



University of North Texas
College of Music
Division of Jazz Studies
MULB 1808.506
Six O’Clock Lab Band

COURSE INFORMATION

Welcome to the Six O’Clock Lab Band!

Class Meetings: Monday, Tuesday, Wednesday, and Thursday 5:00-5:50 P.M. and weekly sectional

Class Location: MU 282 (Lab West)

Instructor Contact Information

Director: Eric Hitt **Faculty Mentor:** Alan Baylock

Email: erichitt@my.unt.edu

Office Hours: By Appointment

Course Description and Objectives

This course is designed to develop skills for performing and rehearsing in a large jazz ensemble. Members will learn to embrace their specific role as part of their section and ultimately part of the lab band to create a unified sound.

Attendance

The Six O’Clock Lab Band meets for rehearsal Mondays, Tuesdays, Wednesdays, and Thursdays for 50 minutes at 5:00 P.M. In the instance of an emergency or illness (excused absence), substitutes may be sent a maximum of six times during a semester (three times for students who play twice a week) according to the following guidelines: The substitute is qualified (currently enrolled at North Texas, preferably playing in the next higher or lower band). Twenty-four hours advance notice must be given, except in the case of a verifiable illness or emergency. The music folder must be at the rehearsal. All other absences (unexcused) will lower the student's semester grade. In addition, there are on and off-campus performances scheduled for the lab bands throughout each semester. Attendance for these performances and related dress rehearsals is mandatory. Excused absences MUST be approved by the instructor. Weekly sectionals are also required.

Students are expected to attend class meetings regularly and to abide by the attendance policy established for the course. It is important that you communicate with the professor and the instructional team prior to being absent, so you, the professor, and the instructional team can discuss and mitigate the impact of the absence on your attainment of the course learning goals. Please inform the professor and instructional team if you are unable to attend class meetings because you are ill, in mindfulness of the health and safety of everyone in our community. Contact the UNT COVID Team at COVID@unt.edu for guidance on actions to take due to symptoms, pending or positive test results, or potential exposure.

Face Coverings

UNT encourages everyone to wear a face covering when indoors, regardless of vaccination status, to protect yourself and others from COVID infection, as recommended by current CDC guidelines. Face covering guideline could change based on community health conditions.

Punctuality

Be on time for all rehearsals and performances. You are expected to be set up, warmed up, tuned up, seated and ready to play. Rehearsal will begin promptly at 5:00.

Preparation and Equipment

You are expected to have practiced and be prepared to play the planned music at any rehearsal or performance.

For rehearsals:

Trumpets - Flugelhorn double, cup, harmon and plunger mutes

Trombones - Cup and plunger mutes

Saxophones - Soprano saxophone, flute and clarinet doubles

Lead Alto must bring piccolo when needed.

Baritone Sax should have access to bass clarinet, bringing it when needed.

Guitar/Bass - All necessary patch cords and effects.

Drums - cymbals, bass drum pedal, sticks, brushes and mallets.

For performances: Appropriate dress, as determined before each performance.

All section leaders are required to hold a weekly sectional lasting 50 minutes located in the school of music. All section members must attend. Please notify me where and when your sectional will be. The director may check in on sectionals.

Music Folders: Charts and folders are the responsibility of each student. Music must be properly cared for and brought to all rehearsals and performances. A fee of \$1.00 per double page will be charged for the replacement of all lost parts. A fee of \$50.00 for any lab band folder that is lost.

Grading Criteria

You will be graded on the quality and consistency of your musical preparation in rehearsals and public performance. Your professional attitude, as it affects the ensemble, will also be a consideration. The following scale will be used to calculate your final grade out of 100 points:

Attendance (50)

Professionalism (40)

Observation Assignment (10 points)

More information will be available on Canvas regarding the observation assignment.

