

EMPORIA STATE UNIVERSITY

MU391H ESU Flute Choir Spring 2025 1 credit hour

- Instructor: Dr. Kate Bergman
- Department: School of Visual and Performing Arts, Music Program
- Office Location: Beach 115
- Telephone: 620-341-5435
- Email: cbergman@emporia.edu
- Preferred Method of Contact: email
- Office Hours: Mondays, Tuesdays, Wednesdays & Thursdays, 9-10am, Fridays 10-11am, other times by appointment/email, in Beach 115 or via zoom
- Day/Time: Class meets Thursdays from 4:00-5:20pm, HRH
- Prerequisite/Corequisite: high school band/applied lessons/marching band/wind ensemble

How to use this syllabus

This syllabus provides students with information specific to this course, and it also provides information about respective University policies. This document should be viewed as a course overview; it is not a contract and is subject to change as the semester evolves.

Disclaimer

This syllabus is subject to change in part at the discretion of the instructor in accordance with the University policies and guidelines.

Course Description

The course will give the student opportunity to experience independent part playing in a small ensemble. The student will analyze, rehearse, and perform the music appropriate to the instrumentation available.

Student Learning Outcomes

1. Students will learn proper rehearsal etiquette, including having music in order and a pencil, as well as the responsibility of learning their own part.
2. Students will learn intonation tendencies for their instrument, as they work on playing in tune with others.
3. Students will learn ensemble repertoire for their instrument, including standard repertoire, arrangements, and original music for this ensemble.

As outlined on the ESU website: [under Mission, Goals and Program](https://www.emporia.edu/music/current-students-faculty/mission-and-goals.html)

Outcomes: <https://www.emporia.edu/music/current-students-faculty/mission-and-goals.html>

Baccalaureate Student Outcomes of the Music Program

- Demonstrate preparation, knowledge, and skills for a professional career in music
- Demonstrate ensemble performance proficiency and knowledge of ensemble literature in the selected area of concentration

Required Texts/Readings Textbook

MATERIALS:

All music is the property of the director, ESU, or a fellow member. If music is lost or damaged, it is the member's responsibility to make restitution or replace it. Students are required to have a pencil, their music, and their folder at every rehearsal and performance.

Instruments:

Please have your instrument(s) in good working order at all times. Make sure your instrument is properly insured, and understand your policy and coverage. If you are playing a school instrument, you will be held responsible for any repair or replacement costs if it is damaged while in your possession.

Other Equipment/Materials

Students are required to have access to a functioning laptop/PC with internet capabilities. This device must have Microsoft Office installed. If you do not have Office, ESU provides free access for students. Follow these instructions:

1. Log in to [Hornet365](#)
2. Click on Downloads icon
3. Click on Office 365 based on your computer (Windows/Mac)
4. Follow the Office 365 wizard instructions

Before you begin your coursework, ensure that your computer meets technical standards (software, computer equipment, general skills, program management skills, communication skills, and managing your ESU Email) for use in ESU courses.

Dress/uniform

For a professional attire during performances and tours, the ESU Flute Choir requires uniform and/or professional attire. Required concert attire will be the black ESU Flute Choir short sleeve polo that students are required to purchase for \$25 before the first performance. Black dress pants (NOT jeans, yoga pants, leggings or ripped pants) & black closed toe shoes will need to be worn with this shirt.

Attendance/Grading policy:

Grades are based on:

1. Attendance -30%
2. Attitude, effort, and preparation -30%
3. Rehearsal and concert performances -40%

Attendance is also based on punctuality. Please be on time and warmed-up.

Attendance is required and it is expected that students will only miss due to an emergency. It is impossible to make-up a rehearsal or performance due to scheduling with all of the members.

Students need to make every effort to attend ALL rehearsals. Students are expected to participate in all required performances.

A = 93-100, A- = 92-90 B = 83-89, B- = 82-80 C = 73-79, C- = 72-70

D = 60-69 F = 59 and below

Instructor Contact Policy

Although you may attempt to reach the instructor by phone, Email is always preferred. Feel free to contact the instructor with any questions or concerns by following these guidelines:

- Always use the course name in the subject line.
- Remember to include your name in the message.
- Always use your ESU Email (g.emporia.edu) address. Email sent from personal Email accounts tends to end up in my spam folder and may not be received. You may also message the instructor through Canvas via the Inbox.

- You should contact the Help Desk for any technical problems involving your computer, Canvas access, Email, and all things technology related at [ESU Technical Support website](#). You can contact the Help Desk toll free at 877-341-5555 or email: helpdesk@emporia.edu.
 - However, if you have a problem with access, you should contact your instructor or IT.

Response Time

Please email me for any meeting times, and please feel free to email me with your questions. I will make every effort to reply within 48 hours - my goal is to be as accessible and responsive to you as possible. I do reserve the right not to respond to communications during evening hours or on the weekends.

