

Updated 07/18/2023



**COURSE SYLLABUS
AND
INSTRUCTOR PLAN**
Applied Clarinet Lessons (Non-Music Major Lessons)
MUAP 1129_001
Dr. Vanessa Davis

NOTE: This is a 16-week course.

AN EQUAL OPPORTUNITY INSTITUTION

Spring 2024

Applied Clarinet Lessons (Non-Music Major Lessons)

MUAP 1129_001

Course Description:

Individual instruction in clarinet. Available to non-music majors. Involves one private lesson per week and a **minimum** of five practice hours per week (does not include lessons and rehearsals). May be repeated for credit.

Prerequisites and/or Corequisites:

Corequisite with Band MUEN 1121 and Clarinet Studio

Instructor Information:

Instructor Name: Dr. Vanessa Davis

MCC Email: vadavis@mclennan.edu

Office Phone Number: None

Office Location: BPAC 116

Office/Teacher Conference Hours: By appointment

Required Materials:

- Working Bb Clarinet, mouthpiece, and ligature
- a **minimum** of 10 working Bb clarinet reeds
- a reed case to store and care for reeds
- Clarinet Studio Handbook (provided)
- Practice Planner (provided)
- Solo selection (as determined in lesson)
- Etude selections (as determined in lesson)
- a metronome (may be an app; I recommend Tempo by FrozenApe)
- a tuner (may be an app; I recommend Tonal Energy)

Methods of Teaching and Learning:

- Weekly one-on-one instruction
- Group learning in studio (corequisite)

Course Objectives and/or Competencies:

1.) The student will demonstrate knowledge of assigned solo materials, etudes, technical materials, and clarinet concepts, comprehensive capabilities of performing a solo at a high level, knowledge of musical styles, deep understanding of clarinet fundamentals, and skills appropriate to the degree of the student.

2.) The objective of applied clarinet lessons is to provide clarinet students with instruction and materials that will allow them to improve in all areas of clarinet playing. Those areas include but are not limited to: tone production, breath control, articulation and clarity, finger dexterity.

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3.) The objective will be achieved through the practice of scales, technical methods, etude books, solos, excerpts, and other supplemental materials deemed necessary by the professor as well as detailed listening to recommended recordings for style.

*Applied lessons are meant to help you become the best musician and clarinetist that your desire will allow. I will always help you in any way I can to achieve these goals, but **you must be the motivating factor in your own success.***

General Lesson Expectations:

Students will:

- Check MCC student email and the Brightspace website for this course **regularly**.
- Expect to have to purchase materials each semester. These will include but are not limited to: reeds, instrument maintenance, method books, etude books, solo repertoire, and recordings.
- Attend lessons each week ready to perform what the assignment beginning to end.
- Arrive to lessons prepared and on time (see Lesson Etiquette and Lesson Preparation below).
- Arrive to lessons with all required materials.
- Practice a minimum of 30 – 60 minutes hour daily depending on degree
- Learn with confidence and fluidity the materials using techniques provided in the lessons.
- Arrive with an attitude of enthusiasm and respect for the subject and Professor.

Lesson Etiquette:

Students will:

- Arrive to the lesson a minimum of five minutes ahead of when your lesson starts. There is a bench to wait on.
- Knock at your lesson time. Do not wait, but do not knock early.
- Arrival late is unacceptable. On-time arrival is part of your grade.
- Arrive lightly warmed-up with all materials needed for the lesson. Do not play for an hour prior to lesson.

Lesson Preparedness Expectations:

Below is the basis on which your week-to-week lesson grade will be determined. Preparedness is comprised of and graded on **materials, practice, and attitude**.

Materials:

Students will have with them at each lesson:

- Working Bb Clarinet, mouthpiece, and ligature.
- A minimum of 8-10 working Bb clarinet reeds
- Clarinet Studio Handbook (provided); must be able to write on it.
- Practice Planner (provided)
- Solo selection (as determined in lesson); must be able to write on it.
- Etude selections (as determined in lesson); must be able to write on it.
- a metronome (may be an app; I recommend Tempo by FrozenApe)

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- a tuner (may be an app; I recommend Tonal Energy)

Not having any of the materials above will result in a grade reduction.

