

KEENE STATE COLLEGE
MUSIC DEPARTMENT
HANDBOOK

Music Department website - <https://dept.keene.edu/music/>

August 2019

Greetings and welcome to the Keene State College Music Department!

We are an undergraduate program in the School of Arts & Humanities, accredited by the National Association of Schools of Music, and housed in the Redfern Arts Center on Brickyard Pond. We offer four BM degrees and a BA Music degree, as well as a music minor.

With forty faculty members and the beautiful Alumni Recital Hall, we are poised to offer a variety of classes, lessons, ensembles, and performing opportunities that meet the needs of our various degree programs. We believe you will find our program to be a friendly, challenging, and rewarding place to develop your musical skills and knowledge. Our music professors are outstanding teachers and musicians who are committed to helping you achieve your educational goals.

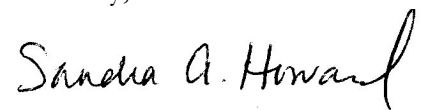
The material compiled in this Handbook assists all music majors and minors at Keene State in becoming familiar with the Department's degree programs, policies, and procedures. The Handbook was originally developed by a committee of students who felt that it would be a valuable aid to incoming music students. Since then, it has been updated annually to provide a handy reference for everyone.

The Handbook, and many documents referenced within it, are available on the Music Department's Google drive, called the Student Links Portal or SLP. The SLP is a central repository of online documents that can be accessed by students and faculty, from any location. Some of the text from earlier versions of the Handbook has been truncated and replaced by links to the Department's website or Google drive, in order to bring you the most accurate and current information on the program.

Please report any errors or suggestions for improvement directly to the Department Chair. If you have any questions about the policies and information contained here, feel free to ask me or another member of the department faculty and staff.

Best wishes for a happy, healthy, and productive year.

Sincerely,

A handwritten signature in black ink that reads "Sandra A. Howard". The signature is written in a cursive style with a large, looping initial 'S'.

Sandra A. Howard, Ph.D.
Professor of Music
Chair, Music Department
Keene State College
Redfern Arts Center 202
Showard1@keene.edu
603.358.2344

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INTRODUCTION

This document provides the most current information about the Keene State College Music Department. Throughout the Handbook, reference is made to the **Student Links Portal or SLP**, essentially the central repository of all documents and information relevant to the Music Department. The Student Links Portal is for public reference and the Table of Contents will help viewers navigate the information found within the SLP: https://docs.google.com/document/d/1xhpt8DObEk-V_dJhhOz6i85f5-eXPJijNQAHRMSlQvE/edit

ACADEMIC CALENDAR

To view the Keene State College Academic Calendar, please visit <http://www.keene.edu/news/events/categories/academic/>.

KSC MUSIC DEPARTMENT EVENTS CALENDAR

The Music Department offers over a hundred events each year including concerts, lectures, festivals, and student recitals. For a complete listing of Music Department events, visit <http://www.keene.edu/academics/programs/mu/events/>.

PROGRAM AND COURSE INFORMATION

ENTRANCE AUDITION

Admission to the KSC Music Department as a music major or minor is granted with a successful performance audition. For audition information, guidelines, and scheduling, visit <http://www.keene.edu/academics/programs/mu/auditions/>.

PROGRAMS OF STUDY: MAJORS & MINORS

The KSC Department of Music offers the following degrees and specializations:

- Bachelor of Music in Composition
- Bachelor of Music in Music Education (Choral or Instrumental)
- Bachelor of Music in Music Performance (Vocal or Instrumental)
- Bachelor of Music in Music Technology
- Bachelor of Arts in Music
- Individualized Major
- Music Minor

For current detailed program information applicable to each degree and specialization, visit <http://www.keene.edu/academics/programs/mu/programs/>. Academic program planning sheets for each degree and specialization, for all catalogue years, are located in the **Student Links Portal**, under the section titled, “Advising and Curriculum Plans.”

COURSE OFFERINGS

The Music Department offers a wide array of courses and experiences for its students: skills courses, lecture-discussion courses, music ensembles, applied music, technology, integrative studies, methods courses, education practicum, and student teaching. For detailed information about Music and ISP Music courses, visit <http://www.keene.edu/catalog/courses/explore/all/mu/>.

For students earning a BM or BA in music, a C is considered the minimum passing grade for all music courses. Students who do not earn the requisite grade of C after taking a music course twice will not be allowed to take the course a third time. This policy agrees with College policy and no exceptions will be made.

ENSEMBLES

The Music Department welcomes all members of the Keene State College community to participate in its ensembles. Music majors and minors are required to perform in large and chamber ensembles; specific requirements for each degree program vary. All members of department ensembles are required to wear appropriate performance attire. Please see the ensemble director early in the semester for instructions on what is appropriate for the ensemble. Male students in band, choir, and orchestra will need to purchase a black tuxedo and black shoes. Previously rented tuxedos can be purchased at reduced cost at most formal wear stores. Female students will need to purchase a concert gown for participation in Chamber Singers and Concert Choir.

To view a current list of ensembles offered by the Music Department, visit <http://www.keene.edu/academics/programs/mu/ensembles/>.