If you email me outside of Canvas, always include the course number (e.g. MU344*) in the subject line.

Feedback on assignments: My goal is have assignments graded by the next class period, but some may take a week if more involved/longer.

Extra Credit

There will be **NO extra credit**. Earn the credit available by doing the work assigned.

Assignments

Students are expected to practice their music individually and come to class prepared for rehearsal. Listening to youtube links and recordings can assist in this process, so it is expected that students will do this beforehand.

s in the cour

Course Changes

The instructor reserves the right to make modifications/changes in the course as necessary for the purposes of instruction.

Academic Dishonesty Policy

Academic dishonesty, a basis for disciplinary action, includes but is not limited to activities such as cheating, plagiarism, or any other academically unethical activity as defined such as representing work of another person as a student's own, individual original work without permission or citations.

Cases of academic dishonesty in this class may result in zero points for the assignment or the class, depending on the situation. If the student fails the course as a result of academic dishonesty, a course grade of XF may be assigned by the instructor of record to the student's transcript to indicate the failure in the course was due to academic dishonesty, provided the Academic Dishonesty Committee authorized the "X" part of the grade as outlined below.

Emporia State University may impose penalties for academic dishonesty up to and including expulsion from the student's major or from the University. In addition, acts of academic dishonesty shall be grounds to deny admission to a department or program. In addition to the penalties above, the faculty member shall notify in writing the program director and the registrar of the infraction. The notification to the program director should include documentation of the academic dishonesty infraction and the course of action the faculty member takes. All documentation must be provided within 10 business days after the discovery of academic dishonesty. The program director shall forward the report of the infraction to the Provost and Vice President for Academic Affairs. The registrar shall block the student from withdrawing from the course to avoid the penalties that result from the infraction. The Provost and Vice President for Academic Affairs shall act as the record keeper for student academic infractions. The Provost and Vice President for Academic Affairs will notify the student in writing that an infraction has been reported and inform the student and the faculty member of their rights to be heard by the Academic Dishonesty Committee; furthermore, such communication will indicate the right to appeal and of the appropriate appeal procedures.

To access the policy in its entirety, refer to Section 3D.0801 Academic Dishonesty Policy in the Emporia State University Policy Manual. The policy is presented on the Academic Affairs website as the [Academic Affairs Academic Dishonesty Policy](#)

Student Accommodations Statement

Student Accessibility and Support Services (SASS) at Emporia State University (ESU) ensures that students with disabilities have full and equal access to the programs and services of ESU without discrimination. Any student who feels they may need academic accommodations or access to accommodations based on the impact of a documented disability should contact and register with SASS during the first week of class or as soon as possible after the diagnosis of a disability. SASS is the official office to assist students through the process of disability verification and coordination of appropriate and reasonable accommodations. Students currently registered with SASS must obtain a new accommodation memo each semester. The SASS office is located in SE Morse Hall room 250. They can be contacted via phone at 620-341-6637 or by email at SASS@emporia.edu. The SASS office website URL is <http://www.emporia.edu/sass>.

Diversity, Equity, and Inclusion Syllabus Statement

Emporia State University supports an inclusive learning environment where diversity and individual differences are understood, respected, appreciated, and recognized as a source of strength. We expect that students and faculty at Emporia State will respect differences and demonstrate diligence in understanding how identities, perspectives, behaviors, and worldviews may be different from their own.

If there are aspects of this course that result in barriers to your inclusion or the inclusion of those around you, contact the individual with whom you are most comfortable: your academic advisor, the Program Director, your School or College Dean, the Dean of Students, the Senior Director of Diversity, or your course instructor.

Acceptable Use Policy

It is University policy to provide computing and information technology resources to faculty, staff, students, official university affiliates, and others in support of the education, research, and public service missions of the university. Users of university information technology resources are responsible for using these resources only as allowed by law and in connection with the university's core teaching, research, service, and other identified missions. (resources: Usage Policy URL <https://www.emporia.edu/terms-use/>)

Confidentiality of Student Information (FERPA)

ESU affords students their full rights in conformity with the Family Educational Rights and Privacy Act of 1974, its amendments and implementing regulations. Eligible students have the right to inspect their educational records request amendment of their records they believe to be incorrect or misleading and restrict disclosure of their information in specific situations. Students may waive their rights to inspect and review confidential statements and confidential letters of recommendation by providing a signed voluntary statement if, in conformity with applicable law; 1) the student is notified, upon request, of the names of those providing statements and letters, 2) the letters and statements are only released for the original purposes stated, and 3) the waiver is not a condition of admission or other benefit. (resources: Information on FERPA URL <https://www.emporia.edu/academics-majors/academic-affairs/office-registrar/enrollment-registration/student-and-family-educational-rights-and-privacy-act-1974-ferpa/>)

Withdrawal

If a student elects to withdraw from one or more classes after the official drop period and through the tenth week of a regular semester, the grade of "W" will be recorded on the transcript regardless of the student's academic standing in that class. Students need to work with their academic advisor and registration to complete the withdrawal process.

