



University of North Texas
College of Music
Division of Vocal Studies
MUAC/MUAS 1503, 3503
Fall 2020

COURSE INFORMATION

***This Applied (Studio) Voice course uses the
[Voice Studies Handbook](#)
as its syllabus (voice.music.unt.edu).***

Please thoroughly read all sections of the handbook to acquaint yourself with course expectations and objectives. The items listed below are clarifications of the requirements outlined in the handbook as they apply to this studio.

- **Course Number:** MUAC/MUAS 1503 and 3503 Section 712, 1-3 Credit Hours
- **Curriculum Requirements** in Music Applied Private Lessons are 2 credit hours per term/semester for *Voice Concentration* students and 1 credit hour per term/semester for *Voice Secondary* students. Exceptions must have the consent of the dean of the College of Music. May be repeated for credit.
- **Meeting Times:** One weekly lesson (50 minutes in length for *Voice Concentration* students and 25 minutes in length for *Voice Secondary* students) will be scheduled no later than the first week of the semester. Streamed **Required Events** are mandatory for *Voice Concentration* students: students will be expected to virtually attend **all Division faculty recitals, at least 5 student recitals from within the Division, the UNT Opera production, and concerts presented by UNT Choral Studies ensembles.**

Instructor Contact Information

- Name: Mrs. **Jessica Ferring Glenn**, M.M.
- Title: Teaching Fellow, Division of Vocal Studies, UNT College of Music
- Email: JessicaGlenn2@my.unt.edu
- Phone Number: (910) 212-2902
- Office: MUSIC 109

Course Description

- **Description:** Principles and methods of vocal performance and pedagogy.
- **Objectives:** Students will demonstrate:
 - Healthy vocal production for solo singing.
 - An increase in confidence in solo vocal performance.
 - Musical artistry, communicative skills, stage etiquette, and professionalism as a vocalist suitable for a career in his/her major field.
 - Applied understanding of vocal production and technique.
 - Consistent personal practice applying concepts taught in lessons.
 - Score preparation of vocal music.

Repertoire

- [Voice Concentration Students](#)
 - Please acquaint yourself with the requirements for your specific major as listed in the Handbook. You are responsible for ensuring your repertoire is on track to fulfill all requirements prior to graduation.
- [Voice Secondary Students](#)
 - Three selections are required per semester. Please consult the Handbook to discover whether your major requires you to pass a Secondary Proficiency. You are responsible for ensuring your repertoire is on track to fulfill all requirements prior to graduation.

Delivery Method

For Fall 2020, you will have the choice between two modes of instruction.

- **Remote Delivery:** These lessons are conducted fully online. You must have access to a space in your own home (or another prearranged space) in which to sing throughout the lesson. You will need a good internet connection and all necessary equipment set up prior to each lesson (see “Materials” below).
- **On-Campus Delivery:** These lessons are conducted on the UNT Campus. Students will meet their instructor in person at the beginning of the lesson and can conduct any activities that do *not* require singing, including planning, diction work, acting, etc. Masks must be worn and social distancing maintained at all times. As soon as it’s time for the student to begin singing, the instructor will take the student to a supplementary room, where the student will set up their own equipment to take a virtual lesson online. **Students must bring their own computer and microphone to each lesson** (see more under “Materials” below).
 - The above protocols may be subject to change.

Materials

- **Technology**
 - A **computer** with sufficient functionality to support high-speed video and audio is required. In the absence of a personal computer, laptops are [available for checkout](#) at the library.
 - A pair of [headphones](#) is required. Use a pair that is comfortable, does not impede singing or hearing yourself, and have a sufficiently long cable to allow free movement during the lesson. Wireless/Bluetooth headphones are not recommended as they increase time delay.
 - **A microphone is strongly recommended.** Students may purchase an affordable [USB microphone](#) to plug directly into the computer.
 - A **smart phone or other recording device** is needed in order to record lessons for later review. Virtual lessons may also be captured directly on the student’s computer through a screen recording application.
 - For virtual lessons from home, an [Ethernet cable](#) is suggested to connect the computer directly to the internet router, as this will significantly increase internet speed and connectivity.
- **Software**

