

# BASSOON STUDIO (UNDERGRADUATE)

**MVW 1414, 2424, 3434,4444**

-Fall 2023-

Class Meeting location, times, and sections:

Studio: Mondays—6<sup>th</sup> Period (12:50PM-1:40PM) (Room TBA); Lesson: TBD (MUB 355)

## Instructor

Dr. Shannon Lowe (she/her/hers)

[slowe@arts.ufl.edu](mailto:slowe@arts.ufl.edu)

352.273.3185

Office: 355 MUB

Office Hours: By Appointment or as posted on Canvas; **Reed Making Office Hours:** Wednesdays 12:50pm

## Teaching Assistant

Raul Chaurand

[raulchaurandpich@ufl.edu](mailto:raulchaurandpich@ufl.edu)

## Course Description

Study in the University of Florida Bassoon Studio encompasses a curriculum that is designed to mold bassoonists into sensitive, knowledgeable, and successful musicians. Through highly individualized instruction, experiences, peer collaborations/interactions, and performances, students are prepared to be confident in diverse musical settings.

All students in the studio will take part in the following:

- Weekly private lessons with the instructor that focus on developing technique, tone, musicianship, and confidence on the bassoon.
- Weekly studio classes that include topics such as performance issues, reed making, ensemble playing, master classes with guest artists, etc.

## Course Objectives

By studying in the bassoon studio, students will be able to:

- Perform and interpret bassoon works encompassing diverse styles (from Western civilization to other world cultures) and bassoon works written by a diverse range of composers (including composers from underrepresented groups such as Women, BIPOC, LGBTQ+)
- Present performances of solo and chamber repertoire in a variety of styles and settings.
- Demonstrate the ability to apply analytical and historical knowledge to live performance.
- Demonstrate an increasingly advanced level of performance skill throughout their studies.
- Critically reflect upon their technical and musical abilities and implement plans for improving these areas outside of lessons

## Required Texts, Materials, Resources, Equipment

Students are expected and required to purchase equipment including reeds/cane, reed-making tools, tuners, and metronomes as well as music/texts\* assigned in lessons. The instructor will provide students with a list of resources to help locate/purchase music, reeds, equipment, etc.

- The ownership of a tuner and metronome is mandatory! *Note: phone tuning/metronome apps count!*
- The student must have playable reeds <see reed clause below>  
*\*If music and/or texts required for performance or lessons cannot be borrowed from the library, it is the student's responsibility to acquire these materials. If the student plans on having a teaching and/or performance career involving the bassoon, it is necessary for the student to own a collection of performance pieces, texts, etude books, tools, equipment,*

method books, etc. **If the student has any barriers preventing them from acquiring materials, they must communicate with the instructor so that a solution can be arrived upon.**

## Materials and Supply Fee

- MVW 1414/2424 \$65.00
- MVW 3434/4444 \$70.00

## Course Outline for Bassoon Studio

Weeks	Topic(s)**	Notes:
<b>1 August 23</b>	<b>ENSEMBLE AUDITIONS</b>	1:55PM-4:55PM (LOCATION: MUB 232)
<b>2 August 28</b>	Syllabus and Bassoon Ensemble	Bring your bassoon
<b>3 September 4</b>	<b>NO STUDIO OR LESSONS—LABOR DAY</b>	
<b>4 September 11 September 15</b>	Bassoon Ensemble <b>Dr. Lowe Recital (Friday, 9/15 at 7:20pm)</b>	Bring your bassoon <b>MUB 101</b>
<b>5 September 18</b>	“One Week” Etude Performance	Dr. Lowe will assign an etude in the previous week for you to prepare to perform for the studio class.
<b>6 September 25</b>	Bassoon Ensemble	Bring your bassoon
<b>7 October 2</b>	<b>Woodwind Area Recital</b>	MUB 101
<b>8 October 9</b>	“Play for Each Other” Studio	Bring something you are working on for a forthcoming public performance or audition to play for studio class
<b>9 October 16</b>	<b>Woodwind Area Recital</b>	MUB 101
<b>10 October 23</b>	Bassoon Ensemble	TBA
<b>11 October 30</b>	<b>Woodwind Area Recital</b>	MUB 101
<b>12 November 6 November 9</b>	<b>Woodwind Area Recital</b> <b>Bassoon Studio Recital (Thursday, 11/9 7:20pm)</b>	MUB 101 <b>MUB 101</b>
<b>13 November 13</b>	<i>Guest Bassoonist (TBA)</i>	<i>TBA</i>
<b>14 November 20</b>	<b>Woodwind Area Recital</b>	MUB 101
<b>16 November 27</b>	<b>Mock Orchestral Audition</b>	
<b>17 December 4</b>	<b>Woodwind Area Recital</b>	MUB 101
<b>18 December 11</b>	<b>Woodwind Juries</b>	All required to do the jury!

