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

APPLIED SECONDARY PIANO STUDY
MUSP 202/325

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Office hours: TBA
Lesson Time: Arranged

COURSE DESCRIPTION
Applied weekly lessons in secondary piano with an individualized plan of study including keyboard literature, technique, and functional skills. Continuous enrollment in applied piano lessons is strongly encouraged for fall and spring semesters until all piano requirements have been successfully completed.

COURSE OBJECTIVES / STUDENT LEARNING OUTCOMES
- Perform appropriate technical exercises consistent with the level for piano secondaries until a standard technical foundation has been achieved
- Master repertoire selections to demonstrate improvement in technique, ability to communicate musical ideas effectively, and understanding of various musical styles and genres
- Development of effective, goal-oriented practice habits and greater independence in learning
- Demonstrate competency in functional skills as appropriate to the student's career objectives
- Cultivation of performance skills appropriate to student's goals, interests, and career objectives

LESSON SCHEDULE AND ATTENDANCE POLICY
Each student will receive one lesson per week, with lesson length based upon the number of credit hours for which the student is registered (one hour of course credit = ½ hour lesson). Lessons will take place at a mutually agreed upon time.

Students are expected to arrive on time and attend all lessons. Students are expected to come to their lessons prepared and with music. Absences will be excused at the discretion of the professor and generally only for absences approved in advance. If you must miss a lesson for any reason, you should inform me as early as possible. If you are sick, please DO NOT come to your lesson (but be sure to inform me).

Occasionally I must miss lessons due to out of town performances. These will always be made up, and I will alert you to these calendar changes as early as possible.

COURSE MATERIALS
1. Scores – Students are encouraged to build their own music library by purchasing scores for all repertoire they study. Please be aware that not all editions are equal, however. Please consult with me for advice on the choice of editions prior to purchasing any music. Many scores can also be downloaded for free from websites such as IMSLP (these are not necessarily the best editions).
2. Notebook
3. Pencil with eraser
4. Metronome

COURSE EXPECTATIONS
Repertoire, etudes, and other assignments will be made on an individual basis according to the student's ability and musical experience. Daily practice is expected (minimum 1 hour per day for each credit for which you are registered).

GRADING
Weekly Lesson Grades (100% of the grade) – students should demonstrate consistent progress each week on assigned material. Weekly progress will be documented throughout the semester.

Minimum expectations for a grade of 'A':

1. Attend lessons regularly without unexcused absences
2. Show appropriate progress in technical studies (approximately one quarter of your practice time should be devoted to working on assigned technique)
3. Practice a minimum of one hour per day per credit hour of registration. Use of a practice journal is highly recommended
4. Prepare repertoire and etudes accurately for lessons. This includes attention to correct notes, rhythms, deliberate choices in fingering, and attention to markings in the score (dynamics, articulation, phrasing, etc.). Please note that for the first portion of the semester repertoire will likely need to be played significantly under tempo.
5. Demonstrate consistent improvement in repertoire on a weekly basis, with a particular attention to problems and challenges identified in lessons.

PERFORMANCE OPPORTUNITIES
Secondary students are not required to attend weekly studio classes but are welcome to do so. Students may perform in studio class when repertoire selections are adequately prepared.

PRACTICE ROOMS
Practice room sign-ups begin the second week of classes each semester. Piano secondaries (MUSP 325 registrations) may practice in unlocked rooms with upright pianos.

UNIVERSITY STATEMENTS, POLICIES, AND INFORMATION

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.

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.

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.

Engagement Expectations
To support a respectful and engaging academic community that encourages the free exchange of ideas and civil discourse, we will follow these ground rules:

- **Respect different perspectives.** Share your ideas and let others share theirs.
- **Challenge ideas, not people.** Disagree respectfully. No personal attacks or put-downs. Focus on exploring ideas critically and constructively.
- **Listen to understand.** Stay curious, ask questions to understand, and give others space to speak.
- **Assume good intentions.** Approach discussions with curiosity and compassion.
- **Keep it private.** What is shared in class stays in class. Do not share others' words or work without permission.
- **Be respectful.** Avoid hurtful language, stereotypes, or content that may demean others. Keep feedback constructive.

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.

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.

Academic integrity violations include giving or receiving an unfair academic advantage (cheating), presenting someone else's ideas or work as your own (plagiarism), and falsifying academic records. Unless otherwise indicated, you must work independently by yourself. Check with me if you are unsure whether something constitutes academic dishonesty. Examples of academic integrity violations include but are not limited to:

- Using resources not authorized by the instructor (including devices, AI tools, hidden notes, and open books).

