Instructor: Professor van der Ploeg
Office Location: Music 103
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Office Hours: Mon and Wed. 1:00-1:20 pm
Class Days/Time: Scheduled in conjunction with student’s availability
Classroom: Music 103

Course Description
To work with the individual singer in acquiring vocal technical and interpretive skills, and the knowledge of the repertoire necessary for performance and/or teaching. One ½ hour (B.A./BMEd) and one hour (B.M.) of private vocal instruction per week. Each private voice lesson will consist of focused work in individual vocal problems and the preparation of song repertoire. The vocalises and vocal literature studied in the private lesson should be the foundation for the student’s DAILY practice sessions.

Course Goals and Student Learning Objectives
❖ Student will perform the music studied with correct rhythms, notes and pronunciation in public performances, juries and studio-wide recitals.
❖ Student will be able to produce an artistic and stylistically accurate musical rendering in public performances.
❖ Student will demonstrate professional behavior, dress, and concert etiquette in all performance venues.
❖ Student will acquire a solid and learned technique which will result in beauty, freedom, and joy in singing.
Course Requirements and Assignments

Semester I:
Required texts: None. Each student will be individually assigned the literature to be studied for the semester. At that time, purchase of certain volumes of music will be necessary. First semester will concentrate on the basic vocal technique. A minimum of three (3) songs for B.A./BMEd and five (5) songs for B.M. are to be memorized. Songs will be selected for the 17th and 18th century Italian literature, English and American song literature, and if the student has a facility with other languages, German, Spanish and French songs may be assigned.

Semester II:
Same requirements as Semester I

Semesters III & IV:
A natural progression of technical and interpretive study. There will be expanded emphasis on vocal agility, correct style and improved language skills. Required songs: A minimum of four (4) for B.A./BMEd, and a minimum of six (6) for B.M. to be memorized each semester. Based on language abilities and vocal improvement, songs will be chosen from a variety of languages including German “Lied,” and the French art song. Study of opera and oratorio may commence, especially for those students pursuing a B.M. degree. Student must pass Junior Qualifying when completing Musc 033-D.

Semester V and Beyond: A continuation of technical and interpretive study. Required songs: a minimum of six (6) for B.A./BMEd, and a minimum of ten (10) for B.M. Songs will be a representative selection of art songs, opera and oratorio arias in different languages, and in various vocal style from Baroque through Contemporary.

Required Texts
Due to the laboratory nature of this class, students will be given voice-appropriate songs to be studied and performed in juries, public performances, and a studio wide recital.

Suggested/Other Readings
Great Singers on Great Singing by Jerome Hines
Vocal Wisdom by Giovanni Battista Lamperti
**Grading Policy**

1. Student will receive a grade at the end of every lesson. This grade is the average of the grade the applied professor has given the student, and the grade the student has given him/herself. Grading is based on the following criterion:
   - Student arrives 5 minutes early to lesson
   - Student is dressed appropriately (no torn jeans or pants, NO SHORTS--long-length or otherwise, no flip flops, no pajamas)
   - Students is acceptably groomed
   - Student has turned in a practice schedule for the week
   - Student has completed lesson summary
   - Student has come prepared with his/her pieces learned that were assigned by the teacher. Per the professor's discretion, notes are to be learned, rhythm is learned, language is IPA’ed, piece is memorized, etc.
   - OR: Student comes to lesson with instructions or assignment from previous week’s lesson completed.
   - Student follows the cancellation policy as outlined in the Greensheet
   - Student has an overall attitude of eagerness to learn and general positivity

2. Student will be given a "6-Week Alert" should he/she have an average grade of C or lower in the sixth week of the semester.

3. Grading scale is as follows:
   - 50% Average of weekly grades
   - 20% Listening Hour Honors Recital Performance, Studio Class Performance and/or Area Recital Performance
   - 30% Jury grade

4. Student will have 2 songs memorized by March 21.

5. ALL SONGS MUST BE MEMORIZED TWO WEEKS BEFORE JURIES AND STUDENT WILL BE TESTED FOR PREPAREDNESS. If student is has not committed to his/her songs to memory **two weeks before juries**, a half letter grade will be dropped for each week the songs are not memorized.