**BM OUTSIDE FIELD/NON-PERFORMANCE MUSIC MAJORS in MVW 1414/2424**

- **Lesson Performance and Preparation (50%)**— To make improvements on the bassoon and as a musician, it is expected that students prepare their assigned exercises, etudes, pieces, etc. between lessons. Each lesson will be assigned with a grade following the rubric below.

Lesson Grading Rubric	
<b>100</b>	Well prepared; many improvements made from previous week; great effort during lesson
<b>85</b>	Somewhat well prepared with some improvements made from previous week; good effort
<b>75</b>	Not very well prepared with very little improvements made from previous week; mediocre effort
<b>65</b>	Poorly prepared with no improvement made from previous week; poor effort
<b>0</b>	No preparation, no improvements made, no effort; unexcused missed lesson

- **Weekly Recording and Reflection Assignment (20%)**— Each student will be given a weekly online recording assignment that could consist of, but would not be limited to, technical exercises, etudes, repertoire, and excerpts. Once assigned, the student is responsible for submitting to Canvas an audio recording of their assigned work as well as providing a brief written reflection evaluating their goals and outcome of their recorded work. Every week, each student will be given a fillable PDF with their assignment. **The deadline for each weekly recording assignment and reflection is by 11:59pm the day before the assigned lesson time.**
- **Reed Quota (10%)**— The student is required to make **ten (10) reeds** by the deadline below:

<b>Week of November 13<sup>th</sup></b>	<b>8 NEW reed blanks, 2 finished, playable reeds</b>
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- **Two** of those reeds must be playable for the **full 10%** to be awarded; otherwise **only 8%** will be awarded. The instructor will help with reed making in lessons. Additionally, students are encouraged to come to office hours and the designated reed making office hour for extra help and encouragement!
  - Any student observed “recycling” reeds (i.e. reusing blanks for each due date) or presenting reeds that are not of their own making **will lose one letter grade off of their entire studio grade.**
  - Pictures will not suffice as proof of making reeds. Reeds must be presented to the instructor during their weekly lesson (see above outline for due dates).
- **Woodwind Area/Convocation Performance/Studio Recital/Concerto Competition/Masterclass/Outside SoM Recital (10%)**— All students *not performing a junior or senior recital* will be assigned to perform on/in a Woodwind Area Recital, Convocation Recital, Studio recital, Masterclass, or the UF School of Music Concerto Competition (note: some Outside SoM Recital opportunities could count towards this performance requirement, if approved by the instructor). The instructor, in collaboration with each student will assign repertoire to prepare for their performance.
  - If an accompanist is needed, it is the student’s responsibility to secure one in a timely manner and set up rehearsals.
  - An accompanist must be secured **no later than three weeks** before the assigned performance date. If an accompanist is not found by this time and has not played with the student in a lesson or outside rehearsal with instructor **at least two weeks** prior to the performance, the instructor reserves the right to cancel the performance and the student will lose 10% off of his/her/their final grade.
- **End of Semester Jury (10%)**— All students enrolled in lessons will be required to play a jury.
  - **A minimum of two contrasting pieces and three etudes** must be performed on the jury. Students may also be given the option to perform **two etudes and two excerpts**, instead of three etudes.
  - **Students must submit copies of a jury program which includes pieces/etudes/excerpts performed and copies of the music (piano scores should not be submitted!) for each jury member (3 total).**
  - If a student is in the in the **last semester of their sophomore year** they are required to play on a Pre-Professional Jury. **It is the student’s responsibility to inform the instructor of their eligibility (whether they need to take or retake it).**

Evaluation for Majors in 1414/2424	
Lesson Performance and Preparation	50%
Weekly Recording Assignment and Reflection	20%
Reed Making Quota (10 handmade reeds)	10%
Assigned Performance	10%
End of Semester Jury	10%
<b>TOTAL</b>	<b>100%</b>

## Course Components for Evaluation

### MUSIC PERFORMANCE MAJORS in MVW 2424

- **Lesson Performance and Preparation (40%)**— To make improvements on the bassoon and as a musician, it is expected that students prepare their assigned exercises, etudes, pieces, etc. between lessons. Each lesson will be assigned with a grade following the rubric below.

