

MUTH 1400: MUSIC THEORY I

Fall 2023

2 Credit Hours

Section 1400.002: TuTh 8:30-9:20am, MUSI 301 (Recital Hall)

Section 1400.001: TuTh 11:00-11:50am, MUSI 301 (Recital Hall)

Instructor: Dr. Benjamin Graf
Email: Benjamin.Graf@unt.edu
Office: MU 215 (across from the Choir Room)
Office Hours: MW 9:00-9:50am
TuTh 9:30-10:20am
TA: Victoria Gonzalez
TA Email: VictoriaGonzalez@my.unt.edu
Office: Bain 116
Office Hours: TBA

Course Objectives:

This course develops elementary music literacy and analytical tools. After a review of fundamentals, the class delves into diatonic harmony. Class activities will develop fluency in analysis, part writing, and model composition. Prerequisites: Must be a music major. Co-requisite: MUTH 1410 (Aural Skills I).

Required Materials

- Staff paper, pencils, notebook/binder/tablet for handouts
- Ability to access Canvas (either at school or at home)

Optional Materials

The Complete Musician, Fourth edition of the textbook by Steven Laitz (Oxford 2016)

Workbook I: Writing and Analysis to Accompany the Complete Musician, Fourth edition (Oxford 2016)

Music Theory Skill Builder (Oxford) and/or *MusicTheory.net*

Grading

Homework	10@40 points each	400 points (40%)
Test 1	-	100 points (10%)
Test 2	-	100 points (10%)
Test 3	-	100 points (10%)
Speed Tests	3@50 points each	150 points (15%)
Composition Project	-	<u>150 points (15%)</u>
	TOTAL	1,000 points

Letter Grades

A	900-1,000 points
B	800-899 points
C	700-799 points
D	600-699 points
F	0-600 points

Tutoring Sessions

Each week, the TA will be leading FREE drill/study sessions during office hour to review concepts and skills from class. These sessions are *open to all students* who want further guided practice on materials from class. Any student may attend as many or a few of these as that student wishes. Some might attend weekly; others might choose to go only when they need improvement on a specific topic. TA Office Hours will be determined and posted during the first week of classes.

The UNT Learning Center offers FREE tutoring sessions specifically designed for Music Theory students. These sessions follow the speed test topics and/or general topics from Music Theory I. All students should take advantage of the free tutoring from the UNT Learning Center.

***10% extra BONUS points on Tests are available when students show Dr. Graf proof of attendance from UNT Learning Center tutoring.

Attendance

I expect you to attend every class. You can always check your absences on the Canvas column at any time throughout the duration of the class—the posted number of absences will NOT include excused absences. Remember, if you miss class for any reason, you are still responsible to not only know the material covered in the lecture that day, but you are also required to submit all assignments on time. Unexcused absences will include: sleeping in class, leaving class early, distracting other students in class, and not being prepared for class at the discretion of the instructor.

Two tardy arrivals are equivalent to one unexcused absence. Absences and tardiness will affect the final course grade as follows:

0-2 absences: No questions asked.

3 absences: Final course grade lowered by 10% (Example: 85%B = 75%C)

4 absences: Final course grade lowered by 20% (Example: 85% B = 65%D)

5 absences: Final course grade lowered by 30% (Example: 85% B = 55%F)

6 or more absences: Final course grade = F

*The TA and I will do our best to alert you when you approach the 5th or 6th absence, but it is ultimately every student's responsibility to monitor their absence totals.

-Excused absences include official University or College of Music activities, medical emergencies, all COVID-related procedures, absences with supporting documentation from a doctor's visit, religious observances, and absences accompanied by a note from the Dean of Student's office.

-Excused absences do not count against your attendance or lower your grade. E-mail the instructor as soon as possible (within 48 hours of your last missed class) with the reason and documentation for your absence. If you are ill, please provide a doctor's note, but please keep your medical condition private. If you expect to be absent for several days or weeks, you will have to obtain a note from the Dean of Students Office. If you have a chronic medical condition that might affect your class attendance or performance, please see the Office of Disability Accommodations.

-If any student wishes to dispute an absence as "excused" instead of "unexcused" with the instructor (Dr. Graf, Benjamin.Graf@unt.edu), the student must do so within 48 hours of the last class period they missed. After that 48-hour period expires, the student will have to go through the Dean of Students Office (Union 409) to obtain an excuse note in order to request absences to be changed from "unexcused" to "excused."

