

 <p><b>POINT</b><sup>19</sup>  <b>LOMA</b><sup>02</sup> NAZARENE UNIVERSITY</p>	<b>Music Department</b>
	<b>MUE3010 Vocal Pedagogy</b>
<b>2 Units</b>	
Fall 2020	

<b>Meeting days:</b> Mondays and Fridays	<b>Instructor title and name:</b> Professor Amy Mein
<b>Meeting times:</b> 2:30pm - 3:25pm	<b>Phone:</b> Office (619) 849-3391 or Cell (702) 349-7619
<b>Meeting location:</b> Cooper 116	<b>Email:</b> amein@pointloma.edu
<b>Final Exam:</b> no final exam	<b>Office location and hours:</b> Cooper 216 - hours by appointment

### PLNU Mission

#### To Teach ~ To Shape ~ To Send

Point Loma Nazarene University exists to provide higher education in a vital Christian community where minds are engaged and challenged, character is modeled and formed, and service is an expression of faith. Being of Wesleyan heritage, we strive to be a learning community where grace is foundational, truth is pursued, and holiness is a way of life.

### COURSE DESCRIPTION

This course is intended for music education majors, vocal performance majors, and those interested in pursuing a path as a private voice instructor. This course will cover topics related to vocal anatomy, function, and acoustics as a means of providing the students with detailed knowledge of the vocal instrument. The focus will be placed on the implementation of these elements into vocal instruction. Students will obtain tools and resources that are intended to aid them in class and after in their teaching and performing lives.

### COURSE LEARNING OUTCOMES

- Students will gain an understanding of vocal anatomy and function through a study of breathing, phonation, resonance, and articulation.
- Students will develop vocabulary and aural skills for private voice instruction through class exercises.
- Students will build teaching skills with an emphasis on the ability to identify and correct vocal faults.
- Students will become familiar with practical components of vocal instruction including voice lesson preparation, execution, and repertoire selection.

## REQUIRED TEXTS

- Rundus, Katharin. *Cantabile: A Manual about Beautiful Singing for Singers, Teachers of Singing, and Choral Conductors*, 2<sup>nd</sup> Pavane Publishing. 2016. ISBN 978-1-934596-03-6
- Boytim, Joan. *The Private Voice Studio Handbook: A Practical Guide to All Aspects of Teaching*, revised ed. Hal Leonard. 2014. ISBN 978-0-634-04738-1

## RECOMMENDED STUDY RESOURCES

- Dimon, Theodore Jr. *Anatomy of the Voice: An Illustrated Guide for Singers, Vocal Coaches, and Speech Therapists*. North Atlantic Books. 2018. ISBN 978-1623171971

## COURSE CREDIT HOUR INFORMATION

In the interest of providing sufficient time to accomplish the stated Course Learning Outcomes, this class meets the PLNU credit hour policy for a 2 unit class delivered over 16 weeks. Specific details about how the class meets the credit hour requirement can be provided upon request. (Based on 37.5 hours of student engagement per credit hour.)

### Distribution of Student Learning Hours

Category	Time Expectation in Hours
Online Participation in Discussions, Groups, etc.	15
Reading Assignments	15
Written Assignments	10
Other Assignments & Learning Activities	17
Exams	3
Voice Lesson Planning, Teaching, and Journaling	15
<b>Total Hours</b>	<b>75</b>

## EVALUATION:

### Method of Instruction:

- Guidance and explanation of vocal health, function, and pedagogy in class.
- Instruction, lesson planning, and journaling of lessons to a beginning level voice student.
- Reading and exams on assigned reading material and lectures.
- Proposal and research on chosen topic to be presented in a paper and presentation.
- Observation and review of faculty lesson instruction and peer vocal performances.

## Grading Procedures:

Exams (3)	30%
Lesson Plans, Recording, and Journal (6)	20%
Faculty Lesson Observations (2)	10%
Performance Evaluations (2)	10%
Other Assignments and Activities (5-8)	15%
<u>Final Project</u>	<u>15%</u>
	100%

1. **Exams (3): 30%**

Three exams will be administered via Canvas during class time. Exam 1 covers vocal anatomy and health; Exams 2 and 3 cover various aspects of theoretical and practical vocal pedagogy matters. Each exam is worth 10% of total grade.

2. **Voice Lesson Plans, Recordings, and Journal (6): 20%**

Make a lesson plan prior to every lesson taught to your voice student including instructional objective, materials needed, activities planned, strategies planned, and assessment. Following the lesson, include your notes and observations in a journal. The lesson plan and journal for each lesson is to be submitted via Canvas within 48 hours of the given lesson. You must also record each lesson for your own review and reference and be prepared to share portions of your lessons during class time discussion.