Lesson Grading Rubric	
<b>100</b>	Well prepared; many improvements made from previous week; great effort during lesson
<b>85</b>	Somewhat well prepared with some improvements made from previous week; good effort
<b>75</b>	Not very well prepared with very little improvements made from previous week; mediocre effort
<b>65</b>	Poorly prepared with no improvement made from previous week; poor effort
<b>0</b>	No preparation, no improvements made, no effort; unexcused missed lesson

- **Weekly Recording and Reflection Assignment (20%)**— Each student will be given a weekly online recording assignment that could consist of, but would not be limited to, technical exercises, etudes, repertoire, and excerpts. Once assigned, the student is responsible for submitting to Canvas an audio recording of their assigned work as well as providing a brief written reflection evaluating their goals and outcome of their recorded work. Every week, each student will be given a fillable PDF with their assignment. **The deadline for each weekly recording assignment and reflection is by 11:59pm the day before the assigned lesson time.**
- **Reed Quota (20%)**— The student is required to make **twenty (20) reeds** by the deadline below:

<b>Week of November 13<sup>th</sup></b>	<b>14 NEW</b> reed blanks and 6 finished, playable reeds
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  - **Six (6)** of the twenty reeds must be playable for the **full 20%** to be awarded; otherwise **only 10%** will be awarded. The instructor will help with reed making in studio and in lessons. Additionally, students are encouraged to come to office hours and the designated reed making office hour for extra help and encouragement!
  - Any student observed “recycling” reeds (i.e. reusing blanks for each due date) or presenting reeds that are not of their own making **will lose one letter grade off of their entire studio grade.**
  - Pictures will not suffice as proof of making reeds. Reeds must be presented to the instructor during their weekly lesson (see above outline for due dates).
- **Woodwind Area/Convocation Performance/Studio Recital/Concerto Competition/Masterclass/Outside SoM Recital (10%)**— All students *not performing a junior or senior recital* will be assigned to perform on/in a Woodwind Area Recital, Convocation Recital, Studio recital, Masterclass, or the UF School of Music Concerto Competition (note: some Outside SoM Recital opportunities could count towards this performance requirement, if approved by the instructor). The instructor, in collaboration with each student will assign repertoire to prepare for their performance.
  - If an accompanist is needed, it is the student’s responsibility to secure one in a timely manner and set up rehearsals.
  - An accompanist must be secured **no later than three weeks** before the assigned performance date. If an accompanist is not found by this time and has not played with the student in a lesson or outside

rehearsal with instructor **at least two weeks** prior to the performance, the instructor reserves the right to cancel the performance and the student will lose 10% off of his/her/their final grade.

- **End of Semester Jury (10%)**— All students enrolled in lessons will be required to play a jury.
  - **A minimum of two contrasting pieces and three etudes** must be performed on the jury. Students may also be given the option to perform **two etudes and two excerpts**, instead of three etudes.
  - **Students must submit copies of a jury program which includes pieces/etudes/excerpts performed and copies of the music (piano scores should not be submitted!) for each jury member (3).**
  - If a student is in the in the **last semester of their sophomore year** they are required to play on a Pre-Professional Jury. **It is the student’s responsibility to inform the instructor of their eligibility (whether they need to take or retake it).**

Evaluation for Performance Majors in 1414/2424	
Lesson Performance and Preparation	40%
Weekly Recording Assignment and Reflection	20%
Reed Making Quota (20 handmade reeds)	20%
Assigned Performance	10%
End of Semester Jury	10%
<b>TOTAL</b>	<b>100%</b>

### BM IN OUTSIDE FIELD/NON-PERFORMANCE MUSIC MAJORS in 3434/4444

- **Lesson Performance and Preparation (40%)**— To make improvements on the bassoon and as a musician, it is expected that students prepare their assigned exercises, etudes, pieces, etc. between lessons. Each lesson will be assigned with a grade following the rubric below.