Course Numbers and Descriptions for Large and Chamber Ensembles:

- Chamber Ensembles (MU 171 - various ensembles) – available to qualified performers; the personnel and scheduling of each ensemble is determined by the ensemble director
- Concert Choir (MU 172) – non-auditioned choir, open to any student
- Chamber Singers (MU 173) – open to anyone by audition
- Orchestra (MU 174) – open to anyone by audition
- Jazz Ensemble (MU 175) – open to a limited number of players by audition
- Concert Band (MU 177) – open to anyone by audition
- Guitar Orchestra (MU 178) – acoustic guitar, open to anyone by audition
- Opera Workshop (MU 270) – open by audition; practical experience for the classical singing actor. Songs, arias, scenes, monologues, and full-length operas.

Registration for Music Ensembles – Important Information

- Music ensembles are available for either 1 credit or 0 credit.
- KSC's registration software automatically defaults to 0 credit.
- Music students enrolled full time (12-20 credits) must take at least one Chamber Ensemble for credit. To do this, students must manually insert a "1" into the credit box for the appropriate ensemble.
- Every degree program has a large ensemble requirement. Students must make sure they are meeting their degree requirements each semester.

APPLIED MUSIC

“Applied Music” refers to private instrumental, vocal, or composition instruction. Applied instrumental and vocal instruction falls into two broad categories: primary and secondary. All music majors and minors receive applied music instruction on their primary instrument or voice, while some students must also receive instruction on a secondary instrument or voice.

Students should consult their Music Department academic advisor and the degree program curriculum (accessible in the **Student Links Portal**, under the section titled, “Advising and Curriculum Plans”) to confirm the number of credits of primary and secondary applied music are required for their particular major. Students should contact or meet with their applied music teachers the first week of the semester to determine a lesson schedule. Lessons normally begin the second week of classes.

REGISTRATION FOR APPLIED MUSIC - IMPORTANT INFORMATION

The KSC Music Department offers four types of applied music lessons:

1. **MUA** – applied lessons, usually for a student’s primary instrument/voice, 1 or 2 cr.
 - Music Education students must register for 2 cr. lessons
 - B.A. in Music students may register for either 1 or 2 cr. lessons
2. **MUAP** – applied lessons for a performance major’s primary instrument/voice, 3 cr.
3. **MUAS** – applied lessons for any student’s secondary instrument/voice, 1 cr.
4. **MUC** – applied lessons for composition, 2 cr.*

The course number sequence for applied music (MUA, MUAP, MUAS, and MUC†) is as follows:

- First level = 101, 102
- Second level = 201, 202
- Third level = 301, 302
- Fourth level = 401, 402

Applied students are required to pay an applied music fee. College fees are published at the following website: www.keene.edu/life/services/accounts/costs/miscellaneous/.

Students who are not music majors and minors may register for Applied Music by securing permission of the applied music teacher and Department Chair.

Information about Applied Music requirements for each degree program can be accessed on the following table.

* following the successful completion of Composition Classes I & II

† The sequence for MUC begins at 301

Degree Program	Description	Code	Required level	Credits
BM Music Ed CHORAL	Voice lessons	MUA	101, 102 201, 202 301, 302 401	2 credits each
	Secondary lessons	MUAS	101, 102 201	1 credit each
BM Music Ed INSTRUMENTAL	Instrumental lessons	MUA	101, 102 201, 202 301, 302 401	2 credits each
BM Performance VOCAL	Voice lessons	MUAP	101, 102 201, 202 301, 302 401, 402	3 credits each
	Secondary	MUAS	101, 102	1 credit each
BM Performance INSTRUMENTAL	Instrumental lessons	MUAP	101, 102 201, 202 301, 302 401, 402	3 credits each
	Secondary lessons	MUAS	101, 102 201, 202	1 credit each
BM Composition	Instrumental or vocal lessons	MUA	101, 102 201, 202 301, 302	2 credits each
	Composition lessons	MUC	301, 302 401, 402	2 credits each
BM Music Technology	Instrumental or vocal lessons	MUA	101, 102 201, 202 301, 302 401	2 credits each
BA Music	Instrumental or vocal lessons	MUA	101, 102 201, 202 301, 302	2 credits each

APPLIED MUSIC JURIES

At the end of each semester, every student taking Applied Music for 2 or 4 credits is required to perform a jury before a faculty committee. This jury is essentially a final exam in applied music and occurs during Final Exam week. The applied instructor assists in the preparation of jury repertoire. Copies of the jury evaluation forms are available in the **Student Links Portal**, under the section titled, “Recitals.”

Students enrolled in MUC 301, 302, 401, and 402 must attend a Portfolio Review before a faculty committee at the end of each semester of study. The Portfolio Review is essentially a final exam in applied composition and occurs during Final Exam week. The applied composition instructor assists in the preparation of the composition portfolio. The Portfolio Review Form is found in the **Student Links Portal**, under the section titled, “Recitals.”

