



MUSI-1311-150C3
Music Theory I
Fall 2025
Monday, Wednesday 11:00 – 12:20 F-111

Instructor Information: John Kiefer, jkiefer@com.edu , 409-933-8545

Office hours and location: F-119 office, hours on door

Required Textbook/Materials:

Open Music Theory **FREE DOWNLOADABLE TEXT**

Mark Gotham Version 2

<https://open.umn.edu/opentextbooks/textbooks/1254>

Pencil and Music Staff Paper

Course Description: The study of analysis and writing of tonal melody and diatonic harmony, including fundamental music concepts, scales, intervals, chords, 7th chords, and early four-part writing. Analysis of small compositional forms. Optional correlated study at the keyboard. This course is required for music majors. Concurrent enrollment in MUSI 1116 is required. Prerequisite: TSI Reading 342 or equivalent development course with a grade of "C" or better.

Course requirements: Students are required to do all assignments assigned in the textbook or given as a handout and required to take all tests. Failure to attend class on the day a quiz is given may forfeit the opportunity to take that test unless you have contacted me prior to class about your absence for that day.

Determination of Course Grade/Detailed Grading Formula:

4 exams: 60%

Homework: 20%

Final project: 10%

Attendance/Participation 10%

Grading Scale:

- A Superior achievement of course objectives
- B Outstanding achievement of course objectives
- C Achievement of minimum course objectives (Not recommended for music majors)
- D Marginal achievement of course objectives
- I A temporary grade given to indicate that, in the instructor's judgment, the student can complete the course objectives within a specified extension of time.

F Failure to achieve course objectives

W Withdrawal on or before the “W” date as specified in the College Calendar

FN 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.

Late Work, Make-Up, and Extra-Credit Policy: Any homework that is to be turned in for a grade and is late may have **10 points deducted** for every class period it is not turned in.

Attendance Policy: Students are required to attend and participate in every session of all classes for which they are registered. Regular attendance is a critical component to being successful in courses. Attendance guidelines are outlined in each course syllabus. Students should consult with their instructors when it is necessary to miss a class. COM recognizes no excused absences other than those prescribed by law: religious holy days and military service. For more information, see FC (Legal). [http://pol.tasb.org/Policy/Download/497?filename=FC\(LEGAL\).pdf](http://pol.tasb.org/Policy/Download/497?filename=FC(LEGAL).pdf)

Communicating with your instructor: ALL electronic communication with the instructor must be through your COM email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means.

1. Construct and identify major scale and all forms of the minor scale.	Critical Thinking Skills Communication Skills	Chapter Test Demonstrate material on board to class
2. Construct and identify triads and seventh chords in all inversions.	Critical Thinking Skills Communication Skills	Chapter Test Demonstrate material on board to class
3. Analyze triads in harmonic context utilizing standard roman-numeral symbols.	Critical Thinking Skills Communication Skills Teamwork	Chapter Test Demonstrate analysis of chords on the board to class
4. Compose music in standard four-part chorale style.	Critical Thinking Skills Communication Skills	Chapter Test Complete project in four-part chorale style
5. Identify small musical forms.	Critical Thinking Skills Communication Skills	Chapter Test Demonstrate musical phrase to class on board and explain cadence.
6. Demonstrate an understanding of rhythmic meter and note duration through score analysis and composition.	Critical Thinking Skills	Analysis of composition

Academic Dishonesty: Disciplinary actions will be taken for students who exhibit disorderly conduct, cheat on exams, submit plagiarized work (see below), or are involved in collusion (helping others cheat or plagiarize) as defined in the Student Handbook under the heading, “Discipline and Penalties.” The maximum penalty imposed for violations will be an F in the course. The student will also be referred to the Dean of Students for further disciplinary action. Please read through the “Standards of Student Conduct” in the Student Handbook for a more complete discussion of these issues and your rights and responsibilities.

Student Concerns: 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 Dr. Kristina Jantz, Fine Arts Department Chair, at 409-933-8255 or kjantz@com.edu.

Course outline:

Week 1	intro-survey of your experience, notation
Week 2	keyboard and interval intro, ASPN etc.
Week 3	rhythm simple meter, compound meter
Week 4	cont., EXAM 1
Week 5	major scales key signatures, minor
Week 6	minor key signatures,
Week 7	diatonic modes, EXAM 2
Week 8	intervals
Week 9	triads
Week 10	seventh chords, EXAM 3
Week 11	inversion and figured bass
Week 12	roman numerals and SATB
Week 13	triads in inversion
Week 14	texture
Week 15	final project week
Week 16	EXAM 4

Institutional Policies and Guidelines

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://www.com.edu/student-services/student-handbook.html> *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.*

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 accommodation(s) is requested to contact:

Kimberly Lachney, Student Accessibility Services Coordinator

Phone: 409-933-8919

Email: AccessibilityServices@com.edu

Location: COM Doyle Family Administration Building, 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 1st 8-week session is October 1. The last date to withdraw from the 16-week session is November 14. The last date to withdraw for the 2nd 8-week session is November 25.

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. The last date of attendance should be documented for submission of an FN grade.

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 or communityresources@com.edu.

Nondiscrimination Statement: The College District prohibits discrimination, including harassment, against any individual on the basis of race, color, religion, national origin, age, veteran status, disability, sex, sexual orientation, gender (including gender identity and gender expression), or any other basis prohibited by law. Retaliation against anyone involved in the complaint process is a violation of College District policy.