Joint Syllabus for All Students taking Applied Lessons in Voice
MUSA 103, 203, 303, 403 & 603

Fall 2020

Faculty

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All of the following information may be changed due to the Covid-19 situation. If you have any questions about returning to the campus & music courses Fall 2020, please refer to the link below.

https://www.towson.edu/cofac/departments/music/resources/

A. Weekly Master Class/Repertoire Class

Students must not register for any classes which meet TR 11-12:15. All students enrolled in private voice lessons [MUSA 103-603] must attend a weekly repertoire master class given by the voice faculty on TR 11:00-12:15. Students unable to comply must have their instructor’s consent and are expected to make up the work. The purpose of the weekly repertoire class is to sing as often as possible. See section C for additional details.

The sign-up sheet will be sent electronically each week. Please read this schedule carefully before signing up to sing.

At each class it is your responsibility to sign in on the appropriate sheet. The sign-in sheets will be given to your teacher after each class.

In an effort to utilize all the time available in repertoire class for performing, any student who has passed the upper division jury must be prepared to sing in class every week. Any student at this level may be called on to sing by any instructor.

Attitude in Masterclass: Cell phone, or other electronic device usage is not permitted during masterclass. All cell phones must be silenced during masterclass. Your attitude as a voice student is a critical part of the learning process. You are asked to respect your colleagues while performing and be respectful of their performance and effort. Any criticisms you may offer in master class or elsewhere should be constructive and positive.

B. Accompanists

Students contract and pay for their own accompanist for their private lessons, juries and recitals. Expect to pay approximately $20-40 per hour for weekly lessons, juries and scholarship auditions. Recital fees will be based upon additional practices, dress rehearsal and the length of recital and determined by your accompanist. Your teacher can help you find an accompanist. Students who fail to give 24 hours’ notice of cancellation will be responsible for paying their accompanist for this lesson. Failure to pay your accompanist in a timely matter may result in the lowering of your grade. Please see below “Additional Requirements and Fees.”

C. Repertoire

Each student must prepare and memorize selections approved or assigned by the instructor according to the minimum requirements below. Questions about requirements should be discussed with the instructor. Transfer students with an Associate’s degree begin lessons at the MUSA 103 level and will perform their Upper Division jury on a date decided upon with their teacher. Photocopying of non-public domain, copyright music is illegal. Please budget an average of $50/semester for purchasing music (just as one would budget for text books in other classes).

These repertoire requirements constitute the minimum required for a grade of “C” for any student taking voice lessons.

With your teacher’s guidance and input, you will be preparing additional repertoire for performance.

Undergraduate Students:

*Teachers may require more or less. All are subject to the teacher’s discretion.

MUSA 103: Perform 1-2 times in Masterclass
MUSA 203: Perform 2-3 times in Masterclass
MUSA 303: Perform 3-4 times in Masterclass
MUSA 404: Perform 3-4 times in Masterclass
MUSA 603: Perform 3 times in Masterclass (MS MUED Majors)
MUSA 603: Perform 4 times in Masterclass (MM Majors)
### Requirements for a 1-credit lesson
Each semester the student will be required to prepare and perform one major and one minor scale at their jury.

**MUSA 103 – 1st Semester**  
Major and Minor Scale  
2 New and Memorized Selections

**MUSA 103 – 2nd Semester**  
Major and Minor Scale  
2 New and Memorized Selections  
- Must include 1 selection in a foreign language.

**MUSA 203 – 1st Semester**  
Major and Minor Scale  
3-4 New and Memorized Selections  
- Must include 2 selections in a foreign languages.

**Upper Division Jury – MUSA 203 – 2nd Semester**  
(end of 2nd semester sophomore lessons)  
Proficiency in all material assigned in the first two years.

Major and Minor Scale  
4-5 New and Memorized Selections  
- Must include selections in English, Italian, French, and German languages.  
- Music Education Majors Only: Must perform at least a 4-measure recitative.