Specific requirements for the respective applied music juries are outlined here:

Vocalists	<ul style="list-style-type: none"> • memorized solos selected from works studied in the current semester • questions concerning the content and meaning of lyrics
Guitarists and String Players	<ul style="list-style-type: none"> • one or two memorized solos prepared in the applied lessons • Scales, technical studies, or sight-reading
Wind and Percussion Players	<ul style="list-style-type: none"> • one or two prepared pieces • scales • sight-reading
Pianists	<ul style="list-style-type: none"> • technical requirements as outlined by area coordinator • solo repertoire from works studied in the current semester
Composers	<ul style="list-style-type: none"> • completion of one major composition and performance of one newly written composition

MUSIC WORKSHOP

Enrollment in Music Workshop (MU 100) is required of all music majors. A grade of Pass (P) or No Pass (NP) is given in Music Workshop, based upon attendance at scheduled events. Specific attendance requirements are given each semester by the Music Workshop coordinator. The course includes attending recitals, master classes, concerts, and meetings. Music Workshop is scheduled Wednesday afternoons at 2:00-3:45 pm.

Music Performance majors are required to perform in at least one Music Workshop recital each semester of enrollment. Music Education, Composition, Technology, and Bachelor of Arts majors are required to perform in at least one recital each year of enrollment. First-year students will be scheduled for their first performance during their second semester on campus. Specific details about the performance will be determined in consultation with the applied instructor and the Music Workshop coordinator. Staff pianists will be provided by the Music Department. Students must deliver the music to their pianist at least four weeks prior to their Workshop recital. One week prior to the Workshop recital, students must submit a Music Workshop Recital Request Form, found in the **Student Links Portal**, under the section called “Recitals,” to the Music Workshop coordinator.

In order to graduate with a KSC music degree, students earning Music Education, Composition, Technology, and Bachelor of Arts degrees are required to receive a P (pass) for six semesters of MU 100, whereas Music Performance majors are required to receive a P (pass) for eight semesters of MU 100.

ACADEMIC ADVISING INFORMATION

ROLE OF THE FACULTY ADVISOR

The Music Department Chair assigns a music faculty advisor to music majors using the Declaration of Major form, available in the **Student Links Portal**, under the section titled “Forms.” All music majors and minors are expected to meet their academic advisors during registration periods, before and after the Mid-Level Review (typically sophomore year), and at any point during the year when a question or concern arises. Students who entered KSC in Fall 2016 or later are enrolled in “Required Advising” and must obtain approval from their faculty advisor before registering for classes. Once the academic advisor has approved the proposed schedule, (s)he will release a “hold” on the student’s account and the student will be able to register at that point.

The faculty advisor serves to assist students in the appropriate selection of courses when they register for classes each semester. The faculty advisor is also available to students for academic, career, and personal advising. Students should contact the academic advisor for an appointment to discuss any concerns related to studies or wellness at Keene State.

Curriculum Planning Sheets for all music degree programs are available in the **Student Links Portal**, under the section titled “Advising and Curriculum Plans.”

REGISTRATION AND ADDING/DROPPING CLASSES

Students register for courses during Registration and Schedule Adjustment Periods using the college's registration software available on MyKSC. Any course added during this Schedule Adjustment period may require the signature of the instructor on the Schedule Adjustment form, available in the **Student Links Portal**, under the section titled “Forms.” A signature is not required when dropping a course during the Schedule Adjustment Period, but it is recommended that students communicate about a withdrawal to the instructor and to the academic advisor. Courses dropped during the Schedule Adjustment Period will not be recorded on the student's permanent academic record.

A fee is charged for courses added or dropped after the first week of the semester, except in the case of ensembles. Because some ensembles require an audition before a student is permitted to join that ensemble, the late fee is waived when adding an ensemble after the first week of the semester.

Students may withdraw from any course until the end of the 11th week of the semester. This will remove the letter grade from the student’s transcript and replace it with a “W.” The normal fee is applied, for dropping a course after the first week.

LANGUAGE REQUIREMENT

Students must demonstrate proficiency in a language other than English as specified by the Language Requirement for Students with Majors in the School of Arts and Humanities. The requirement is normally satisfied by successful completion of one semester of a language course offered by the College’s Modern Languages Department.

EDUCATOR PREPARATION

Students majoring in Music Education must be admitted to Keene State's Educator Preparation program. Music Education is a highly sequential degree program that requires special attention of the student and her/his academic advisor. Music Education majors must take MU 130 Introduction to Music Education in the Spring semester of their freshman year. For more information about Educator Preparation and Teacher Certification at Keene State, visit <http://www.keene.edu/academics/departments/teachered/students/>.

STUDENT VOLUNTEER PERFORMANCES AND PRESENTATIONS

Students and faculty in the Music Department often collaborate on projects or endeavors that take place outside of the student's academic requirements. Examples of such collaborations include but are not limited to the following scenarios:

- Solo performance with an ensemble
- Student participation in a Student Composers Recital or Faculty Composers Recital
- Student guest presentation in a class for which he/she is not registered

It is the policy of the Music Department that the student be recruited within the following guidelines:

1. The student or professor who is seeking volunteer work from another student must first contact the student volunteer's Applied Instructor.
2. The Applied Instructor will determine whether the project is appropriate for his/her student. In a case where the project is not appropriate for the student being sought, the Applied Instructor will make every attempt to find another student to fill the need.

MUSIC DEPARTMENT ASSESSMENT REQUIREMENTS

In keeping with standards of excellence at the state and national levels, all Music majors are subject to department assessment requirements. An applied music student's end-of-semester jury is one such means of assessing a student's progress toward the degree. In addition, the KSC Music Department has in place three assessment requirements that are normally fulfilled prior to a student's third year of study: the Aural Skills Proficiency Exam (MU 281), the Mid-Level Review assessment exam (MU 282), and the Piano Proficiency Exam (MU 283).

