



WACO, TEXAS

COURSE SYLLABUS

AND

INSTRUCTOR PLAN

INDIVIDUAL INSTRUCTION: APPLIED TROMBONE

MUAP 1145 001 & 1245 001

TIMOTHY M. OWNER

NOTE: This is a 16-week course.

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

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Course Description:

Individual instruction in trombone. Available to music majors and non-majors. Involves one private lesson per week. May be repeated for credit.

Prerequisites and/or Corequisites:

MUEN 1121 or MUEN 1141

Course Notes and Instructor Recommendations:

Schedule a lesson time during or before the first week of classes.

Instructor Information:

Instructor Name: Timothy M. Owner

MCC Email: towner@mclennan.edu

Alternate E-Mail: timothyowner@gmail.com

Office Phone Number: (773) 387-9850 (cell)

Office Location: Ball PAC 117

Office/Teacher Conference Hours: TBD or by appointment

Required Text & Materials:

All students are required to have access to a metronome and pitch-producing tuner. Also, students are expected to purchase any solo that they perform for a jury or a student recital. Many older works may be public domain and can be downloaded for free from imslp.com. In addition to solo works, students should have access to the following etude books:

Kopprasch *60 Selected Studies*

Bordogni: 60 vocalises (Mulcahy or Rochut editions)

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

Methods of Teaching and Learning:

Methods of teaching and learning for this course shall include:

Student performances

Listening experiences

Concert attendance

Preparation of fundamental exercises, scales, etudes, solos, and orchestral/wind ensemble excerpts

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Course Objectives and/or Competencies:

Each student enrolled in lessons will prepare a minimum of one solo work each semester. Students in hour lessons will also be expected to learn all major, natural minor, melodic minor, and harmonic minor scales and arpeggios during their first two years of study. Students will also prepare etudes selected by the instructor. Other topics of study will include tone production, breath control, rhythm, intonation, phrasing, pedagogy, and music interpretation. Students will present works in student recitals and/or at an end-of-the-semester jury. The instructor may exercise discretion with these expectations if necessitated by the ability level of the student.

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.

Recital Attendance:

Music majors are expected to follow all department guidelines regarding recital attendance. Students should attend all student and faculty recitals within the department. Recital Attendance will represent 5 percent of the semester grade.

Course Outline or Schedule:

Each student will attend a half hour lesson each week (MUAP 1145) or a one hour lesson each week (MUAP 1245).

Lessons will consist of preparation and performance of major and minor scales and arpeggios, one lyrical and one technical etude, this semester's assigned solo repertoire as well as any band or orchestra pieces needing attention. Scheduling will be handled on an individual basis, with lessons occurring on Fridays. In-person office hours will be maintained from 12:30pm to 1:00pm on Fridays. Other meetings may be scheduled at the mutual agreement of the student and professor, and will be held on Zoom.

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At the midpoint of the semester (week beginning October 16th, 2023), the student will perform a mid term “Technical and Repertoire” exam, which will consist of three randomly chosen major scales and arpeggios, three randomly chosen minor scales and arpeggios, one technical etude chosen from this semester’s previously prepared etudes, and one lyrical etude chosen from this semester’s previously prepared etudes. This midterm exam will make up 10 percent of the student’s final grade for the semester.

Course Grading Information:

Semester grades for hour lessons (MUAP 1245) will be based upon the following criteria:

Lesson Preparation	50%
Jury Performance	25%
MidTerm Technical and Repertoire exam	10%
Recital Performance(s)	10%
Recital Attendance	5%

Half hour lessons (MUAP 1145) will be graded according to the following criteria:

Lesson Preparation	60%
Jury Performance	20%
MidTerm Technical and Repertoire exam	10%
Recital Attendance	5%

Note regarding MUAP 1245: In the event that a student does not perform on a recital during the course of the semester, the grades will be calculated without the recital portion and percentages will be adjusted accordingly.

Late Work, Attendance, and Make Up Work Policies:

Lessons will be made-up if the instructor cancels or reschedules. Student cancellations made with in 24 hours of the original lesson time will not be made up. Absences with less that 24 hours’ notice will be excused in the event of student illness or illness of an immediate family member. If a student misses a scheduled lesson without an excused absence, the student will receive an “F” grade for that lesson. In the event of a student being quarantined (or if the student and faculty deem it appropriate), online lessons may be scheduled via Zoom in lieu of in-person lessons.

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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.

[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.

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.