

MUSIC MAJOR HANDBOOK



AMARILLO COLLEGE
MUSIC DEPARTMENT



Rev Summer 2019

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AMARILLO COLLEGE STUDENT RIGHTS AND RESPONSIBILITIES

(SELECT CURRENT YEAR IN LINK)

[Student Rights & Responsibilities](http://catalog.actx.edu/content.php?catoid=16&navoid=697) <http://catalog.actx.edu/content.php?catoid=16&navoid=697>



ABOUT US

AMARILLO COLLEGE MUSIC DEPARTMENT

www.actx.edu/music

Amarillo College is an accredited institutional member of the National Association of Schools of Music.

AMARILLO COLLEGE

Amarillo College, founded in 1929, is a public community college dedicated to providing educational, cultural and community services and resources to enhance the quality of life for the diverse population in its West Texas service area.

Amarillo College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate degrees and certificates. Contact the Commission on Colleges at 1866 Southern Lane Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Amarillo College.

When program accreditation or other reviews are required or advantageous to the College, the administration may require or recommend program or institutional compliance to the prescribed standards as set forth by the accrediting body or any agreed upon entity.

MISSION STATEMENT OF THE MUSIC DEPARTMENT

The Mission of the Amarillo College Music Department is "to be a center of musical learning and cultural enrichment within the community of Amarillo and the surrounding Panhandle of Texas, by providing a comprehensive two-year musical curriculum for transfer students, elective courses for the non-music major, musical training for younger students, and performance opportunities in various ensembles for students and members of the community."



ourvision

We will ensure a 70% Completion Rate by 2020.

ourmission

Enriching the lives of our students and community by helping learners identify and achieve their educational goals.



AMARILLO COLLEGE'S STRATEGIC PLAN--NO EXCUSES 2020
FOR FULL STRATEGIC PLAN, VISIT WWW.ACTX.EDU/STRATEGIC

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BUILDING INFORMATION

The music building and all practice rooms are available during regular Amarillo College hours. For most of the campus, this is 8AM-5PM, Monday-Friday. The music building usually stays open later than other buildings on campus, as we have classes that are in the evening.

Music Department Office Hours are Monday-Friday, 8AM-NOON

Music Lab/Piano Lab Hours are Monday-Friday, 7:30AM-11:30AM

Please check with your instructors for their office hours

PRACTICE ROOMS

Our state of the art Wenger soundproof practice rooms have built in recording technology. You can record/playback in the room, but if you need to record into the recording studio, please contact the music office.

Please scan your student ID card under the black scanner located in the practice room when entering and leaving the room.

Please, no food or drinks in the practice room. Bottled water is allowed.

BAND ROOM AND CHOIR ROOM

The Band Room and Choir Room are unlocked as needed for classroom and ensemble purposes. These rooms also can record into the recording studio; please contact the music office for assistance.

Please no food or drink in these rooms. Bottled water is allowed by instructor consent.

REGULAR CLASSROOMS

These rooms are available during scheduled class times. Please no food or drink in these rooms. Bottled water is allowed by instructor consent.

MUSIC LAB/PIANO LAB

The department has a media collection including over 1,000 compact discs, more than 500 videos (including live opera productions), and thousands of LP recordings, plus music encyclopedias, reference scores, and other music reference materials. Students are encouraged to spend time in the Music Lab familiarizing themselves with these resources. The piano lab provides student access to keyboards, computers, and ProTools, PianoMarvel, and Finale software. The Music Lab is located in MB 201A and the Piano Lab in MB 203. Hours for both are M-F, 7:30 AM – 11:30 AM. Catalogs of holdings are available in the lab, or in the Student Resources section of the Music Department website.

COLLEGE OWNED INSTRUMENTS

Students are able to check out one of the college owned instruments for use in any of the college ensembles and/or private instruction.

Large instruments, such as string bass, most percussion, etc., are not allowed to leave the music building unless consent is given by the ensemble director/private instructor.

Student assumes all responsibility for the instrument and case while in their possession.