Students enrolled in the Music Education program must successfully complete the Piano Proficiency Exam, the Aural Skills Proficiency Exam, and the Mid-Level Review prior to enrolling in junior-level Music Education courses. Students enrolled in the Music Performance program must successfully complete the Piano Proficiency Exam, the Aural Skills Proficiency Exam, and the Mid-Level Review prior to the Junior Recital jury. In addition, the three assessment exams are a prerequisite for MU 315 Conducting I, which is a required class for all Bachelor of Music degrees. Students enrolled in the BA in Music program must successfully complete the Piano Proficiency Exam, the Aural Skills Proficiency Exam, and the Mid-Level Review prior to graduating. Music minors are not required to complete these assessment exams.

AURAL SKILLS PROFICIENCY EXAMINATION (MU 281)

All music majors must pass a basic aural skills exam prior to the junior year. A packet of information, including guidelines and standards for the exam, is available in the **Student Links Portal**, under the section titled “Exams.” Additional information may be obtained by contacting a member of the aural skills faculty. To formalize successful completion of the exam, students must register for the Aural Skills Proficiency Examination (MU 281) and receive a passing grade (P).

MID-LEVEL REVIEW ASSESSMENT EXAM (MU 282)

All music majors must complete a Mid-Level Review prior to the junior year. The review is normally conducted during the student's fourth semester of study, with adjustments made for transfer students, participation in national and international exchange programs, and official leaves of absence. Therefore, students must register for the Mid-Level Review Assessment Exam (MU 282) during the Spring semester of their second full year of music study.

The purpose of the Mid-Level Review is three-fold: 1) to assess the student's academic progress, 2) to assess the student's artistic progress, and 3) to advise the student on academic, artistic, and career goals. Music Composition, Education, Performance, and Technology majors whose academic record and/or artistic growth are not at an appropriate level based on state and national standards cannot continue in any of those four Bachelor of Music degree programs, but may continue to be a music major in the Bachelor of Arts in Music program.

The Mid-Level Review consists of an assessment meeting, approximately 15 minutes in length, between the candidate and the Faculty Review Panel. Students are notified early in the Spring semester of the date and time of their Mid-Level Review appointment. Students must submit a reflective essay two weeks before the Review.

The meeting includes a discussion of the student's musical and academic progress, an assessment on how well she/he is meeting career goals, and an action plan for improvement. Additional information is available from the student's faculty advisor, the Music Department Chair, or the Music Office. To formalize successful completion of the exam, students must register for the Mid-Level Review Proficiency Examination (MU 283) and receive a passing grade (P).

PIANO PROFICIENCY EXAMINATION (MU 283)

All students must pass a basic piano proficiency exam prior to the junior year. A packet of information, including guidelines and standards for the exam, is available in the **Student Links Portal**, under the section titled “Exams.” Additional information may be obtained by contacting a member of the piano faculty. To formalize successful completion of the exam, students must register for the Piano Proficiency Examination (MU 283) and receive a passing grade (P).

JUNIOR & SENIOR RECITALS

The Junior and Senior Recital is a means by which Bachelor of Music Performance, Music Education, and Music Composition majors showcase their skills and talents in a public recital setting. Performance majors are required to present a 30- to 40-minute recital on the primary instrument in the junior year

and a 60- to 70-minute recital in the senior year. Music Education majors are required to perform a 30- to 40-minute recital on the primary instrument in the senior year. Music Composition majors are required to showcase 30-40 minutes of their own compositions during the senior year. Compositions must have been written during the student's time as a Composition major at Keene State College.

Students must complete the Piano Proficiency Exam, Aural Skills Proficiency Exam, and Mid-Level Review prior to the recital jury. Recital Guidelines are available in the **Student Links Portal**, under the section titled "Recitals."

Only Bachelor of Music degree candidates are eligible for student recitals sponsored by the KSC Music Department. This includes juniors and seniors in the BM Performance program, seniors in the BM Music Education program, and seniors in the BM Composition program only. According to the standards of the National Association of Schools of Music, the Music Department cannot support BA in Music degree candidates, juniors in the B.M. Music Education degree program, music minors, or any students enrolled in applied classes who would like to present a recital. These students are advised to seek alternative recital opportunities outside of the Redfern Arts Center.

Solo repertoire for all music degree program recitals should be from the Western classical music tradition. Other genres, chamber works, performances in secondary applied areas, and encores must be approved first by the applied faculty member and subsequently by the rest of the jury committee. These other works may not exceed 10 minutes in length and may not cause the total recital time to exceed the time limits outlined above. Every effort should be made to present chamber works with all the required performers at the jury. In cases when schedules do not permit all performers to attend, a video recording may be substituted to the jury committee. This video recording must be pre-approved by the jury committee and must use the same personnel who will play in the scheduled recital. Guest players must be prepared for the jury and will be evaluated with the same level of rigor as the primary student. All music to be performed must be heard by the full jury committee for approval.

BM in Piano Performance majors and all guitar and voice majors (BM Performance and BM Music Education) must memorize their solo recital music. Other recitalists will perform from memory at the discretion of the respective applied instructor. Exceptions may include contemporary music composed after 1950.