   *For the Final Exam it will be necessary for each student to participate in a Jury. The Jury will constitute 30% of the final grade. At the jury, first-semester Freshmen BM students are required to have three (3) selections memorized, second-semester Freshmen through Senior BM students are required to have five (5) selections memorized and BAComp/BMEd students are required to have three (3) selections memorized and students will be required to prepare ALL the memorized selections. Failure to sing the Jury, will result in a grade of Incomplete. In order to remove the Incomplete (which automatically becomes an F after one year) and be allowed to register for the next semester of vocal study, the student must sing a make-up jury which will be scheduled at the beginning of the following semester.*

   - Juries may be held on...TBA
Grading Scale

A: Student comes to lesson on time and gives 24 hour notice if he must miss a lesson. He is prepared with the assignment given to him from the previous week. He has filled out and signed a practice schedule. He has listened to the recording of his lesson and taken notes which he will share with the instructor. He has met all the above requirements. He shows a general willingness to learn and excitement in singing.

B: Student misses more than 2 lessons in a semester, is not memorized two weeks before jury but gives a good jury performance. He is inconsistent in his preparedness with the assignment given to him from the previous week. He has filled out and signed a practice schedule. He shows a general willingness to learn and excitement in singing.

C: Student misses more than 2 lessons in a semester, and gives an inadequate jury performance. He is inconsistent in his preparedness with the assignment given to him from the previous week. He has not consistently filled out a practice schedule. He shows a general willingness to learn and excitement in singing.

D: Student misses more than 2 lessons in a semester and gives an inadequate jury performance. He is not prepared with the assignment given to him from the previous week. He inconsistently fills out practice schedules. He shows a general unwillingness to learn and is not excited about singing.

1) Exceptions: B.M. candidates are excused from a Jury the semester in which they perform either the Junior or Senior Recitals. BMEd candidates are excused in the semester of the Senior Recital.

2) Junior Qualifying Jury: At the end of the 4th semester of applied study, students are evaluated during the jury exam for placement in Upper Division study. (majors).

Please consult the student handbook for more details.

Classroom Protocol

1) Cell Phone Usage: If a cell phone is used or the ringer is kept on, the student will be asked to leave for the remainder of the class, and possible grade deductions will be made.

2) Attire: It is expected that all students will come dressed in appropriate attire for lessons. No shorts, torn jeans, flip-flops, tennis shoes, cropped shirts, or dirty clothing are allowed, nor is a general, disheveled appearance. Students may wear sandals and flats. This also applies to any performances attended at the university and outside of the university. Being aware of your appearance during lessons, will affect the quality of your singing and is a key to building self-respect and confidence. The lesson before our Listening Hour performance, the student is required to wear or bring in the outfit he/she is going to wear for the recital. This will prevent inappropriate attire at the recital and thus, the removing of the student from participating on recital day and a subsequent lowering of the student’s semester grade.

3) Timeliness: Each student must arrive 5 minutes early to the lesson.
4) **Preparation:** Wake up at least 1 hour before the lesson. Prepare your body and mind by doing stretches and visualization. Take a minute before you start to enjoy this special time out of time!

5) **Recording Devices:** EACH STUDENT is **required** to record his/her lesson via computer, IPod, MP3 recorder, etc. Failure to record lessons after only ONE warning, will result in a 10% drop in his/her final grade.

6) **Binders:** *Bring 2 binders to your first lesson.* These binders will contain all the music you are working on. One binder stays with me, one goes home with the student. Both binders must be updated immediately when new repertoire is chosen.

7) **Performance and Performance Attendance Expectations:** All music majors are required to register for Music 81 (lower division) or 181 (upper division) each semester. Students must attend 12 performances. These may include Tuesday-Thursday Recital Hour, faculty recitals, senior/graduate recitals, SJSU ensemble concerts or live San Francisco Opera simulcasts. *Please check the student handbook for more details.* **Students must also perform in one studio performance and one public performance each semester.**

8) **“The Masters Teach” Master Classes:** Throughout the year, you will be required to attend master classes given by conductors/singers/teachers who are successful in the opera field. This is an opportunity for you as singers, to receive important and pertinent instruction from teachers or coaches outside of SJSU. All master classes are required attendance and ample time will be given so each student may be present.

