

Recital Attendance/MUS 1010

Fal 2021

Dr. Leslie Odom

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School of Music - University of Florida

*We will be doing a combination of virtual and live performances.
Please check for the latest up-to-date information on Canvas.*

All music majors in the School of Music are expected to be acquainted with as many styles of music as possible by the time they graduate, as well as current research in music theory, musicology, and music education.

The following recital attendance policy is established:

1. *Recital*, for this semester, is defined as any recital/performance that is on the posted list in Canvas for this course.
2. One course number, which may be repeated for an indefinite number of semesters, will be used to verify completion of each semester of Recital Attendance (MUS 1010).
3. In order to graduate, all undergraduate music majors must enroll in and receive a satisfactory "S" grade for a total of six semesters during the undergraduate degree program. A student must attend 13 approved recitals/concerts/lectures per semester in order to receive a grade of "S" for the semester. Students should plan to attend the entire concert. There is no provision for partial attendance.

NOTE: Students who perform in a recital/concert will not be granted credit for that recital/concert to fulfill a requirement for MUS 1010.

4. Attendance requirements for transfer students who were music majors at the institution from which the transfer is being made:
 - Freshman transfers (less than 29 semester hours completed)
6 semesters required
 - Sophomore transfers (30 - 59 semester hours completed)
4 semesters required
 - Junior transfers (60 - 89 semester hours completed)
2 semesters required
 - Senior transfers (90+ semester hours completed)
1 semester required

Procedures for Recital Attendance Verification

The student must arrive before the starting time in order to receive credit and may not leave until the conclusion of the program. Failure to comply with these rules will result in no credit being given for that recital or concert.

Procedures for In-Person Recital Attendance Verification

Prior to the beginning of the performance (either the tuning pitch or the performer walks out on stage), you will need to get a recital attendance slip from the graduate student assigned to monitor the recital. The slip contains two pages; the top page is white and will be collected by the monitor at the end of the concert. The bottom yellow page is a carbon copy and will serve as the "receipt" for you to retain for your personal files should there be a discrepancy. *If there is a dispute on attendance of events, you must have the yellow carbon copy in order to receive credit.* You will need to fill out the form before the event begins and return it to the graduate student following the applause at its conclusion.

NOTE: No Attendance Forms will be accepted at the front office if a monitor was present at the recital. The student must arrive on time in order to receive an attendance form and may not leave until the conclusion of the program. Failure to comply will result in no credit being given.

- 1) You must attend 13 recitals to receive course credit
- 2) Although you are permitted to attend one event that does not involve the School of Music (your "external" event"), you must make sure the event you plan to attend is approved for credit by Dr. Odom. *You should email her at lodom@arts.ufl.edu to receive verification of concert approval at least 24 hours prior to the concert.* In ONLY THIS CASE, you may submit a program with your name and student ID number.
- 3) Students may not receive recital credit for a concert in which they are performing; if you come up in long black or tux, you will not receive concert credit. Those who argue will have their names reported to Dr. Odom.
- 4) The monitor may only give one recital slip to one person at a time. You may not pick up slips for your friends.
- 5) As soon as the tuning pitch is played (or the performer comes out on stage) the monitor will stop handing out recital slips. There will be NO exceptions to this policy.
- 6) You may not turn in recital slips before the end of the entire concert.
- 7) You may only turn in one recital slip at a time. You may not turn them in for anyone else

- 8) Unless we run out of recital slips, we will not accept programs with signatures and UFID numbers.
- 9) All recital programs and/or tickets (outside performances or not) must be turned in to Dr. Odom within 7 days of the recital. Any programs turned in after that length of time will not be accepted.
- 10) If you received an unsatisfactory grade in MUS 1010 in a prior semester, you will need to see Dr. Odom in person to determine how that failing grade may be remedied.

Procedures for Virtual Recital Attendance

Approved virtual recitals and performances will be posted in Canvas with a Zoom link.

- 1) Prior to the beginning of the performance (either the tuning pitch or the performer walks out on stage), you will need to log into the recital via the Zoom link provided in Canvas.
- 2) You must have a working camera on your phone, tablet or computer. You must have your camera on with you visible for the entire concert. If you disappear, either the camera feed is turned off or you are no longer on the screen, you will not receive credit for the concert. Students who participate with their camera engaged or utilize a profile image are agreeing to have their video or image recorded.
- 3) It is recommended that you change how your name is displayed (you can do this by clicking on the “more” button to the right of your name and entering your first and last names in the dialogue box).
- 4) The recital monitor/grad student will type in the chat box asking for everyone in attendance to type “*please sign in*” in the chat box prior to the beginning of the concert. This will be the way we take attendance.
- 5) You should be muted for the entire performance.
- 6) At the end of the performance, before you log out of Zoom, you must retype “*I’m still here*” in the chat box again.
- 7) Any offensive or inappropriate postings in the chat box will be cause for immediate removal from the Zoom room and a failing grade in the course.
- 8) The recital monitor will copy the chat dialogue and send it to Dr. Odom for inputting into Canvas.
- 9) All recitals will be recorded in case of disputes.

