Voice Class I MUSI 1183-41200
F 117
Fall 2019
TR 11:00-11:55

Instructor Contact
Instructor: Ms. Farah Padamsee
Office Location: Vocal Lab
Hours: Tues/Thurs, by appointment
Contact Information:
Email: farahpadamsee@dcccd.edu
Phone/Cell: 207-329-2633
Note: Available via email 24/7, please allow 12-24 hours for response.

Course Description
Voice Class 1 is a Texas Common Course Number. This is a DCCCD Core Curriculum Course. This course is for non-voice majors. It presents the principles of breathing, voice production, tone control, enunciation, and phrasing in two group lessons a week. This course may be repeated for credit. (2 lab).

Course Objectives
Upon completion of this course, students will be able to:
• Demonstrate, through written assessment, understanding of the anatomy of the voice and breathing mechanism.
• Demonstrate, through performance, understanding of basic vocal technique
• Demonstrate, through performance, proficiency in basic performance techniques, such as entrances, exits, bows, emotional expression, and appropriate use of gestures.

Textbooks and Other Course Materials
Basics of Singing, 6th Edition,
ISBN-10: 0495115312
Rehearsal space with mirror (or use on-campus practice rooms)
Expectations

Course Etiquette
• Please be respectful to each other as you share your perspectives and your individual instruments.
• Work cooperatively and to collaborate. You all have autonomy on how you complete your assignments.

Attendance Policy:
• Students are expected to attend ALL classes. Students have the responsibility to attend class and to consult with the instructor when an absence occurs. You are allowed two unexcused absences. If you miss more than two classes your grade will be dropped by one letter grade.

Evaluation Procedures
Students are evaluated on a point system. This course includes the following graded course components:
• In Class Performances 100 points each (4 total)
• Quizzes 25 points each (4 total)
• Class Participation counts for 100 points total (based on attendance and in-class participation)

<table>
<thead>
<tr>
<th>Course Component</th>
<th>Possible Points</th>
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<tbody>
<tr>
<td>Performances</td>
<td>400</td>
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<tr>
<td>Quizzes</td>
<td>100</td>
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<tr>
<td>Class Participation</td>
<td>100</td>
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<tr>
<td><strong>Total Points</strong></td>
<td><strong>600</strong></td>
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**There will be no makeups for missed quizzes without an excused absence. The lowest quiz grade will be dropped.**

Course Schedule
As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course. –Ms. Farah Padamsee

<table>
<thead>
<tr>
<th>Week 1</th>
<th>1. Introductions</th>
<th>2. Syllabus overview</th>
<th>3. Discussion of posture/warming up</th>
<th>4. Assign Group Song (Performance #1)</th>
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<tbody>
<tr>
<td>Week 2</td>
<td>1. Read pages 1-18 in textbook</td>
<td>2. Work on Group Song</td>
<td>3. <strong>Reading Quiz #1</strong></td>
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<tr>
<td>Week 3</td>
<td>1. Read pages 19-27 in textbook</td>
<td>2. Work on Group Song</td>
<td>3. <strong>Reading Quiz #2</strong></td>
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<td>Week 4</td>
<td>1. <strong>Performance #1</strong></td>
<td>2. Solo songs assigned for Performance #2</td>
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<td>Week 5</td>
<td>1. Read pages 28-34</td>
<td>2. <strong>Reading Quiz #3</strong></td>
<td>3. Work on song assignment #2</td>
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<tr>
<td>Week 6</td>
<td>1. Read pages 35-45</td>
<td>2. Work on song assignment #2</td>
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<td>Week 7</td>
<td>1. Read pages 46-52</td>
<td>2. <strong>Performance #2</strong></td>
<td>3. Song assignment #3 assigned</td>
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<tr>
<td>Week 8</td>
<td>1. Work on song assignment #3</td>
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<td>Week 9</td>
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Obtaining Final Course Grades Using eConnect
Final Grade Reports are no longer mailed. Convenient access is available online at eConnect. Use your identification number when you log onto eConnect, an online system developed by the DCCCD to provide you with timely information regarding your college record. Your grades will also be printed on your Student Advising Report, which is available in the Admissions Office.

