

Teaching Instruments to Non-Majors MUCP 405 | Spring 2022

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Office Hours: by appointment, please email to schedule

Day/Time: TBD

Location: TBD

Course Description, Objective, and Learning Outcomes

This course, and its counterpart, Instrumental Lessons for Non-Majors, is intended to pair non-Crane students who wish to take lessons on an instrument with Crane majors who wish to teach. Instruction is available on all orchestral instruments including saxophone. Please note – it may take a short time at the beginning of the term to make all assignments. As soon as you are assigned a student to teach, please contact the student right away to get started with lessons. If your student does not reply promptly, please contact me so I may pursue that matter.

Note: In some cases, a student for your instrument may not be found and you may be asked to withdraw from the course.

Expectations

Once lessons have begun, this course will function in a weekly private lesson format. Lessons are to meet either face-to-face or virtually (decided upon by you and your student) for a minimum of one half-hour per week. Lesson times will be scheduled at a time mutually agreed upon by you and your student.

Remember:

- Your student must have a minimum of 11 lessons during the semester to get credit for the class.
- Your student is not a music major so it will be up to you to provide guidelines for preparation and practice.
- You are in charge of selecting all repertoire, in consultation with your student.
- If for any reason, you must reschedule a lesson, it is your responsibility to notify your student in advance – a minimum of 24 hours' notice is both courteous and expected.

Please establish at least two ways of reaching your student at the beginning of the semester. Email, text, and phone are all possible venues of communication.

You are not required to make up a lesson that is cancelled by your student. However, if your student provides advance notice of the intended absence, giving a make-up lesson is at your discretion.

Please be professional at all times, but especially in your role as an instructor representing the Crane School of Music. Be polite, thoughtful, and appropriate when communicating with your student either directly or indirectly. Choose your words and musical analogies carefully (if you wouldn't say it to your principal, don't say it to the student).

If you have any questions, concerns, or problems with student attendance/preparation please let me know right away so that I can address the situation before it is too late to correct. Most of these students don't know what to expect or how to prepare for lessons. This will be part of what you need to teach.

Recital

All students taking lessons will be required to participate in a recital at the end of the semester. You are expected to prepare your student for all aspects of this performance.

Program Information

You will be expected to assist your student in gathering and submitting information for the printed program due by **11:59p on May 6th**. This can be found on the Moodle site for MULP 105. Your student will have access to this, but if you would like to see it as well, please contact me.

Semester Report

You will be asked to complete a short report documenting lesson dates/times/participation, and progress. Be sure to include the dates/times for all lessons taught. This report is to be submitted via the assignment link on Moodle and is due by **11:59p on May 13th**.

Grades

Grade will be determined by:

- Participation and progress as reported by both teacher and student
- Attendance

MULP 105 is graded S/U. MUCP 405 is given a numeric grade. If you follow the syllabus, meet all of your lessons, and submit your final report, you will be given a 4.0

Please read through the syllabus for MULP 105 so that you understand the requirements your student(s) must meet. If you cannot meet the required number of lessons, please contact me immediately so I can make alternative arrangements for your student.

IMPORTANT: Please keep track of the dates and times of your lessons. A 60-minute session can count for two lessons. However, you can give no more than 60 minutes in a single lesson.

Accommodative Services

In order to receive consideration for reasonable accommodations, you must contact the Office of Accommodative Services, participate in an intake interview, and provide documentation. If the documentation supports your request for reasonable accommodations, the Office of Accommodative Services will provide you and your instructor with an accommodation letter via email. Please discuss the accommodations with your instructor as early in your courses as possible. You must follow this process for every semester that you request accommodations. For more information, visit the [**Accommodative Services website**](#).

Caring Community

I recognize that this is an incredibly stressful time for you, your peers, and our community. Please know that there are resources available to you, both on and off campus, to support you during these very uncertain times. Our excellent Counseling Center staff are available to meet with you; more information can be found on their FAQ page accessed at: <https://www.potsdam.edu/studentlife/wellness/counseling-center/coping-covid-19-pandemic/counseling-center-faqs>. In addition, information on a variety of on- and off-campus resources can be found our Bear Care site: <https://www.potsdam.edu/studentlife/wellness/bear-care>. You are an incredibly important member of our Potsdam community; please take care of yourself, and each other.

Resources

- SUNY Potsdam Counseling: 315.267.2330 / counseling@potsdam.edu
- National Sexual Assault Hotline: 800.656.4673 / online.rainn.org
- National Domestic Violence Hotline: 800.799.7233 / www.thehotline.org
- The Trevor Project: 866.488.7386
- **[SUNY Potsdam Peer Counseling Contact Request Form](#)**
- National Suicide Prevention Hotline: 1.800.273.8255
- **[SUNY Peer Hotline](#)**: (518) 442-5777 (available 1pm-12am Monday through Thursday and 24hrs/day on Fridays through Sunday's; only available during the academic year)
 - **[Web version](#)**
- [LGBTQIA Resource Glossary](#)
- [National Institute of Mental Health](#)
- Title IX Office / <https://www.potsdam.edu/about/safety/title-ix>
- [Off Campus Clinicians](#)