**MUSA 303**  
Junior recital (required based up degree program)  
Major and Minor Scale  
4-5 New and Memorized Selections  
- Must include 3 selections in foreign languages.

**MUSA 403**  
Senior recital (required based up degree program)  
Major and Minor Scale  
4-5 New and Memorized Selections  
- Must include 3 selections in foreign languages.

### Requirement for a 2-credit lesson
Each semester the student will be required to prepare and perform one major and one minor scale at their jury.

**MUSA 103 – 1st Semester**  
Major and Minor Scale  
3 New and Memorized Selections  
- 2 English, or 1 English and 1 Italian

**MUSA 103 – 2nd Semester**  
Major and Minor Scale  
4 New and Memorized Selections  
- At least 1 selection in a foreign language

**Upper Division Jury – MUSA 203 – 2nd Semester**  
(end of 2nd semester sophomore lessons)  
Proficiency in all material assigned in the first two years.

All: Major and Minor Scale  
**BS Degrees:**  
5 New and Memorized Selections plus a 16-measure recitative.  
- Must include selections in English, Italian, French, and German languages.

**BM Degrees:**  
6 New and Memorized Selections plus a 16-measure recitative.  
- Must include selections in English, Italian, French, and German languages.

**MUSA 303**  
Junior recital (required based up degree program)  
All: Major and Minor Scale  
**BS Degrees:**  
5 New and Memorized Selections  
- At least 4 selections in a foreign language that may include Latin, Russian, or Spanish.

**BM Degrees:**  
6 New and Memorized Selections plus a 16-measure recitative.  
- At least 4 selections in a foreign language that may include Latin, Russian, or Spanish.
MUSA 403
Senior recital (required based up degree program)

All: Major and Minor Scale
BS Degrees:
5 New and Memorized Selections
• At least 4 selections in a foreign language that may include Latin, Russian, or Spanish.
BM Degrees:
6 New and Memorized Selections plus a 16-measure recitative.
• At least 4 selections in a foreign language that may include Latin, Russian, or Spanish.
Senior recital (required based up degree program)

Graduate Students:

MUSA603 Music Education majors: Minimum of 5 new selections in varying styles and languages to be determined with the instructor.

MUSA603 Performance majors: Minimum of 8 new selections in varying styles and languages to be determined with the instructor. All MM majors must perform a double jury.

D. Written work

Each instructor’s requirements will be slightly different. This information will aid you with your interpretation. In addition, the kinesthetic response of writing out the words will help in memorizing more quickly. It will also be helpful when putting together recital translations and/or program notes.

E. Attending Vocal Recitals, Guest Artist Lectures, Recitals and Master Classes

All students taking voice lessons must attend:
• All required concerts and events listed at the end of this document.
• The faculty may add special masterclasses or guest speakers after this syllabus has been distributed. You are still required to attend these events even if they were not originally published on the required attendance calendar.

All students taking voice lessons are encouraged to attend recitals and concerts given by their peers as well as off campus concerts, and performances. Your teacher may have a policy requiring attendance at additional recitals. Check with your instructor.

Attendance will be taken by your instructor or his/her representative at recitals and special events. It is your responsibility to retrieve an attendance slip from the faculty on duty and return the slip to that same person at the conclusion of the concert. Due to limited seating in the Recital Hall, you should reserve your seat early for ticketed events. Schedule your attendances now and let your place of employment know of your absence from assignment early.

F. Auditions for special master classes and competitions

Most competitions and scholarships are coordinated by Professor Phillip Collister-Murray. For information on applications, deadlines, competition dates and awards visit the “Resources for Current Students” link found on the Music Department’s website or visit the Scholarship website found at: https://www.towson.edu/cofac/departments/music/scholarships.html
**G. Students Giving Recitals**

“Students performing a junior or senior degree recital must obtain department consent from the Assistant to the Chair before they can register for the degree recital. Authorization forms are in the Department of Music Office and on the department’s website, and require the signature of your private teacher before you turn them in to the Assistant to the Chair. Information regarding deadlines and procedures are posted on the Official Announcements board and the department’s website, and will be discussed during mandatory group advising meetings held during the fall and spring terms. It is the student’s responsibility to register by posted deadlines for the degree recital after he/she obtains authorization from the Assistant to the Chair. During the registration period, recital reservation forms will be available in the Music Office. Students should pick the form up as soon as they are made available and follow all instructions completely. Again, it is the student’s responsibility to schedule his/her recital and to adhere to all procedures and deadlines.”