- Download the [Zoom](#) desktop application to your computer. Be sure to [login with your UNT credentials](#). You should link your UNT Outlook Calendar to your Zoom account in order to connect to meetings instantly.
- The instructor may also require the use of other free applications, including low-latency audio software like [SoundJack](#) and low-latency video software like [Jitsi Meet](#).
- **Sheet Music**
 - A **binder** containing all sheet music, warm-ups, practice notes, and paper for notes should be brought to every lesson (including virtual lessons) and studio class. Alternately, students may use a tablet with PDFs of sheet music easily accessible and ready for digital markup.
 - Students are responsible for **purchasing (or borrowing from the UNT Music Library) any assigned music that is not in the public domain** and for providing clean, double-sided copies to their teacher and pianist for on-campus lessons. For virtual lessons, the student should supply clean PDF documents of their music for the teacher and pianist.
 - A pencil will be needed at every lesson, or a means for digital markup of the sheet music if the student is using a tablet.
 - A notebook or note paper for writing down exercises, instructions, reminders, and other notes is recommended.

Collaborative Pianists

- As a part of this course, you will be expected to contract the services of a **pianist** to play for your lessons, studio class, and juries. You should plan to locate and pay for the pianist personally (consider this cost to be in lieu of the expense of a textbook for a classroom course). The pianist must be engaged to play for lessons no later than the halfway point of the semester.
 - *Voice Concentration* students should engage a pianist to play for the **latter 30 minutes** of their 1-hour lesson times.
 - *Voice Secondary* students should engage a pianist to play for the **latter 20 minutes** of their 30-minute lesson times.
- **For Fall 2020, in-person rehearsals with pianists in the same room are not permitted.** Nonetheless, you are urged to establish a regular rehearsal time to meet with your pianist outside of lesson times. While the university will provide some rooms equipped for virtual rehearsals using low-latency technology, space will be limited, so you may also wish to setup SoundJack to rehearse from your own home.
- You should **request pre-recorded accompaniments of your pieces** from your pianist in order to practice with accompaniment. You can use these in your own practice as well as voice lessons and studio classes as needed. You may also wish to use online databases of accompaniments or the iOS/Android app [Appcompanionist](#) for this purpose.
- It is imperative that you treat all collaborative partners with respect and professionalism by notifying them well in advance of any absences/cancelations and paying them in a timely manner.
- If you have any questions about securing a pianist, or etiquette related to working with a collaborative pianist, please don't hesitate to contact your instructor.

GRADE CALCULATION

50% Studio Grade: This grade is assigned by your private instructor and includes attendance at lessons/studio classes, attendance at required events, attendance at no fewer than 5 streamed student recitals, satisfactory practice time, and suitable progress in lessons.

- **Practice:** A minimum of **three hours per week PER CREDIT HOUR** of voice. This includes work on translations and musical study.
- **Required Events:** *Voice Concentration* students will be expected to *virtually* attend all Division faculty recitals, the UNT Opera production, and concerts presented by UNT Choral Studies ensembles.
- **Recital Attendance:** *Voice Concentration* students will be required to *virtually* attend at least five student voice recitals. Recitals will be listed on the [College of Music calendar](#).

50% Jury Grade: This grade is assigned by the faculty panel based on your performance in your end-of-the-semester jury. A jury entails your performance of (usually) two of your vocal pieces before a faculty panel. Scoring criteria include preparation, musicianship, technique, diction, and professionalism. Your private instructor's grade is *not* included in the calculation.

COURSE EVALUATION

Students are urged to complete SPOT evaluations discussing their experience in the course, which will be made available via email at the end of the term.

ATTENDANCE POLICY

If you must miss a lesson, your teacher should be notified **beforehand** by text, phone, or e-mail with at least 24 hours notice. If this notice is not provided, your teacher is not obligated to make up your missed lesson, unless there are unavoidable and extenuating circumstances.

- Lessons missed by the teacher are always to be made up, as well as lessons missed due to "University Excused Absences." Students should respond to attempts of their teacher to make-up lessons in a timely manner.

If you miss two lessons without notification, you will receive a "Notice of Unsatisfactory Progress" report. If an additional lesson is missed without notification, you will be dropped with a WF.