Reminders:

- 1) You must attend 13 recitals to receive course credit
- 2) Only those posted performances in Canvas will count toward the required 13 recitals.
- 3) Students may not receive recital credit for a concert in which they are performing.
- 4) In order to received credit for a performance, you must have arrived for the concert before the tuning pitch is played or the performer comes out on stage. There will be NO exceptions to this policy.
- 5) If you wish to receive credit for a recital, you must be present for the entire concert.

All corrections and disputes for recitals listed on canvas must be communicated to Dr. Odom by midnight on the last day of classes. Any requests received after that time will not be honored.

Questions? Concerns? Feel free to contact Dr. Odom at lodom@arts.ufl.edu

Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at:

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

Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, www.dso.ufl.edu/drc/) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester.

Information on current UF grading policies for assigning grade points may be found here:

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

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/>

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 (<http://www.dso.ufl.edu/sccr/process/student-conduct-honor-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 of this class.

In-Class Recording information:

Students are allowed to record video or audio of class lectures. However, the purposes for which these recordings may be used are strictly controlled. The only allowable purposes

are (1) for personal educational use, (2) in connection with a complaint to the university, or (3) as evidence in, or in preparation for, a criminal or civil proceeding. All other purposes are prohibited. Specifically, students may not publish recorded lectures without the written consent of the instructor.

A “class lecture” is an educational presentation intended to inform or teach enrolled students about a particular subject, including any instructor-led discussions that form part of the presentation, and delivered by any instructor hired or appointed by the University, or by a guest instructor, as part of a University of Florida course. A class lecture does not include lab sessions, student presentations, clinical presentations such as patient history, academic exercises involving solely student participation, assessments (quizzes, tests, exams), field trips, private conversations between students in the class or between a student and the faculty or lecturer during a class session.

Publication without permission of the instructor is prohibited. To “publish” means to share, transmit, circulate, distribute, or provide access to a recording, regardless of format or medium, to another person (or persons), including but not limited to another student within the same class section. Additionally, a recording, or transcript of a recording, is considered published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited to social media, book, magazine, newspaper, leaflet, or third party note/tutoring services. A student who publishes a recording without written consent may be subject to a civil cause of action instituted by a person injured by the publication and/or discipline under UF Regulation 4.040 Student Honor Code and Student Conduct Code.

Campus Resources:

Health and Wellness

U Matter, We Care: If you or someone you know is in distress, please contact umatter@ufl.edu 352-392-1575, or visit <https://umatter.ufl.edu/> to refer or report a concern and a team member will reach out to the student in distress.

Counseling and Wellness Center: <https://counseling.ufl.edu/> 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 <https://shcc.ufl.edu/>

University Police Department: <https://police.ufl.edu/> 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; <https://ufhealth.org/emergency-room-trauma-center>

GatorWell Health Promotion Services: For prevention services focused on optimal

wellbeing, including Wellness Coaching for Academic Success, visit the <https://gatorwell.ufsa.ufl.edu/>

Academic Resources

E-learning technical support: Contact the UF Computing Help Desk <http://helpdesk.ufl.edu/> at 352-392-4357 or via e-mail at helpdesk@ufl.edu
Career Connections Center: Reitz Union Suite 1300, 352-392-1601. Career assistance and counseling services. <https://career.ufl.edu/>

Library Support: Various ways to receive assistance with respect to using the libraries or finding resources. <https://cms.uflib.ufl.edu/ask>

Teaching Center: Broward Hall, 352-392-2010 or to make an appointment 352- 392-6420. General study skills and tutoring. <https://writing.ufl.edu/writing-studio/>

Writing Studio: 2215 Turlington Hall, 352-846-1138. Help brainstorming, formatting, and writing papers.

Student Complaints On-Campus: <https://sccr.dso.ufl.edu/policies/student-honor-%20code-student-conduct-code/>

On-Line Students Complaints: View the Distance Learning Student Complaint Process. <https://distance.ufl.edu/getting-help/student-complaint-process/>