9) **Opera Theater:** Although not a requirement by the department, it is a requirement of this studio that you participate in Opera Workshop your Junior and Senior years, if you are a BM major. BMEd majors are also encouraged to participate in Opera Workshop although it is not a requirement. If you are a scholarship student, your scholarship requires you to participate in Opera Workshop your Junior and Senior years.

10) **Senior Recital Audience Attendance Requirement:** All Senior Recital singers must recruit 50 people to attend his/her recital. This is to teach the singer self-promotion and marketing. “Golden Tickets” will be created and handed out by the singer to family and friends, who will then turn them in the night of the recital. Less than 50 people in attendance at the Senior Recital will result in a 20% deduction in the student’s final grade.

11) **Listening Hour Recital:** On March 24, 2016, We will have our very own Studio Recital. Yay!! Hopefully everyone will have the chance to perform at this event. You must wear performance attire, and piece must be memorized. Reserve the date now!!! Everyone is expected to attend.

12) **Studio Classes and Area Recitals:** Our studio will meet on Mondays from 3:45-4:55pm on the dates: 2/8 (practice seminar), 2/29, 3/21, 4/25, 5/9, 5/16. Please reserve these dates and show up on time. **If you are performing dress as if you were singing at the juries.**

13) **Repertoire Class:** This class is listed in the schedule of classes as Music 144, and meets on Wednesdays, from 3:30-5:20PM. It is imperative that all students enrolled in Music 033, 133, or 224 also enroll in this class. The first half of the
semester will be devoted to Vocal Pedagogy and the second half of the semester will be devoted to intense study of an English-language composer.

14) Practice Schedule: All students are required to fill out a weekly practice schedule which he/she will turn into Prof. van der Ploeg for review. Schedules are available in the studio, or you can create your own version. We will decide about this in our first studio class: the practicing seminar! This is to encourage the student to remain organized and show both him and the professor, his progress and practice needs.

15) “Practice Buddy:” Each student will be paired with a fellow student, and students will then sing for each other, offering constructive criticism and encouragement for 20 minutes per week. Repertoire is at the discretion of the students. “Buddies” will be individually chosen or assigned in the first week of school via a posted list. These sessions will be scheduled per the availability of the students and may be conducted in the department practice rooms. Students will then report progress to Prof. van der Ploeg.

16) Lesson Summary Journal: After each lesson, the students is required to listen to/watch the recording they made during the lesson and write a summary. This can be done on google docs or in a personal journal and needs to be compiled into a journal or student binder. The purpose of this summary is to help the student get a clear idea of what growth she/he is making and the focus for vocal discovery for the week. This summary will contain concepts and exercises done, tools used and personal discoveries. (It can be done with key words and phrases-no need for complete sentences). The student must bring this summary to her next lesson.

17) Open Door Lesson Policy: If a fellow singers gives approval ahead of time, you may sit in on his/her lesson. Prof. van der Ploeg encourages the singers to attend as many voice lessons as possible to help the student solidify technique and gain insight.

18) Concert Attendance Requirements: See attached. All music majors are required to register into Music 81 (lower division) or 182 (upper division) each semester. Students must attend twelve (12) performances. These may include Tuesday-Thursday Listening Recital Hour, faculty recitals, senior/graduate recitals or SJSU ensemble concerts. Concert Credit is NOT given to students performing on a recital or in an ensemble.

19) Fellow Singer Recitals: Although not required, it is highly encouraged, that the entire studio attends fellow singers’ Junior, Senior, or Graduate recitals. Be supportive and be inspired by your colleague’s hard work and perseverance!

20) Singing in Public: You may not sing in public, any song, without discussing your piece(s) with Prof. van der Ploeg. If Prof. van der Ploeg agrees you do not need coaching on the piece(s), they will not be worked on in lesson. Otherwise, every song you sing must be prepared properly and sung in such a way which makes you, and your professor, proud! This includes ALL opera workshop repertoire, any and all repertoire performed on other students’ recital, any repertoire performed in other classes, (as in Art Song class, Collegium, Diction, etc), any solo concert repertoire, and singing at your best friend’s wedding!

