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### Guitar Ensemble Syllabus

In person guitar ensemble will be divided into two parts – duets and full ensemble, in person and online. We WILL meet in person on Wednesdays from noon – 1pm, but in place of live performances, we will put together video and audio recordings of pieces to release digitally.

### **GUITAR ENSEMBLE VIRTUAL REQUIREMENTS**

Required Materials/software/apps

Tuner (make sure to tune your strings before start of lesson to maximize time)

Phone or laptop or tablet

If phone: your phone's video camera

If laptop: computer's video camera

If Apple tablet: tablet's video camera

If Android tablet: tablet's video camera

Headphones of the highest quality you can muster. Over-ear headphones are MUCH preferable to earbuds.

Internet access (please contact me if internet access is a problem for you)

Ball State ZOOM: this will be the primary means of lessons delivery for live sessions

Skype, Facebook Chat, Video Call (least preferred)

### **Google Docs for submitting/ assignments**

Suggested materials/software/apps NOT REQUIRED (but useful even after the virus is handled)

Improved microphone for better sound quality. Zoom, and Shure are best bets for a mic to plug into your phone or tablet (\$100-\$150). Many options for plugging into laptop--email me for ideas/details.

Improved video camera.

Audio recording: Talk to Caroline, Cam, or Matt L (they're the experts!)

### **Procedures for Guitar Ensemble**

STEP 1: Record and submit recording no later than 24 hours before your scheduled live session.

Example: our live session is booked for Wednesday at noon. Your recording(s) must be submitted to your Google Folder by noon on Tuesday. Any later and your grade will go down.

STEP 2: I will review your recordings and take notes for our live session the next day. These notes will be posted in your Google Drive on your weekly lesson document

STEP 3: You have your live session. Conversational/reflection on the recordings, likely to work on a few phrasing/technique things, so be ready to play.

### **Recording guidelines**

Experiment with mic/device placement to find optimal sound. Be careful not to place your device too close (leading to the audio clipping/distorting), or too far away (leading to things being hard to hear)

Whenever possible, make your recordings in a room with good acoustics (e.g. not a practice room)

For scale assessments, etudes, solos, excerpts, video is required. I need to see un-edited video of you playing the assigned material. I am operating on the honor system with you in terms of editing. Ideally, you will not make multiple takes and you most definitely will not edit to make something sound better. I suggest no more than three-four takes and then move on to the next thing.

Previous week's recordings will be deleted from Google Drive after the live session. If you want to keep them, be sure to save to your device.

### **Live session guidelines**

Come with assigned pieces prepared.

### **General rules**

Treat these lessons/class meetings as you normally would. That is to say: timeliness, preparation, and active participation are expected. Grades will be given following the same set of expectations as regular, in-person lessons

\*\*\*The biggest thing I ask is for you to try to find the best possible audio quality for your recorded portions. This is the most important element in how I envision this going, so put a very high priority on submitting high-quality recordings.

The live sessions may be mostly conversational, and lecture based, but be ready to play, and be in a space where you can hear me clearly and where you can play and interact without intrusion/distraction (e.g. not your dorm room)

YOU CAN STILL USE THE MUSIC BUILDING. Practice!

Give me feedback on how the process works for you. I am open to suggestions.

Once more, for the people in the back: be flexible and be ready to make adjustments. We are all in this together. I would love to hear everyone else's strategies for continuing instruction.

### **SPECIFIC TASKS FOR GUITAR ENSEMBLE**

Each week you will submit a video recording of the folk songs I have assigned you (refer to video/audio recording guidelines listed above). You must submit these recording 24 hours prior to our scheduled meeting time (in other words, by 5 pm Monday evening) Make sure you include (in one single video) one full chorus of the melody in the proper position on the neck, and one full chorus of the chord changes using one of the strumming patterns we have discussed this semester. There is no tablature on these, so I will make sure to include proper position(s) on each score.

\*\*\* Melody may be played finger style OR with a pick

\*\*\* Strumming must be played with a pick.

\*\*\* Both melody and strumming must be performed with a metronome.

Instructor: Joel Tucker

Email: [jmtucker@bsu.edu](mailto:jmtucker@bsu.edu)

**Meeting Time Wednesdays 12 – 1pm**

**LOCATION: TBD**

**This semester, each rehearsal will be worth 6 points –**

**You will receive a score out of 6 for each rehearsal. EXAMPLE: If you're on time and prepared for each rehearsal, you will receive a 6/6. If you miss a rehearsal for an unexcused reason, you will receive a 0/6 (100 points possible)**

**\*\*\* IF YOU MUST MISS A REHEARSAL FOR ANY REASON, SEND A FORMAL EMAIL TO MY BSU ADDRESS AT LEAST 24 IN ADVANCE (NOT a text message) \*\*\***

### **Academic Dishonesty Statement**

As students of the university you must conduct yourself in accordance with the highest standards of academic honesty and integrity. Academic dishonesty includes any type of cheating or plagiarism, both inadvertent and intentional. Academic dishonesty by a student will not be tolerated and will be treated in accordance with the BSU Code of Student Rights and Responsibilities. An ethics violation, depending on the severity, can lead to a zero for the assignment, failure of the course, or expulsion from BSU. Per University policy, all ethics violations, even if resolved at the instructor level, are reported to the University. Everything you turn in must be your own original work. If you are unclear about this policy or my expectations, you must notify me immediately. Claiming that you did not understand the concepts of plagiarism, proper referencing, or cheating will not be an acceptable defense after you have already turned in an assignment.

