Boise State University

Department of Music

Student Handbook

2014-2015
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1.0--Introduction & Mission Statement

1.1 - Mission:

This handbook is for all the music majors at Boise State University. We hope it will answer many of the questions related to procedures and requirements of the Department of Music. It is also a form of agreement between the students and the University. Each student is personally responsible for meeting degree requirements. Advisors are available to assist, but accountability and liability belong to each student. Our goal is to provide the best education possible for all students and prepare each of you to be successful in your chosen profession.

Should any questions or problems occur, please contact your advisor, members of the faculty, the Chair of the Department, and/or refer to the website: www.music.boisestate.edu.

1.2 - Department of Music Mission Statement:

The Department of Music trains students to become successful and productive performing musicians, teachers, and music industry professionals, giving them a thorough and comprehensive background in the art and practice of music. The department also provides opportunities which heighten musical awareness in the general, non-major student. The achievement of musical excellence is facilitated by the faculty in the courses, degree programs, and majors offered by the department at both the undergraduate and graduate levels.

In addition, the Department of Music serves the university community, the larger community of metropolitan Boise and the State of Idaho, by offering courses, musical performances, and by providing leadership for many cultural activities in the community.

1.3 - Accreditation:

Boise State University Department of Music is accredited by the Northwest Association of Secondary and Higher Schools and the National Council for the Accreditation of Teacher Education, and is a full member of the National Association of Schools of Music.
2.0 Department of Music Organizational Structures & Faculty Information

2.1 - Administrative Structure:

   Dr. Mark R. Hansen - Department Chair
   Dr. Linda Kline Lamar - Associate Chair
   Dr. Jeanne Belfy - Graduate Coordinator
   Jennie Ficks - Administrative Assistant
   Rebecca Freiburghaus - Administrative Assistant (Athletic Bands)
   Colleen Louderbough - Financial Technician
   John Fransen - Recording technician

2.2 - Full-Time Faculty:

   Dr. John Baldwin..................................................Percussion, Music Theory
   Dr. Jeanne Belfy........................................Oboe, Music History, Graduate Program Coordinator
   Dr. Lynn Berg......................................................Voice, Diction, Vocal Tech
   Dr. David Biedenbender..................................Music Theory, Composition
   Prof. Marcellus Brown..............................Director of Symphonic Winds, Instrumental Conducting
   Dr. Andy Goodman..........................Music Education, Center for Teaching and Learning
   Dr. Mark. R. Hansen........................................Piano, Graduate Theory, Department Chair
   Dr. Brian Hodges..Cello, Double Bass, Coordinator of Chamber Music, Introduction to Music
   Dr. James Jirak..............................Vocal Jazz Ensemble, Music Education
   Dr. Linda Kline Lamar.................................Viola, Associate Chair
   Dr. Nicole Molumby.............................Flute, Ear Training
   Dr. Leslie Moreau..................................................Clarinet, Music Theory
   Dr. Alex Noppe....................................................Trumpet, Jazz Studies
   Prof. Sarah Paradis............................................Trombone, Euphonium, Brass Tech
   Dr. Del Parkinson........................................Piano, Piano Pedagogy, Piano Literature
   Dr. Michael Porter.............................Director of Choral Activities
   Prof. Craig Purdy.................................Violin, Director of University Symphony Orchestra
   Dr. Laura Rushing-Raynes................................Voice, Opera Theatre
   Dr. Michael Samball......................................Intro to Music, Intro to Jazz, Jazz Survey
   Dr. David Saunders..............................Horn, Music History, Form and Analysis
   Dr. Gregory Springer.............................Director of Music Education
   Dr. Joseph Tornello................Keith Stein Blue Thunder Marching Band, All-Campus Concert Band
2.3 - Adjunct Faculty:

Jerusha Baker.................................................................................................................................Voice
Nancy Galvin.................................................................................................................................Piano
James Harrison...............................................................................................................................Percussion
Johann Helton...............................................................................................................................Guitar
Dr. Betsi Hodges..........................................................................................................................Introduction to Music
Tawna Love.................................................................................................................................Ear Training, Class Piano
Clay Moore.................................................................................................................................Jazz Guitar
Dr. Barton Moreau........................................................................................................................Class Piano, Accompanying, Music Theory, Piano
Jay Multanen.........................................................................................................................Jazz Bass
Janelle Oberbillig.......................................................................................................................Bassoon, Faculty Woodwind Quintet
Dr. Christopher Raynes........................................................................................................Voice, Opera Theater
Chuck Smith..............................................................................................................................Jazz Piano, Jazz Ensemble, Improvisation
Quinn Van Paepeghem...........................................Vocal Jazz (Sabbatical Replacement for Dr. Jim Jirak 2014-15)
Carola Winkle..............................................................................................................................Music Education, Field Observations, Clarinet
William Winkle............................................................................................................................Tuba, Tuba Ensemble, Faculty Brass Quintet
Rodney Zuroeveste...................................................................................................................Saxophone, Introduction to Music, Concert Class

2.4 - Music Organizations

American String Teachers Association (ASTA)
Idaho Music Teachers Association (IMTA)
Kappa Kappa Psi
Meistersingers
National Association of Music Education (NafME Collegiate)
University Symphonic Winds
Vocal Jazz

3.0 - Facilities

The Department of Music, an All-Steinway school, is housed in the Morrison Center for the Performing Arts on the Boise State University campus. This facility contains a Performing Hall seating 2,030, a Recital Hall that seats 203, and a Black Box Theater that seats 250. Rehearsal rooms include an instrumental rehearsal area that will accommodate 200 instrumentalists and a choral rehearsal room that will accommodate 200 vocalists. There are 5 classrooms, one of which holds the electronic piano and computer laboratory, 14 practice rooms plus 3 percussion practice rooms. In
addition, there are 27 teaching studio/offices, a faculty lounge, a student lounge, an instrument storage room, a small library, an electronic studio and an office area. The Hemingway Western Studies Center houses a 3 manual Austin Pipe Organ of 46 ranks and 59 speaking stops.

Recordings and listening facilities are available on the second floors of the Albertson’s University Library. The primary holdings in music scores and books are on the third floor with reference material on the first floor of the main library.

Faculty and graduate assistant mailboxes are located in the main office. Food and beverages are only allowed in the third floor student lounge.

3.1 - Practice Facilities

There are 14 practice modules located on the second floor of the Morrison Center, which are available for practicing. Each one contains a piano, stand, and mirror. Sign-up sheets are posted outside each door, with some practice rooms reserved for piano majors only. The Recital Hall is not available for use as a practice room.

3.2 - Classroom and Rehearsal Hall Use & Reservation

Use of classrooms and rehearsal halls are subject to the schedule maintained by Jennie Ficks, Administrative Assistant. If a student wishes to sign out a room, you must do so through a faculty representative. Do not assume that you can use any room that happens to be vacant at the moment.

Please observe appropriate usage etiquette; put equipment back in its proper place. Keep movement of chairs and stands from one room to the next to a minimum, but in the event you do need to move something, please return it to its original room.

No food or drink is allowed in classrooms, practice rooms or performance halls.

4.0 - Departmental Policies

4.1a - General Instrument Checkout & Loan

Department of Music instruments will be distributed by specific studio faculty, using the Department’s sign-out forms.

Strings: Prof. Craig Purdy
Flute: Dr. Nicole Molumby
Clarinet/Sax: Dr. Leslie Moreau
Oboe/English Horn: Dr. Jeanne Belfy
Basson: Dr. Jeanne Belfy and Prof. Janelle Oberbillig
Trumpet: Dr. Alex Noppe
Horn: Dr. David Saunders
All low brass: Dr. Sarah Paradis
Percussion: Dr. John Baldwin, who will issue keys to cabinets and practice rooms as needed.

4.1b - Music Education Techniques Class Instrument Checkout & Loan

Instruments for string, woodwind, and brass techniques are provided through the college sampler program from Dunkley’s Music. A $50 course fee is assessed for these three courses. Instruments are signed out to students in these classes by the instructors using the departmental sign-out forms.