If you miss six (6) or more lessons (whether absences are excused or unexcused), you will not meet the minimum number of lessons and will be asked to drop voice for the semester.

Lessons missed due to University breaks (see [Academic Calendar](#)) are not to be made up.

COVID-19 Impact on Attendance

While attendance is expected as outlined above, it is important for all of us to be mindful of the health and safety of everyone in our community, especially given concerns about COVID-19. Please contact me if you are unable to attend lessons because you are ill, or unable to attend lessons due to a related issue regarding COVID-19. It is important that you communicate with me prior to being absent as to what may be preventing you from coming to class so I may make a decision about accommodating your request to be excused from class.

If you are experiencing cough, shortness of breath or difficulty breathing, fever, or any of the other possible [symptoms of COVID-19](#) please seek medical attention from the Student Health and Wellness Center (940-565-2333 or askSHWC@unt.edu) or your health care provider. While attendance is an important part of succeeding in this course, your own health, and those of others in the community, is more important.

Approved Faculty Senate 5/13/20

FALL 2020 CALENDAR

[2020-2021 Semester Academic Schedule](#) (with Add/Drop Dates)

[Academic Calendar at a Glance, 2020-2021](#)

[Final Exam Schedule](#)

TECHNICAL REQUIREMENTS/ASSISTANCE

UIT Help Desk: The University of North Texas provides student technical support in the use of Canvas and supported resources. The student help desk may be reached at:

Email: helpdesk@unt.edu

Phone: (940) 565-2324

In Person: Sage Hall, Room 130

STUDENT ACADEMIC SUPPORT SERVICES

- [Code of Student Conduct](#): provides Code of Student Conduct along with other useful links
- [Office of Disability Access](#): exists to prevent discrimination based on disability and to help students reach a higher level of independence
- [Counseling and Testing Services](#): provides counseling services to the UNT community, as well as testing services; such as admissions testing, computer-based testing, career testing, and other tests
- [UNT Libraries](#)
- [UNT Learning Center](#): provides a variety of services, including tutoring, to enhance the student academic experience
- [UNT Writing Center](#): offers free writing tutoring to all UNT students, undergraduate and graduate, including online tutoring
- [Succeed at UNT](#): information regarding how to be a successful student at UNT

UNT POLICIES

ACADEMIC INTEGRITY

Students caught cheating or plagiarizing will receive a "0" for that particular assignment or exam.

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.

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.

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](#).

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 to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You 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 Office of Disability Access. Phone: (940) 565-4323

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.

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.

- **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.

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.

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. For more information on mental health issues, please visit [UNT Speakout](#).

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.

STUDENT RESOURCES

The University of North Texas has many [resources available to students](#).

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 Blackboard for contingency plans for covering course materials.

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 [insert administration dates] 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.

Student and Academic Affairs Resources

Accounting Lab | Business Leadership Building 007 | 940-565-3080
cob.unt.edu/students/tutor-labs

Advising Services | Sage Hall 110 | 940-565-3633
Services include: Class Concierge; Pre-Admission Advising; Major-Changer Counseling

Career Center | Chestnut Hall 103 | 940-565-2105
career.center@unt.edu | studentaffairs.unt.edu/career-center
Services include: Career Connect; Career Fairs; Career Workshops; Eagle Careers Job Bank; Individual Career Advising; Internships; Mock Interviews; On-Campus Interviews; Professional Networking Events; Student Employment; Take Flight Job Shadowing

Center for Leadership and Service | Union 345 | 940-565-3021
leadandserve@unt.edu
studentaffairs.unt.edu/center-for-leadership-and-service
Services include: Academic Leadership Certificate Program; Alternative Service Break Trips; Big Event Day of Service; Eaglethon Dance Marathon; LeaderShape; Leadership Development Programming; Volunteer and Community Service Engagement Opportunities

Center for Student Affairs at Discovery Park
Discovery Park G140 | 940-369-5847 | dplife@unt.edu
studentaffairs.unt.edu/center-for-student-affairs-at-discovery-park

Chemistry Resource Center/Computational Chemistry Instructional Laboratory | Chemistry Building 231 | 940-565-2556