Lesson Grading Rubric	
<b>100</b>	Well prepared; many improvements made from previous week; great effort during lesson
<b>85</b>	Somewhat well prepared with some improvements made from previous week; good effort
<b>75</b>	Not very well prepared with very little improvements made from previous week; mediocre effort
<b>65</b>	Poorly prepared with no improvement made from previous week; poor effort
<b>0</b>	No preparation, no improvements made, no effort; unexcused missed lesson

- **Weekly Recording and Reflection Assignment (30%)**— Each student will be given a weekly online recording assignment that could consist of, but would not be limited to, technical exercises, etudes, repertoire, and excerpts. Once assigned, the student is responsible for submitting to Canvas an audio recording of their assigned work as well as providing a brief written reflection evaluating their goals and outcome of their recorded work. Every week, each student will be given a fillable PDF with their assignment. **The deadline for each weekly recording assignment and reflection is by 11:59pm the day before the assigned lesson time.**

- **Reed Quota (10%)**— The student is required to make **(10) reeds** by the deadline below:

<b>Week of November 13<sup>th</sup></b>	<b>8 NEW</b> reed blanks and <b>2</b> finished, playable reeds
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- **Two** of those reeds must be playable for the **full 10%** to be awarded; otherwise **only 8%** will be awarded. The instructor will help with reed making in lessons. Additionally, students are encouraged to come to office hours and the designated reed making office hour for extra help and encouragement!
- Any student observed “recycling” reeds (i.e. reusing blanks for each due date) or presenting reeds that are not of their own making **will lose one letter grade off of their entire studio grade.**
- Pictures will not suffice as proof of making reeds. Reeds must be presented to the instructor during their weekly lesson (see above outline for due dates).

- **Woodwind Area/Convocation Performance/Studio Recital/Concerto Competition/Masterclass/Outside SoM Recital (10%)**— All students *not performing a junior or senior recital* will be assigned to perform on/in a Woodwind Area Recital, Convocation Recital, Studio recital, Masterclass, or the UF School of Music Concerto Competition (note: some Outside SoM Recital opportunities could count towards this performance requirement, if approved by the instructor). The instructor, in collaboration with each student will assign repertoire to prepare for their performance.
  - If an accompanist is needed, it is the student’s responsibility to secure one in a timely manner and set up rehearsals.
  - An accompanist must be secured **no later than three weeks** before the assigned performance date. If an accompanist is not found by this time and has not played with the student in a lesson or outside rehearsal with instructor **at least two weeks** prior to the performance, the instructor reserves the right to cancel the performance and the student will lose 10% off of his/her/their final grade.
- **End of Semester Jury (10%)**— All students *not performing a junior or senior recital six weeks prior* to the end of semester jury date will be required to play a jury.
  - **A minimum of two contrasting pieces and three etudes** must be performed on the jury. Students may also be given the option to perform **two etudes and two excerpts**, instead of three etudes.
  - **Students must submit copies of a jury program which includes pieces/etudes/excerpts performed and copies of the music (piano scores should not be submitted!) for each jury member (3).**

Evaluation for Majors in 3434/4444	
Lesson Performance and Preparation	40%
Weekly Recording Assignment and Reflection	30%
Reed Making Quota (10 handmade reeds)	10%
Assigned Performance	10%
End of Semester Jury	10%
<b>TOTAL</b>	<b>100%</b>

### MUSIC PERFORMANCE MAJORS in 3434/4444

- **Lesson Performance and Preparation (35%)**— To make improvements on the bassoon and as a musician, it is expected that students prepare their assigned exercises, etudes, pieces, etc. between lessons. Each lesson will be assigned with a grade following the rubric below.

