

Ball State University College of Fine Arts / School of Music / Music Performance

**APPLIED VOICE MASTER SYLLABUS**

**MUSP 700 Primary Study**

**Section 69, CRN 46012**

Instructor Information:

Dr. Daniel Narducci

Time: TBD

Office Hours: Mondays 5:00 PM – 6:00 PM,

Wednesdays 2:00-3:00

or by appointment

Location: Music Building MU418

Phone: 765-285-5408

email: daniel.narducci@bsu.edu

Course Description: Sixty to 120 minutes of weekly private lessons based on credit hour enrollment. For doctoral primary area study only.

**Student Learning Objectives:**

At the completion of a semester of MUSP 700, students will be able to:

1. Improve their ability to achieve doctoral, primary-level technical ability, expressive communication, and aesthetic command.
2. Improve their ability to achieve doctoral, primary-level musical interpretation.
3. Students will demonstrate competency in preparation, organization, collaboration, and stage deportment.

**Course Rationale:**

This course will underscore requisite skills necessary in applied voice for doctoral-level music majors with voice performance as their primary area. Approaches to vocal production, repertoire, pitch, rhythm, expression, and technique will be emphasized.

**Course Expectations:**

As a doctoral student of applied voice with voice performance as the primary area, you will be expected to develop your singing technique by regular practice of assigned vocal exercises and song literature, appropriate to your level of instruction, voice type, and age. Emphasis is on developing healthy, consistent practice habits to achieve vocal progress and repertoire learning. You are expected to follow guidelines and requirements specified by your applied teacher. Doctoral students enrolled in MUSP 700 are not required to sing an end-of-semester hearing in front of the Voice Faculty, unless required by the applied teacher. MUSP 700 is the course number for students admitted to the DA degree with voice performance as the primary area.

**Incomplete Grades:**

In the case of the student's inability to complete lessons for documented medical or family emergencies, a semester grade of Incomplete will be given. It is recommended that all grades of Incomplete in applied voice be removed by the 3<sup>rd</sup> Voice Faculty meeting of the next academic session in residence. The School of Music "Memorandum of Incomplete Grade" form must be completed and filed in the School of Music office. (The Registrar has different deadline requirements for the removal of the I grade, and these will take precedence over the School of Music recommendation.)

**Doctoral Recitals:**

The DA degree with a voice performance primary area requires one lecture recital and two full solo recitals. The minimum length for full recitals is 50 minutes of music. With prior approval of the Voice Faculty, a major opera role or performance with orchestra may be substituted for up to one solo recital. Requests to substitute an opera role or major orchestral performance for a recital must be made in writing to the Voice Area Coordinator during the first two weeks of the semester of the performance. Requests will be reviewed by the members of the Voice Faculty and will be approved or denied on a case-by-case basis. All graduate-level degree recitals are adjudicated by a panel of School of Music Faculty as detailed in the Graduate Handbook. Students are responsible for securing faculty adjudicators and filing the required form with the Graduate Area Coordinator and the Graduate Music Office prior to the recital. Four jury members are required for a DA recital, and at least two should be from the area closest to the student's major performance area. Willing non-performance music faculty may be asked as well. The student's major teacher must attend the recital.

**Recital Hearings:**

Recital hearings are required for all required voice recitals. All recital repertoire must be prepared and memorized, with the exception of one oratorio aria or chamber music work. Recital hearings should be completed 3 weeks prior to the recital date. The student is expected to provide a typed recital program along with program notes and translations for the members of the Voice Faculty. Timings for each selection must be indicated on the typed program. The Voice Area Coordinator should be contacted well in advance to schedule and submit materials for a recital hearing. At the recital hearing, the student is expected to be prepared to sing the entire recital program from memory (except for one oratorio or chamber music selection as noted above).

If any portion of the recital hearing is not acceptable, a second hearing will be scheduled to allow for corrections to be made. If the corrections are not made, the recital must be postponed or cancelled until the recital hearing is passed. Selections may be removed from, but not added to the program following the recital hearing without the approval of the Recital Hearing Committee.

**Vocal Event Attendance Requirements:**

Students enrolled in MUSP 700 will receive a calendar of required Voice Area events by the first Friday of the first week of the semester. These events have a **mandatory attendance policy** unless excused by your applied teacher. (Applied teachers may require attendance at additional events.) Each missed Voice Area event will account for a 5% loss of value for the student's final grade as determined by the applied teacher.

