



COLLEGE OF PERFORMING AND VISUAL ARTS  
DEPARTMENT OF MUSIC  
Cedar City, UT 84720 ☎ (435) 586-7890

# A Handbook of Policies and Regulations

REVISED September 2024



## Facilities

Bulletin Boards.....	13
Facility and Equipment Use .....	14
SUU Instrument Use.....	14

## Student Organizations

NafME Music Club.....	14
ACDA Club.....	14
Percussion Club.....	14
Rhapsody in Red (MTNA) .....	15

## General Information

### Mission Statement

The Department of Music at Southern Utah University provides a dynamic educational environment where a community of learners explore pathways in music by developing individual strengths and pursuing collective excellence to prepare for lifelong learning, 21st-century careers in music, and active engagement in community performances.

### Department/Program Learning Outcomes

#### All Degrees

1. Performance and Musicianship. Music graduates will:
  - a.



their advisors prior to each registration period. Failure to seek advisement may result in problems with sequence courses causing the student to go beyond the normal time required to finish their music degree. Transfer students must have their music coursework evaluated by the Department Chair and their transfer counselor before registering for classes.

Music Major Course Outlines to assist with advising can be found on the Music Department Website: <https://www.suu.edu/pva/music/academic.html>.

### Transfer Students

Transfer and new students in music must perform an entrance audition in applied music in order to be accepted as a music major. Acceptance of transfer credit towards graduation requirements in music theory, music history, and other music courses is determined by the Department Chair. Any student having had Advanced Placement Theory in high school or any student who feels that they are proficient may bypass Theory I and/or Aural Skills if they pass an evaluative test.

### Piano Proficiency Requirements

Music Majors must pass the piano proficiency exam prior to enrolling in Music Theory III. Music Minors must pass the piano proficiency exam prior to graduation. The exam is scheduled and administered by the Class Piano instructor. Class Piano (MUSC 1150 and MUSC 1160) prepares the student to pass the exam. The appropriate forms and supplemental material can be found here: <http://suu.edu/pva/music/handbook.html>.

### Sequential Courses

Students enrolled in any series of sequential courses, such as Music Theory, Class Piano, Music History, Conducting, etc. must receive at least a C in a given course to progress to the next level and receive degree credit.

### Repeated Courses

The Music Department allows a student to repeat a course (excluding applied lessons and ensembles) no more than one time (a total of 2 times to take the same course).

- x A student may elect to repeat a course for grade change or improvement. The highest grade received will be used in computing the grade average at graduation with an E (Exclude) added to all other attempts of that course (see exception below). Courses taken at other colleges and repeated at SUU will not qualify for change of grade unless the student can provide the Registrar's Office written proof from the appropriate SUU department that the courses involved were of similar content.
- x A student may elect to repeat a course more than once for credit which can apply toward graduation. However, a statement indicating the course can be repeated for credit must appear in the SUU Catalog course description. Unless such a statement is included in a course description, the repeated class shall not apply to the 120 credit hours required to graduate.

- x The University reserves the right to deny access to courses for students wishing to enroll following a second attempt. The University will grant additional attempts based on the student's ability to benefit as determined by the appropriate department or discipline. This is a general University policy; additional enrollment may be more restrictive in selective programs and courses (e.g., student teaching). As per Utah Board of Regents's Tuition and Fees Policy 4.16, "tuition for repeating a course more than once shall be charged at the full cost of the instruction."

Courses that may be repeated for credit do not fall under the first point above when retaken for improvement of the grade. When requesting a GPA recalculation on these types of courses, the most recent grade must be used. The student may not take credit by examination in order to replace a poor previous grade.

### Scholarships

Scholarships are decided by the faculty, with discussion in faculty meetings and final decisions are made by the Department Chair. Scholarships are based on academic and musical merit, service to the Department and financial need. In order to receive a scholarship, the following things are required. Specific areas might have additional requirements.

Students who use photocopies or digital scans of music they have not purchased are breaking the law unless the music is in the public domain. Fines for breaking copyright law are considerable and put the individual, the department, and the university at risk. Students will not be allowed to perform a jury or recital without owning their music.

### Admission to Teacher Education

All students pursuing a program leading toward a Utah state teaching license must apply for admission to the Teacher Education Program. The criteria for admission are listed under general Requirements for Teacher Education Programs in the University catalogue. Any questions regarding professional education course requirements should be directed to the College of Education.

### Alternating Year Schedule

Odd-Year Fall	4610	Vocal Pedagogy for Singers
	4960	Choral Methods
	4970	Instrumental Methods
Even-Year Spring	2680	French Diction and Literature
	4620	Vocal Pedagogy Seminar
Even-Year Fall	4700	Choral Literature
	4710	



x A music faculty member must be responsible for the group and be able to accompany the group for the entirety of the trip.

