



**MUSI-1116-150CL**  
**Sight Singing/Ear Training I**  
**Fall Semester 2022**  
**Fine Arts Building, Room F-110**  
**Monday/Wednesday 2:00-3:20 p.m.**

**Instructor:** Instructor: Dr. James Heffel

Office: F-112

Office Hours: Posted each semester on office door. Office hours may vary on occasion due to extraordinary circumstances such as make-up lesson, conferences, etc., therefore appointments are suggested.

Phone: College 409/933-8200

College 1-888-258-8859, extension 200

Fax 409/933-8034

E-mail: [jheffel@com.edu](mailto:jheffel@com.edu)

**Required Textbook: None**

**Resources:** Aurelia ear-training software; intervals, scales, melodic, rhythmic and harmonic dictations are contained on the program. Please refer to room schedule posted for availability for use. Procedures for obtaining personal copy of aurelia will be covered in class.

**Textbook Purchasing Statement:** A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

### **Course Materials**

Students are required to have pencils and musical staff paper at all class meetings. No other materials to be supplied by the student will be needed. Sight-reading materials will be supplied by the instructor, as will ear-training resources. Additional software for ear-training is available in the Music Lab, and may be utilized there. Use of this software is encouraged.

**Course Description:** The purpose of the Sight Singing and Ear Training series is to facilitate the application of skills learned in Music Theory course work. The knowledge gained in Music Theory and its application in Sight Singing and Ear Training creates a foundation of general

musical skill necessary for comprehensive musicianship. There are no prerequisites for this course, but concurrent enrollment in Music Theory I is highly recommended

### **Course Outline**

- Week 1 Introduction to Western Music Style.
- Week 2 Scales of Common Practice
- Week 3 Recognition of Sonorities in musical examples
- Week 4 First Quarter Exam.
- Week 5 Introduction of simple intervals
- Week 6 Introduction of solfege and numbers for scales and intervals
- Week 7 Rhythm study
- Week 8 Mid-term examinations
- Week 9 Complete study of simple intervals
- Week 10 Introduction of sight reading skills
- Week 11 Basic notation for melodic dictation
- Week 12 Third quarter Exam
- Week 13 Recognition of the sonorities of the triad and its positions
- Week 14 Melodic dictation and sight-reading
- Week 15 Review of Skills
- Week 16 Final Examination

### **Attendance/Classroom Procedures**

Attendance and promptness to all class meetings is extremely important, and expected. Absences and general tardiness will be taken into account in the final grading process. Attendance will be accurately taken at each class meeting. The instructor reserves the right to withdraw any student who has missed more than three (3) class periods. As this course is designed primarily as a “lab” format, there are no “make-ups” available for missed class periods. Missed examinations may be made up, but only if prior notification of the absence has been made to the instructor. If no notification of absence is given, the student must provide written documentation concerning the reason for absence before the examination may be made up. All examinations must be completed in order to successfully complete the course.

If entering the classroom late, do so in an unobtrusive manner, as not to disturb those who are already working. Cell phone use and “text messaging” are prohibited in the classroom. Ringers should be turned off prior to entering class, and messages may not be retrieved during class time. Students using a cell phone in any manner will receive a warning for the first occurrence. A second occurrence will result in withdrawal from the class. In addition, computers may not be used in class for other than ear-training purposes. Internet use in class is prohibited unless for ear-training exercises.

**Tardiness Policy:** Please make every effort to be on time for class. Chronic tardiness will result in the lowering of a grade by 3 tardies equaling an absence.

**Withdrawal Policy:** Withdrawal on or before the “W” date as specified in the College Calendar (see current College of the Mainland catalog for calendar). Before dropping a course, please read the following information regarding a statute that applies across institutions to all students who are entering as first time-in College for fall 2007 and beyond:

Important note for students who first enrolled in any Texas Public Institution of Higher Education in the fall semester of 2007—i.e. the “six drop rule.”

Under section 51.907 of the Texas Education Code, “an institution of higher education may not permit a student to drop more than six courses, including any course a transfer student has dropped at another institution of higher education.” This statute was enacted by the State of Texas in spring 2007 and applies to students who enroll in a public institution of higher education as first-time freshmen in fall 2007 or later. Any course that a student drops is counted toward the six course limit if “(1) the student was able to drop the course without receiving a grade or incurring an academic penalty; (2) the student’s transcript indicates or will indicate that the student was enrolled in the course; and (3) the student is not dropping the course in order to withdraw from the institution.” Some exemptions for good cause could allow a student to drop a course without having it counted toward this limit, but it is the responsibility of the student to establish that good cause. Contact the Admissions and Records Office for more information before you drop a course.