Visit [https://www.towson.edu/cofac/departments/music/resources/recitals/index.html](https://www.towson.edu/cofac/departments/music/resources/recitals/index.html) for links to detailed information on other aspects for preparing for your recital. You are responsible for adhering to the regulations given to you when you registered for your recital by Ms. Criss. Pay close attention to the deadlines for submitting your authorizations and for program submission. Translations are required for all students presenting a voice recital.

**Failure to adhere to the schedule could result in cancellation of your recital by the department chair.**

Barring extreme circumstances, you will not be allowed to cancel or postpone your recital less than three weeks before your assigned date.

In general, students who successfully complete a recital within 30 days of the end of the semester are NOT required to present a jury examination. Students whose recitals are more than 30 days before the end of the semester may be required to present a regular jury. At any time, regardless of a successful recital, a student may be required to present a jury at the discretion of the faculty. This would be communicated to the student very shortly after the recital’s completion.

All degree recitals receive a grade based upon averages of the qualitative ratings from recital evaluation record.

**Voice Division Policy Regarding Scheduling of Student Recitals:** The following policy will govern the scheduling of student recitals in the Voice Division.

- All JUNIOR recitals (half-recitals) regardless of major must be performed with another student who is also preparing to present a half recital.
- All SENIOR B.S. Music Education (half-recital) and B.S. General (half-recital) degree recitals must be performed with another student who is also preparing to present a half recital.
- All SENIOR B.M. Performance recitals (full recital) will be performed individually.

Any appeal to deviate from this policy must be made in writing to the Chairperson of the Department of Music. Appeals must be made well in advance of the recital scheduling period set by the department. Your appeal must include a clearly stated rationale for your request as well as a copy of your proposed recital. A request does not automatically mean you will be allowed the exception.

Pre-recital hearings: There are no pre-recital hearing only for this semester Fall 2020 due to Covid-19.

**H. Juries**

All students taking applied lessons must perform a jury for at least two voice faculty members (one of whom must be the student’s instructor) during final exam week. Progress will be evaluated by all faculty members in attendance and recommendations for future endeavors and jury grades will be made. There online sign-up sheets will be sent before the end of the semester. The instructors in attendance will be listed at the top of the sheet. You must sign up for a time at which your instructor is present. Students taking an Upper Division jury are required to submit their final exam schedule and the schedule of your pianist in advance of the end of the semester. Your upper division jury will be scheduled for you. Graduate *performance* majors must sign up for two consecutive time slots.

Any Juries, prepare in advance and bring to the jury a portfolio including:

- A completed and updated checklist of progress in voice lessons. You can find the required checklist at: [https://www.towson.edu/cofac/departments/music/resources/voice.html](https://www.towson.edu/cofac/departments/music/resources/voice.html)
- A formal recital program and translations (original language and English) printed on regular paper for ALL of your jury repertoire each semester. The templates can be found at: [https://www.towson.edu/cofac/departments/music/resources/voice.html](https://www.towson.edu/cofac/departments/music/resources/voice.html)
I. Attendance

Regular attendance is required at lessons. For each credit you will receive 13, 25-minute lessons. This is approximately one lesson for each week, except the first week of the semester which may be used for scheduling. Any lesson missed due to instructor absence will be rescheduled. Unscheduled school closings (i.e., snow) will be rescheduled, if possible. Lessons missed because of student absence (illness or any other reason) will be rescheduled if possible at the discretion of the instructor. If a student is absent it is his or her responsibility to contact the instructor and the accompanist. If the student fails to contact the accompanist, the student is expected to pay the accompanist for the unused time.

