

UPEI Music  
Student  
Information  
2011-2012

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**There will be a meeting of all full- and part-time music students at 1:30 PM on Friday, September 9, in the Dr. Steel Recital Hall. All music students must attend.**

### REMINDERS

- ❖ Applied Music: Students registering for Applied Music (131, 132, 231, 232, 331, 332, 431, 432, 338, 339, 438, 439) or for a Studio Minor (105, 205, 305, 405 - see note below) should arrange for weekly lessons with the appropriate instructor as soon as possible:
  - Flute - Prof. M. Saulnier, Room 317
  - Clarinet - Dr. K. Simon, Room 201
  - Saxophone - Prof. K. MacLean, Room 317
  - Piano - Dr. F. Gray, Room 205
  - Brass - Dr. G. Irvine, Room 217
  - Voice - Prof. S. Shin-Bouey Room 213;
  - Prof. Pam Campbell, Room 317
  - Percussion - Prof. D. Shephard, Room 214
  - Guitar - Dr. J. Dickson, Room 317
  - Jazz Guitar- Prof. Ian Toms, Room 209

- Bass - Prof. Deryl Gallant, Room 209

**Studio Minor:** Music majors already registered in Music 131-432 must have permission from the Music Faculty Council to take a Studio Minor (Music 105-405).

**Repertoire Lists & the Purchase of Music:** Students will be given a repertoire list in their Applied field within the first month of classes and will be informed of the level which must be attained in order to pass the course. Students should purchase their own music – performing from photocopied music is ordinarily unacceptable. Students must have three copies of their jury material available for the jurors to use during the exam. For this purpose, photocopying is acceptable, but the copies must be destroyed immediately afterward.

**Master (studio) Classes:** Participation in the appropriate studio performance class is compulsory for all students taking Applied Music courses:

- Brass Studio Class - Friday, 12:30 - 1:30
- Percussion Studio Class-Tues, 9:30-10:30
- Piano Master Class - Monday, 3:00 - 4:00
- Vocal Master Class - Friday 2:30 - 3:30
- WW Performance Class-Friday, 10:30-11:30
- Flute Master Class – Monday, 1:30 - 2:30
- Guitar Master Class –Monday, 4:00 – 5:00

- ❖ **Concert Dress:** Students should ensure that they have the appropriate concert attire well in advance of the concert season. Appropriate concert dress, unless otherwise specified by the instructor/conductor of the ensemble, for all public performances is as follows:

- **Men:** Black Tuxedo with black bow tie and white shirt; or Black suit (jacket and trousers) with black bow tie and white shirt.
- **Women:** Floor-length black dress; Floor length black skirt with black blouse; or Black slacks and black blouse (only where specific instrument may require).
- **Accessories:** Black shoes; Black socks/stockings.
- **Unacceptable:** Coloured accessories (scarf, hair ribbons, socks, etc); Slacks/shirts shorter than ankle length; Long ties; “Mostly black” garments with designs, trim, patterns in a colour other than black; “Almost black” garments, such as dark brown, navy, etc.; Sleeveless garments; and Immodest (and therefore distracting) styles - e.g. low-cut, backless, etc.

Sources to obtain appropriate attire: Local retail establishments (The Wedding Place, 106 Kensington Road, is a good source for tuxedos); Used clothing stores; Formal Wear Rental places, either to rent or to buy (sometimes good discounts can be received on “out of style” formal wear); and other musicians who have extras or no longer need them.

- ❖ **Afternoon Recitals:** Beginning in October, reserve 1:40 - 2:30 pm on Friday (note the time) for the Afternoon Recital Series featuring student performances. The actual recital dates will be posted early in the semester, at which time, Applied Music instructors will discuss with each student if and when he/she should plan to play on a Afternoon Recital. Students will perform on these recitals only

after consultation with their applied music instructor, and they will be expected to work toward the performance date agreed upon.