Further description of this statute is as follows: The new Texas Higher Education Coordinating Board (THECB) Rule has been established to address a law enacted by the legislature regarding the number of withdrawals (W’s) that a student may have during their academic career (THECB Rules: Chapter 4, Subchapter A, 4.10). The law states that any student whose first semester in college is fall 2007 or later may not have more than six unexcused withdrawals (W’s) during their academic career. This applies to a student’s academic record from all public higher education institutions attended. If a student has six unexcused withdrawals, they will no longer be allowed to withdraw from a course without receiving a grade in the course (which will be an “F”). To determine if a withdrawal is excused, a student must initiate a withdrawal request through the guidance services office or, in special circumstance, through the faculty member. It is the student’s responsibility to officially, withdraw from a course and to verify that the withdrawal has been posted to their transcript.

The **student is responsible** for filling out the necessary paperwork if withdrawing from the class. The student must turn in all forms to the registration office by “W” day. The professor is not responsible for doing this (note again that students in Texas are only allowed 6 W’s during the course of their entire academic career). Students who withdraw but do not submit the required paperwork by the deadline will receive a grade of “F.” Stay aware of college deadlines and consult the registration office if there are any questions in this area. See the College of the Mainland Catalog for further information.

Withdraw date for fall semester is Friday, November 18, 2022.

**FN Grading:** The FN grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The FN grade may be issued for cases in which the student ceases or fails to attend class, submit assignments, or participate in required capacities, and for which the student has failed to withdraw. The issuing of the FN grade is at the discretion of the instructor.

**Early Warning Program:** The Counseling Center at College of the Mainland has implemented an Early Warning Program. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Warning Program you will be contacted by someone in the Counseling Department. As student success and retention is very important to us, someone from the Counseling Department will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

**Early Alert Program:** The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention is very important to us. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Alert Program you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

**The Speaking, Reading and Writing Center** provides free tutoring services to students, staff and faculty seeking assistance for writing, reading and oral presentations for academic and non-academic assignments/projects. Located in the Technical Vocational Building, Room 1306, the center provides face-to-face and online tutoring sessions in a welcoming environment. Appointments can be made in person, or on the center scheduler at [com.mywconline.com](http://com.mywconline.com), or by clicking the SRWC icon on the COM website.

**Classroom Conduct Policy:** College of the Mainland requires that students enrolled at COM be familiar with the Standards of Student Conduct, which can be found in the on-line Student Handbook. <http://www.com.edu/student-services/student-handbook.php>. Students should act in a professional manner at all times. Disruptive students will be held accountable according to college policy. Any violations of the Code of Conduct will result in a referral to the Office for Student Conduct and may result in dismissal from this class.

**Academic Dishonesty:** Any incident of academic dishonesty will be dealt with in accordance with college policy and the Student Handbook. Academic dishonesty – such as cheating on exams is an extremely serious offense and will result in a **grade of zero** on that exam and the student will be referred to the Office of Student Conduct for the appropriate disciplinary action.

**Plagiarism:** Plagiarism is using someone else's words or ideas and claiming them as your own. Plagiarism is a very serious offense. Plagiarism includes paraphrasing someone else's words without giving proper citation, copying directly from a website and pasting it into your paper, using someone else's words without quotation marks. Any assignment containing any plagiarized material will receive a **grade of zero** and the student will be referred to the Office of Student Conduct for the appropriate disciplinary action.

**Link(s) to resource(s) about avoiding plagiarism:** <http://wiki.org/plagarism>

**Make-Up Policy:** Make-ups are not feasible, in that our work is done in a “real time” environment. If a student knows that he/she will be absent from class on a given day, the student may request that the class session be recorded. With prior notification, exams may be made up with proper documentation.

**Grading:** Grading is based on a number of factors, including attendance (see below). A 100% percentage scale is utilized for written testing purposes, using the following scale:

90% and above = A  
80% - 90% = B  
70% - 80% = C  
60% - 70% = D  
60% and below = F

For sight-reading examples, scoring is based objectively on the number of elements correctly performed in a given musical excerpt.

