



**MUSIC**  
DEPARTMENT

**Majors**  
*and*  
**Minors**

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**HANDBOOK**  
**2023 – 2024**



**Manchester**  
**University**

## *Music Faculty and Staff*

|                             |  |
|-----------------------------|--|
| Cavalcante da Silva, Gilmar | Trumpet  |
| Hornbarger, Kelly           | Flute  |
| Humphries, Scott            | Director of Bands and Music Education, Saxophone                       |
| Hupp, David                 | Collaborative Pianist  |
| Lynn, Debra                 | Director of Choral Organizations, Voice, Manchester Symphony Orchestra |
| Lynn, Robert                | Cello  |
| Moan, David                 | Diction, IPA   |
| Petrie, Cassandra           | Voice  |
| Reed, Tim                   | Music Theory, Composition, Department Chair                            |
| Robbins, David              | Percussion   |
| See, Stephanie              | Piano Courses, Collaborative Pianist                                   |
| Solomonson, Terry           | Trombone, Euphonium, Tuba  |
| Smith, Elizabeth            | Violin, Viola, Piano,  |
| Workman, Scott              | Guitar   |

## *Statement of Philosophy*

We believe that music has the power to change people's lives.

1. We specialize in undergraduate, liberal arts education, and we support the ideal of breadth outside of music as well as depth within music.
2. We value excellence in music and teaching. Our students, both majors and non-majors, represent many levels of ability, and we seek to help all of them enjoy music and perform at the highest level possible.
3. We are dedicated to serving students and society as performers, teachers and advisors.
4. We function within a Church of the Brethren context, yet we respect religious and philosophic diversity and value non-Christian perspectives.
5. We work with all students to help them better understand, and hence appreciate, Western art music through general courses, ensembles and applied lessons. We recognize the diversity of musical expression by offering courses in world musics and jazz.
6. We seek to provide for music majors a strong foundation in many areas of music. Thus we stress fundamental skills and understanding in solo and ensemble performance, music education, history and analysis, theory, and conducting. We strive to balance performance and academic areas of music.
7. We recognize the importance of technology and, by incorporating it into our curriculum, we improve our course offerings.
8. We encourage students to serve their communities by improving the quality of musical life.
9. We care about the health and well being of our students

## *Statement of Objectives*

The curricula of the Department of Music are designed:

1. to provide opportunities for students to realize their musical potential and to refine their goals.
2. to prepare students for careers in music and for graduate school.
3. to enrich the cultural climate of the University and surrounding communities.
4. to serve the campus and community by providing music for various events.
5. to promote advocacy of music education.
6. to foster a lifelong love for music.





## *Organizations and Ensembles*

### **Vocal / Choral Ensembles**

#### **A Cappella Choir:** Debra Lynn, conductor

Mixed choir of 40–50 members, tours most years Rehearses: three hours per week

Credit: 1.0 hours

Fees: clothing (\$110) and \$15 folder (one time only), occasional tour and meal fees

Requirements: audition

#### **Chamber Singers:** Debra Lynn, conductor

Mixed choir of 12–16 members, tours occasionally Rehearses: two hours per week

Credit: 0.5 hours

Requirements: audition, A Cappella Choir membership

#### **Manchester Symphony Chorus**

Mixed chorus, performs with Manchester Symphony Orchestra Rehearses: two hours, one evening per week

Credit: 0.5 hours. No audition required

#### **Opera Workshop:** Debra Lynn, stage director / conductor

Membership varies according to student interest; scenes and full productions are possible

Rehearses during January session and/or spring semester Credit: 0.5 hours

Requirements: audition and permission of applied voice instructor or director



## *Instrumental Ensembles*

### **Gold and Black Attack: Scott Humphries, conductor**

Rehearses: 1-2 hours per week

Performances: Performs at most home men's and women's basketball game Credit: .5 hour

Fees: \$10-\$15 clothing

Requirements: Two-three years of high school band experience and chair placement audition

### **Jazz Ensemble: Scott Humphries, conductor**

8-20 members, rhythm section plus winds, tours occasionally Rehearses: two hours per week

Credit: 0.5 hours

Fees: occasional tour fees Requirements: audition

### **Manchester Symphony Orchestra: Debra Lynn, conductor**

Community and student ensemble of 30-50 members Rehearses: two hours per week

Credit: 0.5 hours for wind players; 1.0 hour for string players Requirements: audition

### **Marching Band: Scott Humphries, director**

Rehearses: six hours per week

Performances: Performs at all home football games, occasional travel to area high schools

Credit: 2.0 hour

Fees: Students must purchase own marching shoes separately. Occasional tour fees.

