



MUJS 1370 – JAZZ FUNDAMENTALS II
(MUJS 5362 – GRADUATE REVIEW OF JAZZ THEORY)
Fall 2020 | Remote Class | MW 10 – 10:50 am

Chris Van Leeuwen
Teaching Fellow – Jazz Trumpet
Office Hours: By Appointment Only
christophervanleeuwen@my.unt.edu

Teaching Assistant (TA) – **Eric Diaz**
ericdiaz3@unt.edu

COURSE PHILOSOPHY / OBJECTIVES

Jazz is a language, and jazz improvisation is an extremely broad concept. These facts can often make learning jazz improvisation overwhelming, though it need not be. When jazz musicians improvise they strive to be “in the moment” or “in the zone” without being overburdened by *thinking*. This state of mind is only effective, however, when one has developed the appropriate prerequisite **habits**.

The purpose of this course is to help the student transform foundational musical material into habits that they can rely on when practicing and performing. This process of transformation, or “**musical alchemy**,” is achieved through patience, persistence, concentration, and repetition, among other things. The material taught in this course is essential to your success as a musician and will prepare you for the improvisation courses.

COURSE MATERIALS

Required Materials:

- [**Jazz Keyboard Harmony by Phil DeGreg**](#)
[ISBN: 978-1-56224-069-1](#)
- Access to a **keyboard** instrument
- **Practice Journal / Notebook**

Suggested Materials (Optional):

- [**The Jazz Theory Book by Mark Levine**](#)
[ISBN: 978-1883217044](#)

COURSE POLICIES AND INFORMATION

GRADING

Your grade is determined by the following criteria:

- 50%:** Assignments/Quizzes
- 30%:** Keyboard Exams (3 Exams at 10% each)
- 20%:** Final Exam

The final grade is determined by the following scale:

A = 90-100%, B = 80-89%, C = 70-79%, D = 60-69%, F = below 60%.

Grades that are one point or less below a cutoff can be rounded up at the sole discretion of the instructor based on a student's overall effort, disposition, and attendance both in class and in office hours. For example, 89.1 and 89.0 *can* be rounded up to a 90.0 at the instructor's discretion, 88.9 *cannot*.

ASSIGNMENTS / QUIZZES

Assignments and quizzes make half of the total grade for this course. These will include reading assignments, recorded assignments, multiple choice quizzes, etc. Falling behind on these will greatly impact your grade as there is a penalty (though somewhat merciful) for late assignments (see Late Assignment Policy below). All assignments / quizzes will count toward the final grade and you will be allowed to choose one assignment / quiz to redo for a better grade toward the end of the semester (TBD by instructor).

Late Assignment Policy

All assignments must be submitted through Canvas by 9:59am on the due date. Submissions received after 9:59am on the due date will receive a 10% penalty reduction in grade for each hour it is late. If you email the instructor to ask about submitting a late assignment, you will be referred to this policy in the syllabus. There are very few instances where an exception to this policy will be granted, and such exceptions will be at the instructor's discretion.

Do not email assignments to the instructor or TA, use only the Canvas platform. E-mailed assignments will not be graded unless approved by the instructor.

The instructor and/or TA will provide individual feedback through the Canvas platform and advise if extra work is needed in office hours. Please be sure to check Canvas for comments and feedback on your submissions.

KEYBOARD EXAMS

The three keyboard exams will cover material that is found in the required textbook *Jazz Keyboard Harmony*. **We will not spend much time discussing the keyboard exams in class!** You are expected to practice out of this book on your own, keeping in mind the dates of the exams.

Regular practice is essential for success on these exams; you should not procrastinate or “cram.”

Furthermore, all exams are considered to be essential tasks for passing this course. The following grading policy should be understood clearly:

- **You must receive a grade of 80% or higher on each keyboard exam in order to pass this class.**
- If you do not receive a grade of 80% or higher on an exam, it is recommended that you contact the instructor for short lessons / consultations.
- A designated “exam retake” day will be offered during **finals week**.

FINAL EXAM

The final exam will consist of a written portion and a keyboard portion, TBA. This exam will take place during finals week and counts for 20% of your final grade. **You must receive a grade of 80% or more on this exam in order to pass the class.**

ATTENDANCE POLICY

Please note: Attendance is not directly factored into any of these grading criteria, but each unexcused absence **after the THIRD** will lower your **final grade** by 5%, regardless of performance in any of the above criteria. This is a generous attendance policy that allows you to miss approximately 10% of class meetings with no questions asked. After your third absence, the policy is strictly enforced.

Excused absences are, of course, permitted with ample notice and reasonable cause. These absences do not count towards the three unexcused. Please email the instructor to clear these in advance, or as soon as possible after-the-fact in case of emergency. Please provide documentation/verification.