**Student attendance at these recitals is mandatory.**

Failure to attend will affect the student's term mark in Applied Music at the rate of a 2% reduction in grades per recital missed (up to a maximum of 10%). For further details on this policy, please refer to the general section on class attendance (page 12 of this booklet).

Students should keep in mind that they represent the Music Department and their Applied Music instructor every time they perform in public. Therefore, all performances must be approved by the Applied instructor in advance, whether the performance is in church, in the student's home town, or wherever.

**Department Fee**

- ❖ **Deadline for Paying:** Students are reminded of the Music Department Fee of \$60 per year, which covers practice room usage, piano tuning, use of instruments for techniques courses and ensembles, the student telephone, use of Department lockers, free admission to recitals, and so on. Students must pay this fee by Sept. 23, after which a late fee of \$1 per business day will be charged. If the fee is not paid by Oct. 5, locker privileges will be rescinded (the lock will be cut from the locker assigned to you and the contents removed).
- ❖ **University Instruments:** For students requiring the use of a University instrument for techniques courses or ensembles, the \$60 fee must be paid and a rental agreement signed before an instrument will be assigned.

- ❖ **Responsibility:** Students are responsible for the care of all instruments signed out in their name. The cost of repairing a damaged instrument, other than the normal wear and tear, will be the responsibility of the student, as will be the replacement of any instrument which is lost or stolen.

### **POLICIES AND GUIDELINES FOR SPECIALTY MUSIC COURSES**

**Music 116 & 216 Keyboard Harmony** are now one-semester courses offered as two one-hour classes per week, normally during the second year of study. The prerequisites for Music 116 were changed effective Fall, 2010. The new prerequisites are RCM Grade IV (or higher) piano AND Music 114 or Permission of the Chair. All students must successfully pass a Keyboard Proficiency Test\* prior to admittance into Music 116. For complete details on this policy please visit the Music Department Website for Current Students : <http://cms.upei.ca/music/information-current-students> and click on the link to Keyboard Proficiency Policy. The prerequisite for entry into Music 216 remains successful completion of Music 116.

\* **Please note.** There is a fee (\$37.50) required to take the Proficiency Test payable to the Keyboard Harmony instructor (Jacqueline Sorensen Young).

The format of instruction for Applied Music will be as follows:

- ❖ **Music 131 and 231:** Emphasis will be placed on technique and musicianship in whatever form it may take for the specific instrument or voice. There will normally be no jury (playing exam) for 131 and 231.

The instructor will provide the grade at the end of the first semester, based on the week-to-week work and attendance at the Afternoon Recitals. Students taking these courses in the second semester should check with the Applied Music instructor or with Susan concerning this regulation.

- ❖ **Music 132 and 232:** Students in these courses will normally perform a jury (playing exam) in April. Work on the repertoire for these juries will begin in the first semester, to permit a good length of time in which to prepare a technically and musically secure performance. Students taking these courses in the first semester should check with the Applied Music instructor or with Susan concerning this regulation.
- ❖ **Recital Performance**
  - Music 336 (Recital Performance I): This course is open to students who achieve a minimum 80% average in Music 231-232 and a minimum 70% average in Music courses in the previous academic year. Those taking the course are required to present a public recital consisting of a minimum of 30 minutes of music. This course is a one-hour credit and is offered in second semester.
  - Music 436 (Recital Performance II): This is a continuation of Music 336. Students are required to present a public recital consisting of a minimum of 50 minutes of music. This course is a two-hour credit and is offered in second semester. Prerequisite: Music 336, a minimum 80% average in Music 331-332 and a minimum 70% average in Music courses in the previous

academic year.

**Disclaimer:** The privilege of presenting a public recital is offered to students who have consistently demonstrated an exemplary standard in Applied Music study, who can commendably cope with the additional repertoire and performance demands, and for whom the recital process will be far reaching in the pursuit of excellence and artistry in performance. Once applications for recitals have been approved, students must maintain their academic standing; otherwise, at the discretion of faculty, the recital may be cancelled.