Requirements: Two-Three years of high school band experience and chair placement audition



**Symphonic Band:** Scott Humphries, conductor

Concert band, tours each year

Rehearses: three hours per week Credit: 1.0  
hour

Fees: \$100 clothing (one time only), occasional tour fees Requirements: Three  
years of high school band experience and chair  
placement audition

## Other

**Small Ensembles:** Scott Humphries, Debra Lynn, coordinators According to student interest:

Brass, Strings, Keyboard, Woodwinds,

Percussion, Vocal Credit:

0.5 hours

**NAfME Student Chapter:** Scott Humphries, faculty sponsor

National Association for Music Education for music education majors Attends  
Indiana Music Educators Conference each year in January Dues: \$26 includes  
monthly publication "Teaching Music"



## *Majors Offered in Music*

The Department of Music offers four different majors culminating in the baccalaureate degree. Two of these majors lead to state certification to teach music in the public schools.

### **Majors with Teacher Certification**

The teacher education program of Manchester University is accredited by the Indiana Professional Standards Board, the National Council for the Accreditation of Teacher Education, and the North Central Association of Colleges and Secondary Schools. This certification permits students to teach in Indiana and in 27 other states. Through other reciprocal arrangements, students may teach in additional states.

- **Music Education:** All Grade Teaching Major, Instrumental Music Certification to teach instrumental and general music in K-12 grades
- **Music Education:** All Grade Teaching Major, Choral Music Certification to teach vocal and general music in K-12 grades

### **Majors without Teacher Certification**

- Emphasis in General Music
- Emphasis in Instrumental Performance
- Emphasis in Vocal Performance





## *Minor Offered in Music*

The Department of Music also offers a minor in music for students majoring in another department of the University.

### **Interdisciplinary Combinations**

Interdisciplinary combinations are possible by choosing, for example, a major in music performance and a business minor. The minor in business includes courses in marketing, economics, and accounting. A music/business combination will provide excellent preparation for careers in music, merchandising and arts management.

A major in music combined with a psychology major will prepare students for additional studies in music therapy. Many combinations are possible. Interested students should consult with their academic advisors for further information.

## *General Requirements*

### **Applied Concentration**

All majors and minors are expected to have an area of performance – an applied concentration – in voice or an instrument. For example, a student choosing a choral education major might have an applied concentration in voice.



**Requirements for the Music Major**  
*Performance Emphasis (Instrumental)*

Entrance into the applied music concentration presupposes the following:

At least college-level entrance in piano, classical guitar, voice, or a traditional band or orchestral instrument with the demonstrated potential to perform the advanced repertoire required of performance majors; musical sensitivity, a sense of rhythm and a capacity for accurate aural perception, demonstrated by an audition. Audition requirements can be obtained from the department chair.

Familiarity with the rudiments of music, such as scales, keys, signs and musical terms. A placement test in music theory and aural skills is required for entrance into the music major/minor. Information about the music theory placement test can be obtained from the department chair.

Students with deficiencies in their primary instrument shall study without credit until beginning college-level proficiency is obtained.

\*Course requirements below...

## Required courses for the degree in Music Performance

|         |   |   |
|---------|---|---|
| MUS 110 | Computer Applications in Music  | 1 |
| MUS 113 | Aural Skills I  | 1 |
| MUS 212 | Aural Skills II   | 1 |
| MUS 213 | Aural Skills III  | 1 |
| MUS 125 | Music Theory I: Tonal Harmony*  | 3 |
| MUS 225 | Music Theory II: Chromatic Harmony                                    | 3 |
| MUS 226 | Music Theory III: 20th Century/<br>Contemporary Techniques            | 3 |
| MUS 347 | Counterpoint, Form and Analysis                                       | 2 |
| MUS 109 | Class Piano I: Majors   | 1 |
| MUS 148 | Class Piano II: Majors  | 1 |
| MUS 248 | Class Piano III: Majors   | 1 |
| MUS 201 | Applied Piano   | 1 |
| MUS 231 | Music History I   | 3 |
| MUS 232 | Music History II  | 3 |
| MUS 341 | Basic Conducting  | 2 |
|         | Applied Lessons (major)   | 6 |
| MUS 370 | Half Recital  | 1 |
| MUS 472 | Full Recital  | 2 |
|         | Small/Chamber Ensembles   | 1 |
|         | Large Ensembles   | 4 |
|         | Required Event Attendance   |   |
|         | Program Electives (7 credits selected from the list below) 7 MUS 343: |   |
|         | Advanced Conducting   |   |
|         | Primary Area Pedagogy MUS 119:  |   |
|         | World Musics Collaborative Piano                                      |   |
|         | Primary Area Literature   |   |
|         | INTD 403: Requiem: The Mass and its Music                             |   |

\*Prerequisite: MUS 106: Music Fundamentals and Ear Training (2 credits) or placement exam

**Total Music Courses 48**

### Additional Information

Performance majors are required to participate in one large ensemble each semester. For voice, wind and string majors, one ensemble each semester must be in the area of the applied major. Keyboard and guitar majors may fulfill their requirements in the large ensembles of their choice.

Keyboard and guitar majors may fulfill their requirements in the large ensembles in consultation with ensemble director and applied teacher input.



**Requirements for the Music Major**  
*Vocal Performance Emphasis*

Entrance into the vocal performance music concentration presupposes the following:

At least college-level entrance in voice with the demonstrated potential to perform the advanced repertoire required of performance majors; musical sensitivity, a sense of rhythm and a capacity for accurate aural perception, demonstrated by an audition. Audition requirements can be obtained from the department chair.