Assignments

Homework will be assigned weekly. All homework and exams must be completed neatly and legibly—especially if submitted in an electronic/online format (no HEIC files please). Assignments submitted in class are due *to your grader* in class. If you do not understand how to complete an assignment, please see Dr. Graf (or any member of my team), we are happy to help and we will grant an extension if you need one. If you know you will be absent, take a picture and email your completed homework to your grader and CC: Dr. Graf.

Please let me know the circumstances for your late Homework, and I will work with you. If you come and talk to me about your late work, I will often let students resubmit, make corrections with me, and raise the score to a max score of 80%. Exceptions for Tests will only be made for unplanned excused absences (emergencies or COVID situations only) or other extreme circumstances at the discretion of the instructor. If you believe that your grader lost or misplaced your assignment, you must obtain instructor permission to resubmit within a week of the grades posting—not during the last week of class.

ACADEMIC INTEGRITY

*****You are expected to complete all homework, skill tests, quizzes, exams, and projects independently. Unless directed, DO NOT collaborate with other students on assignments.***** If you have a question regarding the directions or the content of an assignment, please e-mail the instructor and your grader with your query, or schedule a meeting.

Students caught cheating or plagiarizing will receive a "0" for that particular assignment or exam [or specify alternative sanction, such as course failure]. Additionally, the incident will be reported to the Dean of Students (Office of Academic Integrity), who may impose further penalty. According to the UNT catalog, the term "cheating" includes, but is not limited to: a. use of any unauthorized assistance in taking quizzes, tests, or examinations; b. dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; c. the acquisition, without permission, of tests or other academic material belonging to a faculty or staff member of the university; d. dual submission of a paper or project, or resubmission of a paper or project to a different class without express permission from the instructor(s); or e. any other act designed to give a student an unfair advantage. The term "plagiarism" includes, but is not limited to: a. the knowing or negligent use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgment; and b. the knowing or negligent unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

See: [Academic Integrity](#)

LINK: <https://policy.unt.edu/policy/06-003>

STUDENT BEHAVIOR

Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classrooms, labs, discussion groups, field trips, etc.

See: [Student Code of Conduct](#)

Link: <https://deanofstudents.unt.edu/conduct>

ACCESS TO INFORMATION – EAGLE CONNECT

Your access point for business and academic services at UNT occurs at my.unt.edu. All official communication from the university will be delivered to your Eagle Connect account. For more information, please visit the website that explains Eagle Connect.

See: [Eagle Connect](#)

LINK: eagleconnect.unt.edu/

ODA STATEMENT

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with

the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with an accommodation letter. You can now request your Letters of Accommodation ONLINE and ODA will mail your Letters of Accommodation to your instructors. You may wish to begin a private discussion with your professors regarding your specific needs in a course. Note that students must obtain a new letter of accommodation for every semester. For additional information see the Office of Disability Access.

See: [ODA](#)

LINK: disability.unt.edu (Phone: (940) 565-4323)

Diversity and Belonging

UNT values diversity and individuality as part of advancing ideals of human worth, dignity, and academic excellence. Diverse viewpoints enrich open discussion, foster the examination of values and exposure of biases, help educate people in rational conflict resolution and responsive leadership, and prepare us for the complexities of a pluralistic society. As such, UNT is committed to maintaining an open, welcoming atmosphere that attracts qualified students, staff, and faculty from all groups to support their success. UNT does not discriminate on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, or veteran status in its application and admission process, educational programs and activities, employment policies, and use of university facilities.

Health and Safety Information

Students can access information about health and safety at:

<https://music.unt.edu/student-health-and-wellness>

Registration Information for Students

See: [Registration Information](#)

Link: <https://registrar.unt.edu/students>

Academic Calendar, Fall 2023

See: [Fall 2023 Academic Calendar](#)

Link: <https://registrar.unt.edu/registration/fall-registration-guide>

Final Exam Schedule, Fall 2023

See above

Financial Aid and Satisfactory Academic Progress

Undergraduates

A student must maintain Satisfactory Academic Progress (SAP) to continue to receive financial aid. Students must maintain a minimum 2.0 cumulative GPA in

addition to successfully completing a required number of credit hours based on total hours registered. Students cannot exceed attempted credit hours above 150% of their required degree plan. If a student does not maintain the required standards, the student may lose their financial aid eligibility.