Lesson Grading Rubric	
<b>100</b>	Well prepared; many improvements made from previous week; great effort during lesson
<b>85</b>	Somewhat well prepared with some improvements made from previous week; good effort
<b>75</b>	Not very well prepared with very little improvements made from previous week; mediocre effort
<b>65</b>	Poorly prepared with no improvement made from previous week; poor effort
<b>0</b>	No preparation, no improvements made, no effort; unexcused missed lesson

- **Weekly Recording and Reflection Assignment (20%)**— Each student will be given a weekly online recording assignment that could consist of, but would not be limited to, technical exercises, etudes, repertoire, and excerpts. Once assigned, the student is responsible for submitting to Canvas an audio recording of their assigned work as well as providing a brief written reflection evaluating their goals and outcome of their recorded work. Every week, each student will be given a fillable PDF with their assignment. **The deadline for each weekly recording assignment and reflection is by 11:59pm the day before the assigned lesson time.**

- **Reed Quota (20%)**— The student is required to make **20 reeds** by the deadline below:

<b>Week of September 25<sup>th</sup></b>	<b>7 NEW reed blanks and 3 finished, playable reeds</b>
<b>Week of November 13<sup>th</sup></b>	<b>7 NEW reed blanks and 3 finished, playable reeds</b>

- **Seven (7)** of the thirty reeds must be playable for the **full 20%** to be awarded; otherwise **only 14%** will be awarded. The instructor will help with reed making in lessons. Additionally, students are encouraged to come to office hours and the designated reed making office hour for extra help and encouragement!
  - Any student observed “recycling” reeds (i.e. reusing blanks for each due date) or presenting reeds that are not of their own making **will lose one letter grade off of their entire studio grade.**
  - Pictures will not suffice as proof of making reeds. Reeds must be presented to the instructor during their weekly lesson (see above outline for due dates).
- **Mock Audition and Online Portfolio (5%)**— At the end of the semester, the instructor will hold a mock audition on orchestral excerpts (as assigned by the instructor at the beginning of the semester) for students in the second to last studio class of the semester. Students will be responsible for keeping an online portfolio (Titled: Mock Orchestral Audition Project Fall 2023) of their progress on these excerpts throughout the semester. It is expected that the portfolio will include the following: multiple audio recordings of run throughs of each individual excerpt, multiple audio recordings of complete run throughs of the audition from start to finish, links to online reference recordings utilized to prepare these excerpts, PDFs of the excerpts, and any supplemental exercises/resources used to help prepare these excerpts (i.e. any handouts distributed by instructor, links to useful websites, etc). A link to the portfolio must be provided to the instructor by the scheduled mock audition.
- **Woodwind Area/Convocation Performance/Studio Recital/Concerto Competition/Masterclass/Outside SoM Recital (10%)**— All students *not performing a junior or senior recital* will be assigned to perform on/in a Woodwind Area Recital, Convocation Recital, Studio recital, Masterclass, or the UF School of Music Concerto Competition (note: some Outside SoM Recital opportunities could count towards this performance requirement, if approved by the instructor). The instructor, in collaboration with each student will assign repertoire to prepare for their performance.
    - If an accompanist is needed, it is the student’s responsibility to secure one in a timely manner and set up rehearsals.
    - An accompanist must be secured **no later than three weeks** before the assigned performance date. If an accompanist is not found by this time and has not played with the student in a lesson or outside rehearsal with instructor **at least two weeks** prior to the performance, the instructor reserves the right to cancel the performance and the student will lose 10% off of his/her/their final grade.
- **End of Semester Jury (10%)**— All students *not performing a junior or senior recital six weeks prior to the end of semester jury date* will be required to play a jury.
    - **A minimum of two contrasting pieces and three etudes** must be performed on the jury. Students may also be given the option to perform **two etudes and two excerpts**, instead of three etudes.
    - **Students must submit copies of a jury program which includes pieces/etudes/excerpts performed and copies of the music (piano scores should not be submitted!) for each jury member (3 total).**

<b>Evaluation for Performance Majors in 3434/4444</b>	
Lesson Performance and Preparation	35%
Weekly Recording Assignment and Reflection	20%
Reed Making Quota (20 handmade reeds)	20%
Mock Audition and Online Portfolio	5%
Assigned Performance	10%
End of Semester Jury	10%
<b>TOTAL</b>	<b>100%</b>

## MINORS in 1414/2424/3434

- **Lesson Performance and Preparation (80%)**— To make improvements on the bassoon and as a musician, it is expected that students prepare their assigned exercises, etudes, pieces, etudes, etc. between lessons. Each lesson will be assigned with a grade following the rubric below.