The Bachelor of Music recital must be performed during the semester in which the jury was successfully completed. An unexpected delay of the performance to a subsequent semester will require the repetition of the jury. Junior and senior recitals must be at least one semester apart, but it is recommended that the student separate the junior and senior recitals by at least two semesters.

Students must register for recitals as courses, in addition to registering for applied lessons. These are 0 credit classes similar to the Aural Skills Proficiency Exam and the Piano Proficiency Exam. The instructor of record is the Department Chair and students must obtain the Department Chair's signature on a Schedule Adjustment Form. Students may not register electronically for these 0-credit classes, which are detailed below.

BM Music Education majors:

- MUA 480 Senior Recital along with MUA 401 Applied Music

BM Performance majors:

- MUAP 380 Junior Recital along with MUAP 301 Applied Music
- MUAP 480 Senior Recital along with MUAP 402 Applied Music

Composition majors:

- MUC 480 Senior Composition Recital along with MUC 402 Applied Composition

PRACTICAL INFORMATION FOR MUSIC STUDENTS

THE MUSIC FACILITIES

All music facilities are located in the Redfern Arts Center on Brickyard Pond. Classrooms, rehearsal rooms, practice modules, adjunct instructors' offices, Music Technology Instruction Lab (combining our classroom piano lab and electronic music studio), Green Room (Redfern 105), storage rooms, and student lounge are located on the first floor. Faculty offices, the Music Department Office, the Arts Center staff offices, Box Office, and the entrances to the Recital Hall and Main Theatre are on the second floor. A floor plan of the Music Department facilities can be found on the **Student Links Portal**, at the very top of the document above the Table of Contents.

LOCATOR FORMS

During the first week of each semester, all Music majors and minors must complete a Locator Form, which provides the Department with each student's contact information, course schedule, and other important information. Locator Forms are available in the **Student Links Portal**, under the section titled "Submissions."

LOCKER ASSIGNMENTS

Lockers are available in the music wing of the Redfern Arts Center for students to store instruments, books, music, and personal items. Lockers are assigned on a first-come, first-served basis. To sign out a locker, the student must choose a locker and register that locker number with the Music Office. Any lockers found to be in use, without first being signed out, will have contents removed and locks cut off. Students are responsible for providing their own locks.

Lockers are for academic year use. By the final day of spring semester exams, all lockers not cleaned out will have locks cut off and contents removed. Due to limited availability of the larger lockers, only those students who play larger or multiple instruments will be allowed to sign them out. Students assigned the bass locker cannot use it to store personal items or other instruments. Bass students must sign out a regular locker if they intend to store personal items or other instruments.

Lockers are considered Music Department property and must be kept in good condition. Any damages incurred to a locker must be reported to the Music Office immediately.

COMMUNICATION PROCESSES

Email is the primary means by which the College and Department communicates with students. Students are required to check their KSC email accounts regularly. If a student prefers to use an off-campus email address, the ksc.keene.edu account must be linked to the private account so that KSC emails are received and responded to in a timely manner. In addition, mailboxes and bulletin boards are located in the Music Student Lounge for the purpose of communicating with music students. The Redfern Arts Center has wireless access so that students are able to use laptops, tablets, and smartphones while in the Lounge and other public areas of the building.

The Music Department Mail Room (Redfern 210) contains mailboxes for all music faculty. Students wishing to leave a message for a faculty member must ask the Music Office to place it in the faculty member's mailbox. An alternate, less private, option would be to post the note outside the faculty member's office door.

A variety of bulletin boards are located throughout the building. These spaces are to be used for posting announcements. Students are encouraged to read these boards regularly for important general announcements. Announcements concerning music majors are most often posted on the bulletin board inside the Music Student Lounge. Personal memos are best placed in mailboxes, not on bulletin boards.

In the event the College closes during the academic year, all students are responsible for regularly checking their email, voice mails, Canvas, keene.edu website, etc., for information on alternative course delivery procedures and course work submission. Alternative delivery methods are subject to change depending on the nature of the emergency. Students are responsible for completing their assignments and ensuring that they have completed all of the core requirements for their courses before receiving a final grade for the course.

KSC MUSIC STUDENT ORGANIZATIONS

National Association for Music Education (NAfME)

The National Association for Music Education was founded in 1907 and was originally named the Music Supervisors' National Conference. NAfME is the national organization for music education with over 80,000 members and it is "the only association that addresses all aspects of music education" (nafme.org). Keene State's NAfME student chapter is active in both educational and social events in the Music Department and frequently sponsors workshops, concert trips, conferences, and other events. Past events have included attendance at national conferences, coordination of the Music Department welcome picnic, trips to the Boston Symphony Orchestra, organization of the annual Department Banquet, and sponsoring of clinics and performances by guest artists and clinicians both in collaboration with the Music Education Guest Lecture Series at KSC and as a Chapter. Student membership in the Keene State College NAfME chapter also includes membership in the New Hampshire Music Educators Association.