Attendance and attitude will influence the student’s final percentage. For instance, if a final written score totals 87%, with an excellent record of attendance and positive attitude, the student will very likely be moved into the 90% rank, and receive an “A” for the course.

**Grade Appeal Process:** Concerns about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the student handbook. <[https://build.com.edu/uploads/sitecontent/files/student-services/Student\\_Handbook\\_2019-2020v5.pdf](https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf). *An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor’s professional judgment of the quality of the student’s work and performance is also not an admissible basis for a grade appeal.* [https://build.com.edu/uploads/sitecontent/files/student-services/Student\\_Handbook\\_2019-2020v5.pdf](https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf)

**Concerns/Questions Statement:** If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact Paul Boyd, Chairman, Fine Arts, at 409-933-8347 [pboyd@com.edu](mailto:pboyd@com.edu).

**Student Learner Outcomes:** This course involves learning the techniques and skills necessary to aurally recognize and dictate the elements of common practice music theory, from basic intervals and scales to harmonically advanced chorale style musical phrases. Progressive technical knowledge of methods used in the ability to read existing musical examples will also be studied. Minimum objectives for the course will include the ability to pass four (4) quarter term quizzes with an accuracy level of 60%. Periodic quizzes will also be administered. No examinations will be given without prior notification in class time.

**General Education Core Objectives:** Students successfully completing this course will demonstrate competency in the following Core Objectives:

General Education Competencies addressed in this course include critical listening and thinking, writing, speaking and cultural competency (awareness of musical styles in history)

**Upon successful completion of this course, students will:**

<b>Student Learner Outcome</b>	<b>Maps to Core Objective</b>	<b>Assessed via this Assignment</b>
1. Apply a method of sight singing to diatonic melodies in treble and bass clef, and oral demonstration of simple rhythms	Classroom instruction and practice, individual practice and study.	Written, aural and oral assessment via exams, quizzes and class participation.
2. Classify elements of music, such as scales, intervals and chord structures	Classroom instruction and practice, individual practice and study.	Written, aural and oral assessment via exams, quizzes and class participation.
3. Transcribe aural rhythms and diatonic melodies	Classroom instruction and practice, individual practice and study.	Written, aural and oral assessment via exams, quizzes and class participation.
4. Transcribe and analyze basic harmonic functions	Classroom instruction and practice, individual practice and study.	Written, aural and oral assessment via exams, quizzes and class participation.
5. Read and reproduce rhythms in various simple meters.	Classroom instruction and practice, individual practice and study.	Written, aural and oral assessment via exams, quizzes and class participation.

### **Institutional Policies and Guidelines**

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**Academic Success & Support Services:** College of the Mainland is committed to providing students the necessary support and tools for success in their college careers. Support is offered through our Tutoring Services, Library, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

**ADA Statement:** Any student with a documented disability needing academic accommodations is requested to contact Michelle Brezina at 409-933-8124 or [mvaldes1@com.edu](mailto:mvaldes1@com.edu). The Office of Services for Students with Disabilities is located in the Student Success Center.

**Textbook Purchasing Statement:** A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

**Withdrawal Policy:** Students may withdraw from this course for any reason prior to the last eligible day for a “W” grade. Before withdrawing students should speak with the instructor and consult an advisor. Students are permitted to withdraw only six times during their college career by state law. The last date to withdraw from the 1<sup>st</sup> 8-week session is October 5. The last date to withdraw from the 16-week session is November 18. The last date to withdraw for the 2<sup>nd</sup> 8-week session is December 1.

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**Early Alert Program:** The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention are very important to us. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Alert Program you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

**Resources to Help with Stress:**

If you are experiencing stress or anxiety about your daily living needs including food, housing or just feel you could benefit from free resources to help you through a difficult time, please click here <https://www.com.edu/community-resource-center/>. College of the Mainland has partnered with free community resources to help you stay on track with your schoolwork, by addressing life issues that get in the way of doing your best in school. All services are private and confidential. You may also contact the Dean of Students office at [deanofstudents@com.edu](mailto:deanofstudents@com.edu) or [communityresources@com.edu](mailto:communityresources@com.edu).