Lesson Grading Rubric	
<b>100</b>	Well prepared; many improvements made from previous week; great effort during lesson
<b>85</b>	Somewhat well prepared with some improvements made from previous week; good effort
<b>75</b>	Not very well prepared with very little improvements made from previous week; mediocre effort
<b>65</b>	Poorly prepared with no improvement made from previous week; poor effort
<b>0</b>	No preparation, no improvements made, no effort; unexcused missed lesson

- **Studio Recital Performance or Assigned Woodwind Area Performance (20%)**— Students are required to perform on the studio recital (see date in course outline) or for an assigned woodwind area recital. The instructor will work assign a work for each student to prepare solely for this.
- **End of Semester Jury (10%)**— All minors will be required to play for a woodwind jury committee.
  - **A minimum of two contrasting pieces and three etudes** must be performed on the jury. Students may also be given the option to perform **two etudes and two excerpts**, instead of three etudes.
  - **Students must submit copies of a jury program which includes pieces/etudes/excerpts performed and copies of the music (piano scores should not be submitted!) for each jury member (3 total).**

Evaluation for Minors	
Lesson Performance and Preparation	80%
Studio Recital or WW Area Performance	10%
End of Semester Jury	10%
<b>TOTAL</b>	<b>100%</b>

Grade	Percent Grade	Points
<b>A</b>	93.4-100	4.00
<b>A-</b>	90.0-93.3	3.67
<b>B+</b>	86.7-89.9	3.33
<b>B</b>	83.4-86.6	3.00
<b>B-</b>	80.0-83.3	2.67
<b>C+</b>	76.7-79.9	2.33
<b>C</b>	73.4-76.6	2.00
<b>C-</b>	70.0-73.3	1.67
<b>D+</b>	66.7-69.9	1.33
<b>D</b>	63.4-66.6	1.00
<b>D-</b>	60.0-63.3	0.67
<b>E</b>	0-59.9	0.00

*\*\* The instructor reserves the right to not round up a student's grade to the next letter grade.*

\*More information on grades and grading policies can be found here:

<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

### Bassoon Studio/Course Policies

- Cell phones, MP3 players, laptop computers, and other electronic devices are **not to be used for non-bassoon studio related purposes during studio, Woodwind Area Meetings, performances, or lessons** as they disrupt students' attention and are a distraction to all. Any non-studio use of these devices **will result** in a dismissal from the lesson/studio class/performance and an assigned unexcused absence for the day. If a student needs to



use an electronic device due to a documented disability, he/she/they needs to notify the instructor immediately so accommodations can be made.

- Students are expected to arrive on time to and prepared for lessons.
- If the student encounters difficulties keeping up with their weekly assignments, it is crucial they communicate with their instructor that a personally manageable assignment load can be crafted.
- It is the student's responsibility to keep track of their weekly lesson assignments (note: *this component is separate from the weekly recording and reflection assignment that the instructor will post on Canvas for each student that this applies to*). Though the instructor will strive to post weekly lesson summaries for each student, they may not be posted immediately after the lesson or could not be posted at all, if there are weeks where the instructor is unable to do so. It is a courtesy that the instructor provides these summaries and not a guarantee.
- Rarely, there may be a case where the instructor will be unable to instruct a lesson (for example: due to illness, guest recital performance out of town, etc.). If this is the case, the instructor will work to arrange one of the following: a virtual lesson on the day/time of the originally scheduled lesson, a lesson makeup scheduled on a mutually agreed upon day/time after the missed lesson, or a lesson with a teaching assistant during the week of the student's originally scheduled lesson. Students will be given advance notice if the instructor will need to miss a lesson.
- **Attendance Policy:**

Requirements for class attendance and make-up work are consistent with university policies that can be found at: <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>