American Choral Directors Association (ACDA)

ACDA was founded in 1959. It is a non-profit music-education organization that is dedicated to the advancement of choral music. The ACDA student chapter at KSC has sponsored guest lectures targeted toward Choral Music Education majors as part of the Music Education Guest Lecture Series, it has sent members to Eastern Divisional and National Conferences, and it hosts the New England Area Collegiate Conference bi-annually, alternating years with the student chapter of ACDA at Plymouth State University. The mission of ACDA is to inspire excellence in choral music through education, performance, composition, and advocacy (acda.org).

Music Teachers National Association (MTNA)

In 1876, Theodore Presser and 62 of his colleagues founded the Music Teachers National Association with the purpose of advancing the value of music study and music-making to society while supporting the careers and professionalism of teachers of music. Today, MTNA has cemented its role as an organization essential not only to the professional and individual well-being of music-teaching professionals, but also as a vital partner in their growth and development. It provides both a collective voice for teachers worldwide and a powerful alliance with a highly prestigious and influential group (mtna.org). In the past, Keene State's MTNA chapter has sponsored trips to conferences and to the Boston Symphony Orchestra as well as the Metropolitan Opera.

ΠΚΑ (Pi Kappa Lambda)

The National Music Honor Society (Pi Kappa Lambda) provides an organization dedicated to the furtherance of music in education and education in music in colleges, universities, and other institutions of higher learning, which offer music degree programs in one or more fields. The primary objective of the Society is the recognition and encouragement of the highest level of musical achievement and academic scholarship. The Kappa Pi chapter was established in 2014 and each spring new members are nominated and installed.

KSC MUSIC FAQs

TECHNOLOGY

Should I get a Mac or a PC? What software should I get? – The Music Technology Instruction Lab uses Apple iMac computers, so if compatibility is a concern then Macintosh would be the best choice. However, Windows-based computers should be able to transfer data to and from the Lab computers without too much difficulty.

At a minimum, students will need software to do word processing. The standard software for Keene State College is Microsoft Word. However, there are less expensive alternatives. For Macintosh computers there is Pages from Apple. Both Mac and Windows users can also download free word processing software from OpenOffice.org.

It is also advisable to have music notation software. Both Sibelius (http://www.sibelius.com/home/index_flash.html) and Finale (<http://www.finalemusic.com>) have versions for under \$100. In addition, the full package of Finale or Sibelius is available at a student rate.

Will I need a computer at college? – It's a good idea, though not required, to have a laptop or desktop of your own. The life of a Music major is a busy one, and you'll soon find that owning your own computer will help you to complete assignments and other tasks on time. For students unable to purchase their own desktop or laptop computer, the Mason Library is equipped with public computers, as is the Music Technology Instruction Lab. In addition, the KSC campus is outfitted with several computer labs, which have extended hours.

BACHELOR OF MUSIC IN MUSIC EDUCATION

If I get certified to teach music in NH, can I still teach in another state? – Yes. We recommend that candidates get certified in NH. Then they can do paperwork with other states to gain a reciprocal license. Sometimes, it's just a fee; in other states, there may be an additional exam or other requirements to complete.

Will I be certified to teach both choral and instrumental? – The NH music educator certification is Music K-12, which includes choral, instrumental, and general music. Our curriculum plan trains pre-service music teachers to be cross-trained and marketable. KSC has a great placement rate for music teachers!

How soon do I get into the classroom? – Music education students begin the practicum series with class visits during the freshman year, in music classrooms in the greater Keene area. They can also opt to enroll in music teaching apprenticeships during winter and summer breaks. During the junior year, students complete a 10-week general music practicum. In the senior year, students complete 5-weeks each in a K-12 choral and instrumental placement. The culmination is a thoughtful placement in K-12 classrooms for student teaching to best fit the student's interest and skill set.

Do Music Education majors take private instrumental lessons? – Yes, all students earning the BM in Music Education degree must take applied lessons for 2 credits each semester. BM Mus Ed Instrumental students may take applied lessons on a secondary instrument, but this is not required. BM Mus Ed Choral students are required to study a secondary instrument (often piano).

How often are Music Education majors required to perform? – Music Education majors must perform once per semester, beginning their second semester of study. Students perform during the weekly Music Workshop, a formal but welcoming setting in front of peers and colleagues.

Are Music Education majors required to do a solo recital? – Students earning the BM degree in Music Education must partake in a solo recital during their senior year. The recital must include 30-40 minutes of music and may be presented as a shared recital with one other student.

BACHELOR OF MUSIC IN PERFORMANCE

Why do Performance majors take applied lessons for 4 credits when other students take 2 credit lessons? – The BM Performance degree focuses on proficiency and applied study of a major

instrument or voice. Although both 2- and 3-credit applied lessons translate to weekly one-hour lessons, the expectations for 4-credit applied lessons are more rigorous, encompassing more extensive daily practice and requiring a greater breadth of repertoire throughout the degree program. Performance majors must present two recitals (a 30-40 minute recital in the junior year and a 60-70 minute recital in the senior year). In addition, students take classes in many areas including piano, music theory, music history, conducting, and large and small ensembles, which contribute to the student's overall musical knowledge base. These academic music classes, combined with concerted focus on the repertoire of the chosen instrument or voice, help the student to reach advanced performance ability.

