

UNIVERSITY OF TEXAS AT TYLER
School of Performing Arts

course syllabus for

MUSI 4345: Arranging for Ensembles (3 credit hours)
Spring 2019
MWF 2:30-3:25 p.m. – FAC 1009

Professor: Dr. Kyle Gullings

Office: FAC 2220

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Office Phone: 903.566.7478

Office Hours: (subject to change)

Mondays 3:30 - 4:30 p.m.

Wednesdays 3:30 - 4:30 p.m.

Thursdays 1:30 - 2:30 p.m.

(other times by appointment)

Course Description: Offers students practical experience in arranging for a specific combination of voices and/or instruments. In this one-semester arranging course, students will gain a fundamental working knowledge of the capabilities and techniques of the most frequently used instruments and vocal ranges in Western classical music. Students will also get hands-on experience arranging music and appropriately voicing chords, supported by recorded listening examples as well as live laboratory performances made up of the instruments and voices available in class.

Course Learning Objectives: Upon successful completion of this course, students will be able to:

1. Demonstrate the ability to **place instruments and vocal parts in proper order**, in small and large ensemble scores
2. Demonstrate accurate **clefs, transpositions, and ranges** for instruments and voices
3. Demonstrate **conventional chord voicing and proper voice leading** in arrangements for small and large ensembles
4. Serve as an active, responsible, timely, and effective team member through presentations and performances

Required Texts:

Textbook:

The Technique of Orchestration (6th ed.) [textbook only] by Kent Kennan and Donald Grantham.

ISBN-13: 978-0130407719

You may share this textbook with a classmate, as long as you have regular access to a copy to do the class reading assignments. If you are ordering online, be sure to check the ISBN, so you don't end up with the workbook package version.

Other Required Materials:

Manuscript paper (staff paper) and a pencil are required at each class meeting.

All projects must be completed using Noteflight online notation software. (www.noteflight.com.)

Do not purchase the paid version at this time. You will be given instructions in class for how to sign up for a class-managed account.

Assessment:

Grade Weighting	Content Exams	30% (5% x 6)
	Arranging Projects #1 & 2	10% (5% x 2)
	Arranging Projects #3 & 4	20% (10% x 2)
	In-Class Instrument/Voice Presentation	10%
	Final Project	20%
	Participation	10%

Grading Scale	90-100%	A
	80-89%	B
	70-79%	C
	60-69%	D
	Below 60%	F

Methods for Assessing Outcomes: Students will be evaluated through online content exams, four arranging projects, one in-class instrument/voice presentation per student, a final large ensemble arranging project, and participation (not mere attendance).

Methods of Instruction: A variety of instructional methods will be used, including in-class lectures, group and individual exercises and discussion, listening examples, online assignments, in-class student presentations, and laboratory performances.

**** Due Dates and Excused Absences Policy:** All assignments are due on the days and times indicated. No credit will be given for exams, assignments, presentations, or other work that is late or missing due to *unexcused* absences.

At the instructor's discretion, absences may be considered *excused* only for legitimate, *documented* reasons (serious illness, family emergency, etc.). Even in cases of *excused absences*, any outstanding assignments are due at the following class period. Missed presentations typically must be made up within one week of the absence. In all cases, it is the student's responsibility to inform the instructor of absences as soon as possible, and to *document* that absence if an *excused absence* is being requested.

**** Attendance Policy:** Full attendance and participation are expected in this course. Arrival after class has begun will count as a tardy. Three tardies will count as one unexcused absence.

For this course, students are allowed **three (3) "free" unexcused absences**. After this, the following penalties may be applied:

4-6 unexcused absences = 1 letter grade reduction

7-9 unexcused absences = 2 letter grades reduction

10+ unexcused absences = automatic failure of the course ("F")

(This penalty is not part of the Participation grade, which reflects engaged activity in class.)

Additionally, avoidable distractions such as cell phone use/texting, eating food, outside work, and unnecessarily leaving the room during class time may result in a tardy or absence for the day, at the instructor's discretion. Multiple occurrences will result in the student being asked to leave the class session.

