



WACO, TEXAS

COURSE SYLLABUS

AND

INSTRUCTOR PLAN

BLUE CREW PEP BAND

MUEN 1122 – SECTION 002

JON CONRAD

NOTE: This is a 16-week course.

NOTE: This is a Face-to-Face course.

BLUE CREW PEP BAND

MUEN 1122 SECTION 2

Course Description:

Concert band, marching band, campus band, laboratory band (jazz/stage), symphony or orchestral group. Provides the opportunity for the study and performance of music in large and small ensembles. These courses are open to all students but are strongly recommended for all music majors and minors in their area of primary emphasis. Semester Hour 1 (3 lec/3 lab)

Prerequisites and/or Corequisites:

Participation by audition or consent of the instructor.

Course Notes and Instructor Recommendations:

Students who did not complete participation in high school band may not have the necessary skills for participation. For these students, the MCC Concert Band is encouraged.

Instructor Information:

Instructor Name: Professor Jon R. Conrad, Music Director, Conductor

MCC Email: jconrad@mclennan.edu

Office Phone Number: 254.299.8220

Zoom ID: 254 299 8220

Office Location: BPAC 103

Office/Conference Hours: By Appointment

Required Text & Materials:

1. Performance attire as specified (stated below)
2. Appropriate and functioning instrument
3. A tuner (or Tonal Energy App)
4. A metronome (or Tonal Energy App)
5. All MCC Blue Crew issued music contained within your folder.

As a highly visible ensemble, we must be cognizant that we ARE representing the Department of Music and our College. Uniforms help convey a look of professionalism and authority. Therefore, it is very important that we adhere to certain standards (clean clothes, proper attire, etc.). Khaki dress pants are required (visit Walmart, Amazon, etc.). Do not modify the Pep Band uniform during the game. Only MCC hats are allowed.

MCC Bookstore Website: <http://www.mclennan.edu/bookstore/>

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Methods of Teaching and Learning:

Students will be expected to prepare music in advance of rehearsal. Individual practice is expected. Students may contact professor with questions about the music or for additional help.

Course Objectives and/or Competencies:

This performing ensemble engages in the creative process by performing music at men's and women's basketball games. Critical thinking skills will be utilized throughout the course as members continually evaluate, analyze, and critique their own performance standards and develop, implement, and utilize strategies for improving performance ability.

Your membership in the MCC Blue Crew Pep Band is approached as a professional. You are expected to learn the music outside of class, be early for rehearsals and performances, and inform the director of any schedule conflicts or absences. Students missing multiple games will be removed from the group and not receive a stipend. Serve as goodwill ambassadors for MCC, recognizing that everything we do and say represents literally thousands of MCC alumni. Support MCC with relentless energy, regardless of any external circumstance. Profanities, vulgarities, crude remarks, and annoying behavior are not to be used.

Course Attendance/Participation Guidelines:

If a student is not in attendance in accordance with the policies/guidelines of the class as outlined in the course syllabus as of the course census date, faculty are required to drop students from their class roster prior to certifying the respective class roster. A student's financial aid will be re-evaluated accordingly and the student will only receive funding for those courses attended as of the course census date.

Before the 60% point of the semester, a student who is absent for 25% or more of a face-to-face or blended course or who misses 25% or more of assigned work for an online course will be withdrawn from the course with a grade of W. A student may also request to be withdrawn with a grade of W before the 60% point of the semester. After the 60% point of the semester, the student may request to be withdrawn if the student is passing, or be assigned the final grade earned at the end of the semester after grades have been updated to reflect missing work.

Course Outline or Schedule:

Consult the game schedule provided to you at the beginning of the semester.

Rehearsal assignments each semester and performances during the spring semester will be announced as early as possible. Rehearsal time will focus on preparation for these climatic events and will utilize full, sectional, and competency-based evaluation

Communication: This course requires rigorous communication expectations. Email is used for assignments, schedules, announcements, and other information. It is the student's responsibility to ensure they have full access to receiving and sending emails to the instructor. If the student is going to be absent from a rehearsal, the student must be certain that the "circle of communication" is completed. This means that the student receives a reply from the instructor about the conflict/absence. If no reply comes within a reasonable timeframe, the student must assume that the instructor did not receive the email and must continue in their attempts to contact the instructor until the instructor confirms receipt of the communication. **SAVE YOUR EMAILS** as documentation.

Course Grading Information:

Your Final Grade will be determined by:

- Preparation of Music (prior to rehearsal)
- Degree of professionalism exhibited in rehearsals and performances. (i.e. attitude, uniform)
- Attendance and Promptness to Rehearsals and Performances.

Late Work and Make Up Work Policies:

Students are encouraged to maintain dialog with the instructor regarding their grade for the semester, including the potential for "making up" absences and penalties, which may not be possible. See above section Course Grading Information for details regarding attendance.

