



# MUS 353, 555 Applied Voice Recital Course Syllabus: Fall 2025

## Instructor Information

Instructor: Dr. Patrick McNally, Assistant Professor of Voice and Director of Opera and Musical Theatre

Music Classroom Location: Music Building, Room 197

Office Location: Music Building, Room 197

Office Hours: By appointment; email to schedule

Office Phone: 617.447.5017

University E-mail: patrick.mcnally@etamu.edu

Preferred Form of Communication: Email

Communication Response Time: 24 hours

The syllabus / schedule are subject to change

## Course Information

### Course Description

Students enrolled in this course will perform a public voice recital either 25 or 50 minutes in length. Students are responsible for completing the necessary forms in a timely manner, as well as successfully performing a recital hearing for the voice faculty one month prior to the recital date. Students are expected to complete thorough, scholarly recital program notes, in consultation with the instructor. **Enrollment in principal applied voice lessons is a corequisite to this course.**

From the [Vocal Studies Handbook](#), under "Recital Hearing Policies":

"Voice majors, regardless of their degree program, must perform a half recital. Vocal Performance majors, in addition, must perform a full recital.

A half hour recital consists of 25 minutes of music with a representation of English, French, German, Italian/Spanish, with a reasonable equal representation of each language and representing various styles and historic periods.

An hour recital consists of 50 minutes of music with a representation of English, French, German, Italian/Spanish, with a reasonable equal representation of each language and representing various styles and historic periods.

Any deviation from the requirements above (such as performing a single major song cycle) must be approved in advance by the recital committee. No more than 25% of the program may be operatic arias and/or ensembles.

Students who are concentrating on Musical Theatre performance are allowed to perform Musical Theatre selections on a half and full recital. The Musical Theatre selections should not be greater than 25% for a half recital and 50% of a full recital, the requirement of “a representation of English,

The syllabus / schedule are subject to change French, German, Italian/Spanish, with a reasonable equal representation of each language and representing various styles and historic periods” must be met and the final approval for all repertoire decisions for each recital will be made by the student’s applied voice teacher and the recital committee.”

Scheduling:

Students should consult with Dr. Leanne McNally to determine a recital date. All voice recitals and dress rehearsals are scheduled in the Recital Hall.

School of Music recital times are:

3:00 pm (Sun only)

4:30 pm (Sun only)

6:00 pm (Sun-Fri)

7:30 pm (Sun-Fri)

At times, two half recitals may be scheduled during one recital time block.

Once a recital date and dress rehearsal date has been determined, the student should complete the [Masterclass/Recital Scheduling Form](#) and type a recital repertoire list in performance order with timings to attach to the Scheduling Form.

Then the student should get all three committee members’ signatures on the Scheduling Form and turn in the completed form and the recital fees to Macaila Brown in the Music Office. Recital committees will consist of the student's applied lesson professor Drs. Scaggs, Schloneger, and McNally. **All of this should be scheduled no later than 60 days prior to the recital date.**

Finally, the student should schedule a recital hearing with his/her applied lesson professor **no less than 30 days prior to the recital date.** Recital hearings are generally scheduled on Mondays after voice studio class.

Forms: All forms can be found on the School of Music Webpage under “Current Student Resources” [1. Masterclass/Recital Scheduling Form](#)

2. Student Recital Program Information Form

[3. Vocal Recital Evaluation Form](#)”

“If the student passes the recital hearing, the recital will be given at the scheduled date and time and will receive a letter grade by each committee member at the conclusion of the recital.

At the conclusion of the recital hearing, the applied voice professor will collect the recital forms from the recital committee. The applied voice professor will return the forms to the committee members on the recital date. After the recital, the applied voice professor will collect the recital forms and turn them into the School of Music office to remain in the student’s files. ”

## Student Learning Outcomes

**MUS 352:** In level three principal applied recital, students will perform selected repertoire suitable to the student's musical development with advanced technique and musicianship on a junior (half-hour) or senior (full hour) recital. Students will conduct scholarly research to complete thorough recital program notes, which must include a minimum of 3-5 citations in Turabian format.

**MUS 552:** In level five principal applied recital, graduate students will perform selected repertoire suitable to the student's musical development with professional level technique and on a graduate recital. Students will conduct scholarly research to complete thorough recital program notes, which must include a minimum of 6-10 citations in Turabian format.

## Required Course Materials

Each student is required to purchase **music books** for their individual use. Books may vary by student and may be as few as one or as many as four or five books each semester. The student should budget \$100 per semester for the purchase of music books and other materials relevant to this course. (This amount is much less than the average cost of books for other courses and is very reasonable, considering that books may be used for several semesters and kept for future use in your future teaching and singing endeavors. This amount does not include accompanist fees.)