**** Communication:** Students are required to regularly check their Patriot e-mail account and the class Canvas page.

**** Academic Integrity:** Academic dishonesty will not be tolerated (cheating, copying homework, plagiarism, etc.).

Additional Online Resources: (for independent music theory review)

<http://www.musictheory.net>

<http://www.dolmetsch.com/theoryintro.htm>

<http://library.thinkquest.org/15413/theory/theory.htm>

<http://openmusictheory.com/> (a free, online, open-access textbook)

UT TYLER REQUIRED SYLLABUS LANGUAGE

UT Tyler Honor Code: Every member of the UT Tyler community joins together to embrace: Honor and integrity that will not allow me to lie, cheat, or steal, nor to accept the actions of those who do.

Students Rights and Responsibilities: To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link: <http://www2.uttyler.edu/wellness/rightsresponsibilities.php>

Campus Carry: We respect the right and privacy of students 21 and over who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at <http://www.uttyler.edu/about/campus-carry/index.php>

UT Tyler a Tobacco-Free University: All forms of tobacco will not be permitted on the UT Tyler main campus, branch campuses, and any property owned by UT Tyler. This applies to all members of the University community, including students, faculty, staff, University affiliates, contractors, and visitors. Forms of tobacco not permitted include cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco, and all other tobacco products. There are several cessation programs available to students looking to quit smoking, including counseling, quitlines, and group support. For more information on cessation programs please visit www.uttyler.edu/tobacco-free.

Grade Replacement/Forgiveness and Census Date Policies: Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (ADM 230) on or before the Census Date of the semester in which the course will be repeated. Grade Replacement Contracts are available in the Enrollment Services Center or at <http://www.uttyler.edu/registrar>. Each semester's Census Date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar.

Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three course repeats during their career at UT Tyler; graduates are eligible for two grade replacements. Full policy details are printed on each Grade Replacement Contract.

The Census Date is the deadline for many forms and enrollment actions of which students need to be aware. These include:

- Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking courses as Audit, Pass/Fail or Credit/No Credit.
- Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date)
- Schedule adjustments (section changes, adding a new class, dropping without a "W" grade)
- Being reinstated or re-enrolled in classes after being dropped for non-payment
- Completing the process for tuition exemptions or waivers through Financial Aid

State-Mandated Course Drop Policy: Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the census date (See Academic Calendar for the specific date).

Exceptions to the 6-drop rule may be found in the catalog. Petitions for exemptions must be submitted to the Enrollment Services Center and must be accompanied by documentation of the extenuating circumstance. Please contact the Enrollment Services Center if you have any questions.

Disability/Accessibility Services: In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University of Texas at Tyler offers accommodations to students with learning, physical and/or psychological disabilities. If you have a disability, including a non-visible diagnosis such as a learning disorder, chronic illness, TBI, PTSD, ADHD, or you have a history of modifications or accommodations in a previous educational environment, you are encouraged to visit <https://hood.accessiblelearning.com/UTTyler> and fill out the New Student application. The Student Accessibility and Resources (SAR) office will contact you when your application has been submitted and an appointment with Cynthia

Lowery, Assistant Director of Student Services/ADA Coordinator. For more information, including filling out an application for services, please visit the SAR webpage at <http://www.uttyler.edu/disabilityservices>, the SAR office located in the University Center, # 3150 or call 903.566.7079.

Student Absence due to Religious Observance: Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second class meeting of the semester.

Student Absence for University-Sponsored Events and Activities: If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor) must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed.

Social Security and FERPA Statement: It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g., via e-mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

Emergency Exits and Evacuation: Everyone is required to exit the building when a fire alarm goes off. Follow your instructor's directions regarding the appropriate exit. If you require assistance during an evacuation, inform your instructor in the first week of class. Do not re-enter the building unless given permission by University Police, Fire department, or Fire Prevention Services.