- ❖ **UPEI Music Performance Competition:** This competition will take place on January 26, 2012 (preliminary round on January 17, 2012), and is open to all UPEI music students, regardless of year of study. Repertoire for this year's competition will be open. Prizes range from \$150 to \$750. Watch the bulletin board for further information.

## **GUIDELINES FOR COLLABORATIVE PIANO**

The following regulations define areas of responsibility in matters concerning the collaborative piano work of student pianists working with student instrumentalists and singers. Please read all sections.

### **Music Faculty (teaching Instrumental or Vocal Applied)**

- ❖ if they wish to use a student pianist, should assign repertoire to their own students no later than the end of September or the end of January of each term and preferably within the first two weeks of classes.
- ❖ should encourage their students to make arrangements to work with their pianists at the

earliest possible time but no later than the end of September or January for each of the terms.

- ❖ may request, as soon as possible but no later than the end of September or January, that the Piano Professor in charge of the Collaborative Piano program find a suitable pianist for a particular work.
- ❖ should try to arrange the lesson in such a way that the pianist's time is not wasted and that where possible, ensemble work should be the chief pre-occupation while the pianist is available and matters which really only pertain to the soloist should be covered once the accompanist has been allowed to leave. Some discretion is obviously required in this area since listening to parts of an instrumentalist's or singer's lesson might be very valuable, but a busy pianist may simply not always have the time to spare for such a lesson.

### **Student Instrumentalists and Singers**

- ❖ should give the music as soon as possible in the term but no later than the end of September or the end of January to the pianist they wish to have perform with them .

OR

- ❖ should contact the Piano Professor in charge of the Collaborative Piano program as soon as possible but no later than the end of September or the end of January of each semester and request a pianist for their repertoire, for which they submit the score(s) at that time to the Piano Professor.
- ❖ should, as early as possible, but no less than six days in advance (in person or by phone, not by leaving notes on boards), arrange a mutually convenient time

for their pianist to attend a rehearsal, lesson, or recital.

- ❖ should treat their pianists as though they were engaging them professionally at \$xx.xx per hour and to value their time!

### **Collaborative Pianists**

- ❖ for their part must make a real effort to line up arrangements to work with someone within the first two weeks of the term. If by the end of the first month of the term, insufficient repertoire has been assigned, the pianist will be asked by the Piano Professor to prepare some piano duet literature or similar material in order to fulfill the credit requirements for the ensemble.
- ❖ by the first week of the second month of each term (October and February) must bring their assigned accompaniments to the next Collaborative Piano Class so that the Piano Professor can judge whether sufficient work has been assigned and can give assistance to the pianist in learning the repertoire, assistance which may be needed then and throughout the term.
- ❖ should under no circumstances be expected to accept any collaborative piano assignments given to them after the end of the first month (September or January) of each term.
- ❖ must achieve a very high standard of performance, realizing that their contribution to the musical partnership can "make or break" the musical

ensemble and therefore affect the jury mark of their musical partner.

### **Professor of the Collaborative Piano Class**

- ❖ will attempt to co-ordinate the assignment of suitable repertoire on the basis of the performance and sight-reading capabilities of the pianists, allowing students to first make their own arrangements in terms of the students with whom they wish to work. Beyond that, the Piano Professor may need to make special assignments in the case of difficult repertoire that may require the skills of more advanced pianists.
  
- ❖ will oversee the work of the student pianists during the Collaborative Piano Class.
  
- ❖ will provide opportunities for the pianist to partake in piano ensemble work (duos, piano four hands, etc.) if not enough collaborative piano work has been assigned to them at the beginning of the term.
  
- ❖ will attempt to resolve any area of conflict involving the collaborative piano work provided that an outline of the problem has been presented in writing and all parties have had an opportunity to present their views. Details of any conflict that may not have been resolved to everyone's satisfaction will be forwarded to the Chairman of the Department for his/her information and a decision will be taken after a meeting with all involved parties.