3. **Faculty Lesson Observations (2): 10%**

Observe two voice lessons by two different faculty members; one lesson for a female student and one lesson for a male student. You are required to obtain faculty and voice student permission with 24 hours advance notification via email. Within 72 hours after the voice lesson, complete a written response to the lesson containing your observations using a minimum of 500 words and submitted as a document.

4. **Performance Evaluations (2): 10%**

Write evaluations of two singers at a department recital or vocal forum meeting. Describe what you perceive as their strengths, areas in need of adjustment, and how you would work with them for improvement. Only identify the voice type of the singer (no name) and the song performed. The written evaluation is to be submitted via Canvas within 48 hours of the performance.

5. **Other Assignments and Activities (5-8): 15%**

Additional assignments and in-class activities are detailed on Canvas with corresponding due dates. The assignments may include, but are not limited to written assignments, online discussions, musical demonstrations, and mock teaching scenario participation.

6. **Final Project: 15%**

Submit a paper and give an in-class presentation on the topic of your choosing in relation to vocal pedagogy. Subject matter will require instructor approval following a topic proposal submitted by November 1. Topic proposal is weighed 3%, written paper is 7%, and the presentation is 7% of final project grade.

**Grading scale:**

A	93%-100%
A-	90%-92%
B+	87%-89%
B	83%-86%
B-	80%-82%
C+	77%-79%
C	73%-76%
C-	70%-72%
D+	67%-69%
D	63%-66%
D-	60%-62%
F	0%-59%

**HOMEWORK:** Assignments details, rubrics, and due dates are all posted on Canvas. It is recommended that you turn on due date notifications on Canvas to avoid missing deadlines. Late assignments will be given partial credit – see Canvas rubrics for details.

**EXAMS:** Three exams will be administered through Canvas and completed during class time. Be sure to bring a laptop or tablet to complete the exams – a smart phone is insufficient for this activity.

**FINAL EXAMINATION POLICY:** Final project presentation will take place on the last week of class via synchronous meetings at the usual class time.

**EXTRA CREDIT PROJECTS:** See Canvas for extra credit opportunities involving, but not limited to written responses to lectures, workshops, master classes, and/or scholarly articles.

**CELL PHONE AND LAPTOP USE:** Please silence and store your cell phones during class. With your voice student's permission, you may want to record your voice lessons for your own reference and journaling. I strongly urge you to take handwritten notes in class for better comprehension, retention, and attentiveness. However, you may use your laptops if you have a very strong preference to do so.

**INSTRUCTOR AVAILABILITY:** Office hours will be posted on my office door (C216) and published electronically once the voice lesson schedule has been determined. Students may text, e-mail, or verbally request a private conference with Professor Mein.

**STATE AUTHORIZATION**

State authorization is a formal determination by a state that Point Loma Nazarene University is approved to conduct activities regulated by that state. In certain states outside California, Point Loma Nazarene University is not authorized to enroll online (distance education) students. If a student moves to another state after admission to the program and/or enrollment in an online

course, continuation within the program and/or course will depend on whether Point Loma Nazarene University is authorized to offer distance education courses in that state. It is the student's responsibility to notify the institution of any change in his or her physical location. Refer to the map on [State Authorization](#) to view which states allow online (distance education) outside of California.

## **INCOMPLETES AND LATE ASSIGNMENTS**

All assignments are to be submitted/turned in by the beginning of the class session when they are due—including assignments posted in Canvas. Incompletes will only be assigned in extremely unusual circumstances.

## **PLNU COPYRIGHT POLICY**

Point Loma Nazarene University, as a non-profit educational institution, is entitled by law to use materials protected by the US Copyright Act for classroom education. Any use of those materials outside the class may violate the law.

## **PLNU ACADEMIC HONESTY POLICY**

Students should demonstrate academic honesty by doing original work and by giving appropriate credit to the ideas of others. Academic dishonesty is the act of presenting information, ideas, and/or concepts as one's own when in reality they are the results of another person's creativity and effort. A faculty member who believes a situation involving academic dishonesty has been detected may assign a failing grade for that assignment or examination, or, depending on the seriousness of the offense, for the course. Faculty should follow and students may appeal using the procedure in the university Catalog. See [Academic Policies](#) for definitions of kinds of academic dishonesty and for further policy information.