To check out an instrument, please see your ensemble instructor or Homero Campos in Music Lab 201A.

NAXOS LIBRARY ACCESS

As a music major at Amarillo College, you have free access to the Naxos online recordings library. This gives you access to over 30,000 discs and more than 450,000 tracks of musical selections for listening from your computer. Although the site is primarily a classical music library, other styles of music such as jazz and world music (including American folk music) are also available. To enter the database, follow the link below (NOT through Internet Explorer) and then enter your AC Connect credentials:

<https://www.actx.edu/library/pagesmith/38>

NAXOS has an app available through the App Store and Google Play. Use the AC activation code **ACnml09AJC** to sign in through the app.

MUSIC DEPARTMENT LOCKERS

Lockers located on the 2nd floor across from the lounge are available to check out for either a semester or an academic year.

There is a \$5 refundable deposit to get a key for the locker you check out.

Please see Tiffany McDaniel in MB 304 to check out a locker.

CHORAL UNIFORMS

Students enrolled in choir will be issued either a formal dress or tuxedo. These must be returned at the end of the school year. More information will be provided to you in choir.

AMARILLO COLLEGE RESOURCES

PLEASE NOTE:

Music Students who may be interested in pursuing a music teaching certificate, church music worship job or other career involving work with children and youth that may involve a certification or background check should note:

Students enrolled in an educational program in preparation for obtaining certain occupational licenses are potentially ineligible for such license if the student has been convicted of an offense. For further information, please contact the Education Department or Melodie Graves in Advising. The further information you will receive will include notification to you of your right to request a criminal history evaluation letter from the licensing authority in order to clarify your particular situation.

AMARILLO COLLEGE RESOURCES

All Student Social services can be found at www.actx.edu/socialservices

Jordan Herrera, LMSW

Coordinator of Social Services

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STUDENT ADVOCACY & RESOURCE CENTER; MENTAL HEALTH RESOURCES

Stress Management Group For Students

Attending college can be very stressful. According to the National Institute of Mental Health, 30 percent of college students reported feeling "so depressed that it was difficult to function" at some time during the previous year. The AC Family can help our students by sharing an important new resource: **Success Over Stress**, a stress management support group.

For more information, contact [Promise Garrison](#) at 806-371-5191.

Student Counseling Center

The **Student Counseling Center** is located on the Washington Street Campus Student Services Center (SSC 226, 236 & 237). The center will operate Monday through Friday, 12 PM – 5 PM.

All services are free and confidential.

For more information, visit <https://www.actx.edu/counseling/>

Also, if you are in need of social services (affordable housing, utilities, transportation, food, clothing, childcare, medical/dental/vision, legal), please call the AC Advocacy & Resource Center at 806-371-5450. The AC Advocacy & Resource Center website is www.actx.edu/arc

If you, or someone you know, are in need of emergency mental care, you can also contact the AC Police:

- **Amarillo College Police Department**
Washington Street Campus – Durrett Hall
Emergency Phone Number 806-371-5911
Non-Emergency Number 806-371-5163
www.actx.edu/police

SUCCESS CENTER

Located on the Washington Street Campus in the Ware Student Commons, the Learning Center develops basic academic skills in the areas of math, reading, and writing. The learning environment allows students the flexibility of scheduling their study around their personal schedules. Using an individualized, computer-assisted approach to learning, the learning center provides students with the following opportunities: Developmental coursework, skill development and test preparation.

Music MUSI.A.S.