  - It is the expectation that students enrolled in studio attend all lessons, studio classes, student woodwind area recitals/meetings, fellow bassoon studio members' recitals, the instructor's recital performances, and other double reed events. If a student encounters an issue attending one of the above, they must communicate with the instructor as soon as possible.
  - Students will be extended **two (2) lesson drops** they can utilize without impacting their weekly assignment and lesson grade for any reason of their choosing. The instructor just asks for prior notification as soon as possible through email or text message if the student would like to utilize one of these drops.
- **Lesson Make-up Policy:**
  - If students suspect they are sick, need to quarantine, or are sick, they **SHOULD NOT** attend their in-person lesson and should notify the instructor immediately by email or text message.
    - The instructor will work with the student to reschedule a lesson (or swap lesson with another studio member later in the week) when they are feeling better or cleared to return to campus.
    - If a student needs to quarantine but is still feeling well enough to have a lesson, the instructor can meet over Zoom to conduct the lesson with the student.
  - Lessons may only be made up if the student has one of the excuses below:
    - Illness, Emergency, Quarantine due to COVID-19
    - School-sponsored trips/activities (bring a note from your instructor before the absence and schedule a make-up test before the trip).
    - An absence on a test date discussed with the instructor and excused in advance (make-up lesson must be scheduled before the absence)
    - A Religious holiday/practice
  - The instructor will not offer a makeup lesson if the student is unprepared.

- **Communication Policies:**

- Students are strongly urged to reach out to the instructor on their progress or any issues or questions regarding lessons/studio classes. **Do not wait** until the end of the semester to consult the instructor if you are encountering difficulties! To communicate with your instructor, use your UF email account, canvas, or set up an individual office hour appointment.
- The instructor will utilize email and canvas as the main form of communication outside of class. **It is expected that students check their email multiple times a week** to not miss important announcements, postings, etc. Students are expected to respond to their instructor's inquiries, either verbally or through email, in a timely manner. Any emails sent to the instructor from a non-UF account **will not** receive a response.
- Bassoon studio members are required to treat each other with respect and civility and are expected to extend that respect and civility to any bassoon studio guests, SoM Faculty/Staff, and musician peers. They are also expected to be supportive of their peers in lessons, master classes, studios, etc.
- The instructor reserves the right to dismiss any student who is being disruptive, disrespectful, or uncivil in a lesson, studio class, or recital.
- The instructor will share her cell phone number with the studio to facilitate ease of communication for quick questions, simple scheduling issues/solutions, and/or urgent matters in regard to studio/lessons. However, students **are asked to not call/text between the hours of 11:00pm and 6am**; however, if it is an emergency, the instructor will respond. Additionally, the instructor requests that her number not be shared with other students without permission.

### School Contrabassoon Use Clause

Students who are assigned contrabassoon for ensembles must practice on the instrument at the MUB and always store the contrabassoon in its locker (or in certain cases Steinbrenner Band Hall) when not in use in the MUB on campus. Students must receive permission from the instructor to utilize a school contrabassoon for any ensembles outside of UF principal ensembles (i.e. orchestra, band). Unauthorized and/or misuse of a school contrabassoon will result in access privileges being revoked.

### Musician's Health Clause

It is imperative that students practice healthy habits with their instrument. These habits should include, but not be limited to the following suggestions: stretching before playing, wearing ear plugs in ensembles during loud sections, taking regular practice breaks when doing repetitive motion, taking mental breaks (if needed during stressful times), cleaning the bocal regularly, disinfecting or throwing out reeds after illness, etc. The instructor welcomes discussing healthy habits with students at any time.

### Practice Clause

It is expected that students maintain a regular practice routine to improve on their instrument. Consistent practice is more important than "binge" or last-minute, long hours of practicing. Additionally, long hours practicing without frequent breaks can result in future injury. The instructor will work with students, should they need guidance, to come up with an appropriate and healthy practice routine.

### Physical Clause

Physical contact with the teacher could occur in private lessons. If students are uncomfortable with physical contact on any level, it is imperative they inform the instructor immediately so alternative instructional deliveries can be arrived upon. Before any physical contact is made, the instructor will ask permission and will do so in a functional and professional way to help the student better understand corrections given concerning playing technique, posture, and/or breathing.

## Reeds Clause

The student must have a playable reed for each lesson. If a student arrives without a playable\* reed, **they will lose one letter grade** off the earned lesson grade for the day. Additionally, it is expected that the student rotate their good reeds! The student must have **at least 3 playable reeds** in their stockpile of usable reeds. Legere reeds **should not** be utilized unless approved by the instructor.

[Parameters for a *non-playable* reed: major cracks/chips that affect sound/pitch; inability to hold a stable pitch throughout the entire range; inability to let the player articulate freely; inability for certain notes to sound; inability to play softs and forte dynamics; brittle wires that no longer hold tension; overwhelming mold covering the reed; etc.]

