**Flute Choir- MUEN 2625/5625**

**Fall 2025**

**Instructor information**

Hui Lam Mak, huilammak@my.unt.edu

Meige Yang, MeigeYang@my.unt.edu

**Office Hours:** By appointment

**Class Details**

Time: Tuesdays, 6:00pm-7:20pm

Location: MU 132

# **Overview**

**Flute Choir** is a chamber flute ensemble at the College of Music. Repertoire planned includes a variety of size ensembles as well as soloists or other accompanying instruments/voices. Class instrumentation may include but is not limited to auxiliary flutes such as the piccolo, alto flute, and bass flute. The director will choose the repertoire and will assign parts to each choice of repertoire to every member of the choir. All members are encouraged to contribute suggestions for repertoire and express their interest in playing an auxiliary flute.

# **Goals and Expectations**

**Goals:** The goal of this course is to learn and experience chamber music for large flute ensemble. Furthermore, to develop artistic chamber music and ensemble fundamentals on the flute.

**Expectations:** You will practice all assigned parts and communicate any problems such as technical, notation, rehearsal interactions, health concerns, or any other issues to your director. You will perform in the class concert and are required to be on time to the class concert and stay through the end of the performance. You are expected to keep track of your own music.

**Grading:** Grades will be determined according to the following:

• Effort

• Attitude

• Attendance

• Preparation

• Performance

Please be aware of the following factors that impact your final grades:

• Successful completion of your assigned parts at the concert is essential for passing this class. Therefore, it is not possible to pass this class without performing in the class concert.

• A midterm examination will assess your proficiency in the assigned parts, and preparation will be considered in the grading process.

• Achieving an A grade in this course is not possible with three or more absences. Each additional absence beyond three results in a reduction of the grade letter.

• Consistent tardiness may prevent you from obtaining an A grade in this course.

**Attendance**

# **Rehearsals**

All rehearsals require attendance and a timely arrival unless you are ill or exposed to illness (such as exposure to COVID-19). Last-minute cancellations will be excused on a case-by-case basis including, but not limited to, illness, quarantine, or emergencies. However, all cancellations require prior notice to be considered excused and a doctor’s note may be requested and required to be considered excused. Please contact either of us through UNT email in such an event.

If you know ahead of time that you will need to miss a practice, then please let me know as soon as possible. Unexcused absences will be reflected in the final grade.

# **Concert Date**

TBD, and will be announced to the class once reservation is approved.

# **Concert and Dress Rehearsal**

The concert performance and dress rehearsal are not optional events and require prompt attendance unless there is an emergency. You are expected to stay through the end of the performance.

# **Concert Dress**

**Sunday Best Dress Code:**

**1. \*\*Attire for Women:\*\***

- Dresses or skirts of appropriate length

- Blouses or tops with modest necklines

- Closed-toe shoes or sandals

- Avoidance of overly casual or revealing clothing

**2. \*\*Attire for Men:\*\***

- Dress shirts or collared polos

- Dress pants or khakis

- Closed-toe dress shoes or loafers

- Ties or bowties optional

**3. \*\*Accessories:\*\***  - Modest jewelry

- Belts, if applicable

- Hats are optional and should be respectful

**4. \*\*Grooming:\*\***

- Neat and clean appearance

- Well-groomed hair and personal hygiene

**5. \*\*General Guidelines:\*\***

- Avoiding overly casual or sportswear

- Modesty in clothing choices is encouraged

- Adherence to the overall respectful and reverent atmosphere

*The Sunday Best dress code is designed to create a dignified and respectful atmosphere. Participants are encouraged to use their discretion while keeping in mind the purpose and solemnity of the occasion.*

**DEFIBRILLATORS IN THE COLLEGE OF MUSIC**

* Music Building: Across from the west side of the Music Commons, directly across from the elevator
* Music Building: Third floor hallway, across from the staircase that comes up from the Copy Room. Next to Room 322
* Music Building: Across from the Copy Room next to Room 293
* Music Building: Voertman Lobby by the big double set of doors that lead out to the courtyard
* Music Building: Main Office (247) under the student worker’s desk
* Music Annex: Next to room MA117, near the triple set of doors on the east side of the building
* Music Practice Building North: First floor on the Avenue C side
* Music Practice Building South: First floor on the Avenue C side
* Bain Hall: First floor by the restrooms
* Murchison Performing Arts Center: Located off the main lobby, beyond the grand staircase, across from the single occupancy restroom (next to the public water fountains)

**ACADEMIC INTEGRITY**

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](https://policy.unt.edu/policy/06-003)

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](https://deanofstudents.unt.edu/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](http://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](http://eagleconnect.unt.edu/)

LINK:  [eagleconnect.unt.edu/](http://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](https://disability.unt.edu/)

LINK:  [disability.unt.edu](http://disability.unt.edu/). (Phone: (940) 565-4323)

**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](https://registrar.unt.edu/students)

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

**Academic Calendar, Fall 2025**

See:  [Fall 2025 Registration Information](https://registrar.unt.edu/registration/fall-academic-calendar.html)

Link: <https://registrar.unt.edu/registration/fall-academic-calendar.html>

**Final Exam Schedule, Fall 2025**

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](http://financialaid.unt.edu/sap)

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](http://financialaid.unt.edu/sap)

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](http://ferpa.unt.edu/)

Link: <http://ferpa.unt.edu/>

**COUNSELING AND TESTING**

UNT’s Center for Counseling and Testing has an available counselor for students in need. Please visit the Center’s website for further information:

See: [Counseling and Testing](http://studentaffairs.unt.edu/counseling-and-testing-services)

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

For more information on mental health resources, please visit:

See: [Mental Health Resources](https://disparities.unt.edu/mental-health-resources)

Link: <https://disparities.unt.edu/mental-health-resources>

**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-academic-calendar.html>

**STUDENT RESOURCES**

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

See:  [Student Resources](https://success.unt.edu/aa-sa-resources)

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

**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](https://studentaffairs.unt.edu/care-team)

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

**Please refer to UNT Resources and Policies/Academic Integrity for a full list of responsibilities as a**

**student enrolled in courses at UNT, including Student Code of Conduct, Eagle Connect, ODA, Diversity**

**Statement, Academic Calendar, FERPA, Counseling and Testing, and Student Resources for additional**

**information regarding official UNT policies and standards.**