If instruments and/or accessories are lost or damaged, student accounts will be charged accordingly to offset repair and replacement costs.

4.2 - Locker Checkout

Students needing lockers for woodwind, brass, and bowed string instruments, who are currently enrolled in a Boise State University instrumental music ensemble, may check out a locker by seeing Jennie Ficks in the Music Office starting two weeks prior to the beginning of the fall semester. During the first two weeks of classes, lockers may ONLY be signed out during the posted hours, or during the first meeting of major ensemble rehearsals (Symphonic Winds, Orchestra, All-Campus Bands), if the director allows.

School-owned instruments are given locker priority over personal instruments, and are checked out with the studio teacher of that instrument. Music majors and students playing larger instruments in major ensembles are given priority over minors and non-majors. Piano, voice and guitar majors may look for an unoccupied orange locker on the third floor, purchase a combination or key lock for that locker, and use it until the end of the spring semester. Locks on the lockers in the Instrument Storage Room and the white cello and bass lockers on the third floor are the property of the Music Department and are not to be removed or relocated without permission from the Department Chair.

The Music Department reserves the right to open any locker (including the third floor orange lockers) at any time without notifying the current occupant.
During the second week of spring semester classes, any music major, including guitar, voice and piano majors may request a locker from Jennie. Any remaining vacant lockers will be checked out on a first-come, first-served basis.

4.3a - Student Recitals: Information & Scheduling

The Music Department avoids the scheduling of more than one concert or recital on the same date at the same time. Every effort is made to see that this policy also includes the avoidance of conflicts with events of major community performing organizations. No concerts or other events will be scheduled during the last week of classes (“dead week”) or during finals week of each semester. Concerts and special events on campus as well as off-campus concerts and tours are scheduled through Jennie Fick with the approval of the Chair.

The following are venues for performances: Recital Hall, Special Events Center, Hemingway Center.

Students wishing to reserve a date for a recital must make the request through their primary faculty teacher. The teacher will make the request to Jennie and make the arrangements accordingly.

There is a $75.00 charge for non-degree recitals which must be paid within 3 days of scheduling, or the slot will be released.

Student recitals are available on the following days:

Thursdays: Student Ensembles and Student Degree or Non-degree recitals (scheduled in two-hour intervals): 5:30 pm and 7:30 pm.

Saturdays: Student Degree or Non-degree recitals (scheduled in two-hour intervals): 11:30 am, 1:30 pm, 3:30 pm, 5:30 pm, and 7:30 pm.

Any exceptions must be submitted by a faculty member and have the approval of the department chair.

There are no fees assessed for student degree recitals for the initial recording materials (i.e. compact disc/DVD). Any ancillary recording services such as multiple copies and editing are also available on a “first come, first served” basis, but the student must be prepared to pay the cost of additional materials.
4.3b - Pre-Recital Juries

A pre-recital jury is required for all senior recitals (MUS-APL 444, 445, 446, 447) no less than four weeks prior to the scheduled performance. The hearing committee consists of the private teacher and two other full-time faculty members, one from the same area, the third member from another area. The members of this jury select the pieces or movements from the recital repertory which they wish to hear. This process results in either approval to proceed with the recital as scheduled or other appropriate recommendations.

A pre-recital hearing is required for all junior recitals (MUS-APL 345) no less than four weeks prior to the scheduled performance. Each private teacher determines the nature of this hearing and the composition of its hearing committee. This process results in either approval to proceed with the recital as scheduled or other appropriate recommendations.

All pre-recital juries will be scheduled by the student’s studio instructor and Jennie Ficks.

4.4 - Ensemble Participation of Private Students

In order to meet NASM standards for undergraduate music study, all students registered for private study should also be registered for ensemble experience(s) which vary in both size and nature throughout the baccalaureate programs of study. The exact degree requirements vary from emphasis to emphasis, but the overarching spirit of the standard is that the two experiences should be combined. Keyboard students, who do not qualify for registration in instrumental or choral ensembles, should register for chamber music and/or accompanying. All students regularly performing in an ensemble must be registered for credit in that ensemble.