1st Year

1st Semester 12.0 Hours

| | Prefix | Number | Course Name | Credit Hours | |
|--|--------|--------|--|--------------|-------------------|
| | MUSI | 1116 | Elementary Ear Training I | 1.0 | 16 wk |
| | MUSI | 1311 | Music Theory I | 3.0 | 16 wk |
| | MUEN | * | Ensemble (choir/band/orchestra/jazz/etc) | 1.0 | 16 wk |
| | MUAP | 12XX | Applied Major | 2.0 | 16 wk |
| | MUSI | 1181 | Piano Class I | 1.0 | 16 wk |
| | MUSI | 1011 | Recital Attendance | 0 | 16 wk |
| | ENGL | 1301 | Composition I | 3.0 | 1 st 8 |
| | EDUC | 1100 | FYS | 1.0 | 1 st 8 |

2nd Semester 14.0 Hours

| | Prefix | Number | Course Name | Credit Hours | |
|--|--------|--------------|---|--------------|----------------|
| | MUSI | 1117 | Elementary Ear Training II | 1.0 | 16 wk |
| | MUSI | 1312 | Music Theory II | 3.0 | 16 wk |
| | MUEN | * | Ensemble | 1.0 | 16 wk |
| | MUAP | 12XX | Applied Major | 2.0 | 16 wk |
| | MUSI | 1182 | Piano Class II | 1.0 | 16 wk |
| | MUSI | 1012 | Recital Attendance | 0 | 16 wk |
| | MUSI | 1307 | Music Literature | 3.0 | 16 wk |
| | MATH | 1314 or 1332 | College Algebra or Contemporary Mathematics | 3.0 | 1st 8wk |

Third Semester (Summer)

7.0 Hours

| | Prefix | Number | Course Name | Credit Hours | |
|--|--------|--------|--|--------------|------|
| | HIST | 1301 | United States History | 3.0 | 8 wk |
| | BIOL | 1408 | Biology for Non-Science Majors I and Lab I | 4.0 | 8 wk |

2nd Year
1st Semester 15.0 Hours

| | Prefix | Number | Course Name | Credit Hours | |
|--|--------|--------------|------------------------------------|--------------|----------------------|
| | MUSI | 2116 | Advanced Ear Training | 1.0 | 16 wk |
| | MUSI | 2311 | Music Theory III | 3.0 | 16 wk |
| | MUEN | * | Ensemble | 1.0 | 16 wk |
| | MUAP | 22XX | Applied Major | 2.0 | 16 wk |
| | **MUAP | 1171 | Piano Minor | 1.0 | 16 wk |
| | MUSI | 2011 | Recital Attendance | 0 | 16 wk |
| | ENGL | 1302 or 2311 | Composition II or Tech/Bus Writing | 3.0 | 1 st 8 wk |
| | SPCH | 1315 | Public Speaking | 3.0 | 2 nd 8 wk |
| | | | Recommended Music Elective | 1.0 | 16 wk |

2nd Semester
12.0 Hours

| | Prefix | Number | Course Name | Credit Hours | |
|--|--------|--------|----------------------------|--------------|-------------------|
| | MUSI | 2117 | Advanced Ear Training | 1.0 | 16 wk |
| | MUSI | 2312 | Music Theory IV | 3.0 | 16 wk |
| | MUEN | * | Ensemble | 1.0 | 16 wk |
| | MUAP | * | Applied Major | 2.0 | 16 wk |
| | **MUAP | 1172 | Piano Minor | 1.0 | 16 wk |
| | MUSI | 2012 | Recital Attendance | 0 | 16 wk |
| | GOVT | 2305 | Federal Government | 3.0 | 1 st 8 |
| | | | Recommended Music Elective | 1.0 | 16 wk |

**if piano is the major instrument, choose another or voice as the minor area of applied study

REQUIREMENTS OF THE MUSIC MAJOR

COURSE GRADE AND ATTENDANCE REQUIREMENTS FOR MUSIC MAJORS

Undergraduate music majors must earn a minimum of a “C” in all course work in music (MU prefix). Students receiving a grade of “D” or “F” must repeat the music course. Failure to achieve a “C” in a music course after 3 attempts will require approval of the department chair and major advisor to enroll.

Applied lesson (MUAP) courses have strict attendance policies. Failure to attend lessons consistently will result in a lowered or failing grade. Check the course syllabus for details.

The Texas Education Code stipulates that students attending Texas institutions of higher education for the first time fall 2007 and later may not withdraw from more than six courses during their academic career, including courses from which transfer students have withdrawn at other Texas institutions of higher education. ([Senate Bill 1231](#)) Rule 4.10.