Familiarity with the rudiments of music, such as scales, keys, signs and musical terms. A placement test in music theory and aural skills is required for entrance into the music major/minor. Information about the music theory placement test can be obtained from the department chair.

Students with deficiencies in voice shall study without credit until beginning college-level proficiency is obtained.

\*Course requirements below...

## Required courses for the B.A. degree in Vocal Performance

|         |  |   |
|---------|--|---|
| MUS 110 | Computer Applications in Music                             | 1 |
| MUS 113 | Aural Skills I   | 1 |
| MUS 212 | Aural Skills II  | 1 |
| MUS 213 | Aural Skills III   | 1 |
| MUS 125 | Music Theory I: Tonal Harmony*                             | 3 |
| MUS 225 | Music Theory II: Chromatic Harmony                         | 3 |
| MUS 226 | Music Theory III: 20th Century/<br>Contemporary Techniques | 3 |
| MUS 347 | Counterpoint, Form and Analysis                            | 2 |
| MUS 109 | Class Piano I: Majors                                      | 1 |
| MUS 148 | Class Piano II: Majors                                     | 1 |
| MUS 248 | Class Piano III: Majors                                    | 1 |
| MUS 201 | Applied Piano  | 1 |
| MUS 231 | Music History I  | 3 |
| MUS 232 | Music History II   | 3 |
| MUS 341 | Basic Conducting   | 2 |
|         | Applied Lessons (major)                                    | 7 |
| MUS 370 | Half Recital   | 1 |
| MUS 472 | Full Recital   | 2 |
|         | Small/Chamber Ensembles                                    | 1 |
|         | Choral and Vocal Literature                                | 2 |
| MUS 254 | Vocal Pedagogy   | 3 |
|         | Large Ensembles  | 4 |
|         | Required Event Attendance                                  |   |
|         | Program Electives (7 credits selected from the list below) | 7 |
|         | MUS 343: Advanced Conducting                               |   |
|         | MUS 119: World Musics                                      |   |
|         | Collaborative Piano THTR 273:                              |   |
|         | Acting   |   |
|         | MUS 161: IPA and English Diction for Singers MUS 163:      |   |
|         | Latin and Italian Diction for Singers MUS 268: French      |   |
|         | Diction for Singers  |   |
|         | MUS 267: German Diction for Singers                        |   |
|         | INTD 403: Requiem: The Mass and its Music                  |   |

\*Prerequisite: MUS 106: Music Fundamentals and Ear Training (2 credits) or placement exam

**Total Music Courses**

**53**

### Additional Information

Voice Performance majors are required to participate in A Cappella Choir each semester that they are on campus and enrolled as a full-time student.



## Requirements for the Music Major in Education

### *Choral Emphasis: K-12*

Entrance into the music major in education program presupposes the following:

At least college-level entrance in piano, classical guitar, voice, or a traditional band or orchestral instrument; musical sensitivity, a sense of rhythm and a capacity for accurate aural perception, demonstrated by an audition.

Familiarity with the rudiments of music, such as scales, keys, signs and musical terms. A placement test in music theory and aural skills is required for entrance into the music major/minor. Information about the music theory placement test can be obtained from the department chair.

Students with deficiencies in their primary instrument or voice shall study without credit until beginning college-level proficiency is obtained.

### **Required courses for the Music Major in Education, Choral Emphasis**

#### **MUSIC COURSES**

|         |  |   |
|---------|--|---|
| MUS 110 | Computer Applications in Music                             | 1 |
| MUS 113 | Aural Skills I   | 1 |
| MUS 212 | Aural Skills II  | 1 |
| MUS 213 | Aural Skills III   | 1 |
| MUS 125 | Music Theory I: Tonal Harmony*                             | 3 |
| MUS 225 | Music Theory II: Chromatic Harmony                         | 3 |
| MUS 226 | Music Theory III: 20th Century/<br>Contemporary Techniques | 3 |
| MUS 109 | Class Piano I: Majors                                      | 1 |
| MUS 148 | Class Piano II: Majors                                     | 1 |
| MUS 248 | Class Piano III: Majors                                    | 1 |
| MUS 201 | Applied Piano  | 1 |
| MUS 231 | Music History I  | 3 |
| MUS 232 | Music History II   | 3 |
| MUS 341 | Basic Conducting   | 2 |
| MUS 343 | Advanced Conducting  | 3 |

|         |                                       |   |
|---------|---------------------------------------|---|
| MUS 119 | World Musics                          | 3 |
| MUS 355 | Choral Arranging                      | 2 |
| MUS 254 | Vocal Pedagogy                        | 3 |
| MUS 362 | Secondary Music Methods               | 4 |
| MUS 310 | Elementary Music Methods              | 3 |
|         | Choral and Vocal Literature           | 2 |
| MUS 161 | IPA and English Diction for Singers   | 1 |
| MUS 163 | Latin and Italian Diction for Singers | 1 |
| MUS 267 | German Diction for Singers            | 1 |
| MUS 268 | French Diction for Singers            | 1 |
|         | Applied Lessons (major)               | 6 |
| MUS 370 | Half Recital                          | 1 |
|         | Large Ensembles                       | 4 |
|         | Required Event Attendance             |   |

\*Prerequisite: MUS 106: Music Fundamentals and Ear Training (2 credits) or placement exam

**Total Music Courses** **61**

### Education Courses

Please see for the Planning Worksheet on the Registrar's Office Webpage for Education requirements for this major.