J. Grading

Grades will be based approximately on the following scale: 50% weekly lessons; 10% written work; 25% weekly master class attendance, weekly master class performance, and required recital/concert attendance; 15% jury

Your instructor has the option to use plus/minus grading and alter these percentages as they wish. If you have question, please ask her or him. Check your instructor’s syllabus for their grading policy.
K. Vocal Health and Pedagogy

At least every year music lessons and master classes will address prevention of performance injuries and health for performers. The health and well-being of your vocal instrument is important to your success in voice lessons. If you have questions regarding vocal health or are experiencing vocal problems please be sure to speak with your teacher so that they may give you suggestions and/or a referral to consult a medical professional.

L. Additional Requirements and Fees

Additional requirements may be made by your own instructor. See the instructor’s individual syllabus and consider this document along with his or her syllabus together as your “contract” for the semester.

Freshman Recital: All MUSA 103 level voice majors or minors (BM, BS Music Education, BS, and minor) are required to present a 10-12 minute recital in the spring semester. This recital will take place during the Thursday 11:00 a.m. master class period in the second half of the semester. You may present repertoire that you are currently working on or repertoire from the previous semester. Your teacher will help you plan the appropriate repertoire selections. A faculty panel will evaluate your recital performance and your teacher will communicate the feedback and/or results.

The following is important information about additional fees associated with lessons. Please read carefully. As a singer, there are additional costs not covered by the tuition and fees associated with private study. The costs associated with an accompanist, additional coaching time with that accompanist, accompanist fees for juries, recitals, competitions, the costs of purchasing music/textbooks etc. … are not covered by your tuition dollars or the private lesson fees associated with tuition. (The University fee associated with private lessons is a mandated fee which covers the costs of one-on-one instruction. These fees do not support other required services or materials for lessons.)

As such, you and/or the person(s) responsible for paying for your education should plan on the following fees by semester:

<table>
<thead>
<tr>
<th>Year</th>
<th>Music/Texts</th>
<th>Coach/Pianist Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshman Year I</td>
<td>$65.00-100.00</td>
<td>$250-350</td>
</tr>
<tr>
<td>Freshman Year II</td>
<td>$65.00-100.00</td>
<td>$250-350</td>
</tr>
<tr>
<td>Sophomore Year I</td>
<td>$65.00-100.00</td>
<td>$250-350</td>
</tr>
<tr>
<td>Sophomore Year II – Upper division jury semester</td>
<td>$65.00-100.00</td>
<td>$360-420</td>
</tr>
<tr>
<td>Junior Year I</td>
<td>$65.00-100.00</td>
<td>$250-350</td>
</tr>
<tr>
<td>Junior Year II – (BM – ½ Jr. recital semester)</td>
<td>$65.00-100.00</td>
<td>$500-600</td>
</tr>
<tr>
<td>Junior year II – (BS/MUED/Minors)</td>
<td>$65.00-100.00</td>
<td>$250-350</td>
</tr>
<tr>
<td>Senior Year I (BM/BS/Minors)</td>
<td>$65.00-100.00</td>
<td>$250-350</td>
</tr>
<tr>
<td>Senior Year I (BS MUED – ½ Sr. Recital Semester)</td>
<td>$65.00-100.00</td>
<td>$500-600</td>
</tr>
<tr>
<td>Senior Year II (BM/BS/Minors – Full Recital Semester)</td>
<td>$65.00-100.00</td>
<td>$600-700</td>
</tr>
</tbody>
</table>

Other possible fees: Recording of recitals (if desired); Stage managers for recital (if desired); scholarship/competition pianist fees;

NOTE: Most pianists/coaches at Towson charge $20.00 per ½ hour and will attend 13 lessons and will expect to work with you, the student, at least 2-3 half hours outside of lessons in preparation for end of semester finals. As you prepare for a recital, you will need to have more independent coaching time with a pianist so that you can feel fully prepared for the important task of giving a successful public performance(s). These coaching’s are worked out with you and the pianist at a mutually agreed upon time and fee structure. The additional costs involved with a recital include a pre-recital hearing required of the Division which occurs one- month in advance of your recital(s), a dress rehearsal for the recital, and the recital performance itself. Additional coaching with the pianist will most certainly be needed to insure that your recital is at the highest performance level possible.