PIANO PROFICIENCY

A functional piano proficiency examination is required of all majors prior to graduation. Students achieving a “B” or better in each class piano class (levels I,II and Piano Minor I, II) are exempt from taking the exam. All music majors will enroll in the piano sequence. “Piano Minor II” culminates in the proficiency examination. Students with a background in keyboard will be placed at the appropriate level as determined by the piano instructor.

Requirements:

1. All Major and Minor scales with proper fingering
2. Chord Progressions
3. Harmonization and Transposition
4. A memorized piece by J. S. Bach
5. Romantic and/or contemporary piece at intermediate level
6. Four-part Choral Reading
7. Accompaniment piece

Pianists and Collaborators

The department may provide a pianist for student recitals/juries if the pianist is a member of the department staff, is currently on the college payroll, and is available to play for the recital/jury . It is the student’s responsibility to ensure that the pianist has the recital/jury music well in advance (at least 4 weeks for a jury, and at least 8 weeks for a recital).

Students who fail to ensure that the pianist has the music must hire their own. Pianists hired from outside the department are the financial responsibility of the student.

MUSI-1303 Fundamentals of Music

Incoming freshman who do not pre-test out of the course during the music audition process, transfers with no music theory coursework, and returning students who did not successfully complete Music Theory I will be enrolled in Summer II – MUSI-1303 Fundamentals of Music.

RECITAL ATTENDANCE

Every music major must enroll in Recital Attendance (MUSI 1011, 1012, 2011 and 2012), a zero credit Recital Attendance and Seminar class, for four semesters. The weekly class will feature local guest artists as well as featured artists with the Amarillo Symphony and the Amarillo Opera. This course, and the concerts attended, will transfer to other universities and count toward total recital/concert attendance credits.

JURIES

All music majors are required to perform a jury for full time music department faculty and their applied music instructor at the end of each semester. The averaged jury grade will count as part of the applied lesson grade. *Satisfactory performance in a jury is required in order to continue the study of music at Amarillo College.*

Your jury is a performance, please present yourself in a professional manner.

Non-piano majors must perform at least one piece accompanied by another instrument.

Jury time sign up will take place at least 1 week prior to jury day, and notice will be given by the music office when you are allowed to sign up.

The second semester freshman level jury also serves as petition for the student to continue on to sophomore level applied study. Music faculty will determine if skills and knowledge demonstrated at this jury are commensurate with those needed to begin sophomore requirements in the area of concentration. If they are not, the student will repeat freshman applied lessons until juried skills and knowledge are such that the student potential to be successful in sophomore level applications is met.

HONORS RECITAL

Following jury exams, the music faculty will designate students who performed at a high level as Honor's Recital performers. The Honor's Recital usually takes place in February, and will only be held if enough performers are selected after juries. If no Honor's Recital will take place, faculty may schedule outstanding music majors to perform at a different event.

ENSEMBLES

Music majors are required to sign up for a major ensemble, appropriate to their field, every fall and spring semester of attendance.

Major Ensembles offered at Amarillo College include:

- Chamber Orchestra
- Concert Choir
- Guitar Ensemble/Chamber Music
- Concert Band

Extra ensembles that you are invited to participate in:

- Amarillo Master Chorale
- Amarillo Opera/Opera Workshop (some vocal scholarships require opera workshop enrollment)
- Jazz Band
- Vocal Jazz

Information about all ensembles, as well as social media links, can be found at:

www.actx.edu/music/degree-ensembles

SCHOLARSHIPS AND SCHOLARSHIP AUDITIONS

Scholarship auditions are held in the spring. Times and dates will be announced by Feb 1.

You must audition if you have not received scholarships in the past, or if you would like to try for a higher scholarship amount. To schedule a time once dates have been announced, call or go by the music office. If you would like to continue your current scholarship, a form will be available in the music office. An announcement will be made via blackboard and at recital attendance when these forms are available.

