

# Chamber Music Studies Syllabus

## Fall 2023

### For graduate brass students enrolled in MUCM 5530

Coordinator of Chamber Music Studies:

**Dr. Gudrun Raschen**

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Office Hours: by appointment

Brass Chamber Music Area Coordinators:

**Prof. Tony Baker** Email:

[Tony.Baker@unt.edu](mailto:Tony.Baker@unt.edu)

TA: Jose Saavedra

[Jose.SaavedraDiaz@unt.edu](mailto:Jose.SaavedraDiaz@unt.edu)

#### **PROGRAM OVERVIEW**

Chamber music at UNT is a unique program that allows you to collaborate with fellow students, faculty, and the surrounding communities. The program is designed to create chamber music experiences through regular rehearsals, coaching, recordings, and performances on and off campus.

It provides excellent opportunities to develop musical, communication, and social skills.

Successful participation in this class requires taking responsibility, being prepared, showing initiative, and communicating clearly and promptly.

Chamber music is a collaborative engagement; please consider that everything you do affects all members of your group.

**Please read the syllabus carefully and avoid making assumptions based on previous semesters as requirements change.**

#### **COURSE REQUIREMENTS**

- The chamber music meeting on August 23<sup>rd</sup>, from 4:30 pm to 5:50 pm, in **Voertman Hall** is **mandatory** to know what is required to succeed in the class.
- You are required to rehearse at least two hours a week.
- Attend regular coaching once a week. (Please contact your coach as soon as chamber music group assignments are posted in Canvas.)
- If chosen, you are required to perform in the Gala Concert on November 15<sup>th</sup>, at 8 pm in Voertman Hall.

- You are required to fulfill the following **three** performance/video categories:

## **PERFORMANCE REQUIREMENTS**

### **FOR EVERYONE:**

1. A public performance as part of the Session I Chamber Music Area Concerts on Thursday, October 12<sup>th</sup> in the Voertman Hall.

### **AND TWO FROM THE FOLLOWING:**

1. A public performance as part of the Session Chamber Music Area Concerts on Wednesday, November 8<sup>th</sup>, at 8 pm in the Recital Hall.
2. A performance in a public studio concert (not class), departmental, or on a student or faculty recital with at least one faculty member present who will sign off on your performance. Performances must be completed by December 8<sup>th</sup>.
3. An off-campus performance at one of the metroplex's retirement homes, schools, or churches, with video proof of your performance and a signed document by the person in charge. (Please see Off-Campus Performance Request and Off-Campus Performance Proof Form). Performances must be completed by December 8<sup>th</sup>. Do not contact Denton ISD Schools directly (explained in the UNT Outreach Document in Canvas).
4. A professional-level video recording of 1-2 movements of your choice and approved by your coach. Your group will be required to upload a video of the highest quality to CANVAS by November 17<sup>th</sup> at 5 pm. Your recorded performances will be evaluated/graded by a faculty member other than your coach (Voertman Hall, Recital Hall, Choir Room preferred).
5. In the case of mixed undergraduate and graduate groups where the predominant number of students are graduate students, please fulfill two requirements from 1-4, as stated above. Suppose there is only one graduate student in an otherwise undergraduate group. In that case, you can write program notes for the pieces you studied and present them ahead of the performance instead of the third requirement.

Your repertoire needs to differ from the performance requirement in Session I but can be the same for your two choices from 1-4.

## **CONCERT ATTENDANCE REQUIREMENTS**

**Choose three from the four options below:**

1. Sessions I and II area chamber music concerts, (other than the one you are playing).
2. Faculty Chamber Music Concert Series, October 16<sup>th</sup> at 7:30 pm in Voertman Hall
3. Center for Chamber Music Concert, December 1<sup>st</sup> at 8 pm, VH
4. Chamber Music Gala Concert, November 15<sup>th</sup> at 7:30 pm, VH

Please email the chamber music TA, Jose Saavedra, at [jose.saavedradiaz@unt.edu](mailto:jose.saavedradiaz@unt.edu) and cc. Your coordinator and Dr. Raschen if you have an attendance requirement conflict.