Fall 2021 Performances

September

30 (Thursday) Lab West, Denton, 5:00 pm – 6:00 pm

October

2 (Saturday) Denton Arts & Jazz Festival, Quakertown Park, Denton, 4:00 pm – 5:00, call time 3:00 pm

6 (Wednesday) Syndicate, Denton, 9:00 pm – Midnight, sound check 8:00 pm

November

17 (Wednesday) Syndicate, Denton, 9:00 pm – Midnight, arrive at 9:00 pm to listen to Seven O'Clock, take stage at 10:15 pm

Other Considerations

1. You may not use your cell phone during rehearsal. If you are expecting an important phone call, etc. let the director know prior to rehearsal and arrangements can be made.
2. Learn your music after you receive it to maximize the progress we can make as an ensemble. Listen to different recordings of the chart on your own.
3. When appropriate, don't wait for the director to address your section if you hear something that could be improved or if you have a question (especially section leaders). Always be respectful when communicating with your peers, and keep a group mentality in mind (how can we execute this music better).
4. Always feel free to talk to the director outside of rehearsal if you have a question or concern.

Syllabus Change Policy

This syllabus is subject to change with notice.

UNT POLICIES

Academic Integrity Policy

Academic Integrity Standards and Consequences. According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University.

ADA Policy

UNT makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one's specific course needs. Students may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the ODA website at disability.unt.edu.

Emergency Notification & Procedures

UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Canvas for contingency plans for covering course materials.

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 Blackboard online system, including grading information and comments, is also stored in a safe electronic environment for one year. Students have the right to view their individual record; however, information about student's records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the University's policy. See UNT Policy 10.10, Records Management and Retention for additional information.

Acceptable 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 classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at deanofstudents.unt.edu/conduct.

Access to Information - Eagle Connect

Students' access point for business and academic services at UNT is located at: my.unt.edu. All official communication from the University will be delivered to a student's Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward e-mail: eagleconnect.unt.edu/

Student Evaluation Administration Dates

Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The survey will be made available during weeks 13, 14 and 15 of the long semesters to provide students with an opportunity to evaluate how this course is taught. Students will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" (no-reply@iasystem.org) with the survey link. Students should look for the email in their UNT email inbox. Simply click on the link and complete the survey. Once students complete the survey they will receive a confirmation email that the survey has been submitted. For additional information, please visit the SPOT website at <http://spot.unt.edu/> or email spot@unt.edu.

Sexual Assault Prevention

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct, including sexual harassment sexual assault, domestic violence, dating violence, and stalking. Federal laws (Title IX and the Violence Against Women Act) and UNT policies prohibit discrimination on the basis of sex, and therefore prohibit sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking, and/or sexual assault, there are campus resources available to provide support and assistance. UNT's Survivor Advocates can assist a student who has been impacted by violence by filing protective orders, completing crime victim's compensation applications, contacting professors for absences related to an assault, working with housing to facilitate a room change where appropriate, and connecting students to other resources available both on and off campus. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-565- 2648.

Additionally, alleged sexual misconduct can be non-confidentially reported to the Title IX Coordinator at oeo@unt.edu or at (940) 565 2759.

UNT Policy Statement on Diversity

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.

See: [Diversity Statement](#)

Link: https://policy.unt.edu/sites/default/files/04.018_PolicyStateOnDiversity.pub8_.18.pdf

Registration Information for Students

See: [Registration Information](#)

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

Academic Calendar at a Glance, 2021-2022

See: [Academic Calendar](#)

Link: https://registrar.unt.edu/sites/default/files/Fall_2021_Academic_Calendar.pdf

Final Exam Schedule

See: [Fall Final Exam Schedule](#)

<https://registrar.unt.edu/exams/final-exam-schedule/fall>

Financial Aid and Satisfactory Academic ProgressUndergraduates

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>

Graduates

A student must maintain Satisfactory Academic Progress (SAP) to continue to receive financial aid. Students must maintain a minimum 3.0 cumulative GPA in addition to successfully completing a required number of credit hours based on total registered hours per term. Music scholarships require a 3.5 cumulative GPA. Students cannot exceed maximum

timeframes established based on the published length of the graduate program. If a student does not maintain the required standards, the student may lose their financial aid eligibility.

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 you schedule a meeting with an academic advisor in your college, an advisor in UNT-International or visit the Student Financial Aid and Scholarships office to discuss dropping a course.

See: [Financial Aid](#)

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

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. After the 12th class day, students must first submit a completed "Request to Drop" form to the Registrar's Office.

The last day for a student to drop a class in Fall, 2021 is November 12. Information about add/drop may be found at:

See: [Dropping a Class](#)

Link: <https://registrar.unt.edu/registration/dropping-class>

STUDENT RESOURCES

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

See: [Student Resources](#)

Link: https://www.unt.edu/sites/default/files/resource_sheet.pdf