Scholarship continuation is based on several factors, including, but not limited to: class attendance, class participation, ensemble participation, grades, jury performance, attitude and ability.

Before you audition for a scholarship, please visit the AC Foundation website to fill out their general scholarship application.

Instructions on filling out the application are as follows:

Go to www.actx.edu

-click on **Student Services**, and then **Scholarships**

-click on **Scholarship Applications** under the AC Foundation menu sidebar on the left.

-Click the **Apply Now** picture at the bottom of the page

-Select Returning* Student or New Student

*if you have taken any continuing education classes, including Suzuki, or dual credit classes, you will click on Returning Student. Follow the help link to get your AC Connct id and password, if you don't know them already.

-Fill in all fields.

****On the 2nd step, choose "Music" as your major area of study. If you are not planning to be a music major, please select music and write your true major plans in the first sentence of your autobiography/description (see below) field of the application.

-BEFORE BEGINNING THE APPLICATION:

Later in this online application process, you will be required to submit a one to two page description (autobiography) of what help you need, your educational goals and plans after graduation. Please have this text prepared before starting this application process. Once you reach the part of the process that asks you for that text, copy the requested text into the desired text box. This is just a recommendation, as it will help you complete the application faster, and you will have time to proof and correct your entry ahead of time.

If you have any problems, please contact the music office 371-5340

Once scholarships have been awarded, please return any accept or decline notices to the music department in a timely manner. Instructions will be included in the letter you receive after auditions. The AC Foundation will email you acceptance emails for each scholarship you receive. Failure to reply to these emails and follow their acceptance procedure will result in forfeiture of scholarship awarded.

HEARING PROTECTION

Information on Protecting your Hearing Health can be found at: <https://nasm.arts-accredit.org/publications/brochures-advisories/nasm-pama-hearing-health/>

Amarillo College will provide hearing protection if requested.

Protecting Your Hearing Health

An NASM – PAMA Student Information Sheet on Noise-Induced Hearing Loss

Hearing health is essential to your lifelong success as a musician.

Your hearing can be permanently damaged by loud sounds, including music. Technically, this is called Noise-Induced Hearing Loss (NIHL). Such danger is constant.

Noise-induced hearing loss is generally preventable. You must avoid overexposure to loud sounds, especially for long periods of time.

The closer you are to the source of a loud sound, the greater the risk of damage to your hearing mechanisms.

Sounds over 85 dB (your typical vacuum cleaner) in intensity pose the greatest risk to your hearing.

Risk of hearing loss is based on a combination of sound or loudness intensity and duration.

Recommended maximum daily exposure times (NIOSH) to sounds at or above 85 dB are as follows:

- 85 dB (vacuum cleaner, MP3 player at 1/3 volume) – 8 hours
- 90 dB (blender, hair dryer) – 2 hours
- 94 dB (MP3 player at 1/2 volume) – 1 hour
- 100 dB (MP3 player at full volume, lawnmower) – 15 minutes
- 110 dB (rock concert, power tools) – 2 minutes
- 120 dB (jet planes at take-off) – without ear protection, sound damage is almost immediate

Certain behaviors (controlling volume levels in practice and rehearsal, avoiding noisy environments, turning down the volume) reduce your risk of hearing loss. Be mindful of those MP3 earbuds. See chart above.

The use of earplugs and earmuffs helps to protect your hearing health.

Day-to-day decisions can impact your hearing health, both now and in the future. Since sound exposure occurs in and out of school, you also need to learn more and take care of your own hearing health on a daily, even hourly basis.

It is important to follow basic hearing health guidelines.

It is also important to study this issue and learn more.

If you are concerned about your personal hearing health, talk with a medical professional.

If you are concerned about your hearing health in relationship to your program of study, consult the appropriate contact person at your institution.

