The information contained in this handbook is designed to familiarize you with departmental policies not included in the University catalog. Please save this document, as it will help guide you through your residency at Florida Atlantic University.
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DEPARTMENT OF MUSIC FACULTY, STAFF AND GRADUATE ASSISTANTS

Area advisors are indicated by an asterisk (*)

Administration
Rebecca Lautar, Interim Chair  rlautar@fau.edu  AH 119  297-3821
Janice Cunningham, Program Assistant  jjcunnin@fau.edu  AH 119  297-3820
Jill Folgate, Senior Secretary  jfolgate@fau.edu  AH 115  297-3854
Fookloy Ford, Program Coordinator, Comm. Music  fford@fau.edu  AH 111  297-0600

General Studies
Dr. James Cunningham, Assoc. Professor  jcunning@fau.edu  AL 249  297-2208
*Dr. Ken Keaton, Professor  keaton@fau.edu  AL 231  297-2310
Dr. Tim Walters, Assoc. Professor, Jazz Studies  walters@fau.edu  T-6, Rm 5  297-3824
David Rossow, Instructor  drossow@fau.edu  AL 229  297-1327

Instrumental Studies
*Dr. Kyle Prescott, Director of Bands  kpresco2@fau.edu  AH 115  297-3826
Dr. Sean Murray, Assoc. Dir. Of Bands  smurra21@fau.edu  AH 235  297-2262
*Dr. Laura Joella, Director of Orchestral Studies  joella@fau.edu  AL 235  297-2262
Rebecca Lautar, Strings  rautar@fau.edu  AH 119  297-3821
Neil Bonsanti, adjunct, saxophone  nbonsant@fau.edu  AL 227  297-3854
Cornelia Brubeck, adjunct, cello  cbode1@fau.edu  AL 252  297-3854
Charles Caputo, adjunct, trombone
Benjamin Charles, adjunct, percussion  bcharl14@fau.edu  AH 115  297-3854
Michael DiGregorio, adjunct, bassoon  mdigrego@fau.edu  297-3854
Paul Green, adjunct, clarinet  pgreen@fau.edu  AL 228  297-3854
Benjamin Joella, adjunct, contrabass  bjoella@fau.edu  AL 235  297-2262
Elissa Lakofksy, adjunct, flute  lakofsky@fau.edu  AL 228  297-3854
Tony Lavender, adjunct, percussion  rlavend1@fau.edu  AL 329  297-3854
Dr. Anne Louise-Turgeon, adjunct, piano  a louise@fau.edu  AL 250  297-2045
Mack Okubo, adjunct, electric guitar  mokubo@fau.edu  AL 318  297-3820
Rob Rimmington, adjunct, electric bass  rrimming@fau.edu  AL 230  297-3820
Brian Stanley, adjunct, trumpet  bstanle4@fau.edu  AL 228  297-3854
Dr. Diane Weisberg, adjunct, viola  dweisber@fau.edu  AH 117  297-3820

Vocal and Choral Studies
*Dr. Patricia Fleitas, Dir. of Choral & Vocal Studies  pfleitas@fau.edu  AL 245  297-3823
Dr. Stacie Rossow, Assoc. Dir. Of Choral & Vocal Studies  srossow@fau.edu  AL 234  297-4230
Susan Dorchin, Instructor  sdorchin@fau.edu  AL 223  297-1085
Dr. Sandra McClain, Instructor/Artist in Residence  smclai2@fau.edu  AL 226  297-4065
Stephen Mark Aliapoulios, Adjunct  saliapou@fau.edu  AL 245  297-3823
Sally Brown, Adjunct  sbrown75@fau.edu  AL 245  297-3823
Daniel Gerdes, Adjunct  dgerdes@fau.edu  AL 245  297-3823

**Keyboard Studies**

*Dr. Edward Turgeon, Assoc. Professor  eturgeon@fau.edu  AL 250  297-2045
Dr. Heather Coltman, Professor  coltman@fau.edu  AL 217  297-3803
Judith Burganger, Professor  burgang@fau.edu  AL 254  297-3372
Leonid Treer, Professor  ltreer@fau.edu  AL 251  297-3329
Dr. Irena Kofman, adjunct, piano  ikofman@fau.edu  AL 349  297-2045
Krisztina Kover, Instructor, class piano  kkover1@fau.edu  AL 150  297-2468
David Rossow, Instructor  drossow@fau.edu  AL 229  297-1327
David Hammer, adjunct, jazz piano  dhammer@fau.edu  AL 230  297-2045

