MUN 3427: Flute Ensemble

School of Performing Arts **|** College of Arts & Humanities
University of Central Florida
Spring 2021

Instructors:	**Dr. Nora Lee Garcia**
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Course Information:
• **Term:** Fall 2020
• **Course Number & Section:** MUN 3427
• **Course Name:** Flute Ensemble
• **Credit Hours:** 1
• **Flute Ensemble Meeting Days:** Monday and Wednesday 2:30-3:20pm Virtually and Face to Face
• **Course Modality:** P

Course Description:

Rehearsals each week will be utilized for instruction in both flute performance techniques and chamber flute performance skills encompassing the various styles of the avante garde, standard and modern works. Participating membership and exact instrumentation will vary according to the specifications of each work studied and/or performed. The development of sight-reading skills is also an important aspect of this course. Individual organizational skills and stage presence will be reviewed and examined as necessary.

Course Objectives:

The flute ensemble provides the flute student, through rehearsal and performance activities, a chamber ensemble experience comprised of a wide range of repertoire and performance mediums. Development of chamber ensemble skills is at the core of the course objectives, in addition to gaining knowledge of selected flute ensemble repertoire. The development of sight-reading skills is also an important aspect of this course. The student should develop an understanding of and an ability to apply appropriate and/or correct performance techniques upon all pertinent flute instruments, many of which are not utilized in any other ensemble. Opportunities for student composition and arranging, in the medium of flute ensemble, are available to the student and highly encouraged. Individual organizational skills and stage presence will be subject to review and examination as necessary.

Recording Academic Activity:
All faculty members are required to document students' academic activity at the beginning of each course. In order to document that you began this course, please complete the following academic activity by the end of the first week of classes, or as soon as possible after adding the course, but no later than **January 15, 2021.** Failure to do so will result in a delay in the disbursement of your financial aid.

Technology Requirements

Technology	Expectations for Use
Webcourses	Webcourses will be used to Zoom and to submit Recordings.
Special Tools	Computers are provided in studio spaces with necessary software to assist with completing various assignments throughout the semester
Communication	In accordance with university regulations, your knights.ucf.edu email address and the Webcourses "Inbox" feature will be the primary source of communication regarding pertinent details and information for this course. We will use Microsoft Teams to help facilitate communication. Please plan to check teams on a regular basis.

Zoom Sessions

Because of the continued remote instruction requirement due to the COVID-19 pandemic, this course will use Zoom for synchronous ("real time") class meetings. Meeting dates and times will be at the regularly scheduled class times, MW 2:30 - 3:20. Class meetings might/will be recorded. Recordings will be available only to students registered for this class. This is intended to supplement the synchronous classroom experience and to accommodate those who cannot attend the scheduled class meeting. Students are expected to follow appropriate university policies and maintain the security of passwords used to access class meetings and recorded lectures.

Please take the time to familiarize yourself with Zoom by visiting the UCF Zoom Guides

Links to an external site.
. While Zoom can be used on your mobile device (phone or tablet), because of the nature of trying to evaluate musical progress, it is highly recommended that you use a laptop or desktop computer for Zoom, preferably with a decent external microphone.

Things to Know About Zoom:

- You must sign in to our Zoom sessions using your UCF NID and password.
- The Zoom sessions may be recorded.
- Improper classroom behavior is not tolerated within Zoom sessions and may result in a referral to the Office of Student Conduct.
- You can contact Webcourses@UCF SupportLinks to an external site. if you have any technical issues accessing Zoom.

Studio in Canvas

Studio is a new tool that we have access to in Canvas this semester.   The Studio link is located in the Navigation menu on the left near the top, underneath the Zoom link. It will allow you to record short videos, which can then be used for things in Canvas, such as submission for the video assignments. Note that it only works in Chrome and Firefox browsers.

Submit media using a computer browser:

1. Navigate to the appropriate Webcourses assignment
2. Select Submit Assignment
3. Select the Studio tab. Select one of the following options:
    1. Record with webcam capture
    2. Add a file on your device or a YouTube URL
    3. Select a preexisting Studio video you would like to embed in the assignment
4. Make sure Allow Comments is turned on
5. Select Embed and then Submit Assignment

This knowledge base article provides a detailed description of this process:

 How do I submit Canvas Studio media?

 (Links to an external site.)
 (Links to an external site.)

