

Kent State University, Stark Campus

FUNDAMENTALS

MUS 11110 sections 600 and 601
Fall 2012

Section 600: Dr. Sebastian Anthony Birch

Office: FA118b
On campus: 53359
Off campus: (330) 244.3359
Email: sbirch@kent.edu
Office hours are posted on my door and on the web page and by appointment

Section 601: Dr. Alissa L. Shuster Ph.D.

Desk #10 in office 150-D
off campus: 330-244-5167
on campus: X5 5167
Email: aroosa@kent.edu
Office hours are posted on my door and by appointment
office hours TBA and by appointment

WEB: Everything pertinent to this class is posted on the WEB page. Visit it frequently

WWW Page: <http://www.personal.kent.edu/~sbirch/>

EMAIL: Make sure you know how to use your Kent email address. Go to <http://flashline.kent.edu> for information

All correspondence dealing with this class must be done via your @kent.edu email address.

WWW Page: <http://www.personal.kent.edu/~sbirch/>

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EMAIL: Make sure you know how to use your Kent email address. Go to <http://flashline.kent.edu> for information

- This course combines theory and aural skills.
- Theory meets Monday Wednesday and Friday, Aural skills Tuesday and Thursday.

The final grade for the course will be the sum of 60% of your theory grade and 40% of your aural skills grade.

Monday, August 27	Classes Begin
Monday, September 3	No Classes, Offices Closed
	Last day to drop without receiving a W
MIDTERM	
Wednesday, October 10	Midterm - Written Aural Skills
Thursday, October 11	Midterm - Written Theory
	Last day to Withdraw from Classes
November 22 and 23	No Class Thanksgiving Break
December 10-14	Finals Week
Tuesday, December 11 from 10.30 AM to 12.30 PM	Final Exam – Aural Skills and Written Theory
Friday, December 14 th – 10:30AM to 5:00 PM	Fundamentals and Theory I practicals

TEXTBOOKS

- MacGamut 6.18 – Updates to 6.18 are free and can be downloaded from MacGamut.com
Install the Theory I Presets. Directions can be found on the Theory Web site:
<http://www.personal.kent.edu/~sbirch> click on MacGAMUT directions in the left column

MATERIALS

- A three-ring binder in which you will gather all of the handouts, homework and test
- 8 ½ X 11 manuscript paper
- Pencils (always use a pencil for writing music)
- Red pen for self-grading tests
- Headphones for the computer lab
- Flash Drive

GENERAL

- All assignments and tests must be written neatly in pencil
- All assignments, tests, handouts must be kept in a three-ring binder in chronological order
- Check the web page and your Kent address on a daily basis
- The Music computer lab is in FA34c
- You can use the computer in FA123 when it is not used for classes. Allow priority to Music Production students to work on their projects.
- Turn off cell phones before class – If your cell phone rings during class you are required to transcribe the melody and turn it in. If your phone does not play a melody you will need to learn Happy Birthday with solfege syllables and sing it at your next Practical

TUTORING

Tutoring for this class is available free of charge from Student Services.

All university tutoring, including music theory and piano tutors will now be scheduled on-line using TutorTrac.

<http://www.stark.kent.edu/student/resources/tutoring.cfm>

CLASS PARTICIPATION

- Students will be expected to participate actively in class and will be often called upon to accomplish tasks in front of the class
- Although participation will not be graded, it will greatly improve your skills

DAILY QUIZ and WORKSHEETS

Quizzes or graded take home worksheets will be given every day.

TESTS: Midterm and Comprehensive Final

All tests will include:

- A written component similar to the exercises done in class, in the worksheets and on the quizzes
- An ear training component similar to the exercises done in class and in McGamut
- A practical exam on Sight signing and keyboard. Practical exams are done one on one with the instructor.

EVALUATION

For all music courses you need a minimum of a c- for the course to count towards graduation.

You may not take the next course in a sequence unless you received a c- or better.