- Using a generative AI system or a person to complete academic assignments such as response papers, discussion posts, essays, or any other assignment when such use is not explicitly permitted by the assignment instructions or the instructor.
- Utilizing another person or a generative AI system to take a quiz, examination, or similar evaluation in place of oneself.
- Using a generative AI system for research, creative work, theses/dissertations, grant proposals, IRB-regulated work, or publication-bound work in violation of university AI policies, funder/publisher rules, IRB requirements, or discipline-specific standards.
- Presenting as one's own work the ideas, representations or words of another person or of a GenAI system without customary and proper acknowledgment of sources or of the AI tool(s) used.
- Using generative AI systems to analyze data, conduct research, or generate content that is included in an assignment (images, graphs, charts, tables, etc.) without proper documentation, citation, and attribution of this AI use.
- Using commercial study websites to find answers to graded assignments (Chegg, Course Hero, StudyPool, OneClass, etc.).
- Without the instructor's written permission, giving away, buying, or selling graded assignments class notes, exams, study guides, or other course materials to other students or to third-party vendors (Course Hero, Chegg, 24HourAnswers, etc.).
- Working with another person on any assignment other than authorized group projects.
- Sharing or allowing others to access your files, whether done with permission or not.
- Reusing your own work from another semester, course, or section.
- Sharing answers with others during exams (passing notes, texting, whispering, gesturing)
- Discussing exam questions and answers with students who have not taken the exam.
- Soliciting others to complete work for you.

Generative AI (GenAI) Statement

Generative AI (GenAI) refers a class of AI tools that can create text, images, audio, video, and other similar media from existing training datasets. This may include user-prompted tools or tools running autonomously (aka, "agentic AI"). Note that some AI tools are becoming embedded in platforms that students use to create their assignments (e.g., Grammarly, Microsoft Word, Excel, Adobe Acrobat, Canva, OneNote, and Evernote). The mere presence and use of AI-assisted features in such tools, such as grammar suggestions, predictive text, formatting help, or auto-completion, would not normally be considered GenAI. For GenAI use guidelines for students and for instructors, see the VPAA's website; for GenAI information, tools, resources, and courses, see BSU AI Initiatives website.

Conditional Use (Specific or limited GenAI use permitted)

At Ball State, we use GenAI to elevate human potential, not replace it. To succeed in an AI-infused world, students must balance technical skills with durable skills, lifelong abilities such as critical thinking, ethical judgment, communication, accountability, and responsible decision-making that define a Ball State graduate. Developing these durable skills requires you as students to think carefully about:

- when AI should and should not be used;
- how to use AI responsibly;
- how to verify AI-generated information; and
- and how to remain accountable for final work.

You may use GenAI tools for some work submitted in this course. You will be informed as to when, where, and how these tools are permitted to be used, along with guidance for attribution. Any use

outside of this permission constitutes a violation of Ball State University's Student Academic Ethics Policy. When in doubt, please ask me before using GenAI. You, the student, are always responsible for the content you submit, publish, share, or act upon, regardless of whether GenAI tools assisted in the process. For data security reasons, please use BSU-approved GenAI tools (e.g., BSU Gemini, NotebookLM), which support single sign-on (SSO) with BSU ID and password. Commonly used public GenAI tools carry a higher risk of data being shared externally. In contrast, when using BSU-approved GenAI tools, any data you input is protected within the BSU system. Instructors do not have access to BSU IT Center logs of AI tool usage, so student data shared through BSU-approved GenAI tools remain private.

The Writing Center

All writers improve with practice and feedback, so as a student in this course, you are encouraged to use the Writing Center to get additional feedback on your writing. The Writing Center can help you at any stage of the writing process, whether you're just getting started and need help brainstorming or when you're wrapping up a project and just want a second set of eyes. We work with writers from all disciplines and with all kinds of writing, including essays, reports, reflections, research projects, web content, lesson plans, slideshows, poster presentations, resumes, and other digital or print texts. You can choose from three appointment types: getting started on a new project (Planning appointment), discussing an existing draft (Feedback appointment), or scheduling time to work, with a tutor on hand to keep you motivated (Accountability appointment). To schedule a free appointment, go to bsu.edu/writingcenter. We offer online appointments any time we're open, or you can meet a tutor face-to-face in Robert Bell 295 during weekdays and Bracken Library First Floor West in the evenings. Make sure you plan ahead, because appointments book quickly!

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.

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.