



University of North Texas
College of Music
Division of Vocal Studies
MUAC/MUAS 1503, 3503
Fall 2021

COURSE INFORMATION

This Applied (Studio) Voice course uses the [Voice Studies Handbook](https://voice.music.unt.edu) 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 30 minutes in length for *Voice Secondary* students) will be scheduled no later than the second week of the semester. **Studio Classes** will be held on designated Tuesdays for 50 minutes between the hours of 3:00pm and 5:00pm (location TBD). **Required Events** are mandatory for *Voice Concentration* students: students will be expected to virtually attend **all Division faculty recitals, and 15 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: Bain Hall, room TBD

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

Voice lessons will take place on campus and in person. In the instance of isolation and quarantine, a remote lesson will take place of the in-person lesson. Please note that protocol is subject to change at any time. In the case that a remote lesson is necessary to comply with Covid-19 protocol, the following materials are required:

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 recommended.
 - **An external microphone is strongly recommended.**
 - A **smart phone or other recording device** is required 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 2021, prerecorded tracks will be permitted for lessons and juries.**
- 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/cancellations 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 completed assignments on Canvas, 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 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 fifteen student voice recitals and/or concerts. Recitals and concerts 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

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 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.

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.

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 guidelines could change based on community health conditions.

If you are experiencing any symptoms of COVID-19 (<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>) please seek medical attention from the Student Health and Wellness Center (940-565-2333 or askSHWC@unt.edu) or your health care provider PRIOR to coming to campus. UNT also requires you to 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.

ACADEMIC ORGANIZATION STRUCTURE

Understanding the academic organization structure and appropriate chain of command is important when resolving class-related or advising issues. When you need problems resolved, you should follow the order of communication outlined below:

- 1) Individual Studio Instructor or Advisor
- 2) Division Chair (Professor Molly Fillmore)
- 3) Associate Dean, College of Music (Dr. Warren Henry)
- 4) Dean, College of Music (Dr. John Richmond)

For reporting of misconduct, harassment, and/or other concerns outside of class-related or advising issues, the Dean of Students webpage can offer direction at:

<https://deanofstudents.unt.edu/report>

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.

[https://policy.unt.edu/sites/default/files/06.003.AcadIntegrity.Final .pdf](https://policy.unt.edu/sites/default/files/06.003.AcadIntegrity.Final.pdf)

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.

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

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:

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

For more information on mental health issues, please visit:

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

The counselor for music students is:

Myriam Reynolds
Chestnut Hall, Suite 311 (940) 565-2741
Myriam.reynolds@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 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. You can now request your Letters of Accommodation ONLINE and ODA will mail your LOAs to your instructors. 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
disability.unt.edu.

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.

[https://policy.unt.edu/sites/default/files/04.018_PolicyStateOnDiversity.pub 8 .18.pdf](https://policy.unt.edu/sites/default/files/04.018_PolicyStateOnDiversity.pub%208.18.pdf)

STUDENT RESOURCES

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

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

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 Spring, 2021 is April 2nd. Information about add/drop may be found at: See: Add Drop

<https://registrar.unt.edu/registration/fall-add-drop>

2020-2021 SEMESTER ACADEMIC SCHEDULE (WITH ADD/DROP DATES)

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

ACADEMIC CALENDAR AT A GLANCE, 2020-2021

<https://www.unt.edu/catalogs/2020-21/calendar>

FINAL EXAM SCHEDULE

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

ACCESS TO INFORMATION – EAGLE CONNECT ACCESS TO INFORMATION

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.

eagleconnect.unt.edu/

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.

<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.

<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.

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