EVALUATION	
Theory 60%	
Daily Quizzes and Homework	50%
Midterm Exam	25%
Final Exam	25%
Grade Lowering	
Unexcused absence	10%
Recital attendance	5%

Failure to complete any single component will result in a failing grade for the course

GRADING SYSTEM	
A	93-100
A-	90-92
B+	88-89
B	83-87
B-	80-82
C+	78-79
C	73-77
C-	70-72
D+	68-69
D	60-67

ATTENDANCE

You are allowed 4 unexcused absences per semester

Each tardy (showing up after class starts) will count as ½ an absence

Each tardy of more than 30 minutes will count as an absence

According to the "3342-3-06 Administrative policy regarding class attendance and class absence" the university only accepts as valid excuses:

1. Certified serious illness.
2. Certified Death of an immediate family member (spouse, grandparents, parents, siblings)
3. Sanctioned KSU activity to which you must participate
4. Religious holiday (Must be declared to the instructor at the beginning of the semester.)

Each additional unexcused absence will result in having 10% taken off your final grade.

GRADE SO FAR

- After the midterm and before the final, a form summarizing all of the "grades so far" will be given to you
- If you have any questions about your grade, please contact me out of class

HOMEWORK

- Homework will be assigned in class and posted on the Theory web page
- All assignments will be graded
- Late assignments will lose 10% each class period after the due date for a maximum of 50%
- Homework more than one week late will not be accepted

PLAGIARISM

- Assignments are not a collaborative effort! You must turn in your OWN WORK. Any turned in assignment that is not the fruit of independent work will be considered PLAGIARISM. See Academic Honesty at the end of the syllabus. Of course you can study with other classmates and exchange ideas etc, but you must complete the assignments on your own

Examples of Plagiarism and Academic Dishonesty

- Identical errors in homework
- Identical MacGamut files

MAC GAMUT 6

- MacGamut 6.18 is an excellent program for practicing ear training and rudiments of music theory.
- You must practice daily
- You are expected to practice at least one hour a week to obtain the weekly goals (see schedule)
- Send your MGS file attached to an email every Wednesday

TESTS: MIDTERM QUIZ AND COMPREHENSIVE FINAL EXAM

- There are separate tests for Written Theory and Written Aural skills and the Practical
- The Aural Skills grade will be the average of the written test and the Practical

PRACTICALS

There will be a Final Practical the Last Friday of Finals Week. The practical will be in the same format as a jury with the faculty of all sections present. The practical will cover:

1. Major scale with solfege
2. Minor scales all three forms with solfege
3. Prepared melody – with solfege and conducting
 - a. 2 in Major
 - b. 2 in minor
4. Prepared Rhythm with conducting and takadimi
 - a. 2 in Simple meter
 - b. 2 in Compound
5. Sight sing a rhythm with takadimi syllables and conducting
6. Sight sing a melody in major solfege syllables and conducting

GRADING SYSTEM

Tests and quizzes and homework will be graded with the percentage system

MAKEUP EXAMS

- Make-up exams are highly discouraged. Do not assume that absence from an exam or a quiz will result in an automatic make-up. Acceptable proof must be presented to the professor, and all make-ups will be subject to special restrictions of time and place
- Makeups for daily quizzes will not be offered

RECITAL ATTENDANCE

For all music majors (Bachelor of Arts, Bachelor of Music, Music Performance, Music Education, and Music Technology) the graduation requirement is a total of 84 concerts. Music Majors should attend 12 concerts per semester in order to stay on track for graduation. All on-campus music concerts advertised in the Cultural Flash and the Fall 2012 Recital/Concert List are automatically approved. You should present your recital card to your applied teacher for signing within two weeks of each concert you attend.

YOU MUST TURN IN YOUR SIGNED CONCERT ATTENDANCE FORM AT YOUR JURY.