## **PLNU ACADEMIC ACCOMMODATIONS POLICY**

While all students are expected to meet the minimum standards for completion of this course as established by the instructor, students with disabilities may require academic adjustments, modifications or auxiliary aids/services. At Point Loma Nazarene University (PLNU), these students are requested to register with the Disability Resource Center (DRC), located in the Bond Academic Center. ([DRC@pointloma.edu](mailto:DRC@pointloma.edu) or 619-849-2486). The DRC's policies and procedures for assisting such students in the development of an appropriate academic adjustment plan (AP) allows PLNU to comply with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. Section 504 (a) prohibits discrimination against students with special needs and guarantees all qualified students equal access to and benefits of PLNU programs and activities. After the student files the required documentation, the DRC, in conjunction with the student, will develop an AP to meet that student's specific learning needs. The DRC will thereafter email the student's AP to all faculty who teach courses in which the student is enrolled each semester. The AP must be implemented in all such courses.

If students do not wish to avail themselves of some or all of the elements of their AP in a particular course, it is the responsibility of those students to notify their professor in that course. PLNU highly recommends that DRC students speak with their professors during the first two weeks of each semester about the applicability of their AP in that particular course and/or if they do not desire to take advantage of some or all of the elements of their AP in that course.

## **PLNU ATTENDANCE AND PARTICIPATION POLICY**

## **Face-to-Face Format**

Regular and punctual attendance at all classes is considered essential to optimum academic achievement. If the student is absent from more than 10 percent of class meetings, the faculty member can file a written report which may result in de-enrollment. If the absences exceed 20 percent, the student may be de-enrolled without notice until the university drop date or, after that date, receive the appropriate grade for their work and participation. See [Academic Policies](#) in the Undergraduate Academic Catalog.

## **Hybrid Format**

At Point Loma Nazarene University, attendance is required at all scheduled classes. Adult Degree Completion courses are taught in the hybrid format, which means some class meetings will be face-to-face and some will be online.

Attendance in the face-to-face classes is to be for the entire time of the class. Arriving late or leaving early will be considered a partial absence. A day of attendance in an online class is determined as contributing a substantive note, assignment, discussion, or submission that adds value to the course as determined by the instructor. Three days of attendance are required each week. (It may be any three days during the week.)

## **Face-to-face Portion of the Hybrid course**

In blended or hybrid courses, if a student misses one face-to-face class then the faculty member will send an email to the student and the Director of Student Success warning of attendance jeopardy. There are no exceptions to this policy.

If a student misses two face-to-face classes, the faculty member or Vice Provost for Academic Administration (VPAA) will initiate the student's de-enrollment from the course without further advanced notice to the student. If the date of de-enrollment is past the last date to withdraw from a class, the student will be assigned a grade of "F" and there will be no refund of tuition for that course.

## **Online Portion of the Hybrid Course**

If a student misses two online classes (fails to contribute to a discussion board) during the course, then the faculty member will send an email to the student and the Director of Student Success warning of attendance jeopardy. There are no exceptions to this policy.

If a student misses three online classes (fails to contribute to a discussion board by the due date) during the course, then the faculty member or Vice Provost for Academic Administration (VPAA) will initiate the student's de-enrollment from the course without further advanced notice to the student. If the date of de-enrollment is past the last date to withdraw from a class, the student will be assigned a grade of "F" and there will be no refund of tuition for that course.

1 missed F2F class = warning

2 missed F2F classes = de-enrollment

2 missed online classes = warning

3 missed online classes = de-enrollment

### **Online Format**

Students taking online courses are expected to attend each week of the course. Attendance is defined as participating in an academic activity within the online classroom which includes posting in a graded activity in the course. (Note: Logging into the course does not qualify as participation and will not be counted as meeting the attendance requirement.)

Students who do not attend at least once in any 3 consecutive days will be issued an attendance warning. Students who do not attend at least once in any 7 consecutive days will be dropped from the course retroactive to the last date of recorded attendance.

### **SPIRITUAL CARE**

Please be aware PLNU strives to be a place where you grow as whole persons. To this end, we provide resources for our students to encounter God and grow in their Christian faith.

If students have questions, a desire to meet with the chaplain or have prayer requests you can contact the [Office of Spiritual Development](#)

### **USE OF TECHNOLOGY**

In order to be successful in the online environment, you'll need to meet the minimum technology and system requirements; please refer to the [Technology and System Requirements](#) information.

Problems with technology do not relieve you of the responsibility of participating, turning in your assignments, or completing your class work.