



WACO, TEXAS

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**COURSE SYLLABUS**

**AND**

**INSTRUCTOR  
PLAN**

**APPLIED PIANO  
MUAP-1269-02**

**Gail G. Wade**

**NOTE: This is a 16-week BLENDED/HYBRID Course**

**COVID 19 Notice:**

McLennan Community College is committed to providing you with every resource you need to reach your academic goals. We are also concerned for your safety. We are working through COVID-19 guidelines to make sure we offer a safe environment for you and our faculty. This will include smaller class sizes to manage social distancing and proper cleaning techniques. You will have the advantage of a physical classroom experience but may also need to work part of the time online as we adjust to limited classroom capacity. This will also allow us the flexibility to move online if so directed by federal, state and/or local COVID 19 guidelines. Faculty and staff are preparing now to ensure that you have the best experience in the midst of these uncertain times.

## APPLIED PIANO

MUAP-1269-02

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### **Course Description:**

Individual Instruction in voice or brass, percussion, woodwind, strings, or keyboard. Available to non-majors as well as music majors who wish to study a secondary applied emphasis. Involves one private lesson per week and five practice hours per week. May be repeated for credit.

### **Prerequisites and/or Corequisites:**

Approval of Instructor

### **Course Notes and Instructor Recommendations:**

Piano study at MCC is a combination of technical study, mechanics, and musicianship. It requires a dedication to a process. Repetition is the key to success. It is better to practice small amounts each day than to cram a week's practice into a single session the morning of one's lesson. Timers, stopwatches, and metronomes are great tools for those who have difficulty completing their practice requirement.

Lessons will be a combination of online and in-person appointments, adapting to the COVID-19 situation.

### **Instructor Information:**

Instructor Name: Gail G. Wade

[MCC E-mail: gwade@mclennan.edu](mailto:gwade@mclennan.edu)

Office Phone Number: (254) 299-8221

Office Location: BPAC 108

Office/Teacher Conference Hours: MW 9:00 – 9:30, 12:30 – 1:30, TH 9:00 – 9:30, Friday 9:30 – 11:00, by appointment.

### **Required Materials:**

A piano score, method book, or exercise book may be required for purchase. Otherwise, public domain copies and handouts need to be kept in a three-ring binder. Any borrowed scores must be returned at the end of the semester.

A practice journal should be kept throughout the semester and will be considered a part of your daily grade. Studio/technique/performance classes will be offered on Fridays at 9:00am.

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

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### **Methods of Teaching and Learning:**

Private Lessons  
Personal Practice  
Studio Class  
Masterclasses  
Jury

### **Course Objectives and/or Competencies:**

Students will attend one lesson per week and at least one piano studio class per month. Schedule will be determined in consultation with students and teacher.

### **Course Outline or Schedule:**

Weekly lessons, studio class, suggested masterclasses, recitals, and juries.

### **Course Grading Information:**

Piano lesson grades will be derived from effort shown and commitment to:

Attendance 20%  
Weekly Preparation 40%  
Final Exam Jury 40%

Missed lessons, poor preparation for lessons or performances will result in a lowered grade. Students must complete 12 lessons (15 will be offered, scheduled, and rescheduled with advance notice), practice, and perform a Jury in order to pass Piano Lessons. Music majors will be required to perform in studio class. Non majors perform at the discretion of the instructor.

A = 95, all 4 requirements met with excellence

B = 85, some trouble completing lessons, attending piano events, or being sufficiently prepared

C = 75, requirements met with limited proficiency/improvement

D = 70, attendance requirement met, no effort or improvement noted

F = 0-69, attended fewer than 12 lessons, minimal to no preparation, missed Studio or Jury

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

10 minutes late to a 30-minute lesson or 15 minutes late to a 60-minute lesson is considered

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a “no-show” and the lesson is forfeited. All absences and tardies must be approved **24 hours** in advance; these lessons can be rescheduled. Students who make a habit of rescheduling lessons, even when the 24-hour rule is observed (3/semester is allowed), may have to forfeit the lesson.

**Student Behavioral Expectations or Conduct Policy:**

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.

**\* Click Here for the MCC Academic Integrity Statement**

**([www.mclennan.edu/academic-integrity](http://www.mclennan.edu/academic-integrity))**

The link above will provide you with information about academic integrity, dishonesty, and cheating.

**\* Click Here for the MCC Attendance/Absences Policy**

**(<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.

***\* You will need to access each link separately through your Web browser (for example: Mozilla Firefox, Chrome, Microsoft Edge or Safari) to print each link's information.***

# McLennan

C O M M U N I T Y

# COLLEGE

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## ACADEMIC RESOURCES/POLICIES

### **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/>

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 a success coach by calling (254) 299-8226. Students can visit the Completion Center Monday-Friday from 8 a.m.-5 p.m. to schedule a meeting with a success coach and receive additional resources and support to help reach academic and personal goals. Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff based on household size. Text (254) 870-7573 to schedule a pantry appointment. The Completion Center and 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).

### **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 contacted/notified through 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.

\* [Click Here for the Minimum System Requirements to Utilize MCC's D2L|Brightspace](https://www.mclennan.edu/center-for-teaching-and-learning/Faculty%20and%20Staff%20Commons/requirements.html)  
(<https://www.mclennan.edu/center-for-teaching-and-learning/Faculty%20and%20Staff%20Commons/requirements.html>)

Click on the link above for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

**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.

**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 her/his 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.

**Forwarding Emails:**

You may forward the 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 become lost or placed in junk or spam filters.

**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. Instructors should not provide accommodations unless approved by the Accommodations Coordinator. For additional information, please visit [mclennan.edu/disability](http://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)

254-299-8122

Room 319, Student Services Center

\* [Click Here for more information about Title IX](http://www.mclennan.edu/titleix)  
([www.mclennan.edu/titleix](http://www.mclennan.edu/titleix))

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 Title IX Coordinator at

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[titleix@mclennan.edu](mailto:titleix@mclennan.edu) or by calling Dr. Drew Canham (Chief of Staff for Equity & Inclusion/Title IX) at 299-8645. Individuals also may contact the MCC Police Department at 299-8911 or the MCC Student Counseling Center at MCC by calling 299-8210. The MCC Student Counseling Center is a confidential resource for students. Any student or employee may report sexual harassment anonymously by visiting the following website: <http://www.lighthouse-services.com/mclennan/>.

McLennan's Title IX webpage (<http://www.mclennan.edu/titleix/>) 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.

*\* You will need to access each link separately through your web browser (for example Mozilla Firefox, Chrome, Microsoft Edge, or Safari) to print each link's information.*