



**Private Voice II  
Northwest College – Center of Excellence  
Visual and Performing Arts**

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**MUAP 1178 – Private Voice II**  
CRN 20459 –Fall, 2018  
Spring Branch Campus – Office Room 443H  
1 hour lecture course /16 hours/ 16 weeks  
Instruction Begins August 27, 2018

**Instructor: Frances Fenton Lytton**

**Instructor Contact Information: 713-718-5623; cell 832-492-4721 (preferred)**

**Office location and hours – Room 443H – Fine Arts Performing Center**

*Please feel free to talk to me during your lessons concerning any problems that you are experiencing in this course. Since we will be working with your sound on a one-to-one basis, please write down any questions you may have and/or bring a recording of any performances you would like evaluated. Your vocal growth and performance are very important to me. I am happy to address your concerns and to discuss them during your lessons. Also, since we are dealing with sound, email questions are not usually an effective way to address your concerns.*

**Course Description**

MUAP 1178 is a core curriculum course. The course lasts 16 weeks, consisting 50-minute lessons and a final jury/performance. MUAP 1178 is Voice II in a two-year degree program. Juries are required. **The student must sign up for his or her teacher's studio class as a co-requisite.**

**Prerequisites**

None. Singing experience is not necessary, but may be helpful.

**Course Goal**

This course is designed to help each student improve his or her vocal technique and to help develop their talents so that they can utilize them to the best of their ability. The course helps performance majors, those interested in music production and business, and any student who wishes to improve their vocal abilities.

**Student Learning Outcomes**

The student will be able to:

1. Assume and maintain correct posture.
2. Utilize correct breathing technique.
3. Use correct vowels and consonants.
4. Sing with good tone quality, good intonation and correct diction.
5. Demonstrate note, rhythmic and word accuracy with an understanding of appropriate musical phrasing and style.
6. Demonstrate good stage presence.
7. Present at least one memorized song appropriate to the student's vocal ability at the final jury.

### **SCANS or Core Curriculum Statement and Other Standards**

Credit: 1      MUAP Studio Class will also be 1 credit.

### **16 WEEK CALENDAR**

#### **WEEK ONE**

Introduction and evaluation by instructor.

#### **WEEK TWO**

Assignment of vocal exercises.

#### **WEEK THREE - SEVEN**

Vocal exercises and repertoire assignments.

#### **WEEK EIGHT**

**MIDTERM EVALUATION/PROGRESS ASSESSMENT**

#### **WEEK NINE - FIFTEEN**

Vocal exercises and repertoire assignments.

#### **WEEK SIXTEEN**

**JURY (Final Exam) – MEMORIZED**

**Failure to memorize will result in automatic lowering of grade by one letter**

**Due: TEXT & TRANSLATIONS PAPER (Submitted by email to instructor)**

**JURY DATE: To Be Announced – During Finals Week –December 10-14, 2018**

### **Instructional Methods**

MUAP 1178 is a required course for AA in Music/Voice.

As an instructor, I want my students to be successful. I feel that it is my responsibility to provide you with knowledge concerning singing and healthy vocal production.

As a student wanting to progress, you should come to each lesson prepared. This means having **two copies of your assigned music, a pencil and paper for notating techniques and pronunciation, and a recording device.**

### **Student Assignments**

Music will be assigned according to your developmental needs. Memorization is one of the first steps in learning to sing any piece of music well. You may be asked to perform during the semester, if possible. These assignments will not be burdensome or conflict with any student's work schedule. These assignments will be considered extra credit.

### **Singing Paper- Texts & Translations (Due at Last Lesson during Week of December 3, 2018)**

By the last lesson of the semester, each student will write and submit a paper with the texts and translations of each song they have studied thus far this semester. If a song is in English, the student should paraphrase the text.

As a part of your "Texts & Translations" paper, please include information about at least one composer of your songs or arias. We now have access to the Online Groves Dictionary, and you need to use this resource. Here is the link:

#### **ONLINE GROVE'S DICTIONARY**

<http://library.hccs.edu/grove>

Please submit this paper to [frances.lytton@hccs.edu](mailto:frances.lytton@hccs.edu). **FAILURE TO SUBMIT THIS PAPER ON TIME WILL RESULT IN THE LOWERING OF THE STUDENT'S GRADE TO "C", AT BEST.**

### **Midterm Evaluation**

This will involve a discussion between the instructor and the teacher, assessing progress, achievement of goals and techniques to improve.