This information is provided by the National Association of Schools of Music (NASM) and the Performing Arts Medicine Association (PAMA). For more information, check out the other NASM-PAMA hearing health documents, located on the NASM Web site at the URL linked http://nasm.arts-accredit.org/index.jsp?page=NASM-PAMA_Hearing_Health

Neuromusculoskeletal and Vocal Injury

The National Association of Schools of Music (NASM) and the [Performing Arts Medicine Association \(PAMA\)](#) have developed a comprehensive overview of neuromusculoskeletal, vocal and hearing health issues for postsecondary schools and departments of music. Information of a medical nature is provided by PAMA; information regarding contextual issues in music programs, by NASM. The following links address the risk of noise-induced hearing loss, neuromusculoskeletal and vocal injury—all of which are widespread and serious public health issues for musicians and others.

NASM-PAMA Advisories on Neuromusculoskeletal and Vocal Health

Student guide: https://nasm.arts-accredit.org/wp-content/uploads/sites/2/2016/02/4a_NASM_PAMA_NMH-Student_Guide-Standard_June-2014.pdf

NASM-PAMA Advisories on Hearing Health:

Student guide: https://nasm.arts-accredit.org/wp-content/uploads/sites/2/2016/02/4a_NASM_PAMA-Student_Guide-Standard.pdf

Student information sheets:

musculoskeletal: https://nasm.arts-accredit.org/wp-content/uploads/sites/2/2016/02/5a_NASM_PAMA_NMH-Student_Information_Sheet-Standard-NMH_June-2014.pdf

vocal: https://nasm.arts-accredit.org/wp-content/uploads/sites/2/2016/02/6a_NASM_PAMA_NMH-Student_Information_Sheet-Standard-Vocal_June-2014.pdf

HEARING, Vocal and Neuromuscular PROTECTION FORM

I HAVE READ ALL OF THE INFORMATION GIVEN TO ME ABOUT HEARING, Vocal and Neuromuscular PROTECTION AND I UNDERSTAND THAT THESE ARE ESSENTIAL TO MY LIFELONG SUCCESS AS A MUSICIAN.

SIGNATURE _____ DATE _____


PRINTED NAME _____

PLEDGE OF COMPLETION


I accept the responsibility for my commitment to complete at Amarillo College; I understand its importance to my future success; and I pledge to help one other student make and honor the same commitment.

SIGNATURE _____ DATE _____

PRINTED NAME _____




AC ALERT

Emergency Notification 

How to Update your Information

- ▶ You are automatically added to the alert system when you enroll
- ▶ You can check or edit your information by going to the Emergency Preparedness Tab at the bottom of AC's website and click on AC Alerts – Update your contact Information
- ▶ Sign in using your student login information
- ▶ Add or update your information, select which campuses you would like to be alerted about, and add a personal email
- ▶ At this times family members cannot sign up for the alerts, but you can add one other phone number for voice alerts where you can add a family member.



Amarillo College

Weather Emergencies

- ▶ In the event of a tornado warning
 - ▶ Seek shelter in the lowest level and most interior portion of a building away from windows and glass
 - ▶ If a basement is available, seek shelter there
- ▶ In the event of a flash flood
 - ▶ Do not attempt to cross running water on foot or in a vehicle
 - ▶ Remain on high ground and wait for water to go down



Fire Emergencies

- ▶ In the event of a fire or a fire alarm
 - ▶ Exit immediately using stairs only
 - ▶ Treat it as if it were real even if you are not sure
 - ▶ Do not take time to gather your belongings
 - ▶ Call ACPD or 911 immediately with information on the fire or fire alarm
 - ▶ Once outside, gather in a safe place far from the building so debris will not hurt you
 - ▶ Make sure everyone you were with is there now and tell first responders if they are not
 - ▶ Once out, do not return until told it is safe by first responders



Evacuations

- ▶ Always use stairs during evacuations
- ▶ Always know at least 2 exits out of any building you are in
- ▶ Warn others not to go in
- ▶ If there is someone with a disability who cannot get down the stairs without help, help them or get someone who can help them
- ▶ Once out of the building, make sure you are far enough away that you are safe
- ▶ Make sure everyone you were with is there now and tell first responders if they are not
- ▶ Once out, do not return until told it is safe by first responders