**Commercial Music**

Michael Zager, Eminent Scholar  mzager@fau.edu  AH 111  297-0600
*Alejandro Sanchez-Samper, Asst. Professor  asanche51@fau.edu
*Dr. Tim Walters, Assoc. Professor  Walters@fau.edu  T-6, Rm 5  297-3824
*Dr. James Cunningham, Assoc. Professor  jcunning@fau.edu  AL 249  297-2208
Hoot Recording Studio  AL 134  297-4056
Ira Abrams, adjunct  iabrams@fau.edu  AH 111  297-0600
Stephen Carlisle, adjunct  scarlis3@fau.edu  AH 111  297-0600
Alfonso Gutierrez, adjunct  agutie32@fau.edu  AH 111  297-0600

**Graduate Assistants, MA**

Taiki Azuma  tazuma@fau.edu
Kathryn Bridwell-Briner  kbridwel@fau.edu
Melissa Brooks  brooksm2012@fau.edu
Michelle Chung  wchung3@fau.edu
Olivera Gjorgoska  ogjorgos@fau.edu
Tennison Hubbard  thubbar4@fau.edu
Isidora Jovanovic  ijovanov@fau.edu
Juan Mansilla  jmansil1@fau.edu
Joseph McAllister  jmcalli7@fau.edu
Summer McClendon  smcllend@fau.edu
Lawrence Price  lprice2012@fau.edu
Elizabeth Safier  esafier@fau.edu
Dan Sato  dsato2012@fau.edu
Takako Tokuda  ttokuda@fau.edu
Darko Varga  dvarga2@fau.edu
CONTACT INFORMATION

Students will be contacted ONLY through their FAU email accounts. All students have an FAU email address.
You may set up your student email account online at www.FAU.edu. Students who experience difficulties may contact the Help Desk at 561-297-3999.

Students are required to provide up-to-date contact information (including email address, local phone numbers, and local address) to the MUSIC OFFICE. Students are responsible for the information and updates, which are sent to all students on a regular basis.

Students should also regularly check the display cabinet on the second floor of the AL building and other bulletin boards for important notices, including concert details, rehearsal schedules, guest artist events and employment opportunities.

GENERAL INFORMATION

I. Entrance Audition
Incoming students are required to audition with the appropriate music faculty for ALL degrees. New students who have not had an audition must audition during the first week of the semester. Students cannot register as music majors or minors until the audition is approved. Students will be assigned a specific degree track by the area advisor.

Transfer students are admitted upon audition, and must meet with the department chair for a transcript evaluation. Any deficiencies in coursework must be met in order to complete a music degree.

II. Selection of Major Course of Study
Retention in the Music Program is an ongoing evaluative process. Each semester, area directors will monitor the student’s progress in coursework and applicable performance areas. The area director will determine whether a student should pursue another program in the Department, or move to another field of study.

III. Pre-requisites and Sequence of Courses
The FAU catalogue clearly outlines the pre-requisites for all music courses. These pre-requisite requirements are strictly enforced. Please keep in mind that not all music courses are offered every semester. It is critical that the student meet with his/her advisor prior to registration each term to ensure that he/she is following the appropriate sequence of courses and has met the pre-requisite requirements for each course. Students must pass sequential courses with a letter grade of “C” or higher before being allowed to progress in the sequence.

IV. Piano Proficiency Requirements and Exams
All music majors must pass, by examination, the piano proficiency requirements of their major. Students should contact the music office for information regarding piano proficiency materials (on sale at the Copy Center). Students may register for class piano for only four (4) semesters and should register for it every semester until the requirement is satisfied. If the requirement is not completed after four semesters, the student will have to work on his/her own until the requirement is fulfilled. It is strongly
recommended that the piano proficiency be completed prior to registration for upper division courses. Testing MUST be completed two weeks prior to anticipated graduation date or prior to receiving clearance to student-teach (for Education majors). Students are not required to enroll in class piano in order to complete the proficiency; however, it is the most organized way to do so.

V. Grade requirements
All music courses must be passed with a grade of C or better. Any course for which a student has earned a C- or lower must be retaken the following semester or whenever the course is offered. Please be advised that this will add time to degree completion, and may impact your ability to register for your other courses. Please refer to the FAU undergraduate catalogue for further information.

VI. Repeated Courses
Two courses may be retaken (because of low grades) during a student's enrollment at FAU. Repeated course cards must be filled out in the Registrar’s Office. The old grade will remain on the transcript, but will be deleted from the grade point average. This is referred to as the "forgiveness" policy.