Submit media using Canvas Student mobile application:

1. Navigate to the appropriate Webcourses assignment
2. Select Submit Assignment
3. Select Studio and then you will have two options:
    1. Photo Library, the photo library on your device
    2. Take Video, to record live video for the submission
    3. Browse, which will allow you to look through the file library on your device
    4. Select a preexisting Studio video you would like to embed in the assignment
    5. Add and then Browse Files. You will have the following options:
4. Make sure Allow Comments is turned on.
5. Select Embed and then Submit Assignment.

This knowledge base article provides a detailed description of this process: How do I submit a Canvas Studio assignment in the Student app on my iOS device?

Assessment and Grading Procedure

In general, subjective assessments will be made by the instructor regarding preparation, performance competency, attitude, and Attendance: Students are required to log in to the class and have the camera on. More specifically, evaluation criteria will be based upon, but not limited to, the following:

Grade Categories	Description of the requirements	Weight toward final grade
Performance in Rehearsal	You will need Zoom and Yeti Mic. You will need to pre record your parts in advance. In Person Courtyard	50%
Canvas Studio Recording	Theatre Project and UCF Downtown	25%
Web course Discussions	Discussions of the pieces and feedback	25%

Grading
Letter grades for this course will be assigned on a strict percentage basis, with 90-100% as an A, 80-89% as a B, 70-79% as a C, 60-69% as a D, and below 60% as an F
Pass/Fail - 100-80 - P 79-70 - P/F 69-60 - F+ 59- below F
The pass/fail grading scale is used as feedback mechanism and does not directly count towards a final grade

Additional Policies

Academic Integrity
Students should familiarize themselves with UCF's Rules of Conduct. According to Section 1, "Academic Misconduct," students are prohibited from engaging in:
   •Unauthorized assistance: Using or attempting to use unauthorized materials, information or study aids in any academic exercise unless specifically authorized by the instructor of record. The unauthorized possession of examination or course-related material also constitutes cheating.
   •Communication to another through written, visual, electronic, or oral means: The presentation of material which has not been studied or learned, but rather was obtained through someone else's efforts and used as part of an examination, course assignment, or project.
   •Commercial Use of Academic Material: Selling of course material to another person, student, and/or uploading course material to a third-party vendor without authorization or without the express written permission of the university and the instructor. Course materials include but are not limited to class notes, Instructor's PowerPoints, course syllabi, tests, quizzes, labs, instruction sheets, homework, study guides, handouts, etc.
   •Falsifying or misrepresenting the student's own academic work.
   •Plagiarism: Using or appropriating another's work without any indication of the source, thereby attempting to convey the impression that such work is the student's own.
   •Multiple Submissions: Submitting the same academic work for credit more than once without the express written permission of the instructor.
   •Helping another violate academic behavior standards.

For more information about Academic Integrity, students may consult The Center for Academic Integrity. For more information about plagiarism and misuse of sources, see "Defining and Avoiding Plagiarism: The WPA Statement on Best Practices".

Responses to Academic Dishonesty, Plagiarism, or Cheating
Students should also familiarize themselves with the procedures for academic misconduct in UCF's student handbook, The Golden Rule. UCF faculty members have a responsibility for students' education and the value of a UCF degree, and so seek to prevent unethical behavior and when necessary respond to academic misconduct. Penalties can include a failing grade in an assignment or in the course, suspension or expulsion from the university, and/or a "Z Designation" on a student's official transcript indicating academic dishonesty, where the final grade for this course will be preceded by the letter Z. For more information about the Z Designation, see http://goldenrule.sdes.ucf.edu/zgrade.

Course Accessibility Statement
The University of Central Florida is committed to providing access and inclusion for all persons with disabilities. This syllabus is available in alternate formats upon request. Students with disabilities who need specific access in this course, such as accommodations, should contact the professor as soon as possible to discuss various access options. Students should also connect with Student Accessibility Services (Ferrell Commons, 7F, Room 185, sas@ucf.edu, phone (407) 823-2371). Through Student Accessibility Services, a Course Accessibility Letter may be created and sent to professors, which informs faculty of potential access and accommodations that might be reasonable.

Campus Safety Statement
Fully Online course sections
Though most emergency situations are primarily relevant to courses that meet in person, such incidents can also impact online students, either when they are on or near campus to participate in other courses or activities or when their course work is affected by off-campus emergencies. The following policies apply to courses in online modalities.
- To stay informed about emergency situations, students can sign up to receive UCF text alerts by going to https://my.ucf.edu and logging in. Click on "Student Self Service" located on the left side of the screen in the toolbar, scroll down to the blue "Personal Information" heading on the Student Center screen, click on "UCF Alert", fill out the information, including e-mail address, cell phone number, and cell phone provider, click "Apply" to save the changes, and then click "OK."
- Students with special needs related to emergency situations should speak with their instructors outside of class.