**One notebook/3-ring binder**, containing both music staff paper and regular notebook paper must be brought to each lesson for inspection and grading. Digital copies of music are permitted, so long as they are legally obtained, and the student can make markings on the score during the lesson.

An **audio/video recording device** (i.e.: cell phone/tablet) must be brought to each lesson for recording and playback of your lessons.

A **pencil** with eraser (or stylus, in the case of digital sheet music) must be brought to each lesson, for note taking. Even if the sheet music is digitized, it is highly recommended to take notes with pencil and paper and keep the notes in the voice notebook.

An **accompanist** (for lessons, rehearsals, and performances) must be secured each semester. (See Vocal Accompanist Policy for more detailed information.)

## Course Requirements

### Instructional Methods

Students must attend weekly voice lessons and make significant progress toward their recital repertoire. The student's work will be directed to three general areas of study: Vocal Production, Music Literacy, and Vocal Artistry/Creativity. Attention will be given to Phonation (including registration and resonance), Diction, Song Analysis, Music Scholarship, and Interpretation.

The applied instructor selects literature and plans lessons in a logical sequence specifically designed to prepare each student to meet the Student Learning Outcomes stated above. Thus, the literature and skills addressed in each lesson will vary according to each student's experience in performance repertoire and technical strengths and weaknesses. In practice, after assessing a student's skill and needs in the early lessons, the applied instructor often

provides a more detailed overview of the semester's activities. However, this overview is specific to that student and the sequential activities are contingent upon that student's continued progress.

Students enrolled in one credit hour will prepare one 25-minute recital program. Students enrolled in two credit hours will prepare one 50-minute recital program. Additionally, all students enrolled in this course will meet in a weekly class ("Studio") in the form of a masterclass. This means you will sometimes participate as a performer and at other times as an audience member. We will speak about topics involving everyone and each student will be scheduled to sing several times throughout the semester, thereby practicing the art of solo performance. **Each student is required to dress appropriately for performances when scheduled to sing.** (Business, business-casual, or "Sunday best" and dress shoes are expected; absolutely **NO JEANS or ATHLETIC SHOES** will be permitted.) Any student not in compliance with the performance dress code will not be allowed to perform and will receive a 0% for the missed performance.

All lessons will take place in Dr. McNally's office, room 197 in the Music Building. All recitals will take place in the Recital Hall of the music building. Recital Hearings will be scheduled in any available room in the music building.

Students enrolled in applied recital are required to complete their own program notes, schedule a dress rehearsal, and complete all necessary forms in a timely manner. See D2L for specific deadlines.

## Assessments

### 1. Recital Hearing (40% of final grade):

At the recital hearing, students should be prepared to sing the entire recital from memory. For a half recital, the student will be asked to perform 15 minutes of music from their recital program during the recital hearing. For a full recital, the student will be asked to perform 25 minutes of music from their recital program during the recital hearing. Students should bring three copies of the completed recital form and recital repertoire list in performance order with timings to the recital hearing. The student will choose the first selection to be sung with the remaining selections to be chosen by the recital committee, not including the student's applied voice professor.

### 2. Program Notes (40% of final grade):

Students will be required to complete program notes prior to their recital. Programs must include translations, information about the poets, composers, and works to be performed, as well as historical information surrounding the pieces. The document must be well-cited with clear footnotes, utilizing Turabian/Chicago-style citation format. (A useful guide is available here: <https://www.chicagomanualofstyle.org/turabian/citation-guide.html>.)

#### a. 1<sup>st</sup> Draft (15%):

Students will submit a 1<sup>st</sup> draft of their program notes to D2L approximately 6 weeks prior to their recital date. In this draft, students will primarily focus on text and translations of the pieces.

Remember to:

- Include citations when necessary.
- Obtain written permission to use translations of texts if using someone else's translation **AND CREDIT THEM IN THE PROGRAM.**
- Check for spelling and punctuation errors!
- Include original language of the texts in left column and POETIC (not word-for-word) translations in the right column, including the title of the pieces.

**b. 2<sup>nd</sup> Draft (15%):**

Once the student's first draft has been graded, the student may begin working on the 2<sup>nd</sup> draft of their program notes. For this portion of the assignment, students should focus on adding informational paragraphs before each of the sets. Students should also incorporate edits suggested by Dr. McNally on the 1st draft here. Submit assignment to D2L by the given deadline.

