Updated 07/18/2023

McLENNAN COMMUNITY COLLEGE

WACO, TEXAS

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# COURSE SYLLABUS

# AND

# INSTRUCTOR PLAN

## APPLIED FRENCH HORN

## MUAP 1142 0001

**DR. KIM ROONEY HAGELSTEIN**

**NOTE: This is a 16-week course.**
**NOTE: This is a Face-to-Face course.**

**Course Description:**

Individual instruction in voice, instrument, composition, or conducting.

Individual instruction in horn for non-music 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: Dr. Kim Rooney. Hagelstein
MCC Email: khagelstein@mclennan.edu
Office Phone Number: 254-299-8113
Office Location: BPAC 110
Office/Teacher Conference Hours: Tuesdays 1-2pm (in-person), Wednesdays 9-11am (Zoom), Wednesdays 12-3pm (in-person), or by appointment

**Required Text & Materials:**

All students are required to have access to a metronome and pitch-producting 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*
Kling *40 Characteristic Etudes*
Hackleman *34 Characteristic Etudes for Low Horn Playing*

**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

Studio class attendance and participation
Listening experiences
Concert attendance
Preparation of fundamental exercises, scales, etudes, solos, and orchestral/wind ensemble excerpts

**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 at an end-of-the-semester jury. The instructor may exercise discretion with these expectations if necessitated by the ability level of the student.

**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 five percent of the semester grade.

**Course Attendance/Participation Guidelines FOR LESSONS AND ENSEMBLES:**

Absences will be excused in the event of student illness, illness or death of an immediate family member, or conflicting MCC function. If a student misses a scheduled lesson without an excused absence, the student will receive an "F" grade for that lesson.

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. 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**:

Each student will attend a half hour lesson each week (MUAP 1142) or a one hour lesson each week (MUAP 1242) in addition to the required studio classes.

**Course Grading Information:**

Semester grades for hour lessons (MUAP 1242) will be based upon the following criteria:

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|---|---|
| Lesson Preparation | 60% |
| Recital/Jury Performance(s) | 30% |
| Recital Attendance | 10% |

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

Lessons will be made-up if the instructor cancels or reschedules. Student cancellations will not be made up.

**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)**

Click on the link above for the college policies on attendance and absences. Your instructor may have additional guidelines specific to this course.

06/24/2025

MCLENNAN COMMUNITY COLLEGE

# 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 Accommodations (Disability Services) as soon as possible to begin the steps for requesting accommodations. 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 Accommodations (Disability Services). 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

**Title IX:**

Title IX of the Education Amendments of 1972 is a Federal civil rights law that prohibits discrimination on the basis of sex in educational programs and activities that receive Federal funds. 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 a Title IX incident 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.

Additionally, Title IX provides rights and protections for pregnant and newly parenting students which can include educational accommodations such as excused absences

and the opportunity to make up assignments and tests. Lactation spaces are also available on campus. Please email titleix@mclennan.edu for more information.

MCC employees are mandatory reporters and must report incidents immediately to the Title IX Coordinator. Faculty and Staff may email titleix@mclennan.edu to submit a report.

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 https://www.lighthouse-services.com

Visit McLennan's Title IX webpage at https://www.mclennan.edu/titleix/ to learn more about Title IX protections, reporting, and resources.

**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/

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.

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/)

**Success Coaching Services is here for you.**

We know life can be overwhelming sometimes—and that challenges outside the classroom can impact your success inside it. That's why our Success Coaches provide personalized support to help you navigate it all.

Success Coaching is available to every MCC student, no matter where you're starting from. Whether you're looking for direction, need quick advice, or just want someone to talk to, our coaches are here to listen, celebrate your strengths, and help you move forward with confidence. At Success Coaching Services, your voice is heard, your goals matter, and your future is our focus.

To learn more or schedule an appointment, visit www.mclennan.edu/successcoaching, call 254-299-8226, or email success@mclennan.edu.

College personnel also recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources and other essential resources, we encourage you to contact the CREW - Campus Resources Education Web by calling 254-299-8561 or emailing crew@mclennan.edu.

Success Coaching Services, the CREW, and Paulanne's Pantry are located on the second floor of the Student Services building in Success Coaching Services, suite 249.

The Student Counseling Center offers confidential mental health counseling to currently enrolled students at no charge. Counselors are trained to help students with problems related to personal, social, and emotional concerns. Sessions focus on short-term goals in order to facilitate students college success and adjustment. This service is available to students in person or through Zoom.

Make an appointment to meet with a counselor by visiting the center in the Wellness & Fitness building, room 101, calling 254-299-8210, or emailing counseling@mclennan.edu.

**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/scholarships-and-resources/emergencygrant.html

**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:**
For online and blended/hybrid courses, students must have access to a reliable computer and internet. For more information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system go to: https://www.mclennan.edu/center-for-teaching-and-learning/Faculty-and-StaffCommons/requirements.html

**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.