Deployed Active Duty Military Students:
Students who are deployed active duty military and/or National Guard personnel and require accommodation should contact their instructors as soon as possible after the semester begins and/or after they receive notification of deployment to make related arrangements.

Copyright
This course may contain copyright protected materials such as audio or video clips, images, text materials, etc. These items are being used with regard to the Fair Use doctrine in order to enhance the learning environment. Please do not copy, duplicate, download or distribute these items. The use of these materials is strictly reserved for this online classroom environment and your use only. All copyright materials are credited to the copyright holder.

Third-Party Software and FERPA
During this course you might have the opportunity to use public online services and/or software applications sometimes called third-party software such as a blog or wiki. While some of these could be required assignments, you need not make any personally identifying information on a public site. Do not post or provide any private information about yourself or your classmates. Where appropriate you may use a pseudonym or nickname. Some written assignments posted publicly may require personal reflection/comments, but the assignments will not require you to disclose any personally identity-sensitive information. If you have any concerns about this, please contact your instructor.
*Please note, this syllabus may be modified at the discretion of the instructor. Changes will be discussed in lessons, studio class and/or via communication tools.

University-Wide Face Covering Policy for Common Spaces and Face-to-Face Classes
To protect members of our community, everyone is required to wear a facial covering inside all common spaces including classrooms (https://policies.ucf.edu/documents/PolicyEmergencyCOVIDReturnPolicy.pdf. Students who choose not to wear facial coverings will be asked to leave the classroom by the instructor. If they refuse to leave the classroom or put on a facial covering, they may be considered disruptive (please see the Golden Rule for student behavior expectations). Faculty have the right to cancel class if the safety and well-being of class members are in jeopardy. Students will be responsible for the material that would have been covered in class as provided by the instructor.

Notifications in Case of Changes to Course Modality
Depending on the course of the pandemic during the semester, the university may make changes to the way classes are offered. If that happens, please look for announcements or messages in Webcourses@UCF or Knights email about changes specific to this course.

COVID-19 and Illness Notification
Students who believe they may have a COVID-19 diagnosis should contact UCF Student Health Services (407-823-2509) so proper contact tracing procedures can take place.
Students should not come to campus if they are ill, are experiencing any symptoms of COVID-19, have tested positive for COVID, or if anyone living in their residence has tested positive or is sick with COVID-19 symptoms. CDC guidance for COVID-19 symptoms is located here: (https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html)
Students should contact their instructor(s) as soon as possible if they miss class for any illness reason to discuss reasonable adjustments that might need to be made. When possible, students should contact their instructor(s) before missing class.

In Case of Faculty Illness
If the instructor falls ill during the semester, there may be changes to this course, including having a backup instructor take over the course. Please look for announcements or mail in Webcourses@UCF or Knights email for any alterations to this course.

Course Accessibility and Disability COVID-19 Supplemental Statement
Accommodations may need to be added or adjusted should this course shift from an on-campus to a remote format. Students with disabilities should speak with their instructor and should contact sas@ucf.edu to discuss specific accommodations for this or other courses.

Synchronous and Asynchronous Instruction
Because of the continued remote instruction requirement due to the COVID-19 pandemic, this course will use Zoom for some synchronous ("real time") class meetings. Meeting dates and times will be scheduled through Webcourses@UCF and should appear on your calendar.
Please take the time to familiarize yourself with Zoom by visiting the UCF Zoom Guides. You may choose to use Zoom on your mobile device (phone or tablet).
Things to Know About Zoom:
- You must sign in to my Zoom session using your UCF NID and password.
- The Zoom sessions are recorded.
- Improper classroom behavior is not tolerated within Zoom sessions and may result in a referral to the Office of Student Conduct.
- You can contact Webcourses@UCF Support if you have any technical issues accessing Zoom.

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UCF Creed:
Integrity, scholarship, community, creativity, and excellence are the core values that guide our conduct, performance, and decisions.
1. Integrity: I will practice and defend academic and personal honesty.
2. Scholarship: I will cherish and honor learning as a fundamental purpose of my membership in the UCF community.

3. Community: I will promote an open and supportive campus environment by respecting the rights and contributions of every individual.
4. Creativity: I will use my talents to enrich the human experience.
5. Excellence: I will strive toward the highest standards of performance in any endeavor I undertake.

*Please note, this syllabus may be modified at the discretion of the instructor. Changes will be discussed in this course or via communication tools.