Practice:

Students will:

- Schedule 30 – 60 minutes of practice time each day into their schedules depending on degree; it need not be all at once.
- Establish a plan to complete the given assignment each week.
- Warm-Up with long tones, register slurs, finger exercises, articulation exercises, and scales prior to beginning work on etudes, solos, and excerpts.
- Use skills presented in the clarinet lessons as well as their own knowledge to learn the assignments, be they warm-up, technique-based, etudes, or solos.
- Once learned, practice the material for consistency and fluidity to reach desired tempi for that week with a metronome and tuner on stand for guidance.
- Take daily notes in the clarinet notebook on each day's practice session to know where to start the next day.

Not following guidelines above will result in a grade reduction.

Attitude:

Students will:

- Be always respectful to the professor. There is a relationship of professional friendliness expected, not familiarity. Please do not speak to professors as though they are colleagues, family, or friends.
- Take constructive criticism and work to improve. Lessons are about improvement.
- **Emotional, violent, and rageful outbursts are unacceptable and will absolutely not be tolerated.** We are adults and can act as such within the context of lessons.
- Arrive to lessons open to learn things in a new way. You will likely encounter techniques you are not familiar with, but to improve we must move beyond our comfort zone.

Not following guidelines above will result in a grade reduction and possible dismissal from lesson.

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.**

- In the event of lateness, please both **email** and **text** the professor as soon as you are aware of the lateness. Grade will be affected.
- In the event of illness, a signed and dated doctor's note is required for being excused. Unexcused absences (no call, no show, no note) are a 0 in the gradebook.

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- In the event of other absences, see the official MCC Absence Policy (below) and act accordingly.

The lesson studio is a place of respect. Anything less than the highest level of respect will not be tolerated, and the student will be dismissed with a 0 for the lesson that day.

If you are at any time having problems or are unhappy with your lessons, please speak with me. I can make time on the day I am on campus, or we can use Zoom.

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:

Course Outline with technical and solo requirements will be given to students individually according to their own needs. Schedule is subject to change, in which case you will be notified via email and on Brightspace of changes.

Course Grading Information:

Below is the breakdown of how you will be graded in this course and descriptions of the expectations of the areas in which you will be graded. Heavy emphasis is placed on your week-to-week work to allow all to have success, but all elements are pivotal to a full understanding.

Weekly Lesson Grade (40%):

Each lesson will be graded according to the guidelines provided. Note that 40% of your overall grade is based on your week-to-week progression. See guidelines above.

Clarinet Studio Attendance (10%):

The weekly meeting of all clarinet players. Required of all in lessons.

Scale Quizzes (15%):

One every five weeks on the dates below. Material covered below. Grade will be based on the Scale Quiz Rubric.

- 1.) February 9 – all material from beginning of semester to that date
- 2.) March 22 – all material from February 17 – March 22
- 3.) April 26 – all material from March 29 – April 26

Listening Assignments (15%):

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Due periodically throughout the semester on schedule below. All submitted online via assignments. Emailed assignments will not be graded and will receive a 0. Grade will be based on the Listening Assignment Rubric.

- 1.) January 26
- 2.) February 23
- 3.) March 29

Programs for Recital Credit (5%):

Each semester students in lessons are required to attend **concerts they are not performing in**. Turn in the correct number of programs to me by the final lesson day, April 26th, according to your major.

- 1.) Non-Majors: 5 concert programs
- 2.) Music Majors: 7 concert programs

Jury Performance (15%):

Once a semester students will give a performance for the woodwind and large ensemble faculty that serves as a Final Exam for applied study. The material tested will be drawn from material studied over the semester and graded according to the rubric.

Semester Reflection Paper (10%):

Guidelines for this paper are provided on the Brightspace website.

