



**MUAP 2255-080CL**  
**Individual Tuba**  
**Spring 2024**  
**Lesson time set w/ each student**

**CLASS MEETINGS:** Face to Face; TBD by the Student and Professor

**INSTRUCTOR:** Matthew Raines, Professor; [mraines1@com.edu](mailto:mraines1@com.edu), Please leave a callback number if I do not answer in person. 409-933-8961. You may use the D2L messaging system or my email listed above.

**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.

Generally, I answer all inquiries within 48 hours or sooner, but if you email or call on Friday-Sunday, I may be occasionally out of town performing or teaching a workshop in the real world (and away from the virtual one) until Monday. Please use the “Messages” feature in D2L to communicate. The address given above is only in case D2L is not functioning. Phone calls are last resort if all others are down (this is an online course, after all), but remember I always check D2L first.

**OFFICE:** Fine Arts F-123

**STUDENT (OFFICE) HOURS:** Appointments during scheduled hours (or at other times) are encouraged so that time can be devoted to each student individually. The following hours may be revised during the first week after private students are scheduled and occasionally due to performances; please note announcements on my office bulletin board and messages in D2L where I will inform the class.

I can be available Monday, Tuesday, or Thursday 7-8:00 p.m. email me to set up an appointment and I will be glad to help you.

**TEXT:** Handouts and some etudes will be suggested by the professor.

**Supplies:** Spiral notebook to take notes for practice and pencil. Student is responsible for all cleaning supplies: valve oil, and polishing cloth.

**COURSE DESCRIPTION/BENEFITS:** This course is designed to progress a student individually.

**Benefits:** Improve on the instrument and progress through each semester with goals agreed upon by the student and professor.

**COURSE REQUIREMENTS:** Attend private lesson each week and please notify if possible 24 hrs in advance if needing to reschedule.

1. Be prepared and practice each week to ensure progress.
2. Write down notes from each lesson so the student and teacher.
3. Make sure you bring all supplies to each private lesson.

**SPECIAL NOTE:** The instructor reserves the right to make changes to the syllabus during the semester to make things clearer or to add additional opportunities for points but will notify the class in such cases.

**METHODS OF EVALUATION:** Each student is required to perform at a Jury, a listening at the end of the semester. You will prepare scales, solo, and or etude to be performed in front of the faculty.

**GRADING FORMULA/SCALE:**

60% Weekly preparation and playing assignments.

40% Jury; performed at the end of the semester.

Each student will be able to sign up for the performance times.

**GRADING SCALE**

90-100=A, 80-89=B, 70-79=C, 60-69=D, 0-59=F

- A Superior achievement of course objectives.
- B Outstanding achievement of course objectives.
- C Achievement of minimum course objectives. (Not recommended in your major!)
- D Marginal achievement of course objectives.
- F Failure to achieve course objectives.
- W Withdrawal on or before the “W” date as specified in the College Calendar. \*

**NOTE:** This instructor regretfully does not award incompletes. You will have to enroll again and start over if you don’t finish.

\*For more information, go to this semester’s college schedule. It is your responsibility to withdraw from the course officially by contacting Admissions and completing the necessary paperwork.

**MAKE-UP/LATE WORK:** The final due date is exactly that: final. Incompletes are not given in this course. Work completed after the final deadline will not count. Do not wait until late in the semester to “catch up” since you may encounter difficulties that we will not have enough time to work through together.

## **COURSE OUTLINE:**

Note: The following is a general outline of the schedule as planned. Some adjustments may be made during the course of each semester according to needs of the class, weather closings, holidays, etc. Consult the Calendar for up-to-date changes that will be posted there if needed.

### **Fall/Spring course**

The instructor and student will communicate about the weekly assignments as assigned by the professor.

**ATTENDANCE POLICY:** *The instructor reserves the right to drop or fail any student who has not logged in for two weeks for any reason.* However, do not assume that you will be automatically dropped. Most likely you will not, and it is up to you to contact Mr. Raines and/or drop *before* “W” day if you are concerned about your grade. **You will need to fill out the drop form and turn it in yourself.**

**TARDINESS:** This is not applicable to online courses, but if you are more than five minutes late to a tutoring/office appointment, the instructor may leave to conduct other college business.

## **STUDENT LEARNER OUTCOMES:**

Upon successful completion, you will be able to:

- 1) Identify musical works and elements in a variety of styles. (See Critical Thinking objective below.)
- 2) Analyze the elements and structures of music using appropriate terminology - especially genres, melody, rhythm, harmony, form, and expression. (See Teamwork objective below.)
- 3) Critically evaluate the influence of social, political, technological, and/or cultural ideas on music. (See Communication Skills objective below.)
- 4) Articulate the significance of music as an art form within historical, cultural and social contexts. (See Social Responsibility objective below.)

## CORE OBJECTIVES

This course is part of the core curriculum and therefore satisfies our Creative Arts requirement. The following competencies are part of the core, and are listed below with information on their inclusion and means of assessment in this course as mandated by the state’s Coordinating Board:

- 1) **Critical Thinking (CT): Required (SLO #1—see above section)**  
Assessment of your creative thinking, innovation, inquiry, and analysis, evaluation, and synthesis of information is done through our final Discussion project in which you are to sum up by giving your rationale for choosing a favorite and least favorite work from the style periods studied during the semester.
- 2) **Teamwork: Required (SLO #2)** Assessment of your ability to consider different points of view and to work with others effectively to support a shared purpose or goal will be made through our Discussion project on the elements of music in which the class members work together to create effective definitions of the art form.
- 3) **Communication Skills: Required (SLO #3)**  
Your ability to develop, interpret, and express ideas through written communication is assessed through three concert reports.
- 4) **Social Responsibility: Required (SLO #4)**  
Intercultural competence, knowledge of civic responsibility, and ability to engage effectively in regional, national, and global communities is assessed on a special Discussion in the Concerts area on concert decorum awareness and how it varies widely according to contexts.

<b>Student Learner Outcome</b>	<b>Maps to Core Objective</b>	<b>Assessed via this Assignment</b>
1. Identify styles of historic musical periods and current musical trends.	Critical Thinking Skills (CT)	Discussion Project
2. Show effective teamwork through participatory group activity.	Teamwork (TW)	Discussion Project
3. Demonstrate through written communication your ability to analyze elements of music, especially genres, melody, rhythm, harmony, form, and expression.	Communication Skills (CS1)	Concert Reports
4. Demonstrate awareness of concert decorum appropriate to the venue/occasion/culture.	Social Responsibility	Discussion Project

**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.

**Avoiding Plagiarism-resources:**

<https://owl.english.purdue.edu/owl/resource/589/01/>

<http://cmsw.mit.edu/writing-and-communication-center/avoiding-plagiarism/>

**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. Paul Boyd at 409-933-8342 or [pboyd@com.edu](mailto:pboyd@com.edu).

---

## **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/docs/Student\\_Handbook\\_2023-2024\\_v2.pdf](https://www.com.edu/student-services/docs/Student_Handbook_2023-2024_v2.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.*

**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 Kimberly Lachney at 409-933-8919 or [klachney@com.edu](mailto:klachney@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 February 28. The last date to withdraw from the 16-week session is April 22. The last date to withdraw for the 2<sup>nd</sup> 8-week session is May 1. The last date to withdraw for spring mini session is May 29.

**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](mailto:deanofstudents@com.edu) or [communityresources@com.edu](mailto:communityresources@com.edu).