## Materials Clause

It is the student's responsibility to come prepared to the lesson. If a student arrives without the week's assigned etudes, pieces, and/or other miscellaneous exercise/assignments/equipment/materials, he/she/they will automatically receive a "65 D" for the lesson. If the student foresees any barriers or encounters any issues that would hinder them from meeting this requirement, they are strongly encouraged to contact the instructor for help.

## Ensemble Clause

It is expected that once students are assigned specific parts by the instructor/director(s) in ensembles that they do not alter those assignments without permission from both the instructor and ensemble director. The studio teacher will defer to the conductor if they deem a change is necessary for assignments and will not hold the student accountable for the conductor's reassignment.

## Dress Code Clause

It is expected that bassoon studio members will dress professionally when performing (be it recital, jury, concert, etc.) and representing the bassoon studio in an official capacity. Members should adhere to the dress code standards as outlined by ensemble rules. If students have trouble securing professional items to wear, they can check out The Gator Career Closet (professional clothing lending service for UF students) <https://career.ufl.edu/services-resources/molm-family-gator-career-closet/>. Students can also discuss other options and alternatives for assistance in professional dress with their instructor.

## Students Requiring Accommodations

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the disability Resource Center. [Click here to get started with the Disability Resource Center](#). It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester.

## Course Evaluation

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.

## University Honesty Policy

UF students are bound by The Honor Pledge which states, "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." The Honor Code (<https://www.dso.ufl.edu/sccr/process/student-conducthonor-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates

academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

## Campus Resources

### Health and Wellness

- *U Matter, We Care*: If you or someone you know is in distress, please contact [umatter@ufl.edu](mailto:umatter@ufl.edu), 352-392-1575, or visit [U Matter, We Care website](#) to refer or report a concern and a team member will reach out to the student in distress.
- *Counseling and Wellness Center*: [Visit the Counseling and Wellness Center website](#) or call 352-392-1575 for information on crisis services as well as non-crisis services.
- *Student Health Care Center*: Call 352-392-1161 for 24/7 information to help you find the care you need, or [visit the Student Health Care Center website](#).
- *University Police Department*: [Visit UF Police Department website](#) or call 352-392-1111 (or 9-1-1 for emergencies).
- *UF Health Shands Emergency Room / Trauma Center*: For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; [Visit the UF Health Emergency Room and Trauma Center website](#).

### Academic Resources

- *E-learning technical support*: Contact the [UF Computing Help Desk](#) at 352-392-4357 or via e-mail at [helpdesk@ufl.edu](mailto:helpdesk@ufl.edu).
- *Career Connections Center*: Reitz Union Suite 1300, 352-392-1601. Career assistance and counseling services.
- *Library Support*: Various ways to receive assistance with respect to using the libraries or finding resources.
- *Teaching Center*: Broward Hall, 352-392-2010 or to make an appointment 352-392-6420. General study skills and tutoring.
- *Writing Studio*: 2215 Turlington Hall, 352-846-1138. Help brainstorming, formatting, and writing papers.
- *Student Complaints On-Campus*: [Visit the Student Honor Code and Student Conduct Code webpage for more information](#).
- *On-Line Students Complaints*: [View the Distance Learning Student Complaint Process](#).

## HEALTH INFORMATION (RE: COVID-19)

In response to COVID-19, the following practices are in place to maintain your learning environment, to enhance the safety of our in-classroom interactions, and to further the health and safety of ourselves, our neighbors, and our loved ones.

- Visit [coronavirus.ufl.edu](https://coronavirus.ufl.edu) for up-to-date information about COVID-19 and vaccination.
- Visit <https://shcc.ufl.edu/services/covid19/> (UF Student Health Care Center) to find out about testing and other helpful covid-19 resources for students.
- During high transmission of COVID-19 in the UF community/Alachua County, it is recommended that you wear face coverings within buildings and on public transportation even if you are vaccinated.
- Please continue to follow healthy habits, including best practices like frequent hand washing. Following these practices is our responsibility as Gators.

## Agreement

By remaining in this class beyond the add/drop deadline, *you acknowledge and accept* the terms of this syllabus. **Course evaluation, components, and class policies are subject to change at the instructor's discretion. Students will be given due notice through email of any changes.**