It is very important to remember that you are responsible for paying your pianist as agreed upon by you and that person. Failure to do so can result in your failing lessons, be prevented from doing juries or recitals and thus hinder your ability to graduate on time.

M. Progress in Voice Lessons

In general, voice majors and minors are expected to enroll for lessons in consecutive semesters until their requirement of lesson units and/or performed recitals/capstones/projects has been completed. If a student cannot take lessons in a particular semester there must be just cause for doing so. Regardless, any voice major or minor who does not take lessons for one semester must re-audition for a faculty panel in the semester prior to their next enrollment for permission to enroll in lessons again.
### N. Department Policy regarding dismissal from classes for concerts

If you are in a class which conflicts with an on-campus performance for which you are committed to perform, you will be excused from the class no earlier than 30 minutes before the start of the event. Failure to inform the instructors involved by the second week of classes may constitute an unexcused absence. Under any circumstances it is your responsibility to inform the instructors involved. Extenuating circumstances must be dealt with by the faculty involved.

### O. Students with Disabilities

Students with a certified disability must contact the Voice Division Leader by the end of "Change of Schedule" period to discuss their needs for the class. All regulations of the Office for Students with Disabilities must be followed.

### Q. Other Information Regarding University Policy for Students

- Civility – Students are responsible for complying with the TU Student Affairs ‘Civility Code’ ([www.towson.edu/studentaffairs/policies](http://www.towson.edu/studentaffairs/policies)).
- Students are responsible for remaining in good academic standing and must comply with the TU ‘Student Academic Integrity Policy’ ([www.towson.edu/studentaffairs/policies](http://www.towson.edu/studentaffairs/policies)).
- Reasonable accommodations are available for students who have a documented disability. Please notify the instructor during the first week of class of any accommodations needed for the course. Late notification may cause the requested accommodations to be unavailable. All accommodations must be approved through the Disability Support Services (DSS) in the Adm. Bldg., rm. 232, 410.704.2638; [www.towson.edu/dss](http://www.towson.edu/dss).
- Cell phones and similar distracting and noise-making devices must be turned off or SILENCED and PUT AWAY during class. Text-messaging, e-mailing, and other external communication is NOT PERMITTED during class; you may NOT surf the internet, check your emails/facebook, or text/twitter/etc. during a class session! If a student has an emergency need for a cell phone, that use must be proposed in writing and is subject to approval by the instructor.
- Emergency Text Alerts: All students must sign up for the Campus Emergency Alert Text Message Notification System. Go to the following link for instructions to do so: [http://www.towson.edu/adminfinance/facilities/police/](http://www.towson.edu/adminfinance/facilities/police/) and watch the emergency preparedness video and print out the pocket guide by clicking on this link: [http://www.towson.edu/adminfinance/facilities/police/](http://www.towson.edu/adminfinance/facilities/police/).
- Weapons Policy: To promote a safe and secure campus, Towson University prohibits the possession or control of any weapon while on University property. The term weapon includes any potentially dangerous object or substance or replica thereof. The full policy can be found at this link: [http://inside.towson.edu/generalcampus/tupolicies/documents/06-01.11%20Weapons%20Prohibited.pdf](http://inside.towson.edu/generalcampus/tupolicies/documents/06-01.11%20Weapons%20Prohibited.pdf).
This syllabus is subject to change due to the Covid-19 situation.