Eastfield College Email Policy
Faculty and students must have and use a DCCCD account for all correspondence relating to academic coursework. For information on setting up a DCCCD student email account go to: http://www.dcccd.edu/msoffice

Technology: Assignments are due as outlined in the course calendar. Waiting until the last minute can be problematic as issues may arise with computers. Experiencing technological difficulties or not having access to a computer are not acceptable reasons for missing assignment deadlines. Students should plan to complete assignments utilizing resources available to them; for example, a local library or the Eastfield College library and computer lab.

Institutional Policies:
Institutional Policies relating to this course can be accessed from the following link: https://
Financial Aid Statement

Students who are receiving any form of financial aid should check with the Financial Aid Office prior to withdrawing from classes. Withdrawals may affect your eligibility to receive further aid and could cause you to be in a position of repayment for the current semester. Students who fail to attend or participate after the drop date are also subject to this policy.

You must attend and participate in your on-campus or online course(s) in order to receive federal financial aid. Your instructor is required by law to validate your attendance in your on-campus or online course in order for you to receive financial aid.

You must participate in an academic related activity pertaining to the course but not limited to the following examples: initiating contact with your instructor to ask a question about the academic subject studied in the course; submitting an academic assignment; taking an exam; completing an interactive video; participating in computer-assisted instruction; attending a study group assigned by the instructor; or participating in an online discussion board about academic matters relating to the course.

Financial Aid Statement for Distance Learning Classes

If you are receiving Financial Aid grants or loans and are enrolled in a Distance Learning class, you must show participation in this class prior to the certification date by either e-mailing or contacting the instructor or logging on to eCampus. Do not drop or stop attending any class without consulting the Financial Aid Office. Changes in your enrollment level and failing grades may require that you repay financial aid funds.

Repeating This Course: (Third Attempt to Enroll in a Course)

Effective for Fall Semester 2005, the Dallas County Community Colleges will charge additional tuition to students registering the third or subsequent time for a course. All third and subsequent attempts of the majority of credit and Continuing Education/Workforce Training courses will result in additional tuition to be charged. Developmental Studies and some other courses will not be charged a higher tuition rate. Third attempts include courses taken at any of the Dallas County Community Colleges since the Fall 2002 Semester. See Third Attempt to Enroll in a Course at: http://www.dcccd.edu/thirdcourseattempt/

Academic Honesty Statement

Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion.

As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct, published in the DCCCD Catalog at http://www1.dcccd.edu/cat0506/ss/code.cfm

Academic dishonesty includes, but is not limited to, cheating on tests, plagiarism and collusion. Cheating includes copying from another student’s test or homework paper, using materials not authorized, collaborating with or seeking aid from another student during a test, knowingly using, buying, selling, stealing, or soliciting the contents of an unadministered test, and substituting for
another person to take a test. **Plagiarism** is the appropriating, buying, receiving as a gift, or obtaining by any means another’s work and the unacknowledged submission or incorporation of it in one’s own written work. **Collusion** is the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements. Academic dishonesty is a serious offense in college. You can be given a failing grade on an assignment or test, can be failed for the class, or you can even be suspended from college.

**ADA Statement**

Students with a physical, mental or learning disability who require accommodations should contact the college Disability Services Office in C237. Call 972.860.8348 or email efcdso@daccd.edu.

For more information: http://www.eastfieldcollege.edu/SSI/DSO/index.html

The Office of Institutional Equity, in coordination with DCCC colleges, has the primary responsibility for reviewing, updating and implementing compliance policies and procedures. The Institutional Equity and Compliance Officer and the Office of Institutional Equity will ensure compliance with College District policies, federal and state laws related to sexual assault, Title IX, Title II (Americans with Disabilities Act) and the Military Veterans Full Employment Act to support diversity and inclusion.

Students with Disabilities: If you are a student with a disability and/or special needs, or if you think you may have a disability, please contact the college Disability Services Office (DSO). Please note that all communication with DSO is confidential. If you are eligible for accommodations, please provide or request that the DSO send your accommodation letter to me as soon as possible (students are encouraged to contact DSO at the beginning of the semester). For more information regarding the College Disability Services Office, please visit the Student Services website: dcccd.edu/DSO Offices or contact DCCCD Office of Institutional Equity at (214) 378-1633.