If you feel overwhelmed in any way, or if you are dealing with something that is causing you to miss a significant amount of class, the best thing to do is speak with the instructor as soon as possible. Do not wait until the end of the semester when grades are published.

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 class because you are ill, or unable to attend class 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 (<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. While attendance is an important part of succeeding in this class, your own health, and those of others in the community, is more important.

COMMUNICATION POLICY

All communication regarding MUJS 1370 / 5362 will take place via Zoom and/or e-mail only. It is expected that you use your **UNT** email address for all correspondence related to your degree. Any university-related questions emailed to the instructor or the TA from your personal email address, through Facebook or any other social media platform, or through SMS (text messaging) will not receive a response.

Furthermore, you must check your **UNT** email **DAILY**. All inquiries from the instructor, TA, or any other professor or administrator should be responded to within 24 hours. For better or for worse, effective use of email is essential to your career as a professional musician. In the modern-day music business, timely responses are mandatory in order to be considered for many gigs and opportunities. Consider your use of email at UNT to be training for your professional career.

PROFESSIONALISM AND INCLUSIVITY

All students are expected to contribute to an environment of inclusivity and mutual respect, in this course and in all department courses. Please consider how some words, phrases and actions that you feel are harmless and acceptable may actually be perceived by others as an attack on their identity. Show proper respect for all of your peers and treat others how **they** would like to be treated.

SYLLABUS CHANGE POLICY

This syllabus is subject to change. You will be notified via Canvas when updates occur.

COURSE SCHEDULE

Week 1:

Mon. August 24 – **No Class**

Wed. August 26 – Syllabus and Piano Preparation

Week 2:

Mon. August 31 – Circle of 4ths, Scale Degrees, Intervals, & Triads

Wed. September 2 – Modes of Major and Chord Associations

Week 3:

Mon. September 7: **No Class (Labor Day)**

Wed. September 9 – Modes of Melodic Minor and Chord Associations

Week 4:

Mon. September 14 – Blues Form / Changes

Wed. September 16 – Modes of Harmonic Minor and Chord Associations

Week 5:

Mon. September 21 – TBA

Wed. September 23 – Modes of Harmonic Major and Chord Associations

Week 6:

Mon. September 28 – How to Learn Tunes: Transcribing, RN Analysis, and Transposing

Wed. September 30 – How to Learn Tunes: Cont'd

Week 7:

Mon. October 5 – Basslines

Wed. October 7 – Pentatonics

Week 8:

Mon. October 12 – Pentatonics, Cont'd

Wed. October 14 – TBA

Week 9:

Mon. October 19 – Pre-Bop Rhythm Changes Substitutions

Wed. October 21 – Dominant Cycles

Week 10:

Mon. October 26 – Rhythm Changes: Voicings / Voice Leading Through the Cycle

Wed. October 28 – Triads Through Diatonic 4ths, Roman Numeral Analysis

Week 11:

Mon. November 2 – Pre-Bop Symmetrical Scales & Chord Associations

Wed. November 4 – Passing Tones / Bebop Scales

Week 12:

Mon. November 9 – Enclosures & Arpeggios

Wed. November 11 – Enclosures & Arpeggios, Cont'd

Week 13:

Mon. November 16 – Barry Harris Approach to Harmony

Wed. November 18 – Barry Harris, Cont'd

Week 14:

Mon. November 23 – Bebop Substitutions and Charlie Parker Analysis

Wed. November 25 – **No Class (Thanksgiving)**

Week 15:

Mon. November 30 – TBA

Wed. December 2 – TBA

Finals Week:

Keyboard Exam & Written Exam TBA

UNIVERSITY POLICIES AND INFORMATION

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 LINK: 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.

See: [Student Code of Conduct Link: https://deanofstudents.unt.edu/conduct](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/](https://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 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.

See: [ODA LINK: disability.unt.edu](#). (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.

See: [Diversity Statement Link:](#)

https://policy.unt.edu/sites/default/files/04.018_PolicyStateOnDiversity.pub 8_.18.pdf

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

See: [Fall Registration Guide Link:](#) <https://registrar.unt.edu/regISTRATION/fall-registration-guide>

Academic Calendar at a Glance, 2020-2021

See: [Academic Calendar Link:](#) <https://www.unt.edu/catalogs/2020-21/calendar>

Final Exam Schedule

Note: See updates on the final exam schedule at [Fall 2020 Instructional Guide](#) See: [Final Exam Schedule](#) <https://registrar.unt.edu/exams/final-exam-schedule/fall>

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](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](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/](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](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 Spring, 2020 is March 30th. Information about add/drop may be found at:

See: [Add Drop](#) Link: <https://registrar.unt.edu/regISTRATION/fall-add-drop>

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