21) Cancellation Policy: Students taking applied voice lessons are expected to attend each scheduled lesson. There will be NO MAKEUP LESSONS. This is a policy to hopefully keep students healthy for lessons and encourage a lifestyle which
is conducive to the career of singing. If you MUST miss a lesson, please notify Prof. van der Ploeg **24 HOURS IN ADVANCE** with an explanation and the lesson may be rescheduled at the discretion of the instructor. If you think you may be feeling ill the day before the lesson, please call and cancel, with the agreement that the student may still take the lesson if he/she is feeling better the next day, **IF** the student’s lesson time is **still available**. Professor van der Ploeg **WILL NOT MAKE UP LESSONS WHEN A STUDENT CALLS THE DAY OF A LESSON OR SHOWS UP TO A LESSON SICK.** Messages should be left via text message or voice mail at 925 708-0408.

**22) Signed Contract:** By the student’s 2\textsuperscript{nd} lesson, he/she must have signed a contract stating that he/she has read this Greensheet and understands its content.

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**NOTE:** It should be noted that the Academic Vice President in a memorandum dated October 25, 1977 cites a university policy that states that there shall be an appropriate final examination or evaluation at the officially scheduled time in every course, unless specifically exempted by the college dean who has curricular responsibility for the course.

**NOTE** that University policy F69-24, “Students should attend all meetings of their classes, not only because they are responsible for material discussed therein, but because active participation is frequently essential to insure maximum benefit for all members of the class. Attendance per se shall not be used as a criterion for grading.”

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**University Policies**

**Dropping and Adding**

1) **Drop Policy:** The deadline to drop a class without a W is on the fourteenth day of instruction. After the fourteenth day, drops and withdrawals will be allowed only for serious and compelling reasons and documentation will be required to support those reasons. All petitions to drop or withdraw will be reviewed by the Director of Academic Services. **Information on add/drops are available at** [http://info.sjsu.edu/web-dbgen/narr/soc-fall/rec-324.html](http://info.sjsu.edu/web-dbgen/narr/soc-fall/rec-324.html). **Information about late drop is available at** [http://www.sjsu.edu/sac/advising/latedrops/policy/](http://www.sjsu.edu/sac/advising/latedrops/policy/)

2) **Music Use Fees:** Music majors and minors must pay a music equipment use fee each semester. The fee must be paid directly to the Cashier’s Office, and you must bring the receipt to the Music Office before completing registration. Applied music instruction will not be authorized until this fee is paid. Music 10B students, or students enrolled in and sound recording course, must pay each semester that they are enrolled in one or more of these classes. The fees are included in the student’s bill, with other registration fees.

Information about the latest changes and news is available at the **Advising Hub** at [http://www.sjsu.edu/advising/](http://www.sjsu.edu/advising/).

**Consent for Recording of Class and Public Sharing of Instructor Material**

**University Policy S12-7,** [http://www.sjsu.edu/senate/docs/S12-7.pdf](http://www.sjsu.edu/senate/docs/S12-7.pdf), requires students to obtain instructor’s permission to record the course.

- Common courtesy and professional behavior dictate that you notify someone when you are recording him/her. You must obtain the instructor’s permission to make audio or video recordings in this class. Such permission allows the recordings to be used for your private, study purposes only. The recordings are the intellectual property of the instructor; you have not been given any rights to reproduce or distribute the material.
  - Students must submit written requests for recording classes.
In classes where active participation of students or guests may be on the recording, permission of those students or guests should be obtained as well, but need only be orally.

- Course material developed by the instructor is the intellectual property of the instructor and cannot be shared publicly without his/her approval. You may not publicly share or upload instructor generated material for this course such as exam questions, lecture notes, or homework solutions without instructor consent.

**Academic integrity**

Your commitment as a student to learning is evidenced by your enrollment at San Jose State University. The *University Academic Integrity Policy S07-2* at [http://www.sjsu.edu/senate/docs/S07-2.pdf](http://www.sjsu.edu/senate/docs/S07-2.pdf) requires you to be honest in all your academic course work. Faculty members are required to report all infractions to the office of Student Conduct and Ethical Development. The *Student Conduct and Ethical Development website* is available at [http://www.sjsu.edu/studentconduct/](http://www.sjsu.edu/studentconduct/).