Remember to:

- Incorporate all the suggestions/feedback given by Dr. McNally on the 1st draft. • Include a 1-2 paragraph 'blurb' about each set (students may write about the composer, poems/poets, or any other interesting facts about the pieces; include anything you think the audience needs to know before hearing the pieces for the first time.)
  - o Poets' names should be mentioned here, as well.
- Include citations when necessary.
  - o Follow the Turabian citation formatting. A quick guide may be found here: [Turabian Citation Quick Guide Notes and Bibliography Samples \(chicagomanualofstyle.org\)](http://chicagomanualofstyle.org)
- Obtain written permission to use translations of texts if using someone else's translation AND CREDIT THEM IN THE PROGRAM.
- Include original language of the texts in left column and POETIC (not word-for-word) translations in the right column.
- Check for spelling and punctuation errors!

**c. FINAL Draft (10%):**

Once the student's second draft has been graded, the student may work on final edits. This final version of the document should be submitted to D2L at least 2 weeks prior to the recital date. Ensure all citations are correct, all sources are cited, and all suggestions from Dr. McNally have been implemented. This is the final version that will be sent to the printers for your recital audience to read.

**3. Recital Performance (20% of final grade):**

Assuming all prerequisites have been fulfilled, students may perform their recital on their selected recital date.

## Grading

Grades will be calculated based on the student's successful completion of the assessments listed above.

Additionally, there are special circumstances which may result in a student failing this course. As stated in the [Vocal Studies Handbook](#):

"At the conclusion of the hearing, the committee will give a pass/fail grade for the hearing. If the student fails the recital hearing, or individual pieces at the hearing, a second hearing may be scheduled (during the same semester) at the discretion of the committee, or the recital may be cancelled or postponed. If the recital is cancelled/postponed the student will receive a grade of F in the Principal Applied Recital course. The student will have one additional semester in which to successfully pass a recital hearing and remain a music major.

The primary applied professor may cancel a student recital at any time for the following reasons: 1. Lack of progress/preparation  
2. Failure to schedule a recital hearing  
3. Failure to turn in the proper scheduling paperwork on time  
4. Failure to submit a program and program notes on time  
5. Failure to pay the accompanist fee”

## Course and University Procedures / Policies

### Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

### Attendance Policy

It is the student’s responsibility to inform the instructor at least 24 hours in advance if you are going to miss a lesson. Make-up lessons will be given at the instructor’s discretion, only with proper notice. If a student does not show for a lesson, without contacting the instructor, the lesson **will not** be made-up. A student may only have **three** absences total (excused or unexcused) in a regular long semester. After the third absence, the student may receive a failing grade for the semester. Please contact me if you have a special circumstance before you reach your absence quota.

If I am unable to teach your lesson, I will notify you via email, text, or phone call in advance, and will make it up at a later time.

### Late Assignments or Work

Students needing extra time to complete an assignment must communicate with the instructor in advance. A moment of forgetfulness is not a valid reason for a due date extension.

### Accompanist Policy

Students are required to hire an accompanist each semester. To secure an accompanist, first read the Accompanying Policies and Procedures. Then, fill out this [Vocal Accompanist Request Form](#) and you will be assigned a pianist based on availability. Keep in mind that you do not get to choose whether you hire a professional or student, so you should budget for the maximum fee, just in case.

### AI use policy

East Texas A&M University acknowledges that there are legitimate uses of Artificial Intelligence, ChatBots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor of the course.

Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism).

Individual instructors may disallow entirely the use of such software for individual assignments or for the entire course. Students should be aware of such requirements and follow their instructors' guidelines. If no instructions are provided the student should assume that the use of such software is disallowed.

In any case, students are fully responsible for the content of any assignment they submit, regardless of whether they used an AI, in any way. This specifically includes cases in which the AI plagiarized another text or misrepresented sources.

13.99.99.R0.03 Undergraduate Academic Dishonesty

13.99.99.R0.10 Graduate Student Academic Dishonesty

### **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 Policy**

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](mailto: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](http://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 East 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 ETAMU 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 EATMU- 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](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](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@etamu.edu](mailto:helpdesk@etamu.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>

### Health and Wellness

As an Institutional Member of the National Association of Schools of Music, East Texas State A&M University supports the Association's commitment to student health and wellness. The following web address provides links to information for resources related to physical and mental well-being, as well as assists in offering preventative measures that students can take to avoid serious and/or chronic conditions: [Musician Health and Safety - East Texas A&M University](#)

*This course content is aligned with the standards established by the Texas Education Code, covering areas such as Music, the Commissioner's Rules, Pedagogy and Professional Responsibilities, Technology, and English Language Proficiency. To review these standards, please visit the Music Education Program D2L Shell and select "Standards and Objectives."*