

East Texas A&M University
School of Music
Instrumental Literature and Administration
MUS 419.01E
Spring 2025 Course Orientation

Garth Gundersen, Instructor Meeting Time: MWF 9:00 - 9:50 AM

Office Hours: by appt Office: Music Building 191

Location: Band Rehearsal Hall (113)

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Course Description and Assessment Outcome

This course is designed to provide students with an overview of the organizational and administrative aspects common to the contemporary music educator. Upon completion of the course the student will:

- 1) Develop an articulate and readily applicable philosophy of music and music education
- 2) Demonstrate an understanding of the administrative and managerial issues common to the school band director, including, but not limited to:
 - Budgeting
 - Calendar/scheduling
 - Parent booster organizations
 - Recruiting
 - Private lesson programs
 - UIL and TMEA functions, rules and regulations
 - Fundraising
 - Promotion, publicity and advocacy
- 3) Demonstrate proficiency in the use of practical classroom technologies for use in beginning band classes
- 4) Demonstrate practical understanding of the function and importance of local and state curricula, principally the Texas Essential Knowledge and Skills (TEKS)
- 5) Demonstrate a clear historical and biographical understanding of wind band history, literature and composers sufficient to:
 - Identify significant composers of wind band music, their major compositions, influences and stylistic characteristics
 - Place significant wind band composers within the correct era in the chronology of the wind band movement
 - Demonstrate knowledge of quality literature appropriate for use with beginning, intermediate and advanced bands of varying ability levels
 - Identify quality composers and compositions from wind band music currently on the Texas UIL Prescribed Music List
 - Demonstrate knowledge of current programming trends for middle school and high school bands in a variety of performance situations.
- 6) Demonstrate familiarity with quality literature at grade levels appropriate for MS and HS ensembles in concert and competitive performances
- 7) Teach first lessons in instrument assembly, embouchure formation and fundamental pedagogy (in simulated beginner situations) in instrument families out of the student's specialty.

Course Materials

Text Coursepack available in the main Music Office (estimate \$20.00)
Other 4" 3-ring binder

Prerequisites

- Open to upper-division music majors only
- Successful completion of the full Music Theory/Ear Training sequence
- Instrumental Conducting I

Attendance Policy

Unexcused absences in excess of TWO (2) will result in a lowering of the final earned grade at the rate of ONE (1) letter grade for each TWO (2) absences.

Example: 1-2 absences No Effect

3-4 absences Grade lowered by 1 letter grade

5-6 absences Grade lowered by 2 letter grades

7+ absences Grade of DF if withdrawal requested (or) final grade of F

Note: Excused absences are defined as illness (with note from a physician), family emergency (with release from the Dean of Students), or a University related event or activity (with prior approval) Courtesy dictates calling in advance of an absence whenever possible.

Grading:

Grades will be determined on the basis of:

Assignments/Projects 45%

Exams 45%

Notebook 10%

Average 100%

Please Note: Assignments will be accepted late only in the event of an excused absence! Appropriate documentation verifying the excused absence should accompany the assignment. Assignments are due at the beginning of the class period.

Modality:

This course will be provided in a face-to-face format. In addition, there will be video tutorials available through D2L and most assignments will be submitted through Go-react and/or D2L.

Course Engagement:

Engagement in the course is the student's responsibility. Students are expected to fully participate in the courses whether face-to-face or in a virtual modality. It is also imperative students and faculty communicate consistently and frequently. If, for any reason, you, the student, are not able to complete assignments or actively engage in the course, you MUST contact your instructor. Engagement and Participation in the course will be assessed per the individual instructor.

UNIVERSITY POLICIES AND STATEMENTS

School of Music Mission Statement:

The School of Music at East Texas A&M University promotes excellence in music through the rigorous study of music history, literature, theory, composition, pedagogy, and the preparation of music performance in applied study and ensembles to meet the highest standards of aesthetic expression.

University Mission Statement:

East Texas A&M University provides a personal educational experience for a diverse community of life-long learners. Our purpose is to discover and disseminate knowledge for leadership and service in an interconnected and dynamic world. Our challenge is to nurture partnerships for the intellectual, cultural, social, and economic vitality of Texas and beyond.

ETAMU Attendance

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#). <http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

Academic Integrity

Students at East Texas A&M University are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

UNDERGRADUATE POLICIES

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

[Undergraduate Student Academic Dishonesty Form](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf>

Students with Disabilities

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services

East Texas A&M University

Velma K. Waters Library Room 162

Phone (903) 886-5150 or (903) 886-5835

Email: studentdisabilityservices@tamuc.edu

Website: [Office of Student Disability Resources and Services](#)

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

East Texas A&M University Supports Students' Mental Health

The Counseling Center at East Texas A&M, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit www.tamuc.edu/counsel

Student Conduct and Tenets of Common Behavior:

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment.

The Code of Student Conduct is described in detail in the Current University Student Guidebook

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: <https://www.britannica.com/topic/netiquette>

Campus Concealed Carry Statement:

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun.

Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web url: <http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M- Commerce campuses. Report violations to the University Police Department at 903- 886-5868 or 9-1-1.

Nondiscrimination Notice

East Texas A&M University will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

Technology Requirements

LMS

All course sections offered by East Texas A&M University have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support: https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm

Zoom Video Conferencing Tool

https://inside.tamuc.edu/campuslife/CampusServices/CITESupportCenter/Zoom_Account.aspx?source=universalmenu

Access and Navigation

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu.

Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a ETAMU campus open computer lab, etc.

Communication and Support

If you have any questions or are having difficulties with the course material, please contact your Instructor.

Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

MUS 419.001

Spring 2025

<u>Date</u>	<u>Topic Chapter</u>	<u>Assignment/Exam</u>
1/13	Course Intro	
1/15	Course Intro/The Role of the Music Educator	
1/17	Philosophies of Music Education 1	
1/20	MLK DAY-NO CLASS	
1/22	Philosophies/The Role of the Music Educator 1	
1/24	So, now I'm a band director...what do I teach? 1	
1/27	TEKS, Curriculum and Instructional Snapshots 2	
1/29	Continued... 2	
1/31	Defining Quality Music 2	Philosophy Assignment
2/3	Literature as the Curriculum 3	
2/5	Conceptual Teaching through the Literature 4	
2/7	Programming for Concerts and Contest 5	
2/10	Programming for Concerts and Contest 5	
2/12	Review of Method Books (guest lecture?) 6	
2/14	NO CLASS -TMEA	
2/17	<i>Beginner Drives (guest lecture?) 8</i>	
2/19	<i>Beginner Lessons (guest lecture?) 8</i>	
2/21	Exam Exam #1	
2/24	Classroom Technology 7	
2/26	There's an App for That! 7	
2/28	Brief History of the Wind Band 9	
3/3	Survey of Marches 10	
3/5	Survey of Grade 1 & 2 Literature 11	
3/7	Survey of Grade 1 & 2 Literature 11	
3/10-14	SPRING BREAK – NO CLASSES	
3/17	Survey of Grade 3 Literature 11	Teaching Lab Video
3/19	Survey of Grade 3 Literature 11	
3/21	Survey of Grade 3 Literature 11	
3/24	Survey of Grade 4 & 5 Literature 11, 12	Programming Assignment
3/26	Survey of Grade 4 & 5 Literature 11, 12	
3/28	NO CLASS - CBDNA	
3/31	UIL Contest Entry/Forms 13 UIL Concert Contest Programming/Rubrics 13	
4/2	Exam Exam #2 (guest lecturer)	
4/4	Organizing the Instrumental Program 15	

4/7	Classroom Management/motivation (guest lecture TBD) 14	
4/9	Classroom Management (assertive discipline) 14	
4/11	Organizing the Instrumental Program 15	Programming Assignment
4/14	Policies, Handbooks and Grading 15	
4/16	Policies, Handbooks and Grading 15	
4/18	Scheduling 16	
4/21	Calendar Planning 16	
4/23	State Organizations (TMEA/TBA) 20	UIL Observation Reflection
4/25	Parent Organizations 17	Handbook Assignment
4/28	Fundraising and Budgets 18	
4/30	Private Lesson Programs 19	
5/2	Last Day of Classes - Review for Exam	
5/5 - 5/9	Final Exam TBD	Notebook Due

Note: This daily schedule is subject to change; it is provided as a general framework.

UIL Observation Assignment

Below are UIL Concert/Sight-reading Contest observation opportunities. You should plan to attend one of these sessions to see a minimum of 3 bands on stage and 1 band in the sight-reading room (approximately 2 hours).

UIL Region 3

3/4-5 HS (1A-4A) Band Contest (Canton)
 3/12 MS Band Contest (West Mesquite HS)
 3/13 MS Band Contest (John Horn HS)
 3/27-28 (1A - 4A) MS Band Contest (Canton HS)
 4/1-2 MS Band Contest (North Garland HS)
 4/3 MS Band Contest (Forney HS)
 4/8-10 HS (6A) Band Contest (Rockwall Heath HS)
 4/10-11 HS (5A) Band Contest (Poteet HS)

UIL Region 25

3/12-13 MS (5A-6A) Band Contest (Robinson FAF)
 3/25-27 MS (2A-4A) Band Contest (Pottsboro HS)
 3/25-27 HS (2A-4A) Band Contest (Pottsboro HS)
 3/27-28 MS (5A-6A) Band Contest (Allen PAC)
 4/1-2 HS (6A) Band Contest (Robinson FAC)
 4/7 HS (5A) Band Contest (Melissa FAC)
 4/9 HS (6A) Band Contest (Allen PAC)

UIL Region 24

3/5-7 MS NV Band Contest (TBD HS)
 3/27-28 MS NonVarsity Band Contest (TBD HS)
 4/1-4 HS HS Band Contest (TBD HS)

Other UIL Region Contests which may be more convenient for you may be substituted for those above.