What can I do with a BM in Performance degree after graduation? – Performance majors have several options after graduating, depending on their long-term goals. Many students decide to further their education by going on to graduate programs in performance: degrees include M.M., D.M.A, and Artist Diploma. The M.M. and D.M.A. degrees allow students to apply for college-level teaching positions, which can perpetuate a lifestyle that encompasses high-level teaching and performing in an academic setting. Graduates who prefer to focus solely on playing might opt to earn the Artist Diploma degree. This rigorous advanced degree focuses on playing and performing and is geared toward developing a high-level performance career. Graduates might also decide to continue with private lessons, freelance, establish a chamber ensemble, or apply for jobs in already-established orchestras and chamber groups. In addition, private teaching studios are a common choice among graduates of the BM in Performance degree.

As a Music Performance major, how many recitals will I do? – Music Performance majors give two recitals: one in the junior year and one in the senior year. The junior recital is 30-40 minutes in length and the senior program is 60-70 minutes in length. Students work closely with their applied teachers to determine appropriate repertoire for these recital programs.

BACHELOR OF MUSIC IN MUSIC TECHNOLOGY

What applications do you use/learn in the Music Technology program? – Students in the Music Technology program primarily work with Digital Performer and Reason. Other DAW software is being explored for future applications. Although students are not required to purchase any software, having your own copy would be beneficial.

Are BM Technology students required to do a recital? – In lieu of a senior recital, students earning the BM degree in Technology must present a senior project. This is a capstone project in Music Technology demonstrating competence as an audio engineer and sound designer. The project, in consultation with the instructor, may take the form of a lecture recital or significant development project with lecture presentation.

What theory classes are required for the BM Technology degree? – During the freshman and sophomore years, Technology majors take the same Theory I-IV track that other music majors must take.

Are BM Technology students required to sing or play an instrument? – Yes! Technology applicants must pass a Music Department audition before being accepted into the program. As with all BM students, Technology majors must enroll in applied lessons on an instrument or voice. This degree requires seven (7) semesters of applied study.

BACHELOR OF MUSIC IN MUSIC COMPOSITION

How often do BM Composition students have their works performed? – Beginning in the sophomore year, composition students are required to have at least one new piece performed each semester. These performances generally take place during the Student Composers Concerts at the end of each semester. However, opportunities can arise for additional performances. Student composers are encouraged to submit works to faculty performers, ensemble directors, and fellow students, and to take part in conferences and competitions.

Are BM Composition students required to do a recital? – Students earning the BM degree in Composition must present their compositions in a recital during their senior year. The 30-40 minute recital must showcase works that were written during the student's time as a Music major at Keene State College.

How many semesters of composition lessons are required for BM Composition majors? – Students begin their composition studies in the sophomore year with two composition classes, Composition I and II, which take place in the fall and spring semesters, respectively. The composition classes focus on basic compositional techniques and promote friendly critique of student compositions. Upon completion of Composition II, BM Composition majors must take four semesters of applied composition. The final semester of applied composition culminates in a Senior Composition Recital.

What theory classes are required for the BM Composition degree? – During the freshman and sophomore years, Composition majors take the same Theory I-IV track that other music majors must take. During the junior and senior year, BM Composition students are required to take four semesters of Seminar in Music, an upper level seminar course that includes Analytical Techniques, Counterpoint, Twentieth Century Music, and Orchestration.

Are BM Composition students required to play an instrument? – Yes. Composition applicants must take an instrumental audition before being accepted into the program. As students, Composition majors must take six semesters of applied lessons on an instrument or voice.

BACHELOR OF ARTS IN MUSIC

What is the difference between a BA and a BM degree? Why would I choose one over the other? - The Bachelor of Arts degree has many of the same academic requirements as the Bachelor of Music degree, but it allows students to focus on a broader set of interests throughout the degree. With more electives in the BA degree, students have the option of focusing on more interdisciplinary subjects outside of the Music Department. This falls in line with a true liberal arts education, as students have the opportunity to delve into any number of subjects while pursuing their music degree.

Do BA candidates have to give a senior recital or perform on Music Workshop? – BA candidates are required to perform once per year during the weekly Music Workshops. The BA student will work closely with his or her applied teacher to determine the appropriate repertoire for these performances. Because of resource constraints and accreditation standards, the Department is unable to support Bachelor of Arts students who wish to perform a junior or senior recital. Bachelor of Arts students are encouraged to arrange their own recitals at the Young Student Center or a local venue, such as a

school, community center, or place of worship. However, the recital is not a required component of the BA Music degree.

GENERAL QUESTIONS

Can I double major? – Yes, students are welcome to double major. However, doing so requires careful collaboration with an academic advisor, to assure that no requirements are missed along the way. Students who double major, depending on their degrees, may need to add one or two extra semesters to their time at Keene State. With careful planning, this can be determined up front, so that students know before declaring a second major whether they will be required to stay for extra time.

Are students assigned an advisor in the Music Department? – Yes, each first-year Music major is assigned a full-time Music Department faculty member as an academic advisor. This person will be available to help you during registration time, to help keep you on track with your degree, to assure that you are taking the appropriate non-music classes toward your degree, and to help you to decide which classes to take in the following semester. Faculty advisors can also be contacted any time, to deal with academic questions and issues that arise throughout the year.

