



WACO, TEXAS

COURSE SYLLABUS

AND

INSTRUCTOR PLAN

BEGINNING CONDUCTING

MUAP 2201 – SECTION 2

JON CONRAD

NOTE: This is a 16-week course.

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

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Course Description:

An immersion into the development of skills and knowledge associated with instrumental conducting, rehearsal techniques, and instrumental repertoire.

Prerequisites and/or Corequisites:

A sophomore standing in the music curriculum. Freshman with instructor permission.

Instructor Information:

Instructor Name: Professor Jon R. Conrad

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. The Elements of Expressive Conducting – Michael Haithcock, Conway Publications, 2020. (ISBN 978-1733228770)
2. Baton
3. Primary Instrument for class participation in Lab Ensemble
4. McLennan Community College “Brightspace”: Conducting videos and other class materials will be posted there
5. Music Score - chosen with the instructors’ approval - for final project.
6. Additional Readings/Musical Material handed out by instructors.
7. Access to notation software (Finale or Sibelius)

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

Methods of Teaching and Learning:

Student outcome goals:

1. Development of beat pattern concepts and applications
2. Development of artistic expression of all beat pattern concepts and applications
3. Development of fermatas, releases, entrances, and cues with the left hand, and within the beat pattern
4. Development of basic left-hand gestures
5. Development of basic score reading techniques, including transpositions
6. Fluency of Foreign Language musical terminology as it relates to score reading

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Enabling Activities:

1. Basic pattern and conducting exercises
2. Right- and Left-Hand motor-skill exercises
3. Lab experience with ensemble comprised MUEN 1121.03 students (TBA)
4. Score study and listening assignments
5. Classroom discussion on music
6. Field Experience
7. Dalcroze and Laban Movement
8. Video recording of classroom conducting exercises with written self-reflections

Course Objectives and/or Competencies:

1. To provide the student with the basic skills needed to properly conduct an ensemble
2. To familiarize the student with elements of the basic repertoire, ensemble instrumentations, historical considerations, and the like.
3. To formulate an approach to rehearsing a musical ensemble.

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:

Meets Weekly.

Course Grading Information:

Evaluation:

- 30% Daily & Class assignments (Conducting, Preparation, Self-reflection, & other assignments)
- 30% Tests/Quizzes (Conducting and written)
- 20% Field Experience (4 completed Observations)

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20% Final Exam (Conducting and written)

Letter Grade Criteria:

A = 90-100% Exemplary preparation and performance

B = 80-89% Good, or not exemplary in either preparation and/or performance

C = 70-79% Average. Demonstrates a lack of clarity, or a lack of attention to score study

D = 60-69% Unprepared – bordering on unprofessional

F = 0-59% Failing – unprofessional work

ESU Grading Criteria

E = Excellent Work that exceeds the criteria for the assignment

S = Satisfactory Work that meets 85% of the criteria

U = Unsatisfactory Work that does not satisfy the criteria

Assignments Are due on or before the date stated by the instructor. Assignments are due no later than the beginning of the class period.

Late Work and Make Up Work Policies:

Assignments turned in after the due date will not be considered for grading. This is a pre-service preparation course and designed to simulate a real-world experience.

Student Behavioral Expectations or Conduct Policy:

Attendance and participation is mandatory. Each Unexcused absence (or 3 cumulated tardies) will lower your final grade by one letter. This class is designed to prepare you for your professional career. Perfect attendance and a professional attitude are necessary for full class understanding. If in the eventuality you are sick, or have a College approved absence, you must contact Prof. Conrad prior to class via email. A doctor's note is necessary to resolve absences due to illness. If you are sick on a day that you are scheduled to teach or conduct, you must also make arrangements with a classmate to switch days so that no class time is wasted.

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)

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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.