### Additional Information

A minimum of four hours of large ensemble participation for credit is required. Choral music education majors are required to participate in A Cappella Choir for seven semesters. Participation in two semesters of an instrumental ensemble is also required.

Choral music education students with an applied concentration in piano, organ or guitar must meet their alternate area requirement in vo



## Requirements for the Music Major in Education

### *Instrumental Emphasis: K-12*

Entrance into the music major in education program presupposes the following:

At least college-level entrance in piano, classical guitar, voice, or a traditional band or orchestral instrument; musical sensitivity, a sense of rhythm and a capacity for accurate aural perception, demonstrated by an audition.

Familiarity with the rudiments of music, such as scales, keys, signs and musical terms. A placement test in music theory and aural skills is required for entrance into the music major/minor. Information about the music theory placement test can be obtained from the department chair.

Students with deficiencies in their primary instrument shall study without credit until beginning college-level proficiency is obtained.

### **Required courses for the degree in Music Education: Instrumental Emphasis**

#### **MUSIC COURSES**

|         |  |   |
|---------|--|---|
| MUS 110 | Computer Applications in Music                             | 1 |
| MUS 113 | Aural Skills I   | 1 |
| MUS 212 | Aural Skills II  | 1 |
| MUS 213 | Aural Skills III   | 1 |
| MUS 125 | Music Theory I: Tonal Harmony*                             | 3 |
| MUS 225 | Music Theory II: Chromatic Harmony                         | 3 |
| MUS 226 | Music Theory III: 20th Century/<br>Contemporary Techniques | 3 |
| MUS 109 | Class Piano I: Majors                                      | 1 |
| MUS 148 | Class Piano II: Majors                                     | 1 |
| MUS 248 | Class Piano III: Majors                                    | 1 |
| MUS 201 | Applied Piano  | 1 |
| MUS 231 | Music History I  | 3 |
| MUS 232 | Music History II   | 3 |
| MUS 321 | Band Literature I/Brass Techniques                         | 2 |
| MUS 262 | Band Literature II/Woodwind Techniques                     | 2 |
| MUS 313 | Orchestration  | 2 |
| MUS 323 | Orchestra Literature/String Techniques                     | 2 |
| MUS 264 | Percussion Literature/Techniques                           | 2 |
| MUS 331 | Marching Band Techniques                                   | 2 |
| MUS 341 | Basic Conducting   | 2 |



|         |                           |   |
|---------|---------------------------|---|
| MUS 343 | Advanced Conducting       | 3 |
| MUS 119 | World Musics              | 3 |
| MUS 362 | Secondary Music Methods   | 4 |
| MUS 310 | Elementary Music Methods  | 3 |
|         | Applied Lessons (major)   | 7 |
| MUS 370 | Half Recital              | 1 |
|         | Large Ensembles           | 4 |
|         | Required Event Attendance |   |

\*Prerequisite: MUS 106: Music Fundamentals and Ear Training (2 credits) or placement exam

### **Total Music Courses**

**62**

### **Education Courses**

Please see for the Planning Worksheet on the Registrar's Office Webpage for Education requirements for this major.

### **Additional Information**

A minimum of four hours of large ensemble participation for credit is required. Instrumental music education majors are required to participate in a large instrumental ensemble for seven semesters, four of which must be in the major ensemble of applied concentration (Symphonic Band for wind and percussionists, Orchestra for string players). Participation in a vocal ensemble for two semesters is also required.

Instrumental music education students with an applied concentration in piano, organ or guitar must meet their alternate area requirement on a band or orchestral instrument.



## Requirements for the Music Major

# *General Music Emphasis*

Entrance into the general music concentration presupposes the following:

At least college-level entrance in piano, classical guitar, voice, or a traditional band or orchestral instrument; musical sensitivity, a sense of rhythm and a capacity for accurate aural perception, demonstrated by an audition.

Familiarity with the rudiments of music, such as scales, keys, signs and musical terms. A placement test in music theory and aural skills is required for entrance into the music major/minor. Information about the music theory placement test can be obtained from the department chair.

Students with deficiencies in their primary instrument or voice shall study without credit until beginning college-level proficiency is obtained.

