

Updated 01/23/2026



WACO, TEXAS

COURSE SYLLABUS

AND

INSTRUCTOR PLAN

CHAMBER VOCAL ENSEMBLE – MUSICAL THEATRE

MUSI 1152 0101

Dr. Jared Eben

NOTE: This is an 8-week course.

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

MUSICAL THEATRE VOICE

MUEN 1152 0101

Course Description:

Examples of small vocal ensembles may include but are not limited to glee club, madrigals, opera/musical theater, commercial, and folk.

Presents musical theatre music, libretti, characterization, and motivational staging through the performance of an musical. Recommended for all music vocal majors and minors, but open to all students with consent of instructor.

Prerequisites and/or Corequisites:

None

Course Notes and Instructor Recommendations:

Please see the performance contract

Instructor Information:

Instructor Name: Jared Eben

MCC Email: jeben@mclennan.edu

Office Phone Number: 254-299-8240

Office Location: BPAC 112

Office/Teacher Conference Hours:

Monday – Thursday : 8:00-8:30

Or by email appointment.

Required Text & Materials:

All music and scripts will be issued in class.

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

Methods of Teaching and Learning:

In the spring, students will perform a staged musical

Course Objectives and/or Competencies:

The study of music, libretti, characterization, and staging through rehearsal and performance.

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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 before 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10% or more of a face-to-face or blended course or who misses 10% or more of assigned work for an online course will be withdrawn from the course with a grade of W**. A student may also request to be withdrawn with a grade of W before the 60% point of the semester. After the 60% point of the semester, the student may request to be withdrawn if the student is passing, or be assigned the final grade earned at the end of the semester after grades have been updated to reflect missing work.

- 3 Absences is what is allowed for this ensemble.

- Attendance is taken at the start of class. Please plan to be early and prepared.
- One unexcused absence (no show, no prior notice) will result in the final grade being dropped one letter grade.
- Two unexcused absences will result in a meeting with the production team and the lowering of the final grade by an additional letter grade.
- Three unexcused absences will result in the student being dropped from the course.
- Absence from any dress rehearsal or "strike" (tear-down of set, costumes, clean-up) will result in the final grade being dropped one letter grade.
- Please see the performance contract for additional attendance obligations

Course Outline or Schedule:

Please see the course calendar and performance contract.

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Course Grading Information:

- 20% Assignments
- 70% Participation Grades
- 10% Final Exam

- Participation Grades:

Rehearsal preparation

PUNCTUAL rehearsal attendance. Rehearsal starts 2:30.

Contribution to the class/ensemble

Responsible and professional behavior

Attendance and attention to detail in all tech calls

- Final Exam: Performance of Opera. Present at all rehearsals, Present at mandatory strike after final performance.

Additional Grading Information as outlined in the Attendance Policy:

- One unexcused absence (no show, no prior notice) will result in the final grade being dropped one letter grade.

- Two unexcused absences will result in a meeting with the production team and the lowering of the final grade by an additional letter grade.

- Three unexcused absences will result in the student being dropped from the course.

- Absence from any dress rehearsal or “strike” (tear-down of set, costumes, clean-up) will result in the final grade being dropped one letter.

Late Work and Make-Up Work Policies:

- The rehearsal process is unique in that it requires a collaborative effort by all participants.

Careful scheduling efforts are made based on the assumption of full attendance. Absence from a rehearsal impacts more than just one individual.

- If a student misses class, it is their responsibility to learn the music rehearsed during class on their own.

- Please ask for help if you need it.

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. Please see the performance contract for more behavioral expectations.

Please bring a pencil and music/score to every class/rehearsal

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Cellphones are to be put away or in silent mode(unless for emergencies which are addressed with the instructor prior to the lecture.). **Use of cell phones during lectures (i.e. texting, Snapchat, etc..) will result in a lowering of participation grade by the instructor after repeated requests to put away devices..**

Musical Theatre Pre-Coaching Checklist:

- Highlight every word, pitch, stage direction, etc. that directly relates to your character (confirm and secure cuts)
- Copy sung/spoken text by hand on a piece of paper
- Read text
- Speak text in rhythm, carefully noting score indications, like meter, tempo, expressive marks, dynamics, etc.
- Conduct and speak in rhythm
- At the piano, slowly play the vocal line
- Intone vocal line
- Sing pitches with text in rhythm

Congratulations, you are ready to meet your coach!

Coaching etiquette and tips for the singer:

Applied voice teachers build vocal techniques. Vocal coaches correct pitches, rhythms, words/diction, phrasing, and expression. While some of a coach's suggestions may sound technical, the coach's advice and corrections are secondary to the applied teacher's. If the information seems contradictory, ask questions. It is common for some aspects of vocal performance to be presented in wildly different ways by different teachers and coaches. For the most part, voice teachers and coaches desire the same result, but they may have unique ways of guiding you there. Trust in your innate ability to make music, but be willing to accept constructive criticism and work hard. Approach your vocal studies with a spirit of adventure -- willing to fix mistakes, try new things, and don't forget to bring some of your ideas to the

[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.

06/24/2025



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.