**Grading:**

Each voice lesson receives a numerical grade and the averaging of these grades plus the required activities for the course listed below determines the overall grade received. Repertoire assignments will be clarified by the third lesson of the semester.

*Grading (in percentage):*

A+	97-100	B+	87-89	C+	77-79	D+	67-69	F	Below 60
A	93-96	B	83-86	C	73-76	D	63-66		
A-	90-92	B-	80-82	C-	70-72	D-	60-62		

**Attendance and Make Up Lessons:**

Absences are excused only in case of serious illness or emergency. As long as you aren't running a fever or contagious, you can still come to your lesson and we will work on items that won't require typical use of the voice, i.e. diction, translations, presentation, etc. If you are unable to make a lesson, please let me know at least 24 hours ahead of time. If I am notified in a timely manner, I'll do my best to make up the lesson. If, however, you just don't show up, it will not be made up, and the absence will be unexcused. Contacting me through email or a verbal phone message are the preferred means of communication. Both would be a good idea. If you send a text, be sure to receive a response to be certain that your message has been received. It is possible that I will need to cancel a lesson, and I will reschedule the lesson as soon as possible. As each lesson receives a grade, an unexcused absence will result in a failing grade for that lesson.

Please make an effort to be on time. My lesson schedule is very tight and if you arrive late, your lesson will feel very short, as I am not able to run over into the next lesson time to make up the lost time due to tardiness. I recall one of my guitar teachers in high school telling me that if I wasn't 10 minutes early for my lesson, that I was late. While this isn't always practical with our tight academic schedules, it is a good guideline for any appointment that you have.

FYI, University Policy states that absences will be excused for the following: funeral and bereavement leave, jury duty, late course addition, military absences, observance of religious holidays, pregnancy leave, student-athletes participating in University- or department-approved activities, and university advisories. <https://www.bsu.edu/about/administrativeoffices/vice-provost/student-services/attendance-policies>

**Studio Class:**

Beginning in week one, studio class will meet from 12:00-1:50 pm on Friday afternoons, unless a Voice Area Recital performance or other event is scheduled on Friday at 12:00 pm. On VAR days, studio class will meet from 1:00-1:50 pm. Location TBD. A master schedule will be shared indicating when students will be singing in studio class. This will be posted in the OneDrive Shared Folder. As with voice lessons, it is the responsibility of the student to provide an accompanist for this performance opportunity. This is an opportunity to sing for and to hear your peers and to receive additional instruction and input enhancing your performing skills. Attendance is required with the same policy as listed above in "Attendance and Makeup Lessons."

**Studio Documents and Files:**

Vocalises, songs, and other documents will be shared with the student on a OneDrive folder. This folder will be subdivided into specific categories, and it is the responsibility of the student to use this resource if a piece of music or document has been assigned for review.

**University Statement:**

We are committed to ensuring that all members of the community are welcome, through valuing the various experiences and worldviews represented at Ball State and among those we serve. We promote a culture of respect and civil discourse. If you need course adaptations or accommodations because of a disability, please contact the instructor of record as soon as possible. Ball State's [Disability Services](#) office coordinates services for students with disabilities; documentation of a disability needs to be on file in that office before any accommodations can be provided. Disability Services can be contacted at 765-285-5293 or [dsd@bsu.edu](mailto:dsd@bsu.edu).

**Freedom of Expression:**

In this course, we are committed to fostering a learning environment that values intellectual diversity, encourages free expression, and promotes open inquiry. As members of the Ball State Community, we treat each person in the Ball State community with civility, courtesy, compassion, and dignity and respect and learn from differences in people, ideas, and opinions. Please review Ball State University's [Statement on Freedom of Expression](#), the resources on Ball State's [Freedom of Expression webpage](#), and [Ball State's Beneficence Pledge](#).

**Title IX:**

Ball State University is committed to providing a safe and inclusive learning environment for all students. If you or someone you know has experienced sexual harassment—including sexual assault, dating violence, domestic violence, or stalking, please know that you are not alone. The University offers support services and resources. For more information or to report an incident, please visit [bsu.edu/titleix](https://bsu.edu/titleix) or contact the Title IX Coordinator at 765-285-1545 or at [titleix@bsu.edu](mailto:titleix@bsu.edu).

**University Grade Appeal Policy:**

If you believe you received a final course grade that does not reflect your performance due to fairness or a procedural issue, you have the right to file an appeal within 5 school days after final grades are posted by the Office of the Registrar. Review the [University Grade Appeal Policy and Process](#).

