THEA 328

Fall 2026

Voice Lessons and Masterclass

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Office Hours: By Appointment

Course Description:

This course is designed to provide musical theatre students with the individual voice lesson experience. Students will be exposed to and expected to sing a variety repertoire styles.

Learning Outcomes:

As a result of this course students will:

- Demonstrate enough mechanical understanding to sing 3-5songs and 1 pop cut as expressively as can be *healthily* produced
- Apply concepts from Acting and from lesson guidance in handling the text of the piece.
- Demonstrate clear diction
- Memorize 3-5 full songs.
- Construct their audition book.
- Understand that their vocal selections should represent a variety of periods, styles, and technical skills.
- Demonstrate an understanding of musical markings, articulations, and dynamics.

Goals/Learning Objectives:

- To develop healthy vocal technique through extensive vocalizations.
- To give the student the confidence to transfer vocalization knowledge into repertoire.
- To acquaint the student with the conventions of performance behavior.
- To expose the student to a body of standard literature.

- To establish foundational tools for building audition repertoire through song and composer research, character analysis, memorization and daily practice.

Credit Time Statement:

This studio performance course is worth 1 credit hour. Each hour of credit requires a 45 minute lesson, 120 hour master class (Lab), 10 minute accompanist time, and unspecified outside work in the form of practice and song preparation per week.

Required Materials:

1. Binder for music or subsequent tablet device where music can be kept.
2. An Accompanist book kept for auditions. (Your accompanist may specify the modality they prefer)
3. Students may be required to purchase or find repertoire for lessons.
4. Accompaniment tracks
5. A pencil.
6. Water
7. A recording device.
8. Composition Notebook for reflection during Masterclass

Course Requirements, Grading and Expectations:

Attendance (290 pts):

- Students will receive 14 lessons per semester. Students are required to attend all lessons (10pts.) and masterclasses (10 pts.) unless excused by a doctor or pre-arranged with the private instructor. **A full letter grade will be deducted for any unexcused absence.**
    - In the event of a missed lesson or masterclass, please notify instructor and accompanist via email or text.
    - THE INSTRICTOR WILL NOT MAKE UP STUDENT MISSED LESSONS. If the instructor misses a lesson they will offer a makeup lesson. If a student misses the makeup lesson time the instructor will not offer an alternate time.
    - 3 or more unexcused absences will result in failure of the course and possible probation within the MTO option.
- Accompanist Time Attendance
    - Attendance for ALL accompanist times is required. Please be on time for each session. If you are more than 5 minutes late then you will forfeit your time for the week.
    - Points will be deducted from your weekly voice lesson grade for missed accompanist times and tardiness. 3 unexcused accompanist time absences will result in a reduction of 1 full letter grade.
    - If you are going to miss your accompanist time or will be late due to circumstances out your control please contact the accompanist ASAP.
    - Makeup accompanist times are left to the discretion of the accompanist.
- Student attendance grades during voice lessons will be based on the following criteria:
    - Punctuality
    - Preparedness (Notes, rhythms, memorization, assignments, accompaniment tracks)
    - Professionalism (collaborative attitude, accompanist etiquette)

Assignments (285pts):

- Syllabus acknowledgment (25)
- Semester Practice Plan (25)
- Song Research #1 (20)
- Song Research #2 (20)
- Song Preparation Worksheets (25)
- Midterm Video Reflection (50)
- Final Video Reflection (50)
- Masterclass Reflections (70)

Jury (50 pts):

- Students will complete a Jury at the end of each semester. Jury selections must be memorized and presented in a professional manner.

Minimum Grade Policy:
The lowest acceptable grade in a course for credit toward a major in Musical Theatre is a C. Any student receiving a C- or lower must retake the course in order to receive credit towards a major or minor in the department.

Grade Scale
A= 90%-100%
B= 80%-89%
C= 70%-79%
D= 60%-69%
F= 59% or less

Communication:

- All students will be expected check their email and canvas dashboards daily.
- The instructor will check email and messages daily. Please allow 24-48 hours for a response. The instructor may not answer messages over the weekend. In the event that a project is due on a Monday, the instructor will make herself available for email contact during that particular weekend.
- **IF YOU ARE GOING TO MISS YOUR LESSON PLEASE TEXT THE INSTRUCTOR ASAP.**

Masterclass Expectations:

1. Students are expected to be on time and prepared for every class.
    - Please check masterclass room rotation schedule
2. Students should make every effort to warm up at some point during the day that they are scheduled to present in Masterclass.
3. Students should bring required materials to every class. Students who are not prepared may lose participation points for the day.
4. Students are expected to help ensure a non-threatening and non-judgmental environment. As artists, we must establish our classroom as a safe and brave space for learning.
5. A professional and courteous attitude towards instructors and peers is expected at all times.
6. Professional, audition ready clothing is required. Pajamas or sweatpants are no longer acceptable.
7. Students should keep all devices silenced so as not distract fellow students from the process of learning.
    - **To clarify: No student should be on a device at any time unless it is a break. If a device is used, individual participation points for the entire day will be forfeited.**
8. I would also ask that we each show respect to our peers by the way we sit and engage with each other. I know it is the end of the day and we are tired but if you saw someone in an audience not focused on you or taking a nap you would be very discouraged.

Standards of Professionalism:

- Restroom breaks should be taken before class or sparingly during the class. Please keep them short so you do not miss the work happening in class.
- Please keep the consumption of food to before class or in between performers.
- Music MUST be memorized unless otherwise specified.
- Students who are ill or not prepared to sing on their assigned day will not be given an alternative slot. There simply isn't time.
  In the case of illness, if you can find a student to trade with 24hrs advance notice then that is acceptable. Anything less than that is not fair to the student performer or the accompanist.

Masterclass Assignments:
This is a learning experience. This class is provided for you to learn from your peers. While some of you do not have the advantage of seeing older performers you do have the benefit of seeing the incredible learning and performing differences of your peers. In order to understand what each student is experiencing in class, the following will be assigned:

- Students will take notes each class and will be asked to submit a "Take Away" form on canvas. This will be due **Tuesday by 11:59pm** following Monday's masterclass. I will provide this assignment form on canvas.

- When presenting in Masterclass, the paper work for *Song Preparation* must be submitted on the day you present in masterclass by 2pm This assignment will also be available on Canvas and will be labeled (i.e. Song #1, Song #2, etc.)

- **Please note as you progress through the program you may receive less individual time during masterclass. First year students may be worked with for a longer period of time than a senior who might just need a little polish.**

Practice Expectations:
Students enrolled in a 1 Credit hour course should practice 30-45 minutes 5 times a week. Practicing can include but is not limited to the following:

- Singing notes and rhythms
- Vocal exercises
- Memorization
- Character analysis
- Plot summary
- Monologuing of the song
- Composer research
- Reading of a play or musical that is applicable to the rep being worked on.
- Listening to/watching various performances

*A general tip for practice time- PUT IT IN YOUR SCHEDULE. Treat your practice time as a class that cannot be missed. *

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.

Tactile Teaching Statement:
Voice 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 departmental Associate Chair, Tyler Smith (tasmith2@bsu.edu).

Ball State 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 complete Student Academic Ethics Policy.

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 / Sex Discrimination
Ball State University is committed to maintaining an educational environment free from sex discrimination, including sexual harassment, sexual misconduct, dating and domestic violence, and stalking. Students who experience or witness conduct that may violate University policy are encouraged to seek support and assistance. The Title IX Office can provide information about reporting options, supportive measures, and available resources. Contact the Title IX Office

at 765-285-1545 or titleix@bsu.edu.

Please Note: As your instructor, I am a mandatory reporter. If you disclose information to me about conduct that may constitute sex discrimination or sexual misconduct, I am required to notify the Title IX Coordinator. The Title IX Office will reach out to discuss available resources, supportive measures, and reporting options. If you wish to speak with someone confidentially, you may contact the Counseling Center or the Center for Survivor Support.

Disability Statement

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.

The Counseling Center

The Ball State University Counseling Center offers free and confidential services to all students. The Counseling Center is located in Lucina Hall, Room 320. To schedule an appointment, you can contact us at 765-285-1736. Ball State also offers a 24/7 Crisis Line, which can be reached at 765-285-HOPE (4673). The Crisis Line is a mental health resource for those who are struggling with any mental health concerns, including thoughts of self-harm and/or suicide.

At the Ball State Counseling Center, we see students for a variety of reasons, some of which include homesickness, relationship concerns, anxiety, and depression. At your first appointment, you will work with a therapist to create a plan that will connect you with resources that best fit your needs. We assist students with getting connected to therapy at our Center as well as connecting students to self-help resources, other on-campus resources, and community-based resources. All Ball State students also have access to several on-demand, self-help resources through a variety of different platforms. All of these resources, including a direct link to our website, can be found at BSU Counseling Center.

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.

I, _____, have read and understand the course expectations and policies contained within the Fall 2026 Course Syllabus for THEA 328.

Please sign and return to instructor via Canvas by Monday, August 31st.