GRADING BREAKDOWN

# of Elements	Graded Elements	Points per Each	Total Points	Weighting of Grade
15	Weekly Lesson	100	1500	40% of final grade
15	Clarinet Studio Attendance	100	1500	10% of final grade
3	Scale Quizzes	100	300	10% of final grade
3	Listening Assignments	100	300	10% of final grade
1	Recital Programs	100	100	5% of final grade
1	Jury	100	100	15% of final grade
1	Reflection	100	100	10% of final grade

GRADING SCALE:

Letter Grade	Final %
A	90-100
B	80 – 89.9
C	70-79.9
D	60-69.9
F	< 60

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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 while adhering to the MCC Student Handbook.

<https://www.mclennan.edu/highlander-guide/index.html>

ACCOMMODATIONS (STUDENTS WITH DISABILITIES):

Student Services Center, Room 319 • 254-299-8122 • disabilities@mclennan.edu

Fall Hours: Monday-Friday, 8 a.m.-5 p.m.

Student Accommodations are provided to ensure equal access to educational opportunities and campus life activities for students with documented physical, health or learning needs. We collaborate with students, faculty and staff to create usable, inclusive and sustainable learning environments. Accommodations (Disability Services) strives to increase awareness and acceptance of those with physical, health or learning needs in support of McLennan's commitment to enhancing each learner's potential and success.

AMERICANS WITH DISABILITIES ACT AMENDED ACTS OF 2008 (ADAAA)

In accordance with the requirements of the Americans with Disabilities Act (ADA), and the regulations published by the United States Department of Justice 28 C.F.R. 35.107(a), and Section 504 of the Federal Rehabilitation Act of 1973, McLennan's designated ADA coordinators shall be responsible for coordinating the college's efforts to comply with and carry out its responsibilities under ADA.

COORDINATOR CONTACT INFORMATION

Accommodations Coordinator

Katie Vise

254-299-8122

Titles I and II - Employment and Facilities

Dr. Stephen Benson, Vice President, Finance & Administration

254-299-8649

Title II - Education & Section 504 of the Federal Rehabilitation Act of 1973

Dr. Claudette Jackson, Director, Diversity, Equity & Inclusion

254-299-8465

ACADEMIC DISHONESTY:

All students who enroll at McLennan Community College are admitted with the expectation that they will demonstrate integrity in every aspect of their work both for and with other members of this academic community. Please read this information carefully. Once you matriculate, you have accepted responsibility for your actions.

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HOW DOES THE COLLEGE DEFINE ACADEMIC INTEGRITY?

The Center for Academic Integrity, defines Academic Integrity as a "commitment, even in the face of adversity, to five fundamental values: honesty, trust, fairness, respect, and responsibility; from these values flow principles of behavior that enable academic communities to translate ideas into action." Individual faculty members determine their class policies and behavioral expectations for students. Students who commit violations of academic integrity should expect serious consequences. Offenses will be tracked so that appropriate sanctions can be applied.

HOW SERIOUS ARE THE CONSEQUENCES FOR ACADEMIC DISHONESTY?

The professor's grading system is the first measure of consequence for a student who commits a breach of academic integrity. The grading system can be found in the course instructor plan for each class in which the student enrolls. Faculty members and/or their department chairs may require a meeting with students caught cheating, including plagiarizing, to discuss incidences of cheating and the penalty to be assigned in the course. Academic Integrity policy and procedures apply equally to all courses - whether on campus or online.

HOW ARE CHEATING AND PLAGIARISM DEFINED?

The term "cheating" includes, but is not limited to: (1) use of any unauthorized assistance in taking quizzes, tests, or examinations; (2) dependence upon the aid of sources beyond those authorized by the professor in writing papers, preparing reports, solving problems or carrying out other assignments; or (3) the acquisition, without permission, of tests or other academic material belonging to a member of the MCC faculty or staff. The term "plagiarism" includes, but is not limited to, the use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

WHAT HAPPENS TO A STUDENT IDENTIFIED AS HAVING COMMITTED ACADEMIC DISHONESTY?

If the student's offense rises to the level of invoking, within the course grading system, penalties of consequence, it is a reportable offense. Students who are caught cheating, including plagiarizing, will be subject to penalties specified in the course syllabus and, in addition, will be reported to Student Discipline for further tracking. Students who repeatedly commit acts of academic dishonesty will be subject to disciplinary suspension from the college.