Students holding music scholarships must maintain a minimum 2.5 overall cumulative GPA and 3.0 cumulative GPA in music courses.

If at any point you consider dropping this or any other course, please be advised that the decision to do so may have the potential to affect your current and future financial aid eligibility. It is recommended that you to schedule a meeting with an academic advisor in your college or visit the Student Financial Aid and Scholarships office to discuss dropping a course before doing so.

See: [Financial Aid](#)

LINK: <http://financialaid.unt.edu/sap>

RETENTION OF STUDENT RECORDS

Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Canvas online system, including grading information and comments, is also stored in a safe electronic environment for one year. You have a right to view your individual record; however, information about your records will not be divulged to other individuals without the proper written consent. You are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the university's policy in accordance with those mandates.

See: [FERPA](#)

Link: <http://ferpa.unt.edu/>

COUNSELING AND TESTING

UNT's Center for Counseling and Testing has an available counselor whose position includes 16 hours per week of dedicated service to students in the College of Music and the College of Visual Arts and Design. Please visit the Center's website for further information:

See: [Counseling and Testing](#)

Link: <http://studentaffairs.unt.edu/counseling-and-testing-services>.

For more information on mental health issues, please visit:

See: [Mental Health Issues](#)

Link: <https://speakout.unt.edu>.

The counselor for music students is:
Myriam Reynolds
Chestnut Hall, Suite 311
(940) 565-2741
Myriam.reynolds@unt.edu

ADD/DROP POLICY

Please be reminded that dropping classes or failing to complete and pass registered hours may make you ineligible for financial aid. In addition, if you drop below half-time enrollment you may be required to begin paying back your student loans. See Academic Calendar (listed above) for additional add/drop Information.

Drop Information: <https://registrar.unt.edu/registration/fall-registration-guide>

STUDENT RESOURCES

The University of North Texas has many resources available to students. For a complete list, go to:

See: [Student Resources](#)

Link: <https://success.unt.edu/aa-sa-resources>

(Note: A printer-friendly PDF version is available by clicking the green button on the home page)

CARE TEAM

The Care Team is a collaborative interdisciplinary committee of university officials that meets regularly to provide a response to student, staff, and faculty whose behavior could be harmful to themselves or others.

See: [Care Team](#)

Link: <https://studentaffairs.unt.edu/care-team>

Course Schedule:

Date	Lecture/Topic(s)	Assignment(s) Due
Aug 22	clefs, keys, octave reg.	-
Aug 24	scales, intervals, keys cont'd	-
Aug 29	pulse, rhythm, and meter	HW 1 Due
Aug 31	triads, lead sheets, constr.	-
Sept 5	triad voicing, inversions intro	HW 2 Due
Sept 7	triads, key context, symbols	-
Sept 12	lead sheets, key context appl.	HW 3 Due
Sept 14	Unit I Review	-
Sept 19	-	TEST 1 (in class)
Sept 21	diatonic modes and scales	-
Sept 26	embellishments intro, analysis	HW 4 Due
Sept 28	seventh chords intro, inv.	-
Oct 3	motion by fifth, voice ldg intro	HW 5 Due
Oct 5	cadences intro and analysis	-
Oct 10	vc ldg, analysis, cad, begin Rev	HW 6 Due
Oct 12	Unit II Review	-
Oct 17	-	TEST 2 (in class)
Oct 19	dominant 7ths and tendency	-
Oct 24	analysis, inversions, ext. V7s	HW 7 Due
Oct 26	phrase model, function analysis	-
Oct 31	analysis w PD, turnarounds	HW 8 Due
Nov 2	inversions, exchanges, writing	-
Nov 7	embellishments pt 2, cont'd	-
Nov 9	context analysis, six-fours	HW 9 Due
Nov 14	appl. six-fours, writing	-
Nov 16	inv. ext., comp proj, beg Review	HW 10 Due
Nov 21 - 23	No class- Fall break	-
Nov 28	Unit III Review	-
Nov 30	-	TEST 3 in class
Dec 5	Analysis extension, comp. proj.	-
Dec 7	Analysis extension, comp. proj.	-
No late work or speed tests will be accepted after Dec 7		
Composition project is due on our UNT scheduled Exam day (Tues Dec 12)		