

Updated 07/18/2023



WACO, TEXAS

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**COURSE SYLLABUS  
AND  
INSTRUCTOR PLAN**

**Voice Ensemble - Highlanders**

**MUEN - 1151 –004**

**Gail Wade**

**NOTE: This is an 16-week Face to Face Course.**

**Course Description:**

Coachings are regular rehearsal times with a faculty/staff accompanist. A student registered for coaching receives 15 rehearsals/performances with their coach/accompanist, including weekly rehearsals, studio/master class performances, student recitals and juries. Coachings provide students with ample time to work on all aspects of musical performance, from coordination of instrument/voice with accompaniment (pitch, intonation, rhythm, tempo) to interpretation (nuance, phrasing, rubato, style, diction, etc.).

May be repeated for credit

Semester Hours 1 (1 lec)

**Prerequisites and/or Corequisites:**

Applied Lessons

**Course Notes and Instructor Recommendations:**

This is a companion course to voice lessons, MUAP 1182. It differs from this section in its focus, which is not on vocal production, but on musical rehearsal/practice and learning repertoire.

You will need:

1. Two copies of your music. One is for you, the other for the instructor. The instructor's copy must be copied front and back and given to the instructor as soon as the music is assigned.
2. A pencil for making marks in the score.

The course curriculum for MUEN 1154 1182 satisfies the following Student Learning Outcome.

To engage in the creative process or interpretive performance and comprehend the physical and intellectual demands required of the author or visual or performing artist.

**Reading** at the college level means the ability to analyze and interpret a

variety of printed materials -- books, articles, and documents. A core curriculum should offer students the opportunity to master both general methods of analyzing printed materials and specific methods for analyzing the subject matter of individual disciplines.

**Critical thinking** embraces methods for applying both qualitative and quantitative skills analytically and creatively to subject matter in order to evaluate arguments and to construct alternative strategies. Problem solving is one of the applications of critical thinking, used to address an identified task.

For this course it is expected that the student have basic computer skills such as basic word processing, saving, and copying files. This course also requires students to have basic internet skills including search skills, the ability to save and upload files, install plug-ins if necessary, and use email. The course uses the D2L(Brightspace) Learning platform and students are expected, through the first week orientation, to develop the skills needed to use the features related to this course.

**Instructor Information:**

Instructor Name: Gail Wade  
MCC E-mail: gwade@mclennan.edu  
Office Phone Number: 254.299.8221  
Office Location: BPAC 108  
Office/Teacher Conference Hours: TBA

**Required Text & Materials:**

Repertoire assigned by your applied vocal instructor.

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

**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.

**Methods of Teaching and Learning:**

On-on-one weekly session: Lab exercises (vocalises), student projects (independent learning/practice of semester repertoire), class discussions (weekly studio class), student performance (studio class, recital and jury)

Vocal pieces will be selected by the faculty for each individual student. Assigned vocal pieces will require additional practice and preparation outside of the weekly class period. Students are expected to be responsible for their own individual work and performances. Plagiarism or cheating of any kind will have serious consequences and may result in a failing grade.

**Course Objectives and/or Competencies:**

A private “one-to-one” study of vocal literature emphasizing diction, the interpretation of text, and aspects of good musicianship for the purpose of solo singing. A minimum of 4 songs must be learned and performance ready by the end of the semester

**Course Outline or Schedule:**

Student and instructor will meet weekly throughout the semester for 30 minutes.

**Course Grading Information:**

Participation = 40%

Attendance = 40%

Final Exam (Jury) = 20%

College-level writing and work is expected

Grade are distributed on a tradition A-F evaluation scale.

**Late Work, Attendance, and Make Up Work Policies:**

**ATTENDANCE POLICY**

Attendance and promptness to all lessons is mandatory.

A 10 minute tardy for a 30 minute lesson is a missed lesson.

“No call, no show” is an unexcused absence and will result in a failing grade for the lesson with no make-up lesson allowed.

Two hours notice of absence is required for an excused absence. Excused absences may be made up. Only two make up lessons are allowed per semester. ALL lessons missed due to teacher absence will be made up. Make up lessons will **not** be rescheduled.

## **MCC ATTENDANCE POLICY**

### **Course Attendance/Participation Guidelines:**

Exceptions noted in **RED**

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 10% or more of a face-to-face or blended course or who misses 10% or more of assigned work for an online course will be withdrawn from the course with a grade of W. **SEE BELOW** 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.

**\*FOR PERFORMANCE CLASSES, ie, ensembles and applied lessons, before the 60% point of the semester, a student who is absent for **10% or more** of a face-to-face class will be withdrawn from the course with a grade of W.**

### **Student Behavioral Expectations or Conduct Policy:**

Students will approach the artistic nature of performance and the course with respect and maturity. Immaturity and rudeness will not be tolerated. Attendance and positive participation in course activities is fundamental to a successful classroom experience.

*“Students are expected to maintain classroom decorum that includes respect for other students and the instructor, prompt and regular attendance, and an attitude that seeks to take full advantage of the education opportunity. I do not tolerate inappropriate language in my classroom, including on clothing.”*



**[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.

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## **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](http://www.mclennan.edu/disability).

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

[disabilities@mclennan.edu](mailto: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](mailto: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/](http://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](mailto: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](mailto:crew@mclennan.edu) or a Success Coach by calling (254) 299-8226 or emailing [SuccessCoach@mclennan.edu](mailto: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](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](https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf).

**MCC Academic Integrity Statement:**

Go to [www.mclennan.edu/academic-integrity](http://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](http://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](mailto: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](mailto: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.