## **Chamber Music Studies Communication and Updates:**

All information pertinent to Chamber Music Studies, including the syllabus, forms, groups, calendar, and class announcements, are communicated through CANVAS and this syllabus.

You are responsible for familiarizing yourself with the syllabus and checking Canvas regularly for any new information regarding the class. Please check new modules and announcements regularly.

### **Chamber Music Studies Email Communication:**

All email correspondence will be sent to your UNT email address.

You are responsible for checking your UNT email and canvas for any new information regarding this class. Please direct any email communication to jose.saavedradiaz@unt.edu or your area - coordinators.

## **APPLIED CHAMBER MUSIC COACHING**

**The first week of classes (week of August 21):** Groups will be assigned.

**The second week of classes (week of August 28):**

1. Meet with your coach to determine rehearsal and coaching times.
2. Plan repertoire for the entire semester with your coach.
3. Rehearsals begin (in addition to coaching sessions)

**The third week of classes (week of September 4):**

1. Coachings begin.
2. Please book one of the performance halls for your video project (if you chose that option above).
3. Send confirmation to TA Jose Saavedra at jose.saavedradiaz@unt.edu

### **Coaching Sessions:**

- Applied chamber music coaching is offered in the form of weekly group instruction.
- Each chamber group should receive a minimum of ten coaching sessions per semester. If you are done with your performance/video requirements, please keep rehearsing and meeting with your coach for the remainder of the semester (or until a minimum of 10 coaching sessions have been completed).
- During the second week of classes, you must meet with your coach to determine a specific coaching time and the semester's repertoire. This is also the time to decide on your group rehearsal schedule.
- You are responsible for contacting your coach and setting up meetings and coaching times.
- The first coaching should occur no later than the third week of classes.
- You are expected to learn your part to the best of your ability and to rehearse as a group at least once before your first coaching.

**You should rehearse a minimum of two hours weekly in addition to your weekly coaching.**

- You are expected to be familiar with the score and thoroughly learn your part ASAP.
- Please bring a score to all rehearsals and coachings.
- Your coach may assign additional class work, including listening assignments, specific exercises, readings, etc.

- Substitutions in personnel (for rehearsals, coaching, or performances) are only permitted within the groups if approved in advance by both the coach and the area chamber coordinator.

**If you are not rehearsing and/or receiving coaching for any reason, please get in touch with your area coordinator immediately.**

## ATTENDANCE

### Coachings and rehearsals:

- Attendance is required at all rehearsals and coachings, except in emergencies, such as crises in the immediate family or severe personal illness.
- Suppose you cannot attend a rehearsal and/or coaching due to an emergency. In that case, it is your responsibility to notify your coach and colleagues in your chamber group and to reschedule the rehearsal and/or coaching as soon as possible.
- Attendance of all *Chamber Music Studies* concerts is **mandatory, as specified above**.
- Attendance is mandatory for all Class Meetings.
- **ARRIVE EARLY FOR ALL YOUR REHEARSALS AND PERFORMANCES AND BE TUNED AND READY TO GO AT THE START TIME.**
- Please be respectful to your fellow performers. During rehearsals and performances, turn off and store all electronic devices (such as cell phones, iPods, iPads, and laptops...). All reading materials must be kept away.

## PERFORMANCE SPECIFICATIONS

- The suggested length for each performance is 6 - 8 minutes.
- A performance must be a maximum of 10 minutes for a public area chamber music concert, departmental, or UNT studio class. Longer works must be cut to fit within the 10 min—time limit.
  - (You are encouraged to perform complete movements or works for off-campus performances.)
- You are expected to follow the standard concert dress code **for all performances**.

For additional information regarding the Chamber Music Concerts, please look at the Chamber Music Studies Concerts Instructions available in CANVAS.

Additionally, all groups are encouraged to perform in different venues, such as departmentals and outreach concerts.

### The Performance Request Form:

- Your performance request form must be submitted for each session, available in CANVAS.
- The form will then be sent to the coordinator of Chamber Music Studies, the area chamber coordinator, and your coach.