Student Behavioral Expectations or Conduct Policy:

- Each unexcused absence from rehearsal will lower your final grade by one full letter grade. One unexcused rehearsal absence = B; two = C etc.
- An unexcused absence from a performance will result in an F for the entire semester and dismissal from the ensemble.
- Each tardy accumulates so that 3 tardies = 1 unexcused absence.
- In case of absence, a substitute must be arranged to cover your part.

Note: Excused absences are defined as illness (with note from a physician), family emergency, a McLennan Community College related event or activity (with prior approval), and religious holidays. Courtesy mandates notifying the instructor in advance of an absence whenever possible.

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1. Members are expected to prepare parts to performance level as quickly as possible and to be at all rehearsals with folder, instrument, and supplies (music, pencil, reeds, oil, etc). Music and music folders are the financial responsibility of the performer.
2. Have a pencil in your folder and make frequent, practical use of it.
3. Members unable to perform to acceptable standards or contribute to a positive rehearsal demeanor will be counseled and if necessary, moved to a different ensemble, assignment, or dropped from the course.
4. MCC Music Division policy directs instructors to drop ensemble students who miss 10% of rehearsals (4.2 days).
5. Members must arrive in Highlands Gym no later than 30 minutes prior to game time. Be aware that games on class nights make parking difficult and you should make allowance for the extra time you will need. We must be ready to play (warmed/tuned) by the time 20:00 minutes on the game clock. Everyone helps move stands and equipment, including amps and drum set. You will be assigned a specific job to perform before and after each game.
6. During the game, remain in your proper section and seat during the game. Notify the instructor before leaving the seating area (including visiting the restroom). Non-members may not sit in the band area. No use of cell phones during game – only at halftime and between games.
7. Members of the ensemble are obligated to assist in both the set-up before and the tear-down after performances and rehearsals. Do not leave the performance/rehearsal area until EVERYTHING is returned to storage and the area is clean (all rehearsals and concerts in the band hall, recital hall, etc.).
9. Members of the Rhythm Section are required to arrive 10 minutes before the start of rehearsal to set-up equipment and remain after rehearsal to put equipment away.
10. Please make the appropriate adjustments in your schedule to accommodate our performances. They are listed as “College Functions” and your instructors cannot prohibit you from participating or penalize you for missing class if you notify the instructor at least TWO (2) class meetings IN ADVANCE of the performance date and make whatever arrangements are necessary to meet the course requirements.
11. In keeping with the employee metaphor, certain actions (or lack thereof) will cause a member to lose part of their stipend. Being late will incur a penalty, but it will also count against their course grade. If necessary, additional penalties will be added to this chart:
 - \$5 penalty per game Out-of-uniform, minor infraction (non-conforming pants, shoes, etc)
 - \$10 penalty per game Out-of-uniform, major infraction (no uniform shirt, jeans, etc)
 - Missing the first note (not in place) or causing the band to wait for you before playing

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Not participating in the spirit of the game (cheering)
Use of cell phone when prohibited
\$15 penalty per game Not having your music folder
Not having a working lyre and it impedes your ability to perform
Leaving a game early
\$25 penalty per game Not having your instrument or instrument not working
\$10 penalty Needing to arrange access to PAC for instrument, music, shirt, etc.
before game
\$50 penalty Losing or damaging music folder and/or music
Damaging uniform shirt (losing, tearing, staining, or improper
laundering)

[Click Here for the MCC Attendance/Absences Policy](https://www.mclennan.edu/highlander-guide/policies.html)

(<https://www.mclennan.edu/highlander-guide/policies.html>)

Click on the link above for the college policies on attendance and absences. Your instructor may have additional guidelines specific to this course.

Updated 07/18/2023



ACADEMIC RESOURCES/POLICIES

Accommodations/ADA Statement:

Any student who is a qualified individual with a disability may request reasonable accommodations to assist with providing equal access to educational opportunities. Students should contact the Accommodations Coordinator as soon as possible to provide documentation and make necessary arrangements. Once that process is completed, appropriate verification will be provided to the student and instructor. Please note that instructors are not required to provide classroom accommodations to students until appropriate verification has been provided by the Accommodations Coordinator. For additional information, please visit www.mclennan.edu/disability.