### **Jury - Final Exam – To Be Announced**

Each student is required to sing a jury for the voice faculty. This jury will generally consist of one selection studied during the semester. This selection cannot be repertoire performed in other classes. Advanced and/or repeating students **may** be asked to perform more than one selection.

### **Grading Policy**

Attendance	60% of your final grade
Texts & Translations Paper	5% of your final grade
Memorization and degree of preparation	15% of your final grade
Final Jury	10% of your final grade

**HCC Policy Statement - ADA**

HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including mental health, chronic or temporary medical conditions), please meet with a campus Abilities Counselor as soon as possible in order to establish reasonable accommodations. Reasonable accommodations are established through an interactive process between you, your instructor(s) and Ability Services. It is the policy and practice of HCC to create inclusive and accessible learning environments consistent with federal and state law. For more information, please go to <http://www.hccs.edu/district/students/disability-services/>

**HCC Policy Statement: Academic Honesty**

A student who is academically dishonest is, by definition, not showing that the coursework has been learned, and that student is claiming an advantage not available to other students. The instructor is responsible for measuring each student's individual achievements and also for ensuring that all students compete on a level playing field. Thus, in our system, the instructor has teaching, grading, and enforcement roles. You are expected to be familiar with the University's Policy on Academic Honesty, found in the catalog. What that means is: If you are charged with an offense, pleading ignorance of the rules will not help you. Students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. Penalties and/or disciplinary proceedings may be initiated by College System officials against a student accused of scholastic dishonesty. "Scholastic dishonesty": includes, but is not limited to, cheating on a test, plagiarism, and collusion.

Cheating on a test includes:

- Copying from another students' test paper;
- Using materials not authorized by the person giving the test;
- Collaborating with another student during a test without authorization;
- Knowingly using, buying, selling, stealing, transporting, or soliciting in whole or part the contents of a test that has not been administered;
- Bribing another person to obtain a test that is to be administered.

Plagiarism means the appropriation of another's work and the unacknowledged incorporation of that work in one's own written work offered for credit.

Collusion mean the unauthorized collaboration with another person in preparing written work offered for credit.

**Since the mid-term paper and the vocal performance report papers are individual, the only applicable part of this statement is the section dealing with plagiarism.**

**Possible punishments for academic dishonesty may include a grade of 0 or F in the particular assignment, failure in the course, and/or recommendation for probation or dismissal from the College System. (See the Student Handbook)**

### **HCC Policy Statements**

*Class Attendance - It is important that you come to class!* Attending class regularly is the best way to succeed in this class. Research has shown that the single most important factor in student success is attendance. This is especially true in learning to sing. Attendance is checked at each lesson. Although it is your responsibility to drop a course for nonattendance, the instructor has the authority to drop you for excessive absences.

Students may be dropped from a course after accumulating absences in excess of 12.5% hours of instruction. The six hours of class time would include any total classes missed or for excessive tardiness or leaving class early.

You may decide NOT to come to class for whatever reason. As an adult making the decision not to attend, you do not have to notify the instructor prior to missing a class. However, if this happens too many times, you may suddenly find that you have "lost" the class. The instructor is not obligated to "make-up" lessons you may miss for any reason. In the case of instructor absence, these lessons will be made up.

Attendance equals success.

### **HCC Course Withdrawal Policy**

If you feel that you cannot complete this course, you will need to withdraw from the course prior to the final date of withdrawal. Before, you withdraw from your course; please take the time to meet with the instructor to discuss why you feel it is necessary to do so. The instructor may be able to provide you with suggestions that would enable you to complete the course. Your success is very important. Beginning in fall 2007, the Texas Legislature passed a law limiting first time entering freshmen to no more than **SIX** total course withdrawals **throughout** their educational career in obtaining a certificate and/or degree.

To help students avoid having to drop/withdraw from any class, HCC has instituted an Early Alert process by which your professor *may* "alert" you and HCC counselors that you might fail a class because of excessive absences and/or poor academic performance. It is your responsibility to visit with your professor or a counselor to learn about what, if any, HCC interventions might be available to assist you – online tutoring, child care, financial aid, job placement, etc. – to stay in class and improve your academic performance.