VII. Probation
Students earning below a C in either applied lessons or the assigned ensembles will be placed on probation for the subsequent semester. A student will be removed from the music major if he/she is placed on probation more than once.

VIII. Medical Withdrawals
Students experiencing an illness that lasts more than two weeks may be required to take a medical withdrawal from their applied lessons as well as their ensembles. A student may be withdrawn for medical reasons by the Vice President for Student Affairs upon recommendation of the Medical Advisory Committee. A medical withdrawal may be initiated by the Dean for Student Affairs with the approval of the Vice President for Student Affairs. The case will be presented to the committee as soon thereafter as possible for approval, modification, or revision. Any student whose registration is withdrawn by the Vice President upon the committee’s recommendation and whose withdrawal is after the published deadline for withdrawal will receive grades of W in his/her course work for the semester. Any student who is withdrawn under this procedure may be permitted to enroll at a future date after having satisfied the specific conditions required by the committee.

IX. Incompletes
Incompletes will be given at the discretion of the instructor and only in the case of emergency situations that occur at the end of the semester. Such emergencies include illness or death in the immediate family and must be documented. Outside employment or a heavy class schedule are not acceptable reasons for incompletes. It is the student’s responsibility to consult with the instructor if an incomplete is necessary. Incompletes can be made up by arrangement with the instructor and must be completed within one year.

X. General Graduation Requirements
All music students are reminded that departmental clearance to graduate will be given only after the following:
1. Completion of all coursework required for the degree
2. All scholarship requirements met in full
3. Completion of the Piano Proficiency Exam
4. Completion of the recital attendance requirements
5. Completion of recital or research requirements

**Graduation Checks:**
Set a graduation check appointment with the Department Chair.
Set a graduation check appointment with Student Services.
The Department check MUST be completed before going to Student Services.
The appointments need to occur at least one semester prior to, and then again a few weeks before forms are due to the Registrar. This is to avoid any surprises.
Graduation checks will not be completed in one day; therefore procrastination may result in a delay of graduation.

**Research Projects**
Students in the BA program and in the Commercial Music program must complete a research project during the last year of study. Students must satisfactorily complete Topic Research (MUS 4910, MUS 4911) in their penultimate semester, and Research Project (MUS 4912, MUS 4913) in their final semester. Each project will serve as an undergraduate thesis and will have an assigned committee. The project must be submitted to the committee according to the timeline established in the course syllabus. These courses are not available in summer terms.

**Directed Independent Study**
DIS courses are only offered in exceptional situations and must be pre-approved by the area advisor and the Department Chair. Students will not be permitted to take a course as a DIS if that course is offered during the current academic year.

**Student Teaching**
All Music Education majors are reminded that the piano proficiency examination and ALL required coursework must be completed prior to receipt of departmental clearance for student teaching. Students must enroll for student teaching through the College of Education. Deadlines are usually 4-6 months in advance of the student teaching. A minimum SAT of 835 or ACT of 17 is required for enrollment.

**XI. Leaves of absence**
Any student who is not enrolled in the appropriate music courses for more than two consecutive semesters will need to re-audition for admittance into the Department of Music as a music major.

**ADVISING & COUNSELING**
Each music student is assigned a faculty advisor who will assist with registration and program planning procedures for the student’s curriculum. The head of each applied area is the primary advisor for students in the area.
Important Information for Music Students
In order to graduate, students must fulfill all degree requirements as outlined in the FAU catalogue. The two most important things to know are:

1. Type of degree: Students may choose among Bachelor of Arts, Bachelor of Arts in Music Education, Bachelor of Music with major in Music with tracks in Performance, Bachelor of Music in Commercial Music (Music Technology or Creative track), or Bachelor of Music in Commercial Music with Emphasis in Music Business. The student’s advisor MUST approve the degree choice.

2. Catalogue to be followed: Most students follow the FAU catalogue from the year in which they began the program. In some cases, a student may follow the catalogue from a subsequent year. The student’s advisor must approve this.

Throughout the student’s time at FAU, he/she may receive contradictory advice from students, faculty and advisors. This advice may not be up-to-date or correct. He/she may also be given a curriculum guide as a reference sheet, which may not be up-to-date or correct.

Therefore, students are strongly urged to print out the appropriate pages from the FAU online catalogue so that they have the correct catalogue information with them at all times. Students should plan to take those pages with them to all advising appointments (both in the Department and with the Office of Student Services) so that they can be sure they are registering for the correct courses in the correct sequence.