Computer Science & Engineering Help Lab | Discovery Park F232 | 940-565-2767

Counseling and Testing Services | Chestnut Hall 311 | 940-565-2741 | counselingandtestingservices@unt.edu
studentaffairs.unt.edu/counseling-and-testing-services
Services include: Animal-Assisted Therapy; Body Image and Eating Awareness Team; Couples, Group and Individual Counseling; Mind-Spa; Testing Services; Therapy Assistance Online (TAO)

DSA Assessment | Chestnut Hall 155 | 940-565-2715
sara.ousby@unt.edu
Services include: Administrative Outcomes; Card Swipe; Learning Outcomes; Planning and Assessment

Dean of Students Office | Union 409 | 940-565-2648
deanofstudents@unt.edu | deanofstudents.unt.edu
Services include: CARE Team; Conduct; Food Pantry; Student Crisis and Assistance; Student-Initiated Withdrawals

Department of World Languages, Literatures and Culture Tutoring | Language Building 108A | 940-565-2404

Dining Services | Crumley Hall 132 | 940-565-2462 | dining.unt.edu

Economics Help Center | Wooten Hall 330 | 940-565-2573
EconHelpCenter@unt.edu

Emerald Eagle Scholars | Union 376C | 940-369-5251
emeraldeaglescholars@unt.edu | emeraldeagles.unt.edu

Finance Lab | Business Leadership Building 006 | FinaLab@unt.edu
cob.unt.edu/students/tutor-labs

Food Pantry | Union 409, Union 366 and Discovery Park C102C | 940-565-2648

Greek Life | 611 S. Welch St. | 940-369-8463 | greeklife@unt.edu
studentaffairs.unt.edu/greek-life

History Help Center | Wooten Hall 220 | 940-565-4772

Housing and Residence Life | Crumley Hall | 940-565-2610
housinginfo@unt.edu | housing.unt.edu

Information Technology & Decision Science Lab
Business Leadership Building 011, 012 | 940-565-3110
cob.unt.edu/students/tutor-labs

International Student Programs/UNT-International
Marquis Hall 105 | 940-565-2197

Kinesiology, Health Promotion and Recreation Study Center
Physical Education Building 220 | 940-565-2651

Learning Center | Sage Hall 170 | 940-369-7006
Services include: Online Tutoring; Study Skills Lab; Speed Reading; Supplemental Instruction; Volunteer Tutor Program; Learning 101; Connecting for Success; TSI Advising and Testing; Academic Success Program; Academic Resource Library

Math Lab | Sage Hall 130 | 940-565-3592 | mathlab@unt.edu

Multicultural Center | Union 335 | 940-565-3424
edo.unt.edu/multicultural-center

New College at Frisco | 2811 Internet Blvd., Suite 100 in Frisco | 972-668-7100 | UNTFrisco@unt.edu | frisco.unt.edu
Services include: Executive and Industry Partnerships; Professional Development and Summer Camps; Undergraduate and Graduate Classes

Off-Campus Student Services | Union 345 | 940-565-3807
ocss@unt.edu | offcampus.unt.edu
Services include: Coffee & Convos; Family Fun Night; Housing Fair; Nest Watchers Babysitters Clearinghouse; Off-Campus Housing and Roommate Search; Professional Picture Day; Programs for Non-Traditional, Commuter, Off-Campus and Graduate Students

Office of Disability Access | Sage Hall, 167 | 940-565-4323
Apply.ODA@unt.edu | disability.unt.edu
Services include: Accommodated Testing Center; ADA Grievances; Assistive Technology; Education and Outreach; Interpreting/CART Service

Office of Spiritual Life | Union 376E | 940-565-3288
spirituallife@unt.edu | studentaffairs.unt.edu/office-of-spiritual-life

Orientation and Transition Programs | Union 377 | 940-565-4198
freshman@unt.edu; transfer@unt.edu
studentaffairs.unt.edu/orientation-and-transition-programs
Services include: ACCESS Mentoring Program; Eagle Camp; Family Weekend; First Flight Week; Graduating Year Experience; Orientation; Parent Association; Parent Programs; Senior Year Experience (for high schoolers); StrengthsQuest; Transfer Center; Transition Programs