Instances of academic dishonesty will not be tolerated. Cheating on exams or plagiarism (presenting the work of another as your own, or the use of another person’s ideas without giving proper credit) will result in a failing grade and sanctions by the University. For this class, all assignments are to be completed by the individual student unless otherwise specified. If you would like to include your assignment or any material you have submitted, or plan to submit for another class, please note that SJSU’s Academic Integrity Policy S07-2 requires approval of instructors.

**Campus Policy in Compliance with the American Disabilities Act**

If you need course adaptations or accommodations because of a disability, or if you need to make special arrangements in case the building must be evacuated, please make an appointment with me as soon as possible, or see me during office hours. Presidential Directive 97-03 at [http://www.sjsu.edu/president/docs/directives/PD_1997-03.pdf](http://www.sjsu.edu/president/docs/directives/PD_1997-03.pdf) requires that students with disabilities requesting accommodations must register with the *Accessible Education Center (AEC)* at [http://www.sjsu.edu/aec](http://www.sjsu.edu/aec) to establish a record of your disability.

In 2013, the Disability Resource Center changed its name to be known as the Accessible Education Center, to incorporate a philosophy of accessible education for students with disabilities. The new name change reflects the broad scope of attention and support to SJSU students with disabilities and the University's continued advocacy and commitment to increasing accessibility and inclusivity on campus.

**Student Technology Resources**

Computer labs for student use are available in the *Academic Success Center* at [http://www.sjsu.edu/at/asc/](http://www.sjsu.edu/at/asc/) located on the 1st floor of Clark Hall and in the Associated Students Lab on the 2nd floor of the Student Union. Additional computer labs may be available in your department/college. Computers are also available in the Martin Luther King Library.

A wide variety of audio-visual equipment is available for student checkout from Media Services located in IRC 112. These items include DV and HD digital camcorders; digital still cameras; video, slide and overhead projectors; DVD, CD, and audiotape players; sound systems, wireless microphones, projection screens and monitors.

**SJSU Peer Connections**

Peer Connections, a campus-wide resource for mentoring and tutoring, strives to inspire students to develop their potential as independent learners while they learn to successfully navigate through their university experience. You are encouraged to take advantage of their services which include course-content based
tutoring, enhanced study and time management skills, more effective critical thinking strategies, decision making and problem-solving abilities, and campus resource referrals.

In addition to offering small group, individual, and drop-in tutoring for a number of undergraduate courses, consultation with mentors is available on a drop-in or by appointment basis. Workshops are offered on a wide variety of topics including preparing for the Writing Skills Test (WST), improving your learning and memory, alleviating procrastination, surviving your first semester at SJSU, and other related topics. A computer lab and study spaces are also available for student use in Room 600 of Student Services Center (SSC).

Peer Connections is located in three locations: SSC, Room 600 (10th Street Garage on the corner of 10th and San Fernando Street), at the 1st floor entrance of Clark Hall, and in the Living Learning Center (LLC) in Campus Village Housing Building B. Visit Peer Connections website at http://peerconnections.sjsu.edu for more information.

SJSU Writing Center

The SJSU Writing Center is located in Clark Hall, Suite 126. All Writing Specialists have gone through a rigorous hiring process, and they are well trained to assist all students at all levels within all disciplines to become better writers. In addition to one-on-one tutoring services, the Writing Center also offers workshops every semester on a variety of writing topics. To make an appointment or to refer to the numerous online resources offered through the Writing Center, visit the Writing Center website at http://www.sjsu.edu/writingcenter. For additional resources and updated information, follow the Writing Center on Twitter and become a fan of the SJSU Writing Center on Facebook. (Note: You need to have a QR Reader to scan this code.)

SJSU Counseling Services

The SJSU Counseling Services is located on the corner of 7th Street and San Fernando Street, in Room 201, Administration Building. Professional psychologists, social workers, and counselors are available to provide consultations on issues of student mental health, campus climate or psychological and academic issues on an individual, couple, or group basis. To schedule an appointment or learn more information, visit Counseling Services website at http://www.sjsu.edu/counseling.