PLEASE REMEMBER THAT THE PRIMARY AUTHORITY ON DEGREE REQUIREMENTS IS THE PRINTED CATALOGUE. IT IS ULTIMATELY THE STUDENT’S RESPONSIBILITY TO KEEP TRACK OF PROGRESS THROUGH THE SELECTED PROGRAM OF STUDY.

Music education majors must register with the College of Education after 60 credit hours and meet with the College of Education advisor every semester for advising in addition to meeting with their music advisor.

The Department of Music must have an advising form on file each semester before the student is permitted to register for his/her applied lesson. Only the assigned advisor can sign the advisement form. The student should make an appointment with his/her advisor whenever help is needed in any matter regarding the music curriculum. It is ultimately the student’s responsibility to keep track of his/her progress through the selected program of study.

Music courses are planned in a multi-year sequence. This sequence is listed in the music office. Students should be sure to plan coursework with this sequence in mind.

Once advised by the area director, the student should not change the director’s basic recommendations for the student’s curriculum. Additionally, courses have pre-requisites and students MUST meet those requirements to enroll in a class.

After being advised by the area director and secondary area advisor (for Music Education majors), students are required to make an appointment with the office of Student Services for the College of Arts and Letters. This office will advise students on core requirements outside of music. Keep in mind that
Student Rights and Privileges

The syllabus is a contract between the faculty member and the student. Students should be sure to read all syllabi thoroughly and carefully in order to understand what the instructor's expectations are. If a student, because of extenuating circumstances, feels that he/she cannot meet one of the requirements of the Department on time, he/she may petition the Department for a postponement of that requirement. For information regarding general student rights and privileges, contact the Office of Student Affairs.

Syllabus

A syllabus describing the goals and requirements of the course, the nature of the course content and the methods of evaluation to be employed should be distributed to the students prior to the drop/add period, ideally at the first meeting of the course.

The specific syllabus may be changed after it has been issued ONLY if such changes do not pose disadvantages to the students. Changes in the evaluation of students' performances should only be made in consultation with the students.

STUDENTS WITH DISABILITIES: In compliance with the Americans with Disabilities Act (ADA), students who require special accommodations due to a disability to properly execute coursework must register with the Office for Students with Disabilities (OSD) located in Boca Raton - SU 133 (561-297-3880), and follow all OSD procedures. Any student registered with the office of Student Disabilities should present verification and need of assistance during the first week of classes. All possible and reasonable accommodation will be offered to that student through the course of the semester.

CODE OF ACADEMIC INTEGRITY: Students at Florida Atlantic University are expected to maintain the highest ethical standards. Dishonesty is considered a serious breach of these ethical standards, because it interferes with the University mission to provide a high quality education in which no student enjoys an unfair advantage over any other. Dishonesty is also destructive of the University community, which is grounded in a system of mutual trust and places high value on personal integrity and individual responsibility.


6C5-4.001 Honor Code – Academic Irregularities, and Students' Academic Grievances

1. Academic irregularities interfere with the efforts of the faculty and serious students to meet university goals. Since faculty, students and staff have a stake in these goals, all carry the responsibility of discouraging academic irregularities with preventative measures and by insuring that appropriate action is taken when irregularities are discovered. Thus, FAU has an honor code requiring faculty members, students and staff members to notify an instructor when there is reason to believe an academic irregularity is occurring in a course. The instructor's duty is to pursue any allegation of an academic irregularity, taking action, as described below, where appropriate.

2. The following shall constitute academic irregularities: (a) The use of notes, books, or
assistance from or to other students while taking an examination or working on other assignments, unless specifically authorized by the instructor—acts defined as cheating; (b) The presentation of words or ideas from an existing source as one’s own—acts defined as plagiarism. (c) Other activities which interfere with the educational mission within the classroom.

3. Initially, the instructor will determine whether available facts and circumstances demonstrate that there is reason to believe that a student is involved in an academic irregularity. (a) The instructor will, in conference, explain to the student the instructor’s perception of the facts. Early appraisal is desirable. (b) If, after this conference, the instructor continues to believe that the student was involved in an academic irregularity, the instructor will email or give the student a brief written statement of the charges and the proposed penalty. (c) A copy of the statement will be sent to the department head who will notify the registrar that an electronic notation of the irregularity should be attached to the student’s transcript. The notation will be part of the student’s internal University record, but will not appear on the printed transcript. If the charges are dropped in the appeal process, or if there is no second offense during the student’s stay at the University, the notation will be expunged from the record upon written request from the student following graduation from, or two semesters of non-attendance at, the University. (d) The student may appeal the instructor’s actions by requesting a departmental conference within 10 days. The conference, held as soon as possible, will be among the student, the instructor, and the head of the department administering the course. An advisor may attend to provide counsel to the student, but not to answer in place of the student. The department head’s written statement of action taken pursuant to the conference will be delivered to the student and the dean of the college administering the course.