### **Affirmative Action and Equal Opportunity**

Ball State University does not discriminate on the basis of race, color, national origin, sex, religion, marital status, age, or disability in employment, admission, or the provision of services, educational programs and activities, and provides, upon request, reasonable accommodation including auxiliary aids and services necessary to afford individuals with disabilities an equal opportunity to participate in all programs and activities. For information regarding nondiscrimination policies contact the Office of Equal Opportunity.

### **Disabilities**

If you need course adaptations or accommodations because of a disability, if you have emergency medical information to share with me, or if you need special arrangements in case the building must be evacuated, please make an appointment with me as soon as possible. This includes PTSD, psychiatric conditions, learning disabilities, test anxiety. *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).*

### **MASKS**

Required at all times:

Ball State University requires that students wear face masks while inside campus buildings, including in classrooms and laboratories. Face masks are required in this class as social distancing cannot be maintained at all times. If you are unable to wear a face mask, please contact the Office of Disability Services to request an accommodation.

Required unless instructed otherwise:

Ball State University requires that students wear face masks while inside campus buildings, including in classrooms and laboratories. Portions of this class may be conducted without face masks to enable student learning. Times when students can/should remove face masks will be indicated prior to and during each class period. If you have a medical reason where you cannot safely attend class without your face mask, please contact the Office of Disability Services to request an accommodation.

Required with Faculty Rights

To protect the health and safety of the Ball State University community, students, faculty, staff and visitors must wear face masks over their mouths and noses while on campus in all hallways, public spaces, classrooms and other common areas of campus buildings, and when in offices or other work spaces or outdoor settings when 6-foot social distancing cannot be maintained. Students needing accommodations from this requirement may contact the Office of Disability Services at [dsd@bsu.edu](mailto:dsd@bsu.edu). Please note that in classrooms, faculty have the right to deny a student entry into the room if the student is not wearing a face mask.

### **Information Technology – One-Month Laptop Loan Service For Students**

Please advise students to first explore the following options:

Available public computers, such as the Student Center lab, Housing labs, and Library public workstations.

Obtaining financial aid for purchase of a computer. Applying through this process will only increase eligibility for federal or private loan programs.

Students should explore purchasing a low-cost entry-level model available at the Technology Store beginning at \$373.

If none of the above options are viable, students meeting the following criteria may **apply** for a one-month loan of a basic laptop. To be eligible, students must:

Be enrolled in the University as a main-campus, degree-seeking student. This includes students whose on-campus classes were moved to online sections.

Be enrolled for at least 12 credit hours as an undergraduate, or 9 credit hours a graduate student.

Be willing to sign (or electronically agree) to replacement or damage costs if the laptop is not returned, or is returned damaged.

Agree that laptops may only be borrowed for one month. Renewal may be possible, based on availability.

Note that students who enrolled in the University as an online-only student are not eligible, as they are required to have access to a computer as part of their enrollment.

Due to the limited availability, the offering of loaners must be by referral to Information Technology from Student Affairs or Academic Affairs. Loaners will be issued on a first come, first serve basis for students meeting the above criteria. Meeting eligibility requirements does not guarantee availability of a laptop under this program.

This offering will only be available to students referred to Information Technology by Student Affairs or Academic Affairs. Information Technology will not publicize this offering generally, due to limited availability of laptops for long-term loan.

Referrals should be made to the Technology Store Staff, Whitney Jarnagin, Manager. Please email [techstore@bsu.edu](mailto:techstore@bsu.edu) with referral information.

### **Disabilities**

If you need course adaptations or accommodations because of a disability, please contact me 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).

### **Diversity and Inclusion**

Ball State University aspires to be a university that attracts and retains a diverse faculty, staff and student body. We are committed to ensuring that all members of the campus community are welcome through our practice of valuing the various experiences and world views of those we serve. We promote a culture of respect and civil discourse as evident in our Beneficence Pledge. For Bias Incident Response service information, go to [www.bsu.edu/multiculturalcenter/bias](http://www.bsu.edu/multiculturalcenter/bias) ([Links to an external site.](#))[Links to an external site.](#)

### **FERPA**

*The Family Educational Rights and Privacy Act ensures the security and confidentiality of your student information, including your grades. As you are adults, I am not allowed to discuss your performance in this course with anyone outside of the University without your explicit written permission.*

information, go to [tobsu.edu/multiculturalcenter/bias](http://tobsu.edu/multiculturalcenter/bias) or e-mail [mc2@bsu.edu](mailto:mc2@bsu.edu).

### **Title IX**

- **Applied lessons courses often require the instructor to touch or be in close physical proximity to students in order to adjust/align the body. Any physical contact used will be demonstrated in a functional and professional manner in order to help the student better understand corrections concerning proper vocal technique. The instructor will always verbally request student consent before touching them. If, for whatever reason, being touched or physically adjusted is not part of a student's learning process or makes them uncomfortable, please let the course instructor know as soon as possible so that accommodations can be made. If a student is uncomfortable speaking with the instructor, they should contact the Associate Directors Dr. Linda Pohly (Graduate) or Dr. Kevin Gerrity (Undergraduate).**