**College Disability Services Offices**

Brookhaven 972-860-4673
Cedar Valley 972-860-8119
Eastfield 972-860-8348
El Centro 214-860-2411
Mountain View 214-860-8677
North Lake 972-273-3165
Richland 972-238-6180

**A Note on Harassment, Discrimination and Sexual Misconduct**

We are committed to assure all community members learn and work in a welcoming and inclusive environment. Title VII, Title IX and DCCCD policy prohibit harassment, discrimination and sexual misconduct. If you encounter harassment, sexual misconduct (sexual harassment, sexual assault, stalking, relationship violence, stalking), retaliation or discrimination based on race, color, religion, age, national origin, disability, sex, sexual orientation, gender identity, and/or gender expression, please contact your College Title IX Coordinator or the Office of Institutional Equity. We treat this information with the greatest degree of confidentiality possible while also ensuring student welfare and college safety.
We are concerned about the well-being and development of our students, and are available to discuss any concerns. There are both confidential and non-confidential resources and reporting options available to you. If students wish to keep the information confidential, please contact the college Counseling or Student Health Services. As required by DCCCD policy, incidents of discrimination and/or sexual misconduct shared with faculty will be reported to the College Title IX Coordinator or District Title IX Coordinator. The Title IX Coordinator will contact the student and determine if further investigation is needed. For more information about policies, resources or reporting options, please contact your college Title IX Coordinator or visit www.dcccd.edu/titleIX.

College Title IX Coordinators:

Eastfield -Rachel Wolf |TitleIX-EFC@dcccd.edu | 972-860-7358
District Title IX Coordinator -Office of Institutional Equity- LaShawn Grant
TitleIX-District@dcccd.edu
214-378-1633

Title IX and Diversity

Eastfield College is committed to creating and fostering a learning and working environment that reflects, respects, and celebrates diversity. This is an integral part of the College’s mission to provide excellence in teaching and learning. If you encounter sexual harassment, sexual misconduct, sexual assault, or discrimination based on sex, sexual orientation, and/or gender identity, we encourage you to contact the college’s Title IX coordinator, Rachel Wolf http://www.eastfieldcollege.edu/SSI/title-ix/report-incident.

Additionally, if you feel comfortable doing so, you may discuss the incident with me. However, please be aware that while I will maintain your privacy, once you have shared information with me, I am required to share the basic facts of the incident with Ms. Wolf.

For more information about Title IX and the college’s policies, see the Eastfield College website: http://www.eastfieldcollege.edu/SSI/title-ix/index

Religious Holidays

Absences for observance of a religious holy day are excused. Notification of the absence must be given to the instructor in writing at least two weeks prior to the date of the holy day. A student whose absence is excused to observe a religious holy day is allowed to contract with the instructor to take a make-up examination or complete an assignment within at a mutually agreed upon time after the absence.

Withdrawal Policy

If you are unable to complete this course, it is your responsibility to withdraw formally. The withdrawal request must be received in the Registrar’s Office by September 2nd 2017. Failure to do so will result in your receiving a performance grade, usually an “F.” If you drop a class or withdraw from the college before the official drop/withdrawal deadline, you will receive a “W” (Withdraw) in each class dropped. For more information about drop deadlines, refer to the current printed Credit Class Schedule, contact the Admissions/Registrar’s Office at 972-860-7167 (Room C119), or contact the division office.

STOP BEFORE YOU DROP
For students who enrolled in college level courses for the first time in the fall of 2007, Texas Education Code 51.907 limits the number of courses a student may drop.

You may drop no more than 6 courses during your entire undergraduate career unless the drop qualifies as an exception. Your campus counseling/advising center will give you more information on the allowable exceptions.

Remember that once you have accumulated 6 non-exempt drops, you cannot drop any other courses with a “W”. Therefore, please exercise caution when dropping courses in any Texas public institution of higher learning, including all seven of the Dallas County Community Colleges. For more information, you may access:

https://www1.dcccd.edu/coursedrops

**Family Educational Rights and Privacy Act of 1974 (FERPA)**

In compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), the College may release information classified as “directory information” to the general public without the written consent of the student. Directory information includes: (1) student name, (2) student address, (3) telephone numbers, (4) date and place of birth, (5) weight and height of members of athletic teams, (6) participation in officially recognized activities and sports, (7) dates of attendance, (8) educational institution most recently attended, and (9) other similar information, including major field of student and degrees and awards received. Students may protect their directory information at any time during the academic year. If no request is filed, directory information is released upon written inquiry. No telephone inquiries are acknowledged. No transcript or academic record is released without written consent from the student, except as specified by law.

*The instructor reserves the right to amend this syllabus as necessary.*