standard.

8. Failure to Meet Class Participation Expectation:

Students who fail to meet participation expectations will have their last date of attendance recorded. This date will be used to recalculate any financial aid received/veteran's benefits received, and the student may be required to repay the institution/government. If the student does not drop the course, an 'X' grade will be recorded. An 'X' grade impacts the grade point average the same as an 'F'.

9. Grading Policies

Incomplete: Incomplete Grade Assignment ([Incomplete Grades Information](#))

The grade of I (Incomplete) is given for passing work that could not be completed during the semester because of circumstances beyond the student's control. Ordinarily, the assignment of an I is given by the course instructor at the time final grades are due

In no case is an I grade to be used to avoid assignment of D or F grades for marginal or failing work or to require a student to enroll in the class the next semester because work was not completed on time. Circumstances warranting the issuance of an I grade must be beyond the student's control and must be documented on the appropriate form prior to approval.

I grades can be removed only during the subsequent 16 weeks from the end of term, or within the time limit set by the instructor. Removal of an I is accomplished by completing the work in a manner acceptable to the instructor. Re-enrollment in the course under the repeat option does not remove the prior grade of I. Students should not re-enroll for the course. An I not made up within 16 weeks or within the time limit set by the instructor will change to an F grade thereafter and cannot be changed by work completion.

10. **Grade Appeals**

The policy for grade appeals is in the Academic Catalog. ([Grade Appeal Policy](#))

Student Handbook

The Student Handbook provides information on Student support, student organizations, and San Juan College policies.

[Student Handbook](#)