4.5 - Jury Examinations

All music majors, pre-music majors, music minors, and students enrolled in private lessons on secondary instruments are expected to perform a jury examination before three or more faculty members. Students who have completed their senior recital are exempt from performing a jury in that one semester. Juries are scheduled by the area coordinators and held during final examination week. Requirements, expectations and follow-up consultations will be given by the individual private teachers in accordance with the area criteria. Jury Evaluation sheets are located in the main office. Students are expected to fill out Jury Repertoire sheets (also located in the main office) and bring completed sheets to their jury.

Students are expected to arrive early of their scheduled time, unpacked, warmed-up and ready to perform. Prior the jury, the student, with the assistance of their private teacher, will fill out a
repertoire form, to be presented to the jury panel at the time of the jury. Appropriate dress and professional decorum are expected at all juries from all students.

4.6 - Faculty Evaluations

A very important student responsibility is to provide feedback on every instructional experience in the Department of Music. Each semester, every music class in which a student is registered for will give the students the opportunity to fill out an online evaluation on the class and professor. Towards the end of the semester, the students will be sent a link in their email, where they can answer the evaluation questions. The rankings and comments a student gives a professor are confidential. The student is expected to provide the professor with honest and constructive feedback, which aids the professor in the future presentation of the class. Please take this opportunity seriously and complete the evaluation instruments as requested.

4.7 - Independent Study

Independent study is available for special study projects by individual students. Such offering must cover a topic or subject that is not normal curricular offering and receive approval of the Chair BEFORE the student registers. Forms for application of Independent Study are found online at the registrar's website.

5.0 - Fees & Scholarships

5.1- Private Lesson Fees

Students enrolled in private lessons (MUS-PRV) are subject to private lesson fees in the amount of $200 for 1 credit lessons and $400 for 2 and 4 credit lessons. See your degree program in the course catalog for details.

5.2 - Scholarships

Students who auditioned before the February 22, 2014 deadline for entry into the music program are eligible for scholarships. If a student is awarded a scholarship, whether from the university or music department, the student MUST fill out the FAFSA form EVERY year that they wish to receive the scholarship. The forms can be found at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

Further information can be found at this link: [http://financialaid.boisestate.edu/](http://financialaid.boisestate.edu/)
All scholarships are subject to guidelines and criteria and must maintain a minimum GPA of 3.0. If these are not met, the student may be put on academic probation and/or the scholarship may be rescinded.

6.0 - Advising

Every music student is assigned an advisor to help them plan out their course of study. Students are required to meet with their advisor before the start of each semester to ensure a successful registration process and timely graduation. The department will offer group advising sessions, but individual advising sessions with your advisor is also provided, by appointment.

6.1 - Degree Programs & Advisors

Bachelor of Music in Education
   Advisors: Dr. Leslie Moreau (filling in for Dr. Jirak 2014-15), Dr. Gregory Springer

Bachelor of Music in Performance
   Advisors: Dr. Lynn Berg (voice), Dr. Brian Hodges (instrumental–taking Dr. Moreau’s advisees for 2014-15), Dr. Del Parkinson (piano)

Bachelor of Music in Composition
   Advisor: Dr. David Biedenbender

Bachelor of Arts in Music
   Advisor: Dr. David Saunders

Bachelor of Arts in Music/Business
   Advisor: Dr. Mike Samball

Music Minor:
   Advisor: Dr. Nicole Molumby

Graduate Programs
   Advisor: Dr. Jeanne Belfy

Approval of any needed Academic Adjustments and also general plans for Transfer Students (all transfer students should visit with the appropriate area advisor for formulation of the courses which
will come in from another institution)

Department Chair: Dr. Mark Hansen

Music Department Advising Coordinator - may also approve academic adjustments and transfer student plans

Associate Chair: Dr Linda Kline Lamar

For details and more information on individual degree programs and their advisors, visit:

http://music.boisestate.edu/advising/