## **MUSIC EDUCATION & RELATED ISSUES**

### **❖ Application Process**

- At the end of the second year of study, students wishing to complete the Bachelor of Music Education programme must submit a letter of application to the Chairman of the Music Department outlining why they consider the field of music education to be an appropriate career path, and why they feel they would be good teachers.
- The music education faculty will interview the applicants to determine their suitability for this programme.
- The minimum required for students entering the B.Mus.Ed. programme is an overall average of 70% and a music average of 75% in the second year of study.
- Successful applicants must maintain a minimum 70% overall average and 75% music average in order to continue in the B.Mus.Ed. programme

### **❖ Internship in Teaching**

Eligibility for an Internship in Teaching is open to any student who fulfils the following criteria:

- Is currently enrolled in, or has successfully completed, Music 353 (Elementary Music Education Methods) and Music 453 (Secondary Music Education Methods).
- Has a strong academic background. Candidates must have an overall average of at least 70%.

- Models excellent language skills. Candidates must be proficient in writing and speaking English.
- Demonstrates an awareness of, and interest in, current issues in music education and general education.
- Any applicant must have the potential for success before being placed in a public school classroom. Please note: While a student may have achieved a passing grade in the course work, satisfactory facility in the practical application of teaching techniques must be evident. Those whose proficiency is considered to be substandard will be denied eligibility.
- Has been approved by the music education faculty.

Once confirmed for teaching internship, students must register for, and successfully complete, Music 462 and Music 464 before they can be licensed by the PEI Department of Education.

**Students in the Music Education degree programme who anticipate teaching in a province other than PEI should check with the appropriate provincial Department of Education to find out the number of Education/Music Education credits required to be licensed in that province. This number is not standardized and the minimum may be more or less from one province to another.**

## ENSEMBLES

- ❖ **Ensemble Requirements:** All students enrolled in a music programme must satisfactorily complete the requirements for participation in a minimum of six full-year ensembles for the Bachelor of Music and Bachelor of Music Education Degrees as follows:
  - Brass/Woodwind/Percussion majors - 2 years Concert Choir, 4 years Wind Symphony
  - Piano majors - 2 years Concert Choir, 4 years Collaborative Piano<sup>1</sup>
  - Voice majors - 4 years Concert Choir, 2 years Diction Lab.
  - Jazz & Classical Guitar Majors - 2 years of Concert Choir, 4 years of another recognized ensemble
  - Bass Majors - 2 years of Concert Choir, 4 years of another recognized ensemble

<sup>1</sup>Pianists are required to take Collaborative Piano as their ensemble in lieu of large ensembles unless they are performing as pianist in those large ensembles. Placement is at the discretion of faculty.

Students in the BA (Music) programme must satisfactorily complete the requirements for participation in a minimum of four full-year ensembles.

**Unless the ensemble requirement is fulfilled, graduation will be denied.**

- ❖ **Concert Choir:** New members for this ensemble are asked to sign up for an audition. Sign-up sheets will be posted either on Prof. Shin-Bouey's door (Room 213) or on the Courses & Ensemble bulletin

board. Rehearsals will be Tuesday and Thursday, 4:00-5:00 PM.

- ❖ **Wind Symphony:** The Wind Symphony will rehearse on Wednesday evenings from 6:30-8:30, beginning on September 8. Auditions are scheduled for Thursday, September 1 and Tuesday, September 6, 2011.
- ❖ **Jazz Ensemble:** The Jazz Ensemble will meet from 6:30-8:30 on Monday evenings. Students interested in participating in the Jazz Ensemble are asked to sign up on the sheets on the Course/Ensemble Bulletin Board outside Room 218.
- ❖ **Collaborative Piano:** If you wish Collaborative Piano to be considered as an ensemble, make application to Dr. Gray, stating the literature proposed and the approximate amount of time that will be spent in lessons and rehearsals.

### **GRADING PROCEDURES**

- ❖ **Letter Grades:** Where assignments and projects are marked with a letter grade, the percentage equivalent is as follows: A - 80-100; B - 70-79; C - 60-69; D - 50-59; F – failure
- ❖ **Weighting of Grades**
  - **Music 131 and 231** - The final grade will be based on lesson-to-lesson preparation and participation, plus attendance at Afternoon Recitals.