### **Required courses for the Major: General Music**

|         |  |   |
|---------|--|---|
| MUS 110 | Computer Applications in Music                             | 1 |
| MUS 113 | Aural Skills I   | 1 |
| MUS 212 | Aural Skills II  | 1 |
| MUS 213 | Aural Skills III   | 1 |
| MUS 125 | Music Theory I: Tonal Harmony*                             | 3 |
| MUS 225 | Music Theory II: Chromatic Harmony                         | 3 |
| MUS 226 | Music Theory III: 20th Century/<br>Contemporary Techniques | 3 |
| MUS 347 | Counterpoint, Form and Analysis                            | 2 |
| MUS 109 | Class Piano I: Majors                                      | 1 |
| MUS 148 | Class Piano II: Majors                                     | 1 |
| MUS 248 | Class Piano III: Majors                                    | 1 |
| MUS 201 | Applied Piano  | 1 |
| MUS 231 | Music History I  | 3 |
| MUS 232 | Music History II   | 3 |
| MUS 341 | Basic Conducting   | 2 |
| MUS 370 | Half Recital   | 1 |
|         | Applied Lessons (major)                                    | 7 |
|         | Large Ensembles  | 4 |

Required Event Attendance

Program Electives (5 credits selected from the list below) 5

MUS 343: Advanced Conducting

Pedagogy/Techniques Classes

MUS 119: World Musics

Collaborative Piano and Accompanying

INTD 403: Requiem: The Mass and its Music

\*Prerequisite: MUS 106: Music Fundamentals and Ear Training (2 credits) or placement exam

**Total Music Courses**

**44**

## **Additional Information**

A minimum of four hours of large ensemble participation for credit is required. Students with general music concentrations are required to participate in one large ensemble per semester, four of which must be in the major ensemble of applied concentration, and in the alternate area for two semesters. Students with keyboard or guitar concentration may fulfill this requirement in ensembles of their choice.

Students with an applied concentration in piano or organ must meet their alternate area requirement in one or two different applied areas: a second keyboard instrument, an orchestral or band instrument, or voice.



## Requirements for the *Music Minor*

Entrance into the music minor with general concentration presupposes the following:

At least college-level entrance in piano, classical guitar, voice, or a traditional band or orchestral instrument; musical sensitivity, a sense of rhythm and a capacity for accurate aural perception, demonstrated by an audition.

Familiarity with the rudiments of music, such as scales, keys, signs and musical terms. A placement test in music theory and aural skills is required for entrance into the music major/minor. Information about the music theory placement test can be obtained from the department chair.

Students with deficiencies in their primary instrument or voice shall study without credit until beginning college-level proficiency is obtained.

### **Required courses for the Minor in Music**

|   |                                    |   |
|---|------------------------------------|---|
| MUS 113   | Aural Skills I                     | 1 |
| MUS 212   | Aural Skills II                    | 1 |
| MUS 213   | Aural Skills III                   | 1 |
| MUS 125   | Music Theory I: Tonal Harmony*     | 3 |
| MUS 225   | Music Theory II: Chromatic Harmony | 3 |
| MUS 232   | Music History II                   | 3 |
| MUS 109   | Class Piano I: Majors              | 1 |
| MUS 148   | Class Piano II: Majors             | 1 |
| MUS 341   | Basic Conducting                   | 2 |
| Applied Lessons (major)   |                                    | 4 |
| Large Ensembles in area of concentration  |                                    | 4 |
| Required Event Attendance (during semesters in which the student is enrolled in lessons in the area of their applied concentration) |                                    |   |

Program Electives (2 credits selected from the list below) 2

MUS 110: Computer Applications in Music

MUS 120: Introduction to Music

MUS 119: World Musics

MUS 343: Advanced Conducting

MUS 161: IPA and English Diction for Singers

MUS 163: Latin and Italian Diction for Singers

\* Prerequisite: MUS 106: Music Fundamentals and Ear Training (2 credits) or placement exam

**Total Music Courses**

**26**



**Requirements for the**  
*Applied Study Area in Conducting*

Smaller than a major or minor, an Applied Study Area (ASA) is a package of courses combined with an applied experience.

**Required courses for the Applied Study Area in Conducting**

MUS 343    Advanced Conducting

MUS 113    Applied Conducting Lessons (independent study, 2 semesters)

One course from the following, according to area of interest:

Choral & Vocal Literature

MUS 321    Band Lit II/Brass Techniques

MUS 262    Band Lit I/Woodwind Techniques

MUS 323    Orchestra Lit/String Techniques

Applied Experience:

- Conducting Practicum Experience – forming an ensemble from among students or community members to rehearse once or twice per week, culminating with a 20 minute performance. (2 credits) – independent study.

If you are interested in pursuing this applied study area, contact Dr. Debra Lynn.



## Applied Lessons

Applied concentrations are restricted to those fields of study listed in the Manchester University Academic *Catalog*. All students who are considering music as a major field must audition for the music faculty to obtain approval for the applied concentration. Majors changing from one applied concentration to another must re-audition before the music faculty; at the discretion of the faculty, a jury (explained below) may substitute for the audition. Off-campus applied study credit may be obtained only when arrangements have been officially made through the chair of the music department and the academic dean.

Examinations in applied music are given by the full music faculty for music majors and minors enrolled in their applied concentration. These examinations, called *juries*, occur at the end of the fall and spring semesters. Students who are studying privately for credit will be given an examination by faculty members in the applied area. The half recital or the full recital constitutes the jury for that semester.