**Student Academic Ethics Policy:**

Honesty, trust, and personal responsibility are fundamental attributes of the university community. Academic dishonesty and other forms of academic misconduct threaten the foundation of an institution dedicated to the pursuit of knowledge and will not be tolerated. To maintain its credibility and reputation, and to equitably assign evaluations of scholastic and creative performance, Ball State University is committed to maintaining a climate that upholds and values the highest standards of academic integrity. Visit the VPAA's [academic integrity website](#) (Students tab) for resources on understanding academic integrity, citing sources properly, and avoiding inadvertent academic dishonesty. To learn about BSU's academic integrity expectations and students' rights, please read the University [Student Academic Ethics Policy](#).

**Use of Generative AI:**

The use of Generative AI tools, including ChatGPT, is encouraged/permitted in this course for students who wish to use them. You may choose to use AI tools to help brainstorm assignments or projects or to revise existing work you have written. [Indicate your expectations regarding use of applications with AI built-in features]. However, you must cite any AI-generated material that informed your work. Using an AI tool to generate content without proper attribution constitutes a violation of Ball State University's [Student Academic Ethics Policy](#).

**Learning Center:**

The Learning Center is part of University College, which offers student-centered programs and services that enhance students' success. The services provided by the center are free and available for Ball State students for general courses they are currently enrolled in at BSU and for courses they are preparing to take at BSU, as well as general study skills tutoring to aid in their overall success at BSU. Tutoring sessions are led by Ball State students who meet certain academic requirements and are available one-on-one or in small groups. To learn more about our services or sign up for tutoring, visit the Learning Center in North Quad, 350, call 765-285-1006 or Live Chat online at

www.bsu.edu/learningcenter. We tutored over 16,000 sessions last year: there is no negative stigma to getting a tutor. We can help!

### **Writing Center:**

One key to improving your writing is getting feedback and revision suggestions on your text during the writing process. The Writing Center at Ball State offers free writing feedback sessions (online or face-to-face) to all students. They work with students on essays, reports, reflections, research projects, web content, lesson plans, slideshows, poster presentations, resumes, and other digital or print texts. Students can make an appointment by going to <https://www.bsu.edu/academics/centersandinstitutes/writingcenter>, stopping by Robert Bell 295, or by calling 765-285-8370.

### **The Basic Needs Hub:**

If you are having difficulty affording enough food, do not have a safe and reliable place to sleep, and/or experiencing an emergency or crisis, help is available through the [Basic Needs Hub](#). The Basic Needs Hub has information, resources, and provides individualized support to students. To talk with a supportive staff member about your experience, receive one on one assistance, or learn more about resources, you can submit a [Basic Needs Assistance Form](#).

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### **Counseling Center:**

If you are experiencing a mental health crisis, please contact the new Crisis Line at 765-285-4673. If you are experiencing a life-threatening emergency, please contact University Police at 765-285-1111, call 911, or go to the nearest emergency room. <https://www.bsu.edu/campuslife/counseling-center>

### **The Speaking Center:**

The [Speaking Center](#) is a free resource available to all members of the BSU community wanting to improve their public speaking abilities. We offer personalized coaching designed to help you become a more confident and effective speaker. Our trained coaches provide constructive feedback and support throughout the entire speech preparation process, whether you are in the early stages of brainstorming ideas and organizing your thoughts, or you need to practice your delivery and refine your message.

The Center is in the David Letterman Communication and Media Building, room 302. To schedule an appointment, please access us through your Navigate app or use this [direct link](#) to sign up for a time. Appointments are available both in person and on Zoom. Appointments are available in person, on Zoom, and in virtual reality (VR) for those interested in practicing in an immersive speaking environment.

**Important Dates:****STUDIO RECITALS**

Attendance at the recitals of students in my studio is required. Scheduled recitals will be shared with the studio by the end of week one of classes.

MAKE-UP JURIES - TBD, scheduled as needed

**VOCAL AREA RECITALS (VAR) (Fridays at noon, Sursa Hall)**

Dates for VAR performances in the spring semester are:

1/9, 1/23, 2/6, 2/20, 2/27, 3/20, 3/27, 4/3, 4/17

**REQUIRED VOICE EVENTS**

The listing of required voice events is shared on the Voice Area Canvas page

**JURIES**

April 29, 30, and May 1, 2026