After the tenth week of the regular semester the student may not withdraw from class nor may the instructor assign the grade of "W". In extreme cases, the student may appeal to the Office of the Associate Vice President for Academic Affairs to receive a grade of "W" after the tenth week.

Classes taught in less than the regular semester will follow a similar pattern. If a student elects to withdraw from one of these shorter classes after the official drop period and before 5/8 of the class periods have been completed, the grade of "W" will be recorded on

the transcript. After 5/8 of the class periods have been completed, the student may not withdraw, nor may the instructor assign the grade of "W." In extreme cases, the student may appeal to the Office of the Associate Vice President of Academic Affairs to withdraw with the grade of "W" after 5/8 of the class periods have been completed.

Course Incompletes

If a student takes an Incomplete in the course, for a grade of I, the student's grade will be reduced by a grade level when the work is completed during the next semester. For example, an A grade will be reduced to a B grade. Incomplete work that is not finished by the end of the next semester automatically turns to an F (by the Registrar's Office). According to ESU policy, Incompletes can be assigned only in the direst of circumstances. The Teachers College may require a signed contract between the student and the professor to obtain an Incomplete grade.

Basic Needs

It can be challenging to perform your best in the classroom if you have trouble meeting your basic needs. Any student who has difficulty affording groceries or accessing sufficient food to eat every day or who lacks a safe and stable place to live is encouraged to connect with campus support services. Examples of such services include the campus food pantry, [Corky's Cupboard](#); counseling and other physical and mental health services at the [Student Wellness Center](#); [financial aid](#) and [emergency scholarships](#); free [legal services](#) for students; and more. For more information about campus and community resources, visit "Find Support" at emporia.edu/basicneeds. Please also notify me if you are comfortable doing so. This will enable me to help however I can. Together we can work to make sure those needs are met.

Campus Emergencies

In the event of a major course or campus emergency (such as a significant COVID-19 outbreak), the mode of instruction, course requirements, deadlines, and/or grading procedures are subject to changes that may be necessitated by a revised academic calendar or other circumstances beyond my control. In the event of such a circumstance, communication will occur through Canvas and by email from your instructor. You may also request information about changes in this course by emailing the instructor.

Hardships

If something happens during this course that makes it difficult or impossible for you to complete course work or attend class for an extended period of time, please inform the instructor immediately. Consideration for extenuating circumstances may be granted by the instructor. There are campus resources dedicated to addressing student hardships and referrals to these resources may be obtained by contacting the Office of Student Affairs.

Student Health and Safety

To keep yourself and fellow members of the campus community safe, please screen yourself for symptoms of COVID-19 before attending class. Symptoms include headache, cough, shortness of breath or difficulty breathing, sore throat, new loss of smell or taste, chills, repeated shaking with chills, muscle aches and pains, among others. If you are experiencing any of these symptoms, please do not attend class. If you begin experiencing these symptoms during class, please exit the classroom. You should then return to your residence and notify the instructor of your absence. Contact the Student Wellness Center by calling 620-341-5222, if you believe you need testing or medical consultation.

2025 dates:

January 24, Bergman/McConkie/Freeze faculty recital for flute/clarinet/marimba

Sunday, Feb. 2: KFA virtual forum

Friday, Feb. 7: honors recital

Saturday, February 8, Project Trio with beatbox flutist Greg Patillo, evening concert at KU Lied Center, masterclass earlier in day??

****Tuesday, February 11, 4pm-5pm, organize tshirts for tomorrow**

Wednesday, February 12, hs workshop day: all day/registration 8:30am, HR opening concert 9am, rehearsals/masterclasses/clinics, 930-2pm, concert 2:15pm in ATH

Tuesday, March 4: 2pm-2:50pm in 131a, low flute/flute choir reading session with Future Music Student Day students

Wednesday, March 12: Women in Music Festival at ESU, host Rashi Grewal

Sunday, March 30: KFS location TBA/Palen music in Wichita

Tuesday, April 1: KC Symphony WWQ at ESU, masterclass 3-5pm, 7:30pm concert

Tuesday, April 8: Chamber recital, 7:30pm, HRH, ESU flute choir playing "Butterfly Purple"

Thursday, April 10: Bergman/Laudie/Vilachevya recital, 7:30pm, HRH

Saturday, April 12: Ella's senior recital, 7pm, HRH

Sunday, April 27: 3pm, HRH, Flute studio/flute choir concert