- **Music 132, 232, 331-332, 431-432** - The term mark (based on lesson-to-lesson preparation and participation, plus attendance at Afternoon Recitals) will be worth 60% of the course grade, and the jury/recital mark (based on the student's performance in a jury before faculty, or a public recital) will be worth 40%.
- **Music 105 and 413:** For these courses, which run over two semesters, the grade received in the first semester will be an unofficial one that will be worth 40% of the final course grade. The marks earned in the second semester will be worth 60% of the course grade. Please note: The second semester must be passed in order to pass the course.
  
- ❖ **Music 115 and 215:** For these courses, which run over two semesters, the grades received in first and second semester will each be worth 50%, with the grade assigned in December being an unofficial one. Please note: A passing grade must be achieved in the second semester in order to pass the course.

## GENERAL

- ❖ **Security:**
  - **Practice Rooms:** All practice rooms are provided with a lock, and these rooms are to be kept closed at all times. The key for these rooms will be kept in the locker on the corner just outside Room 305. Students may check in the Music Office to get the combination of the lock. The procedure for using the practice rooms will be as follows:

- Open locker;
- Take key and open desired practice room;
- Return key to locker immediately, and lock the locker;
- When finished practising, turn lights off and close window and door.

This procedure is necessary to prevent unauthorized people using our practice facilities. Students are asked to cooperate in this in order to ensure the security of their own property and that of the University.

**The music facilities are for the use of music faculty and students only, unless authorized by the Music Faculty Council. This locker combination is not to be passed on to your friends.**

❖ **Building Hours:**

- Mon, Tues, Thurs, Friday: 7:00 am - 9:00 pm
- Wednesday: 7:00 am - 7:00 pm
- Weekends: Normally, the Nursing entrance only will be opened 8:00 am - 6:00 pm.

❖ **Course Outlines:** Within the first two weeks of classes in each course you will be given an outline of the course for the semester, and the weighting of marks in terms of essays, tests, examinations, class participation, etc.

❖ **Class Attendance:** In order for you to succeed in any of the music programs it will be necessary for you to attend all classes. If for some legitimate reason, such as illness, you are unable to attend class, you should call Susan (566-0507) to let her

know. She will ensure faculty are aware of your absence by posting a note on the “sick bay” in her office. Consider this a part of your professional training – in the working world employees are expected to phone in if they are going to be absent. In the world of music, performers, especially those who are members of ensembles, must let their colleagues know beforehand if they are unable to attend a rehearsal or concert. Besides this, it is a courtesy to let others, who may be depending on your participation, know that you are unable to be present.

This policy applies to the weekly Friday student recital series as well. If you have a legitimate reason for not attending a scheduled recital you must let Susan know beforehand. Conflicts with work schedules do not qualify as a legitimate reason. Please organize your respective work schedules around music department commitments.

- ❖ **Scent Sensitivities:** While scented products have not been banned completely, members of the Music Department are asked to limit the use of colognes, perfumes, scented aftershaves and hair products due to the severe sensitivities of some members of the Department.
- ❖ **Food and beverages** are not permitted in the Recital Hall, practice rooms, or classrooms.
- ❖ **English Courses:** All freshmen students are advised that they must successfully complete six (6) semester hours in English, three (3) of which must

be Global Issues 151 (Critical Thinking and Writing). Completion of this course is strongly recommended before taking any music courses beyond the 100 level.

- ❖ **Scholarship Students:** Students who have been awarded academic or music scholarships are advised that they must take a minimum of 15 semester hours credit in each semester to retain the Scholarship. If you have any questions or concerns about this, please check with Susan.
  
- ❖ **Lockers:** Make sure your locker is kept locked at all times for the protection of your own property and that of the University. Students are reminded that they will be held responsible for the loss of any University property signed out in their name.

Enjoy the opportunity to learn more about music while you are here, in addition to preparing yourself for your chosen profession.