The Office of Diversity, Equity & Inclusion keeps a record of repeat offenders for the determination of future consequences. For more information about issues of student discipline, including appeals, please refer to the [Highlander Guide](#).

OTHER IMPORTANT INFORMATION:

Civil Rights

In compliance with Title VI of the Civil Rights Act of 1964 (P.L.88-352), Title IX of the Education Amendments of 1972 (P.L. 92-318). and the Age Discrimination Act of 1978 (P.L. 92-256), North Central Texas College does not discriminate against or exclude from participation in any of its

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programs or activities, either in the student body or the staff, any person on the grounds of sex, race, color, religion, age, handicap, national origin, or veteran status.

Web Page

Visit the McLennan Community College web page for information on registration, financial aid, counseling/advising, and cost of tuition and fees. You will also find information on the catalog and semester schedules as well as courses of study. You can keep up with what is happening on campus by checking the calendar of events and the sports news. The web has information on the library as well as links to other areas of interest. Check out our web page at <https://www.mclennan.edu/>. Additional content for this course may be found in your Canvas account. Please check there for updates and news.

Student Support Services

Counseling and Testing staff offer a variety of services to current and prospective students, such as College 101, placement testing, academic advising and course registration, transfer assistance, and College Success seminars (Time Management, Study Skills, Test Anxiety, Choosing a Major, Learning Style Strategies, Career Exploration), and much more.

<https://www.mclennan.edu/student-support-services/>

Student Success offers academic coaching, tutoring, including a Writing Center, a Math Lab, tutoring and assist new students acclimate to college by providing computer lab services for prospective students.

<https://www.mclennan.edu/employees/policy-manual/g.html>

Financial Aid offers financial resources for students that qualify, visit the financial aid offices for more information. <https://www.mclennan.edu/financial-aid/>

Smoke-Free, Tobacco-Free, Vape-Free Campus

In an effort to promote the health of all who visit, McLennan Community College became a smoke-free, tobacco-free and vape-free and campus effective Jan. 1, 2020. The policy applies to all indoor and outdoor College property, including the main campus, Highlander Ranch, the Emergency Services Education Center, the Community Services Center, the Bosque River Stage, the athletics facilities, the walking track, and parking lots.

<https://www.mclennan.edu/news/2020/smoke-free.html>

IMPORTANT SPRING 2024 DATES:

January 8, 2024	Classes Begin
January 19, 2024	Last Day to Purchase Spring Books Using Financial Aid
March 21, 2024	Last Day for Student-Initiated Withdrawals from 16-week Classes
March 4 – 8, 2024	Spring Break: No Classes
TBA	Spring 2024 Student Recital Date (support the clarinet majors)
TBA	Spring 2024 Jury Date
April 26, 2024	Last Day for 16-week Classes
For more information consult the MCC Calendar at: https://www.mclennan.edu/calendar.html	

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COURSE SCHEDULE:

Each week, students will be given an individualized assignment. These will vary student-to-student, but will include the following elements:

Warm-Up:

Long Tone Exercise(s)

Register Slurs

Finger Technique

Articulation Exercises

Technique:

Scale assignments and memorization

Technical Etudes

Solo Repertoire:

Semester assigned solo(s)

Semester assigned etude(s)

Excerpts:

Appropriate ensemble excerpts

Appropriate standard excerpt work

SEMESTER GUIDELINES: Weekly assignments are provided in a table to students individually.

10/09/2023



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 (254)299-8122
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 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 may report sexual harassment anonymously by visiting <http://www.lighthouse-services.com/mclennan/>

Additionally, Title IX provides rights and protections for pregnant and newly parenting students. 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 success@mclennan.edu.

Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff. To schedule an appointment, go to <https://calendly.com/paulannespantry-mcc/15min>.

The CREW, Success Coaches, and Paulanne's Pantry are all located on the second floor of the Student Services building in Success Coaching Services.

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:

Please view our [Academic integrity statement](#) for more 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-teaching-and-learning/Faculty-and-Staff-Commons/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](#) 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.