- You may only include three concerts in which you perform as stated on the reverse side of the Recital Card.
- Off - campus concerts must be approved by either your applied teacher or by Dr. Birch, Professor Kramer, Professor Seeds, Professor Tackett or Dr. Vaccaro.
- Only one musical theatre production is allowed.
- A maximum of three concerts at college or professional level at the OMEA State Convention will be allowed.
- Music Technology Majors may attend popular music concerts of a professional nature but must have proof of attendance (ticket, program etc.)
- Music Technology majors may attend other concerts if they write a one-page report describing the setup, the equipment used and its application. These reports need to be turned in to either Professor Tackett or Dr. Vaccaro.
- No High School productions or concerts, including those at the OMEA Convention will be allowed.
- Recital or concert programs must be handed in and recorded on the Recital Attendance card within TWO WEEKS of the concert. Programs received after two weeks may not be considered valid.

CONVOCATION POLICY FOR ALL MUSIC MAJORS (rev. Fall 2012)

Music Students Convocation:

1. Music Student Convocation will be held on Thursdays from 12:00 - 12:25 pm in room FA Theatre. Convocation is **mandatory** for all music majors taking applied music. All students must perform during convocation as a soloist or ensemble once a year. The performance may also serve as the audition for the Student Recital. The applied instructor will assist with the preparation for the performance. Original compositions and “electronic materials” are acceptable with permission from the instructor.
2. Attendance will be taken each week by a student worker or one of the music faculty. Issues regarding attendance should be discussed with your applied teacher at your lesson or during office hours.
3. Convocation attendance policy:
 - a. 1 - 2 absences = no penalty
 - b. 3 absences = applied grade lowered 1/2 letter grade
 - c. 4 absences = applied grade lowered 1 letter grade
 - d. 5 absences = applied grade lowered 1+1/2 letter grade
 - e. 6 absences = applied grade lowered 2 letter grade
 - f. 7 or more absences = applied grade lowered 3 letter grades
4. There will be 10 convocations this semester. Music majors will sign up for solo or ensemble performances during their assigned semester. Last names A-L will perform Fall Semester, M-Z, Spring semester. Ensembles may have cross-overs between semesters. THE SIGN UP SHEET WILL BE ON THE WALL OUTSIDE THE MUSIC OFFICES. If the music major does not perform during the fall or spring semester, the applied music grade will be lowered one letter grade.

FALL 2012 CONVOCATION SCHEDULE

Thursdays from 12:00 - 12:25

FA Theatre

Date	Week	
Thursday, August 30	1	Orientation
Thursday, September 6	2	Laurie Camp Presentation
Thursday, September 13	3	Performance
Thursday, September 20	4	Performance
Thursday, September 27	5	Performance
Thursday, October 4	6	Area Coordinators Info. Session
Thursday, October 11	7	Midterms - No Convocation
Thursday, October 18	8	Performance
Thursday, October 25	9	Performance
Thursday, November 1	10	Performance
Thursday, November 8	11	Performance
Thursday, November 15	12	Performance
Thursday, November 22	13	Thanksgiving - No Convocation
Thursday, November 29	14	Performance
Thursday, December 06	15	Performance
Thursday, December 13	16	Finals Week - No Convocation

WITHDRAWAL

If you are considering withdrawing from this course, please consult with a staff member in the Student Services Office, 134 Main Hall. Withdrawal from a course can affect financial aid, student status, or progress within your major. For withdrawal deadlines, please refer to http://www.registrars.kent.edu/home/TermUpdate/sche_adj.htm.

ACADEMIC HONESTY

Use of the intellectual property of others without attributing it to them is considered a serious academic offense. Cheating or plagiarism will result in a failing grade for the work or for the entire course. Repeat offenses result in dismissal from the University. University guidelines require that all infractions be reported to the Student Conduct Officer on our campus.

CONDUCT

Student and faculty behavior at the Stark Campus is governed by the guidelines set forth in the "Student Affairs Information Bulletin: Digest of Rules and Regulations." Consult this document for the Student Code of Conduct and other applicable policies and procedures.

The "Kent State University Undergraduate Catalog" should be consulted for information on grievance procedures, statement of non-discrimination, and additional information on official policies.

Your instructor may use software to identify portions of papers which have been copied from websites.