If you plan on withdrawing from your class, you **MUST** contact a HCC counselor or your professor prior to withdrawing (dropping) the class for approval and this must be done **PRIOR** to the withdrawal deadline to receive a “W” on your transcript. \*\*Final withdrawal deadlines vary each semester and/or depending on class length, please visit the online registration calendars, HCC schedule of classes and catalog, any HCC Registration Office, or any HCC counselor to determine class withdrawal deadlines. **Remember to allow a 24-hour response time when communicating via email and/or telephone with a professor and/or counselor. Do not submit a request to discuss withdrawal options less than a day before the deadline.** If you do not withdraw before the deadline, you will receive the grade that you are making in the class as your final grade.

### **Repeat Course Fee**

The State of Texas encourages students to complete college without having to repeat failed classes. To increase student success, students who repeat the same course more than twice, are required to pay extra tuition. The purpose of this extra tuition fee is to encourage students to pass their courses and to graduate. Effective fall 2006, HCC will charge a higher tuition rate to students registering the third or subsequent time for a course. If you are considering course withdrawal because you are not earning passing grades, confer with your instructor/counselor as early as possible about your study habits, reading and writing homework, test taking skills, attendance, course participation, and opportunities for tutoring or other assistance that might be available. These fees MAY be waived in the case of private lessons.

### **Classroom Behavior**

As your instructor and as a student in this class, it is our shared responsibility to develop and maintain a positive learning environment. Your instructor takes this responsibility very seriously and will discuss any behavior which makes it difficult for you to learn effectively.

### **Use of Cell Phone in Class**

As a student, it is your responsibility to be respectful of the learning atmosphere in your classroom. To show respect, you will turn off your phone and will not use this device in the classroom unless you receive permission from the instructor.

### **Instructor Requirements**

As your Instructor, it is my responsibility to:

- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment
- Description of any special projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness and make up
- Provide the course outline and class calendar which will include a description of any special projects or assignments

To be successful in this class, it is the student's responsibility to:

- Attend class
- Practice 10 hours per week.
- Memorize the assigned repertoire
- Submit the required paper and concert report
- Ask for help when there is a question or problem

## Grading

### Grading Scale

90 - 100 = A	70 - 79 = C
80 - 89 = B	60 - 69 = D
Below 60 = F	

## **EGLS3 -- Evaluation for Greater Learning Student Survey System**

This year, HCC with the help of the Faculty Senate is implementing the online EGLS3 -- Evaluation for Greater Learning Student Survey System to replace the paper SEOI, Student Evaluation of Instruction.

At Houston Community College, professors believe that thoughtful student feedback is necessary to improve teaching and learning. During a designated time, you will be asked to answer a short online survey of research-based questions related to instruction. The anonymous results of the survey will be made available to your professors and division chairs for continual improvement of instruction. Look for the survey as part of the Houston Community College Student System online near the end of the term.

**Please complete this report on time. Thank you!**

## **PLEASE NOTE THE FOLLOWING STATEMENTS:**

**TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, 20 U.S.C. A§ 1681 ET. SEQ.**

*Houston Community College is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual's fundamental rights and personal dignity. Title IX*

*prohibits discrimination on the basis of sex-including pregnancy and parental status-in educational programs and activities. If you require an accommodation due to pregnancy please contact an Abilities Services Counselor. The Director of EEO/Compliance is designated as the Title IX Coordinator and Section 504 Coordinator. All inquiries concerning HCC policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504), and complaints may be directed to:*

*David Cross  
Director EEO/Compliance  
Office of Institutional Equity & Diversity  
3100 Main  
(713) 718-8271  
Houston, TX 77266-7517 or Houston, TX 77266-  
7517 or [Institutional.Equity@hccs.edu](mailto:Institutional.Equity@hccs.edu)*

**It is important that every student understands and conforms to respectful behavior while at HCC. Sexual misconduct is not condoned and will be addressed promptly. Know your rights and how to avoid these difficult situations.**

**Log in to: [www.edurisksolutions.org](http://www.edurisksolutions.org) . Sign in using your HCC student e-mail account, then go to the button at the top right that says Login and enter your student number.**

### **Campus Carry LAW**

- **At HCC the safety of our students, staff, and faculty is our first priority. As of August 1, 2017, Houston Community College is subject to the Campus Carry Law (SB11 2015). For more information, visit the HCC Campus Carry web page at <http://www.hccs.edu/district/departments/police/campus-carry/>.**

**Home/Housing Challenges**

**Any student who faces challenges securing their food or housing and believes this may affect their performance in the course is urged to contact the Dean of Students for support. Furthermore, please notify the professor if you are comfortable in doing so. This will enable us to provide any resources that HCC may possess.**