4. When the department head notifies the registrar of the irregularity (Section 3c), the registrar will inform the department head as to whether the student is a repeat offender. If the student is a repeat offender, the department head will recommend to the dean a penalty of suspension or expulsion. The dean will make the decision as to the penalty and notify the student in writing.

5. The student may appeal the actions of the departmental conference or the dean at a faculty/student council. This council will be established by each college and will be composed of the dean, two faculty members, and two students. Requests for a hearing must be presented in writing within 10 days of the departmental conference. The dean will maintain records of appeal and minutes. These hearings are considered to be educational activities. The strict rules of evidence do not apply. Students may be assisted by attorneys, but may not abdicate the responsibility to respond to charges to their legal advisors.

6. The student may appeal the faculty-student council’s actions to the Vice President for Academic Affairs by requesting a hearing within 10 days of the committee’s decision. These appeals are limited to the following basis: (a) Failure to receive due process. (b) Arbitrary actions including lack of commensurateness of penalty to offense. (c) New pertinent information not available during earlier proceedings.

7. Penalties will vary with the offense. (a) The instructor’s penalty (3b above) ranges from a grade of F on any work involved up to an F in the course.
(b) Penalty grades cannot be removed by a drop or the forgiveness policy.
(c) Penalties assigned by the dean (4 above) may include suspension or dismissal.
(d) Each college or department may adopt a policy of penalties more severe than prescribed above.
Such a policy must be widely distributed in the college or department's courses.

8. The Vice President for Academic Affairs may act on an appeal as follows:
(a) Dismiss the appeal and uphold the action taken by the college.
(b) Order a new hearing by a different student/faculty council.
(c) Reduce the severity of the penalty administered.

9. Student grievances arising from academic activities require a written request for conference with the instructor. If unsatisfied, the student may request further discussion in a department conference similar to the one (section 3d) above. Grades will not be changed except by the instructor, and grievances involving the judgment and discretion of a faculty member in assigning grades shall not proceed under this rule beyond the conference with the instructor. This is an application of the concept of academic freedom. The exception to this rule occurs if the student can demonstrate malice on the part of the faculty member.

10. A grievance involving a charge of malice may be appealed to the faculty/student council, as above, and subsequently to the Vice President for Academic Affairs. In the event of a finding of malicious action, the University may take disciplinary action against the faculty member and, at the request of the student, remove the grade from the record and refund the students fees for the course. Students whose accusations of malice are found to be frivolous by the Vice President for Academic Affairs are subject to disciplinary action.

**APPLIED MUSIC**

Applied Music Lessons
Applied music study is open to all music majors and minors who have not fulfilled their applied requirement. The total number of applied credits for which a student should register in his or her program of study is stipulated in each curriculum guide. Applied music study is not available during the summer. The area advisors will provide the appropriate applied music course number to students for registration after students have met with him/her for advising.

The following is a description of the credits given for various lessons. All applied lessons meet one hour per week. Specific lesson expectations will be outlined in the applied syllabus and in consultation with the applied instructor:

**Bachelor of Arts**
1 credit:

**Bachelor of Arts in Music Education**
1 credit:

**Bachelor of Music in with Major in Music, Performance Tracks**
2 credits:

**Bachelor of Music with Major in Commercial Music**
1 credit:
Master of Arts in Music
2 credits:

Each student is responsible for contacting the appropriate applied instructor during the first week of classes to schedule lessons. Consult the music office or area advisor for your assigned instructor's name and phone number.

Studio Class
In addition to applied lessons, there is regular studio class in each area, coordinated by the area advisor. Attendance and participation in studio class is a significant part of the student's applied music grade. Students are required to attend and perform at weekly Studio Classes in their area throughout their course of study and are encouraged to perform regularly for the Music at Noon program. Permission to perform at Music at Noon must be obtained by the applied instructor prior to scheduling a performance.

Collaborative Pianists
A collaborative pianist may be assigned to instrumentalists and vocalists whose degrees require recital performances. Requests for collaborative pianists must be made in consultation with the applied teacher.

Absences from Applied Lessons
It is the responsibility of the student to contact the applied instructor and collaborative pianist immediately in the event that the student must be absent from a lesson. Lessons missed by the student due to illness or cases of hardship will be made up at the discretion of the instructor. Teachers who miss regularly scheduled lessons are obligated to make up the lesson in a timely manner. The instructor determines the effect of student absences on the final grade.