**Fall 2020**

<table>
<thead>
<tr>
<th>Event Date</th>
<th>Event Details</th>
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<tbody>
<tr>
<td>Sep. 13</td>
<td>Rachel Schneider, Voice / Konner Pavlik, Voice; Sunday, September 13, 12:00 pm Recital Hall</td>
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<tr>
<td>Sep. 15</td>
<td>Ashley-Jane Ramsey, Voice / Victoria Delgado, Voice; Thursday, October 15, 6:00 pm Recital Hall</td>
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<tr>
<td>Sep. 15</td>
<td>Ellis Carroll, Voice; Thursday, October 15, 8:15 pm Recital Hall</td>
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<tr>
<td>Oct. 15</td>
<td>Zachary Lockwood, Voice; Friday, October 30, 8:15 pm Recital Hall</td>
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<tr>
<td>Oct. 15</td>
<td>Zachary Taylor, Voice; Sunday, November 1, 3:00 pm Recital Hall</td>
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<tr>
<td>Nov. 1</td>
<td>Kellen Johnson, Voice; Sunday, November 1, 7:30 pm Recital Hall</td>
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<tr>
<td>Nov. 8</td>
<td>Jamie Atkins, Voice / Carly Hufford, Voice; Sunday, November 8, 7:30 pm Recital Hall</td>
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<tr>
<td>Nov. 14</td>
<td>Michaela Wilson, Voice; Saturday, November 14, 6:00 pm Recital Hall</td>
</tr>
<tr>
<td>Nov. 14</td>
<td>Connor Dobson, Voice / Temwa Muwowo, Voice; Saturday, November 14, 8:15 pm Recital Hall</td>
</tr>
<tr>
<td>Nov. 8</td>
<td>Amber Bates, Voice; Thursday, November 19, 8:15 pm Recital Hall</td>
</tr>
<tr>
<td>Nov. 20</td>
<td>Emily Alexander, Voice; Friday, November 20, 6:00 pm Recital Hall</td>
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<tr>
<td>Nov. 20</td>
<td>Kelly Beauchamp, Voice; Friday, November 20, 8:15 pm Recital Hall</td>
</tr>
<tr>
<td>Nov. 22</td>
<td>Cam Le, Piano / Lucy Welker, Voice; Sunday, November 22, 7:30 pm Recital Hall</td>
</tr>
</tbody>
</table>

**Master Class Schedule:** subject to change

Thursdays @11:00 a.m. – All classes are conducted online.

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Details</th>
</tr>
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<tbody>
<tr>
<td>Aug. 27</td>
<td>Introductions/Syllabus/Non-major Auditions/UD Jury</td>
</tr>
<tr>
<td>Sep. 3</td>
<td>Regular Master Class</td>
</tr>
<tr>
<td>Sep. 10</td>
<td>Regular Master Class (combined studio)</td>
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<tr>
<td>Sep. 17</td>
<td>Regular Master Class</td>
</tr>
<tr>
<td>Sep. 24</td>
<td>Regular Master Class (combined studio)</td>
</tr>
<tr>
<td>Oct. 1</td>
<td>Regular Master Class</td>
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<tr>
<td>Oct. 8</td>
<td>Regular Master Class/Workshop with Shereen Ahmed</td>
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<tr>
<td>Oct. 15</td>
<td>Regular Master Class/Workshop with Shereen Ahmed/Sanborn Preliminary Audition</td>
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<tr>
<td>Oct. 22</td>
<td>Sanborn Final Audition</td>
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<tr>
<td>Oct. 29</td>
<td>Regular Master Class</td>
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<tr>
<td>Nov. 5</td>
<td>Regular Master Class (combined studio)</td>
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<tr>
<td>Nov. 12</td>
<td>Regular Master Class</td>
</tr>
<tr>
<td>Nov. 19</td>
<td>Regular Master Class (combined studio)</td>
</tr>
<tr>
<td>Nov. 26</td>
<td>Thanksgiving Break</td>
</tr>
<tr>
<td>Dec. 3</td>
<td>Regular Master Class</td>
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