### Lessons, Fees and Attendance

Students enrolled in applied lessons receive a minimum of one half-hour per week of private instruction with a faculty member. Therefore, an added fee of \$325 for piano lessons, \$350 for instrumental lessons and \$375 for vocal lessons per semester is added to regular tuition costs for such instruction. Students enroll in recital credit, not applied lessons, during the semester in which the recital is presented. The half recital fee is \$350, and the full recital fee is \$450. This fee also covers piano collaborative pianist services for the semester. It does not include paying the pianist for the actual dress rehearsal and recital.

Lessons missed by students will only be rescheduled (at the discretion of the applied instructor) if the instructor has been notified prior to the day of the lesson. Lessons will not be made up when they fall on “campus holidays” such as Fall Break Days.

### Juries

The jury first determines if the performance is passing or failing; failing a jury constitutes failing the semester. If the quality is passing, the jury will give a numerical grade, averaging the grades of the individual jurors.

The applied lesson instructor may use the passing grade for the semester. The instructor may also raise or lower the grade not more than 1.0 above or below the passing jury grade. In unusual circumstances, when the teacher feels that the jury grade does not accurately represent the quality of the student's work for the semester, the teacher may petition the members of the jury for permission to raise or lower the grade more than 1.0.



## *Jury Requirements*

Jury requirements vary according to instrument and level of applied lessons studied. Specific requirements are outlined in the following pages. Questions about jury requirements should be addressed to the area director: Debra Lynn (voice), Scott Humphries (instrumental)

### **Instrumental Jury Requirements**

#### **Music Majors and Minors**

- |           |  |
|-----------|--|
| 100 Level | One solo, two etudes, chromatic scale (extent of current range)<br>All major scales with arpeggios (half first semester, half second semester)                     |
| 200 Level | One solo, two etudes, all major scales, add natural and melodic minor scales with arpeggios (half first semester, half second semester)                            |
| 300 Level | One solo, two etudes, all major, natural minor, and melodic minor scales with arpeggios, add all harmonic minor scales (half first semester, half second semester) |
| 400 Level | Selections from recital repertoire first semester<br>Full or half recital second semester  |

One etude each semester may be substituted with a cadenza (as part of the solo piece), or a significant orchestral excerpt deemed appropriate by the instructor.

Note: Percussionists should play solos and etudes which represent both pitched and un-pitched literature. Percussionists may perform rudiments in lieu of etudes according to teacher discretion.



## **Applied Voice Repertoire and Jury Requirements (Music Majors and Minors)**

All voice jury repertoire must be memorized (except oratorio arias and recitatives). The overall jury grade will be lowered by one full letter for each piece the student fails to memorize.

### **MUS 102**

(first semester) 3 Songs: 2 English  
1 Italian  
2 Etudes

### **MUS 102**

(second semester) 4 Songs: 2 English  
2 Italian  
2 Etudes

### **MUS 202**

(each semester) 5 Songs: 1 English  
1 Italian  
2 Language of Concentration  
(French or German)  
1 Language of Choice  
2 Etudes

### **MUS 302**

(each semester) 4 Songs, 1 English or Italian  
1 Recit. 1 Previous Language of Concentration  
and Aria: 2 New Language of Concentration  
(French or German)  
1 Opera or Oratorio Aria  
1 Opera or Oratorio Recitative  
(The aria and recitative may fulfill any  
language requirement)  
3 Etudes

**MUS 402** Presentation of recital material, demonstrated competence in English, Italian, French and German.  
3 Etudes

**MUS 370** **Half Recital** (prerequisite: MUS 202 both semesters)

- 20–50 minutes of music
- required for vocal performance majors
- repertoire to be determined by applied instructor, in line with 300-level repertoire requirements
- recital is graded, there is no jury

**MUS 470** **Full Recital** (prerequisite: MUS 302 both semesters)

- 20-50 minutes of music for music education majors with vocal emphasis
- 40-60 minutes of music for voice performance majors
- required for all music majors with vocal emphasis
- repertoire to be determined by applied instructor, in line with 400-level repertoire requirements
- recital is graded, there is no jury

Any student may perform a recital with permission of their instructor.

Each level is considered a prerequisite for the next in numerical order. Music majors with an applied concentration in voice must complete all requirements stated above. Voice minors are required to complete all requirements through the MUS 302 level (6 semesters total). Students seeking a voice major or minor must complete and pass an audition before the music faculty.

## **Music Majors and Minors Piano Jury Requirements**

Repertoire: Three contrasting pieces from different style periods (Baroque, Classical, Romantic or Contemporary.)

Memorization: Piano Performance Majors - All repertoire must be memorized;  
All other Majors and Minors: Memorization to be determined by the instructor

Technique: Scales and Arpeggios - all memorized

**MUS 101**

Scales and Arpeggios: All Major

4 octaves, hands  
together (HT)

**MUS 201**

Scales and Arpeggios: All harmonic minor

4 octaves HT

**MUS 301**

Scales and Arpeggios: All major and all harmonic minor

4 octaves HT

**MUS 401**

Scales and Arpeggios: All major and all natural, melodic  
and harmonic minor

4 octaves HT



# Audition Information

Auditions for ensembles are normally held in the fall of each year during orientation and the first few days of the semester. Students interested in auditioning for one or more ensembles should contact the conductors upon arrival on campus in the fall. Each organization has established its own attendance policies and regulations; this information is available from the conductor of each organization.