Juries (Final Examination in Applied Music)
At the end of each semester of applied study, each student is required to present a ten-minute (or the time length specified by your instructor) selection of material covered during the semester. Jury faculty will provide written comments; these comments will potentially be used in the grading process. The comments remain in the student's file and can be read the day following a jury performance. Students are not required to perform a jury during the semester that they present a junior or senior recital. Juries can only be rescheduled in the event of a documented emergency.

Students are required to demonstrate verbal competence each semester by presenting an artist statement at the time of the jury. This statement should be 1-2 minutes in length. A written summary or outline of the statement should be handed in at the same time. The artist statement needs to address one of 4 topic areas regarding one of the repertoire selections. These areas are: 1) historical background of the selection; 2) theoretical or analytical information about the selection; 3) technical challenges of the selection; 4) interpretive challenges of the selection. Sample artist statements are included in this handbook. Artist statements will be graded as “satisfactory” or “unsatisfactory.”

Medical Withdrawal
Students who miss more than two lessons due to illness (or other inability to perform on their instrument or sing) must provide medical documentation to the instructor. After consultation with the instructor,
students may be required to take a medical withdrawal from their applied lessons. If this occurs, students will also be required to withdraw from their ensemble. An incomplete grade will not be an option. A medical withdrawal under these circumstances does not require that the student withdraw from any other courses. It will, however, impact the anticipated graduation date.

ENSEMBLES

The Department of Music offers the following ensembles:
Brazilian Percussion Ensemble
Chamber Singers
Chamber Ensembles (Piano, Wind, String, and Percussion)
Classical Guitar Ensemble
Commercial Music Ensemble
Jazz Band
Jazz Combos
Jazz Guitar Ensemble
Marching Band
Pep Band
Percussion Concert Ensemble
Symphony Orchestra
Symphony Band
Vocal Performance Troupe
Wind Ensemble
Women’s Chorus
¡Cantemos!

Ensemble Participation
Students must register for the appropriate assigned ensemble each semester in residence as required in the specific degree.

Auditions for instrumental ensembles are held during the first week of each semester and students are placed in the appropriate large ensemble following auditions.

Absence from Ensembles
Students must meet the attendance requirements outlined in the ensemble’s syllabus, noting policies regarding religious accommodation, excused or unexcused absences, etc.

Medical Withdrawal
Students who miss more than four rehearsals due to illness (or other inability to perform on their instrument or sing) must provide medical documentation to the instructor. After consultation with the instructor and the applied area chair, students may be required to take a medical withdrawal from the ensemble. If this occurs, students will also be required to withdraw from their applied lessons. An incomplete grade will not be an option. A medical withdrawal under these circumstances will not require that the student withdraw from any other courses. It will, however, impact the anticipated graduation date.
RECITALS

Recital Requirements
Junior recital programs for the Bachelor of Music degree in Performance should include works from two to three style periods. The actual music performed must be at least $\frac{1}{2}$ hour. Senior recitals MUST include music from three style periods. The actual music performed must last for at least 50 minutes and not exceed 70 minutes.

Presentation of a $\frac{1}{2}$ hour recital is a requirement for students pursuing the Bachelor of Music in Education degree. The recital must be completed before student teaching.

All student recitals are scheduled by the music office during the first two weeks of each semester. Students should contact Rebecca Lautar for all recital arrangements. Students will receive a recital checklist form, which provides a timeline to follow in preparing for the performance. Students must follow the recital program template and all timeline requirements in order to present the recital.

There is a fee of $75 (due at the pre-hearing) for each recital. The $75 payment must be given to Fookloy Ford in the Commercial Music office. Checks are to be made out to "FAU Foundation". All costs of the recital are solely the responsibility of the student, including the printing of all programs, cost of reception (if one is desired), musicians, recording, and any other miscellaneous expenses that might occur.

Pre-Hearing
A pre-hearing must be scheduled at least two weeks before the date of the recital. The student must submit a completed recital request form—approved by the applied instructor and area advisor—to the Music office no less than three weeks before the date of the recital. The student is responsible for arranging that three faculty members attend the pre-hearing. This panel should be comprised of at least two full-time faculty members and the student’s applied teacher. The panel may determine that the recital should be postponed. Students may ask their area director for assistance in scheduling the prehearing.

Recording Services
All students are required to have their recital recorded by Recording Services (a division of Hoot Recordings). Confirmations of recital dates and times must be received in the commercial music office immediately after the successful recital pre-hearing. For further information please contact Fookloy Ford in the Commercial Music Office.