ENROLMENT

It is the student's responsibility to ensure proper enrollment in classes. You are advised to review your official class schedule during the first two weeks of the semester to ensure proper enrollment. Should you determine an error in your class schedule, you have until the end of the second week of the fall or spring semester to correct it with your advising office and the Office of the Registrar. If registration errors are not corrected by this date and you continue to attend and participate in classes for which you are not officially enrolled, you are advised now that you will not receive credit for the course at the conclusion of the semester.

Semester (15-week courses)	1st day of class	Schedule adjustment (drop/add) ends	Late registration, \$100 for new registrations	Last day to drop a registration	Last day to withdraw
Fall 2012	August 27	September 9	September 3-9	September 9	see your FlashLine course schedule

STUDENTS WITH DISABILITIES

University policy 3-01.3 requires that students with disabilities be provided reasonable accommodations to ensure their equal access to course content. If you have a documented disability and require accommodations, please contact the instructor at the beginning of the semester to make arrangements for necessary classroom adjustments. Please note, you must first verify your eligibility for these through Student Accessibility Services (contact 330-244-5047 or visit <http://stark.kent.edu/student/resources/accessibility.cfm> for more information on registration procedures).

CLASSES CANCELED – CAMPUS CLOSINGS

Announcements of class cancellations and/or campus closings will be made on the campus home page. In the case of an emergency, weather-related or otherwise, please check the web page at stark.kent.edu for information on the buildings and times of the closing. While information may be broadcast by radio and television, this should be confirmed by the web page, which is the official announcement of the campus and which will be the information used to determine issues related to student attendance, rescheduling of tests, and other concerns.

STARK SECURITY NUMBER

Kent State Stark encourages students to include the Stark security number in their cell phone list: that number is (330)-705-0430.

FLASHLINE

If you need help logging into FlashLine, please contact the Kent helpdesk 672-help or helpdesk@kent.edu.

CAMPUS NETWORK

If you have difficulties logging into the Stark Campus network, contact helpdesk-stark@kent.edu or 244-3490.
RECYCLING

KSU Stark Campus recycles. Recycling saves energy, which is currently generated by expensive and vanishing fossil fuels. Recycling one aluminum can saves enough energy to run a TV for three hours! Please take a few seconds to separate your trash. Aluminum cans and plastic and glass bottles may be placed in the blue recycling bins, and all types of paper may be placed in the blue recycling trash cans. All other waste may be placed in the black, brown or gray trash cans.

The Herbert W. Hoover Foundation Counseling Center

Emily Ribnik (PCC) is a licensed Professional Clinical Counselor. She is available to provide brief therapy and crisis support and intervention to students experiencing difficulties that interfere with optimal functioning at school, home, or work. Services offered for students include individual counseling, educational workshops and events, referrals to other off-campus resources, coordination with other on-campus services as needed, and interviews or class presentation materials by request. Faculty/staff members may request class visits and presentations, workshops, educational trainings and get information on referrals, community resources and the EAP.

Appointments can be scheduled by calling (55048) or emailing the center at starkcounseling@kent.edu. If you or someone you know is having suicidal thoughts, do not hesitate to call 911 or the Canton Crisis Intervention & Recovery Center 24 hotline at 330-452-6000 or 800-956-6630. You can also call the National Suicide Prevention Hopeline 24 hrs a day at 800-273-TALK.SU Stark Campus recycles.

MacGAMUT Schedule

MacGAMUT Schedule												
	WRITTEN			KEYBOARD			AURAL					
Week	Int erv als	Scales	Chords	Intervals	Scales	Chords	Scales level	Intervals	Chords	Melodic Dictation	Rhythmic Dictation	Harmonic Dictation
Week 1											1	
Week 2											2	
Week 3											3	
Week 4		1			1		1			1		
Week 5		2			2		2			2	4	
Week 6	1	3		1	3		3	1		3	5	
Week 7	MIDTERM											
Week 8	2	4		2	4		4	2		4		
Week 9	3			3				3		5	6	
Week 10		5					5	4		6	7	
Week 11	4			4				5		7	8	
Week 12		6					6	6		8	9	
Week 13	5	7		5				7		9	10	
Week 14	6	8		6			7	8		10	11	
Week 15	7	9		7			8			11	12	