## **Choral Ensembles**

The audition process is as follows:

- Brief interview (clarification of ensemble interests, etc.)
- Warm-up / range check
- Tonal memory check
- Sight-singing from a single line
- Sight-singing from a four-part example

## **Instrumental Ensembles**

### **Symphonic Band, Marching Band and Jazz Ensemble**

- Membership is contingent on a minimum of three years instrumental ensemble experience in high school or equivalent.
- Auditions consist of various scales and sight-reading. Auditionees may play a short prepared piece, but this is not required.

### **Manchester Symphony Orchestra**

- Auditions take place at the beginning of each semester through appointment with the conductor.
- Audition material consists of major and minor scales, a solo of the student's choice including contrasting styles (or two short solo excerpts of contrasting style), and sight-reading from representative orchestral repertoire.



## *Concerts and Recitals*

**Required Attendance:** Music students should make every effort to attend all studio classes, recitals and concerts on campus. Music majors and minors are required to attend two student recitals, four large ensemble concerts, and all departmental recitals and meetings each semester. The grade for applied lessons or the recital equivalent in the performance major will be lowered to the next grade level for each unexcused absence (A to A-, etc.). Requests for excused absences should be submitted to the department chair prior to the recital. Students should provide a suitable substitution with their request. For music minors, the recital attendance requirement remains in effect as long as the student is enrolled in applied lessons for credit.

**Studio Class:** Studio classes may be scheduled at various times by applied music instructors or music faculty. Each class will focus on an issue pertinent to the applied area or the curriculum of music majors and minors.

**Studio Recitals:** Applied instructors may schedule studio recitals for their students at any time.

**Departmental Recitals:** Approximately two departmental recitals are scheduled each semester. Students studying applied music may be placed in these recitals at the discretion of the applied teacher or the department. Music majors and minors are required to perform on the appropriate departmental recital according to their level of study. For those who do not, the final applied lessons grade will be lowered to the next grade level. Any exceptions must be approved well in advance by the Music Department Faculty.

**Degree Recitals:** All music majors must give a required half recital. All music performance majors must give both a half and a full recital. Students enroll in recital credit, not applied lessons, during the semester in which the recital is presented. Both half and full recitals will be graded and will substitute for the jury that semester. The recital is subject to the following policies:

- **Selection of Recital Date:** If a fall recital is planned, a proposed date should be submitted to the music faculty no later than April 1 of the preceding spring semester. If a January session or spring semester recital is planned, a proposed date should be submitted to the music faculty no later than Nov. 1 of the preceding fall semester. A required recital may be scheduled

for any day of the week, except Sunday, as the calendar permits. All recitals begin at 7:30 p.m.

- **Reservation of Recital Hall:** After the recital date has been approved, reservation of the Wine Recital Hall is to be made through Conference Services for both the recital and the dress rehearsal. Students preparing a required recital will be guaranteed two, two-hour sessions in the recital hall. Additional time may be reserved with the understanding that flexibility may be necessary if conflicts with other students or ensembles arise.
- **Recital Format:** Students presenting recitals may choose from the following options, in consultation with their applied instructor:
  - a. Present a joint recital with another recitalist.
  - b. Present a recital with the assistance of another student.
  - c. Present a complete recital unassisted.
- **Recital Length:** A half recital contains 20–30 minutes of music, and a full recital contains 40–50 minutes of music. The total length of a full recital should not exceed 75 minutes.
- **Memorization:** at the discretion of the student's applied instructor.
- **Selection of Music:** A tentative recital program (with timings) must be submitted in writing to the applied instructor for approval at least six weeks before the recital. Once approval for the recital is given, changes in the program may not be made without the consent of the applied instructor.
- **Pre-Recital Hearing:** Should the applied instructor deem it necessary, approval for the recital will be granted by the faculty in the student's applied area after a successful hearing, at least one month before the recital is scheduled. The student's applied instructor shall convene and conduct the hearing. If the hearing is unsuccessful, the student may perform for the entire music faculty for final approval of the recital. This final hearing must be held at least two weeks before the recital.
- **Program Printing:** A properly formatted recital program should be approved by the instructor at least two weeks prior to the recital. One hundred programs in the standard single sheet format (front and back, if necessary) will be printed at departmental expense.

- **Publicity:** Publicity information should be approved by the instructor and then submitted to the director of media and public relations and the editor of the *Oak Leaves* at least three weeks prior to the recital date.
- **Piano/Harpsichord/Organ Tuning:** The department chair will schedule tuning of keyboard instruments, if necessary.
- **Stage Manager:** The recitalist should select one person to handle necessary changes in the stage setup.
- **Video Recording:** Please confirm with the department chair that recordings have been ordered.