Publicity
Students are responsible for developing their own programs and posters, BUT all such materials MUST be approved and proofread by the applied instructor, the student’s advisor and the Department Chair. Students must use the approved departmental recital templates for the recital program. These materials must be approved no later than one week prior to the recital date.

Music at Noon (Concert Attendance)
The Music at Noon schedule is posted on the music department website and on the Concert Attendance Blackboard site. Student performances are selected by area directors.
Concert Attendance
All students must complete 6 (six) semesters of Concert Attendance MUS 1011. Transfer students must meet with the department chair to determine Concert Attendance requirements applicable to their transfer status. The Concert Attendance syllabus outlines the specific requirements towards successful completion each semester.

INSTRUMENTS AND EQUIPMENT

Present facilities at the University do not allow for secure storage of student equipment. Personal equipment and items should not be stored in practice rooms, offices or classrooms. The University is not responsible for loss, damage or misplacement of personal equipment; if private equipment is stored or left at the University, it is done at the risk of the owner. Students are encouraged to report any inappropriate, unsanitary or potentially hazardous and dangerous situations to the music office. For your personal safety, please report any suspicious persons or activities to the University Police at 297-3500. If you feel threatened or uncomfortable with any activities or persons in the practice area, please leave if possible and report the situation immediately. Call 911 immediately if you feel you or others are in danger.

Please report any university instruments/equipment in need of repair or maintenance to the area director or music office as appropriate.

Wind and Percussion: Dr. Kyle Prescott
Commercial Music equipment: Professor Alejandro Sanchez-Samper
Pianos and Keyboards: Dr. Edward Turgeon
String instruments: Rebecca Lautar
World Music instruments: Dr. James Cunningham

Students are generally required to provide their own equipment (instruments, drums, amplifiers, etc). Do not depend upon school equipment being available, especially when two or more groups are rehearsing simultaneously. Attending rehearsals without proper equipment will be treated as an absence. All equipment should be returned to the appropriate storage space immediately after usage.

Practice Rooms
Practice rooms are located on the third floor of the AL Building. They are generally open at all times when the building is open. Students wishing to practice at times when the building is locked must have their name on file, through a Department of Music memo, with the University Police. It is vital that all music students take responsibility for the cleanliness and security of the practice rooms observing the following:

- No food or drink (except water)
- No water containers on top of a piano.
- Do not remove chairs, benches or stands from practice rooms.
- Windows in practice room doors must remain unobstructed at all times.
Lockers
Students may reserve individual lockers located on the second and third floors of the AL building. FAU’s chapter of CMENC distributes and monitors locks.

FINANCIAL ASSISTANCE

Music Scholarships
The Department of Music annually awards numerous music scholarships. In some cases, scholarships will not be released until a thank-you letter to the donor has been handed in to the music office. Registration by the student in all ensembles and/or courses stipulated in the scholarship contract is required before the scholarship stipend can be released. Any student failing to meet the retention requirements of a scholarship contract will be ineligible for further scholarship assistance through the department, and graduation may be postponed until requirements are met.

Scholarship amounts indicated on the contract are intended to be dispersed in two equal installments (half during the fall semester and half during the spring semester). However, students who fail to meet the requirements as stipulated in the scholarship contract in the fall semester will not be eligible to receive the spring semester portion of the award. Scholarships are not available for summer session.

Retention Requirements
In order to maintain scholarship eligibility students must:
1. earn a grade of B or better in applied lessons and ensemble/s
2. earn a 3.0 current GPA in music courses
3. earn a 2.5 current overall GPA
4. demonstrate satisfactory progress towards graduation
5. demonstrate a positive attitude and exemplary behavior as an ambassador of the Department (respect, enthusiasm, commitment)
6. receive a recommendation for continued scholarship by area advisor and applied teacher

Financial Aid
Many music students are eligible for financial aid other than music scholarships. This money is frequently not awarded because of lack of student awareness. For detailed information regarding loans, grants, work/study and other forms of financial aid, contact the Office of Financial Aid.

Medical Withdrawal
Students who take a medical withdrawal from their ensemble(s) and/or applied lessons MAY lose their scholarship eligibility for the subsequent semester

MUSIC CLUBS

FCMENC
Florida Collegiate Music Educators National Conference is a state component of the national organization that is dedicated to assisting university students in investigating the field of music education as a career. The faculty advisor is Dr. Sean Murray.
This organization is important to music education students and offers the following benefits:
1. FMEA Clinic/Conference
2. Association with members of the music education profession
3. Association with members from other schools
4. Publications
   a. Music Education Journal
   b. Soundpost
   c. Florida Music Director

Kappa Kappa Psi
Kappa Kappa Psi is the National Honorary Fraternity for College Band members. The club operates exclusively in the field of college and university bands, and for the purpose of promoting FAU’s bands, their activities and their members. The faculty advisor is Dr. Kyle Prescott.