Students with questions or who require assistance with disabilities involving physical, classroom, or testing accommodations should contact:

disabilities@mclennan.edu 2542998122 Room
319, Student Services Center

Title IX:

We care about your safety, and value an environment where students and instructors can successfully teach and learn together. If you or someone you know experiences unwelcomed behavior, we are here to help. Individuals who would like to report an incident of sexual misconduct are encouraged to immediately contact the acting Title IX Coordinator at titleix@mclennan.edu or by calling, Dr. Claudette Jackson, (Accommodations/Title IX) at (254) 299-8465. MCC employees are mandatory reporters and must report incidents immediately to the Title IX Coordinator. Individuals may also contact the MCC Police Department at (254) 299-8911 or the MCC Student Counseling Center at (254) 299-8210. The MCC Student Counseling Center is a

confidential resource for students. Any student or employee may report sexual harassment anonymously by visiting <http://www.lighthouse-services.com/mclennan/>. Go to McLennan's Title IX webpage at www.mclennan.edu/titleix/. It contains more information about definitions, reporting, confidentiality, resources, and what to do if you or someone you know is a victim of sexual misconduct, gender-based violence or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence.

Student Support/Resources:

MCC provides a variety of services to support student success in the classroom and in your academic pursuits to include counseling, tutors, technology help desk, advising, financial aid, etc. A listing of these and the many other services available to our students is available at <http://www.mclennan.edu/campus-resource-guide/>

Academic Support and Tutoring is here to help students with all their course-related needs. Specializing in one-on-one tutoring, developing study skills, and effectively writing essays. Academic Support and Tutoring can be found in the Library and main floor of the Learning Commons. This service is available to students in person or through Zoom. You can contact the Academic Support and Tutoring team via Zoom or email (ast@mclennan.edu) by going to our website (<https://www.mclennan.edu/academic-support-and-tutoring/>).

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources or want to explore strategies for balancing life and school, we encourage you to contact either MCC CREW – Campus Resources Education Web by calling (254) 299-8561 or by emailing crew@mclennan.edu or a Success Coach by calling (254) 299-8226 or emailing SuccessCoach@mclennan.edu. Both are located in the Completion Center located on the second floor of the Student Services Center (SSC) which is open Monday-Friday from 8 a.m.-5 p.m.

Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff. To schedule an appointment, go to https://mclennan.co1.qualtrics.com/jfe/form/SV_07byXd7eB8iTqJg. Both the Completion Center and Paulanne's Pantry are located on the second floor of the Student Services Center (SSC).

MCC Foundation Emergency Grant Fund:

Unanticipated expenses, such as car repairs, medical bills, housing, or job loss can affect us all. Should an unexpected expense arise, the MCC Foundation has an emergency grant fund that may be able to assist you. Please go to

<https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html>

to find out more about the emergency grant. The application can be found at

https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf.

MCC Academic Integrity Statement:

Go to www.mclennan.edu/academic-integrity for information about academic integrity, dishonesty, and cheating. The unauthorized use of artificial intelligence (AI) for classwork can be a violation of the College's General Conduct Policy. Whether AI is authorized in a course and the parameters in which AI can be used in a course will be outlined by each instructor.

Minimum System Requirements to Utilize MCC's D2L|Brightspace:

Go to <https://www.mclennan.edu/center-for-teachingandlearning/FacultyandStaffCommons/requirements.html> for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

Minimum Technical Skills:

Students should have basic computer skills, knowledge of word processing software, and a basic understanding of how to use search engines and common web browsers.

Backup Plan for Technology:

In the event MCC's technology systems are down, you will be notified via your MCC student email address. Please note that all assignments and activities will be due on the date specified in the Instructor Plan, unless otherwise noted by the instructor.

Email Policy:

McLennan Community College would like to remind you of the policy (<http://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf>) regarding college email. All students, faculty, and staff are encouraged to use their McLennan email addresses when conducting college business.

A student's McLennan email address is the preferred email address that college employees should use for official college information or business. Students are

expected to read and, if needed, respond in a timely manner to college emails. For more information about your student email account, go to www.mclennan.edu/studentemail.

Instructional Uses of Email:

Faculty members can determine classroom use of email or electronic communications. Faculty should expect and encourage students to check the college email on a regular basis. Faculty should inform students in the course syllabus if another communication method is to be used and of any special or unusual expectations for electronic communications.

If a faculty member prefers not to communicate by email with their students, it should be reflected in the course syllabus and information should be provided for the preferred form of communication.

Email on Mobile Devices:

The College recommends that you set up your mobile device to receive McLennan emails. If you need assistance with set-up, you may email Helpdesk@mclennan.edu for help.

You can find help on the McLennan website about connecting your McLennan email account to your mobile device:

- [Email Setup for iPhones and iPads](#)
- [Email Setup for Androids](#)

Forwarding Emails:

You may forward emails that come to your McLennan address to alternate email addresses; however, the College will not be held responsible for emails forwarded to an alternate address that may be lost or placed in junk or spam filters.

For more helpful information about technology at MCC, go to [MCC's Tech Support Cheat Sheet](#) or email helpdesk@mclennan.edu.

Disclaimer:

The resources and policies listed above are merely for informational purposes and are subject to change without notice or obligation. The College reserves the right to change policies and other requirements in compliance with State and Federal laws. The provisions of this document do not constitute a contract.