Qñ € ‰ – x

## Jury Procedures

- x Applied music juries will normally be held during final exam week.
- x Participants should be dressed in performance attire ( women: dress/skirt or dress pants and appropriate shoes; men: shirt, tie and appropriate shoes).
- x Students will be asked by the faculty jury to perform literature listed on the student's semester repertoire sheet. Repertoire required for the semester jury is determined by the medium of performance and the applied instructor. The repertoire sheet should list works which are ready for performance, music that is in progress, exercises that have been studied during the semester, and should indicate works which have been performed in recitals and/or concerts.
- x Written comments may be made by the jury members. The decision to share these comments with students will be at the discretion of the applied music instructor.
- x Jury forms and repertoire sheets are found at the Music Department webpage <https://www.suu.edu/pva/music/handbook.html> . Students must complete the jury forms and sign up for a jury time at the Music Office prior to final exam week. Both jury sheets and repertoire sheets should be typed.
- x Instrumental students should make five (5) copies each of the repertoire and jury sheets. Vocal and piano students should make three (3) copies each of the repertoire and jury sheets.

## Music Gateway

All music majors must complete a Music Gateway. This is a performance jury and interview that usually takes place in the spring, at the end of the student's second year of full-time study as a music major. Before taking the Music Gateway, students must:

- x have successfully completed a minimum of 60 credit hours
- x provide evidence of passing the piano proficiency
- x be passing their second semester of MUSC 2410 applied lessons (B or higher)
- x be passing MUSC 3070 (Form and Analysis) and MUSC 2140 (Aural Skills IV) (C or higher)
- x

Transfer students wishing to matriculate at the Junior level of applied lessons (MUSC 3410) must pass the Music Gateway during the first month of their first semester in residence at SUU (if they have passed and transferred two semesters each of the equivalent of MUSC 1410 and

specific vocal or instrumental studio, are scheduled at variable times throughout a semester. These events are maintained to help students gain solo performance experience.

Each semester, music majors are required to perform at least once in either a Friday or studio recital; this performance will count for 10% of the applied lesson grade. Only one Friday or studio recital performance is required for music minors and BFA students during their entire time of study. They are welcome to perform on more than one recital if there is time available in a particular recital, but it is not required. Non...music majors taking lessons are not required to perform in a Friday or studio recital, but they are welcome to perform if there is time available in a particular recital.

Recital requests must be submitted no later than the Tuesday before the recital.

### Junior and Senior Recitals

The Bachelor of Music degree in performance or commercial music requires a half recital in the junior year and full recital in the senior year. The Bachelor of Music Education degree requires a half recital in the senior year. The Bachelor of Arts degree requires a half recital in the junior year. All music majors must enroll in applied music until this requirement is met. Degree recitals must be performed on the SUU campus.

## Staff Accompanists

### General Policies

Staff accompanists are available to music majors and music minors for lessons, rehearsals, and performances sponsored by SUU contingent on the following policies:

x

## Facilities

### Bulletin Boards

The official Music Department bulletin board is located outside the music office. Official notices and general departmental information will be posted on this board. Students should look at it regularly in order to keep themselves informed about departmental business. Other bulletin boards relate to more specialized areas and general information.

### Facility and Equipment Use

To gain access to a practice room and/or instrument locker for a semester, see the Administrative Assistant in the Music Office, Room 208. Please be aware that music student status does not automatically guarantee use of music facilities and equipment. For a variety of reasons, the music department cannot permit unlimited after-hours use of rehearsal rooms and/or musical equipment. Therefore, only short-term requests will be considered under normal circumstances. Please check with the Department Chair about the use of any facilities or equipment in the music building. Corresponding with this departmental policy is a University policy which states that school equipment, such as instruments or recording equipment cannot be checked out to individuals for private use.

### SUU Instrument Use

Students needing to use an SUU instrument for the semester will be issued an instrument after signing the rental form and paying the rental fee of \$30 per semester. Special one-time uses will be coordinated through ensemble directors or applied teachers and may or may not have a fee attached. To check out an instrument, see the ensemble director or applied teacher for whom the instrument will be used. Any damage to the instrument beyond reasonable wear will be the responsibility of the student and repairs will be charged to the student's account.

## Student Organizations

### NAfME Music Club

The Student Chapter no. 481 of NAfME: National Association for Music Education is open to all students interested in music and seeks to enhance the musical and educational experience of all students participating in the music program and music throughout the University. There are two divisions of the club:

- x Workshops, which sponsor music education related events, such as informational meetings, service projects, guest speakers, field trips, and attendance at the state conference of the Utah Music Educators Association (UMEA), and
- x Activities, which sponsor many service and social events in the Music Department.

### ACDA Club

The American Choral Directors Association student chapter provides opportunities for future choral directors to be directly involved with their professional choral organization while in college. Our chapter provides learning opportunities outside the classroom, serves the choral