**Non-degree Recitals:** Students may, with the consent of their instructor, enroll in full or half-recital. These must meet the requirements of required recitals and will be graded likewise.



# *Facilities*

## **Computer Music Lab Policies**

The computer music lab (Winger Hall, Room 206) must remain locked at all times. Students who are music majors or minors may request an access code from the lab coordinator. The following policies must be adhered to, or continued access to the lab will be denied.

- No food or beverages are allowed near equipment.
- Immediately report all problems to the lab coordinator, Dr. Tim Reed.
- Any equipment that is moved, unplugged, or changed in any way, must be returned to its original configuration when the session in question is complete.
- Log off computers before leaving the lab.
- Documents saved on computer hard-drives may be deleted without warning at the lab coordinator's discretion.
- Lab door must remain closed and locked at all times.
- Headphones must be used when more than one lab station is in use.
- Students must turn all speakers and amplifiers off before leaving the lab.

## **Practice Rooms**

Practice rooms are available for those who are enrolled in applied lessons. Practice room assignments will be made at the beginning of fall semester. Each student shares a locked practice room with 1-3 other students in which they may store books, music and small instruments. The music department assumes no responsibility for lost, stolen or damaged property. Organ students are scheduled to practice in Petersime Chapel, Wine Recital Hall or Cordier Auditorium. Percussionists need to reserve regular practice times in Cordier Auditorium. Reservations should be made through the Conference Services office.

## **Wine Recital Hall Regulations**

The Manchester University Department of Music asks that the following conditions be observed by all groups using Wine Recital Hall:

- The grand piano and harpsichord should not be moved from the stage to the hall without permission of the department chair. University



maintenance staff should be contacted to move pianos on and off stage. All of the instruments should be kept covered; please do not place objects on them.

- Under no conditions should the organ console be moved. While there is a clear cover over the organ's top, please do not sit on or place objects on the top of the instrument.
- Choral risers may be removed by University maintenance staff only.
- All groups using the hall are responsible to leave it in a reasonably clean condition with all furniture in the order normally found for the music department's daily schedule.
- No food or drink (except water) is allowed in the recital hall.

### **Instrument Check-out**

- Any student signed up for an instrumental ensemble or lesson may check out a school instrument if it is available. Make an appointment with Scott Humphries, who procures the instrument.
- The student must complete a form that states the student will take responsibility for maintenance and repair and return the instrument in its current condition.
- At the end of the period of use, or before the summer, the student returns the instrument. In some cases, a student may check an instrument out over the summer, if the student has proven to be a capable steward.

### **Large Instrument Storage**

- Storage is available in Winger Hall. Please check with Scott Humphries about the availability of access to instrument storage.



## *General Information*

### **Collaborative Pianists**

Collaborative pianists are assigned for all applied voice and instrumental studios according to the specific needs of each instructor. Students performing recitals should expect to pay their collaborative pianist for one dress rehearsal and the performance. Half recital: \$60 dress rehearsal, \$100 recital. Full recital: \$75 dress rehearsal, \$200 recital. Other rehearsals and lessons with collaborative pianists are included in the applied lesson fee.

### **Advising**

Unlike students in other departments, music majors begin courses in their major during their earliest semesters. Many courses in the major are only offered every other year (see “Courses, Alternate-Year”).

Students are assigned an advisor in their major discipline. Students seeking a music minor should have an advisor in their major discipline and also a music faculty member for more efficient class scheduling each semester. During the sophomore year, the music faculty will meet with each music student to discuss academic progress and any concerns the student or faculty may have.

## **Entrance Requirements, Music Major or Minor**

Entrance into any music major presupposes the following:

At least college-level entrance in piano, classical guitar, voice, or a traditional band or orchestral instrument; musical sensitivity, a sense of rhythm and a capacity for accurate aural perception, demonstrated by an audition. In addition, applied majors must demonstrate the potential to perform advanced repertoire.

Familiarity with the rudiments of music, such as scales, keys, signs and musical terms. A placement test in music theory and aural skills may be required for entrance into the music major/minor. Information about the music theory placement test can be obtained from the department chair.

Students with deficiencies in their primary instrument or voice shall study without credit until such proficiency is obtained.

## **Library Recordings and Scores**

Audio recordings and scores are kept in the Funderburg Library. Located on the lower level of the library are players for LP records, audio cassettes and compact discs. Students wishing to use the recordings or tapes may check them out at the main circulation desk.

## **Music Educators National Conference (MENC)**

MENC Student Chapter (No.9) is an organization of music students who are preparing primarily for teaching in the public schools. All music education majors are encouraged to become members and to attend monthly meetings. Minimum dues entitle students to national and state magazines and to other privileges throughout the year.

## **Proficiencies**

Students who have had instruction in areas covered by regular course work may petition the instructor to take a proficiency examination over the content of the course. Upon recommendation of the teacher, the music faculty may vote to grant credit for the course or to waive the requirement. For more information, consult the Manchester University Academic *Catalog*.

## **Additional General Information**

For additional general information, please consult the Manchester University Academic *Catalog*, the *Source*, and the University website [www.manchester.edu](http://www.manchester.edu).