Student Standards of Academic Conduct: Disciplinary proceedings may be initiated against any student who engages in scholastic dishonesty, including, but not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

i. "Cheating" includes, but is not limited to:

- copying from another student's test paper;
- using, during a test, materials not authorized by the person giving the test;
- failure to comply with instructions given by the person administering the test;
- possession during a test of materials which are not authorized by the person giving the test, such as class notes or specifically designed "crib notes". The presence of textbooks constitutes a violation if they have been specifically prohibited by the person administering the test;
- using, buying, stealing, transporting, or soliciting in whole or part the contents of an unadministered test, test key, homework solution, or computer program;
- collaborating with or seeking aid from another student during a test or other assignment without authority;
- discussing the contents of an examination with another student who will take the examination;
- divulging the contents of an examination, for the purpose of preserving questions for use by another, when the instructors has designated that the examination is not to be removed from the examination room or not to be returned or to be kept by the student;
- substituting for another person, or permitting another person to substitute for oneself to take a course, a test, or any course-related assignment;
- paying or offering money or other valuable thing to, or coercing another person to obtain an unadministered test, test key, homework solution, or computer program or information about an unadministered test, test key, home solution or computer program;
- falsifying research data, laboratory reports, and/or other academic work offered for credit;
- taking, keeping, misplacing, or damaging the property of The University of Texas at Tyler, or of another, if the student knows or reasonably should know that an unfair academic advantage would be gained by such conduct; and
- misrepresenting facts, including providing false grades or resumes, for the purpose of obtaining an academic or financial benefit or injuring another student academically or financially.

ii. "Plagiarism" includes, but is not limited to, the appropriation, buying, receiving as a gift, or obtaining by any means another's work and the submission of it as one's own academic work offered for credit.

iii. "Collusion" includes, but is not limited to, the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any section of the rules on scholastic dishonesty.

iv. All written work that is submitted will be subject to review by plagiarism software.

UT Tyler Resources for Students:

- UT Tyler Writing Center (903.565.5995), writingcenter@uttyler.edu
- UT Tyler Tutoring Center (903.565.5964), tutoring@uttyler.edu
- The Mathematics Learning Center, RBN 4021, this is the open access computer lab for math students, with tutors on duty to assist students who are enrolled in early-career courses.
- UT Tyler Counseling Center (903.566.7254)

Arranging for Ensembles – Spring 2019

Course Outline (subject to change)

Week(s)	Material Covered
1	Syllabus & Course Overview; General Notation; Chord Voicing Basics; Ch. 1: Introduction
1-2	Ch. 15: The Piano, & Ch. 11: Problems in Transcribing Piano Music
3-4	Ch. 2-4: Strings
5-6	Ch. 5-6: Woodwinds
7-8	Ch. 7-9: Brass
9	<i>Spring Break</i>
10-11	Ch. 10: Scoring Chords, & Ch. 12: Scoring for Woodwinds, Brass, and Strings
12	Ch. 13-14: Percussion
13	Appendix D: Voices
14	Ch. 19: Scoring for High School Ensembles, & Ch. 20: Score and Parts (if time)
15	Scoring for Large Ensembles; Work on Projects; Final Review
16	Final Project

Course Calendar (subject to change)

Week	Date(s)	Event	Topic(s)
1	1/14	Classes Begin	
2	1/21	- <i>NO CLASSES</i>	MLK Jr. Day
2	1/25	Content Exam #1	General Notation, Chord Voicing Basics, & Piano
3	1/28	- <i>Census Date</i>	Last day to withdraw from course without penalty
3	1/30	Arranging Project #1	Piano (Introduction to Noteflight and Notation)
4	2/8	Content Exam #2	Strings
5	2/13	Arranging Project #2	Strings Arrangement
6	2/22	Content Exam #3	Woodwinds
8	3/6	Arranging Project #3	Woodwinds Arrangement
8	3/8	Content Exam #4	Brass
9	3/11-3/15	- <i>NO CLASSES</i>	Spring Break
10	3/22	- <i>NO CLASS</i>	College Music Society SC Regional Conference 3/21-3/23
11	3/29	Content Exam #5	Scoring Chords; Scoring Woodwinds, Brass & Strings
11	4/1	- <i>Withdrawal Deadline</i>	
12	4/3	Arranging Project #4	Brass Arrangement
13	4/10 (Wed.)	Final Project Proposal	Large Ensemble
13	4/12	Content Exam #6	Percussion; Voice
16	4/29	- <i>NO CLASSES</i>	Study Day
16	5/1 (Wed.)	Final Project Due	Large Ensemble [No Final Exam]