The Jazz Club
The FAU Jazz Club was formed to help promote jazz at FAU. The club is open to interested students, faculty, and community members. In addition to promoting the existing jazz program, the jazz club plans improvisation clinics, jam sessions, concerts, and trips. Students interested in playing, listening or learning about one of America’s original art forms are invited to join the FAU Jazz Club. The faculty advisor is Dr. Tim Walters.

American Choral Directors Association
This student chapter of the national organization is dedicated to promoting and enhancing the choral genre. ACDA members receive publications, attend local, regional, and national conventions and are eligible for the Student Conducting Competition. The faculty advisor is Dr. Patricia Fleitas.

Hoot Recordings
Hoot Recordings is a student-operated record label (with faculty supervision), which is one of the few full-service labels at any university in the United States. The label is an interdisciplinary venture between the Music, Art and Communication Departments and the College of Business. Students will have the opportunity to work in all creative and business aspects of the music industry. All Commercial Music students must work on Hoot Recordings each semester they are enrolled, but all students are welcome to participate in some aspect. The faculty advisor is Professor Alejandro Sanchez-Samper.

Classical Guitar Society
The FAU Classical Guitar Society is devoted to the study, performance, and promotion of classical guitar. Activities include performance classes, lectures, recitals, master classes, and social interaction. Membership is open to anyone who loves the guitar, and is not limited to FAU students. The faculty advisor is Dr. Ken Keaton.

Sigma Alpha Iota
Sigma Alpha Iota, an International Professional Music Fraternity for Women, was founded in 1903 and promotes interaction among those who share a lifelong commitment to music. Members of SAI are active in all areas of campus music, working closely with faculty, administration, campus organizations, community groups, music professionals and patrons. SAI has long been recognized as a leader in the field of music and
provides a lifetime of fraternity contact. Music majors and other undergraduate women with an interest in music who have taken at least one college class in music and who maintain the required grade point average are eligible to pledge the fraternity. Pledge classes are held twice each academic year. The Florida Atlantic Chapter is Lambda Pi and information about the chapter activities may be obtained from the music office.

Phi Mu Alpha
Phi Mu Alpha Sinfonia is the world’s oldest and largest secret national fraternal society in music. The fraternity is dedicated to the development of the best and truest fraternal spirit; the mutual welfare and brotherhood of musical students; the advancement of music in America and a loyalty to the Alma Mater. The Brothers of Phi Mu Alpha are committed to the service of the FAU Department of Music and to the Art of Music and its essential role in society.

PROBATION/EXPULSION POLICY

1. Students must maintain a letter grade of C or better in all music courses each semester. Students who do not maintain the minimum grade requirement will be put on probation for one semester. If a student’s grades do not meet the standard during the probation period, the student may be removed from the music program.

2. Students may repeat any music class as allowed by the university forgiveness policy, which may be applied twice during a student’s study at Florida Atlantic University. Any student who cannot pass a music class with a letter grade of C or better after two attempts may be removed from the program.

Student Code of Conduct
The Department of Music has instituted the following policy regarding student conduct. The principles of this code are concurrent with those in the Florida Atlantic University Student Handbook. Please also review the policy regarding academic irregularities in the Advising and Counseling section.

Students who intentionally act to impair, interfere with or obstruct the mission, purposes, order, academic atmosphere, operations, processes or functions of Florida Atlantic University or the Department of Music shall be subject to appropriate disciplinary action by University authorities for disruptive conduct as set forth in the University Student Handbook.

Disruptive conduct includes any actions that interfere with the rights of others to carry out their activities, studies or duties at or on behalf of the University Department. It is the professor’s prerogative to define the conduct deemed disruptive. Examples of disruptive conduct include:

Making loud or distracting noises
Persisting in speaking out in class
Repeatedly leaving and entering the classroom
Use of electronic devises in a manner that disrupts others in class.
Physical threats or verbal insults and any other activity the faculty may deem disruptive to the class

Non-compliance with all federal, state, and local laws and ordinances, including those governing equal opportunity, religious freedom, sexual harassment, etc.
DEPARTMENT OF MUSIC
PERFORMANCE CALENDAR 2012-2013
Up-to-date concert information is available on www.fau.edu/music

Football Games
August 31
September 29
October 27
November 16
December 1