It is your responsibility to submit the **Performance Request Form** on time. You will receive an assignment to complete your performance request by a specific date:

**Session I and II** repertoire and all other planned performance repertoire must be **submitted on CANVAS by Monday, September 11<sup>th</sup>, for Session I and Monday, October 2<sup>nd</sup>, for Session II 2023, and all other projects by October 20<sup>th</sup>; failing to do so will lower your grade. Substitute performances need to be completed by December 8<sup>th</sup>.**

### **Off-Campus Performances:**

If you choose the off-campus performance (at a local retirement home, school, or church in the metroplex) to fulfill your performance requirement, or if you would like additional opportunities off campus (or on campus but outside of the College of Music) to perform:

- Fill out the Off-Campus Performance Request Form signed by your coach.
- The Off-Campus Performance Request must be submitted by October 20<sup>th</sup>.
- A performance in a departmental or a studio class is required prior to the Off-Campus performance, with a faculty member present who will sign off on the performance to ensure you are ready to represent UNT in the community.
- A response as to acceptance or denial of the request will be sent to your coach. Public performances outside the College of Music will be allowed if the venue is appropriate and the performance is verified.
- For all performances outside of the scheduled chamber music studies concerts, a program, including the performance and a note from a faculty member present, must be submitted to the Area Coordinator and Dr. Raschen within one week of the performance. (Proof of Performance Form).
  - If a faculty member cannot come to the outside performance, please provide the Off-Campus Proof of Performance Form with the name, signature, and phone number or email of the person in charge of the venue.

### **Alternate On-Campus Performances:**

- On-campus performances that will be used to fulfill your requirements for the Chamber Music Class Concerts (on a student/guest/faculty recital, studio concert (not class), or departmental) must have at least one COM faculty member present. (Alternate Venue (on campus) Performance Request Form).
- You are required to perform in standard concert dress in all On-Campus performances.

## **VIDEO SUBMISSIONS**

If you choose video submission to fulfill your performance requirement:

- Please submit a video of the highest standard of your playing by Monday, November 17<sup>th</sup>, at 5 pm to your coach, coordinator, and Dr. Raschen.
- Make sure you book Voertman Hall, Choir Room, or the Recital Hall for your recording.
- Book a time well in advance to record in one of the performance spaces at UNT.
- The video quality must be the best possible so you can use it for future job applications, websites, competitions, or other portfolios.
- Standard concert dress is required.
- Submit your video as UNLISTED on YouTube.com and copy the link into the video assignment on Canvas. In the Guides Module, you will find a guide on uploading your video.

### **Recording specifications:**

- You may check out a SHURE MV 88 microphone or a video camera from the Instrumental Studies Office, room 245 in the music building, between 8 am and 5 pm, Monday through Friday. Recording equipment can also be borrowed from the Media Library in Chilton Hall.
- Recording and equipment video guides are posted in Canvas.

## **GRADING**

Attendance at the first chamber music meeting is a prerequisite of the course.

Your final grade is based on your performance in three areas:

1. Weekly coaching attendance, attitude, effort, and preparation: 40%
2. Performance Requirements: 40%
3. Attendance of the required concerts: 20%

Grading will be done per individual student, not per group.

## **FORMS**

**All forms will be available CANVAS:**

- Chamber Music Concert Instruction (module/files)
- Performance Request Form for Session I (modules/files)
- Performance Request Form for Session II (modules/files)
- Alternate Venue (on campus) Performance Request Form (modules/files)
- Off-Campus Performance Request Form must be signed by your coach and sent to the area coordinator and Dr. Raschen. (module/files)
- Proof of Performance Form must be signed by your coach and sent to the area coordinator and Dr. Raschen. (module/files)

Our program is evolving and is a work in progress. We hope to create the best experience for all of you and therefore ask you to be flexible.

## **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/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](#)

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](#)

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](#)

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

## **Diversity and Belonging**

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.

## **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](#)

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

### **Academic Calendar, Fall 2023**

See: [Fall 2023 Academic Calendar](#)

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

### **Final Exam Schedule, Fall 2023**

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](#)

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>



## **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/>

## **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](mailto: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. See Academic Calendar (listed above) for additional add/drop Information.

Drop Information: <https://registrar.unt.edu/registration/fall-registration-guide>

## **STUDENT RESOURCES**

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

See: [Student Resources](#)

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

(Note: A printer-friendly PDF version is available by clicking the green button on the home page)

## **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](#)

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