What is the Mid-Level Review? – The Mid-Level Review is essentially a group advising session. Students in their fourth semester are asked to reflect on their time at KSC, to think about where their career is headed, and to decide whether they are on track to meet their academic and career goals. Students then meet individually with a small panel of music faculty to discuss their goals and to identify any areas that might prevent the student from achieving these goals. The Mid-Level Review is the Music Department's way of catching any problem areas early, so that they may be resolved before the student reaches his or her junior and senior year.

I read about the Proficiency Exams in the Catalogue and Handbook. Which exams are required and when do I need to pass them? – Generally, by the end of the fourth semester of study, students must pass the Mid-Level Review, the Piano Proficiency Exam, and the Aural Skills Proficiency Exam. The proficiency exams assure that students have acquired the skills necessary to go on to the practical, more advanced, junior- and senior- level requirements such as Conducting, Practicum, and the Junior and Senior recitals. The exams are given a few times throughout the school year, so that students have more than one opportunity to take or retake them.

What can I do to prepare ahead of time for the Proficiency Exams? – The best thing you can do to prepare for the Proficiency Exams is to keep up with your material in your Aural Skills and Piano classes. However, if you find yourself struggling with either of these subjects, talk to your advisor or your classroom teacher. The Music Department has a tutoring program in place which is designed to identify areas of difficulty and address them early. If you have preliminary questions about either exam, contact Professor Heather Gilligan for the Aural Skills Proficiency Exam (hgilligan@keene.edu) or Professor Christina Wright-Ivanova for the Piano Proficiency Exam (christina.wright-ivanova@keene.edu).

I took AP Theory in high school. Do I have to sign up for Music Theory? – Students may test out of Theory I or II by taking an exam before the start of classes. Contact Professor Heather Gilligan (hgilligan@keene.edu) to discuss your situation and request an exam time.

What music ensembles will I be able to join? – The Music Department hosts many ensembles, both large and small. Large ensembles include Concert Choir, Chamber Singers, Concert Band, Orchestra, Jazz Ensemble, Guitar Orchestra, and Opera Workshop. These large ensembles perform one or two times per semester and may be taken for 0 or 1 credit. Those students with a heavy course load have the option of taking extra ensembles for 0 credit so that they stay within the credit limitations of the College. Most Music degrees at KSC require several semesters of Large Ensemble; talk to your advisor to be sure you have taken the correct number of Large Ensemble credits. Small ensembles include Brass Ensembles, Clarinet Choir, Contemporary Ensemble, Flute Ensemble, Jazz Combos, Piano Ensemble, Saxophone Ensemble, String Ensemble, Vocal Consort, and Woodwind Quintet. These groups perform in the Chamber Ensemble Concerts, which take place at the end of each semester. Students are also encouraged to join the Latin American Music Ensemble as an elective, as this course will broaden your musical experience and develop an ear for diverse musical cultures.

What extra-curricular music organizations will I be able to join? – The Music Department has strong chapters of NAfME (National Association for Music Education), ACDA (American Choral Directors Association), and MTNA (Music Teachers National Association). All groups are student run, with a faculty advisor. They require a minimal fee to join, and they sponsor various academic and social activities throughout the year.

KEENE STATE MUSIC FACULTY AND ADMINISTRATION

Note – If dialing from an on-campus phone, do not dial the first two digits of the phone number.

FULL-TIME FACULTY

DANIEL CARBERG dcarberg@keene.edu (35)8-2395	Associate Professor Voice, Vocal Diction, Vocal Pedagogy, Vocal Consort
JOSEPH DARBY jdarby@keene.edu (35)8-2140	Professor Musicology
HEATHER GILLIGAN hgilligan@keene.edu (35)8-2327	Professor Music Theory, Aural Skills, Composition, Department Chair
JOHN HART John.Hart@keene.edu (35)8-2193	Assistant Professor Concert Band, Music Education, Conducting, Low Brass, Brass Methods
SANDRA HOWARD showard1@keene.edu (35)8-2344	Professor Music Education, Chamber Singers, Choral Methods
JOSÉ LEZCANO jlezcano@keene.edu (35)8-2180	Professor Guitar, Guitar Orchestra, Latin American Ensemble, Guitar Pedagogy

CHRISTOPHER SWIST

cswist@keene.edu
(35)8-2155

Resident Artist

Percussion, Percussion Methods, Percussion Ensemble, Composition,
Music Technology, Music Theory, Aural Skills

CRAIG SYLVERN

csylvern@keene.edu
(35)8-2185

Professor

Saxophone, Music Technology, Saxophone Ensemble, Woodwind Methods

**CHRISTINA WRIGHT-
IVANOVA**

christina.wright-ivanova@keene.edu
(35)8-2157

Assistant Professor

Piano, Collaborative Piano, Piano Literature, Piano Pedagogy, Piano
Ensemble

LECTURERS AND ADJUNCT FACULTY

<https://drive.google.com/open?id=0BzK82EGEKDhKUWVnck5ZdzZLWg8>

ADMINISTRATION

KIRSTI SANDY*

Interim Dean of the School of Arts and Humanities

CAROL ADLER*

cadler@keene.edu
(35)8-2772

Administrative Support Coordinator for Arts and Humanities

DEBORAH FORD

dford@keene.edu
(35)8-2177

Academic Program Support Assistant to the Music Department

**The offices of Dean Sandy and Mrs. Adler are located in Parker Hall.*