



## Spring 2019 Applied Flute Lesson Syllabus

**Instructors:** Dr. Terri Sánchez, Senior Lecturer in Flute  
Prof. Stephanie Kalina, Adjunct Assistant Prof. of Flute

**Office Number:** Fine Arts Building 249 (Dr. Sánchez)  
Fine Arts Building 367 C (Prof. Kalina)      Correction: Prof. Kalina in 249

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**Faculty Profile:** <http://www.uta.edu/profiles/teresa-sanchez>  
<https://mentis.uta.edu/explore/profile/stephanie-kalina>

**Office Hours:** by appointment only

### Section Information:

Dr. Sánchez: MUSI 0171-016, MUSI 1247-003, MUSI 2247-003, MUSI 3247-003, MUSI 3357-003, MUSI 4457-003, MUSI 5233-001, MUSI 5233-001

Prof. Kalina: MUSI 2246-009, MUSI 2247-009, MUSI 3247-009, MUSI 0171-091

**Time and Place of Class Meetings:** Individually assigned lessons, FA 249  
Optional Performance Class, FA 258 – Fridays, 3:15pm  
Mandatory Studio Class, FA 258 – Fridays, 4:15pm

**Description of Course Content:** Applied flute lessons and studio class focus on all aspects of high quality musical performance including effective practice, excellent rhythm, beautiful sound, clear articulation, score study, listening, ensemble skills, intonation, pacing, stylistic awareness, stage presence and more. The specific course requirements are tailored by the instructor to meet the individual student's needs, but students of all majors and levels will be held to the same standard of *consistent improvement and thorough preparation*.

**Student Learning Outcomes:** Each student should demonstrate *consistent improvement and thorough preparation* in lesson performances, studio class, juries and recitals as applicable. As a result of the student's commitment to incorporating guidance provided in lessons and continuously developing his/her own musical ability through dedicated practice, he/she will be able to perform in a more professional and effective manner.

### Required Textbooks and Other Course Materials:

- 1 – A flute in good working order (necessary repairs must be taken care of immediately)
- 2 – Metronome app, Tunable or Tonal Energy apps, recording device, cleaning supplies
- 3 – Appropriate dress clothes and shoes for in class performances, juries, and recitals
- 4 – Assigned sheet music and books
  - The Aspiring Flutist's Practice Companion, Terri Sánchez OR The Aspiring Flutist's Sound & Scale Book, Terri Sánchez (whichever one you already own)
  - Good quality journal for practice, studio, and masterclass notes
  - Karg-Elert 30 Caprices (download from IMSLP or purchase)
  - Song and Wind by Arnold Jacobs (Kindle version or hard copy)
- 5 – Budget for assigned sheet music and pianist fees for jury/recital/class rehearsals and performances

## Descriptions of major assignments and examinations:

1 – Design and follow a weekly practice schedule. Write down days, times, questions, observations and more to be reviewed in your lesson. Use "WATER" acronym to organize practice sessions.

2– Participate actively and professionally in lessons, partner lessons and studio/performance class(es). This includes providing thoughtful comments about the class book studies and performances given during class. Active note taking is encouraged and expected!

*All of Dr. Sánchez's students, with the possible exception of some elective lessons, are required to observe a partner lesson each week. Prof. Kalina's students may or may not be assigned partner lesson observations based on scheduling limitations.*

3– Perform all assigned music (including Jury/Recital Rep, etudes, scales and other technique assignments and warm-ups) in a professional manner during lessons, Studio Class, Performance Class (if applicable), Juries, and Recitals. Consistent improvement in specifically discussed areas is expected during every performance.

**Non-recital Performance Majors/Grad Students:** Minimum of 10 etudes per semester

**Recital Performance Majors/Grad Students and Music Education Majors:** Minimum of 5 etudes per semester

**Elective Lessons:** Varies for each student

**Attendance:** At The University of Texas at Arlington, taking attendance is not required but attendance is a critical indicator in student success. Each faculty member is free to develop his or her own methods of evaluating students' academic performance, which includes establishing course-specific policies on attendance. **As the instructor of this section, I require 100% attendance at all lessons, classes, flute studio performances and events described in this syllabus. Only illness with proper medical documentation or academic conflicts (with appropriate advanced notice) are reasons for missing any required class or event.** However, while UT Arlington does not require instructors to take attendance in their courses, the U.S. Department of Education requires that the University have a mechanism in place to mark when Federal Student Aid recipients "begin attendance in a course." UT Arlington instructors will report when students begin attendance in a course as part of the final grading process. Specifically, when assigning a student a grade of F, faculty report the last date a student attended their class based on evidence such as a test, participation in a class project or presentation, or an engagement online via Blackboard. This date is reported to the Department of Education for federal financial aid recipients.

**Other Requirements:** Lesson assignments (including etude preparation) are to be completed thoroughly every week without exception. Assignments are tailored to the student by the instructor.

### Grading:

A = Thoroughly prepared and professional presentation

B = Almost thoroughly prepared and close to professional presentation

C = Inadequate preparation and/or presentation

D = Significant issues with preparation and/or presentation

F = Unacceptable/Incomplete preparation and/or presentation

50% Lesson Preparation (warm-ups, technique assignments, skill development and repertoire)

50% Final Jury or Degree Recital

**Expectations for Out-of-Class Study:** As many practice hours as it takes to thoroughly prepare assignments given by the instructor (as outlined in this syllabus). Hours of practice per week can vary for each student. Practice routine/schedule effectiveness can be determined based on the quality of performances.

**Drop Policy:** Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance.** Repayment of certain types of financial aid administered through the University may be

required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (<http://www.uta.edu/aao/fao/>).

**Disability Accommodations:** UT Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including *The Americans with Disabilities Act (ADA)*, *The Americans with Disabilities Amendments Act (ADAAA)*, and *Section 504 of the Rehabilitation Act*. All instructors at UT Arlington are required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of disability. Students are responsible for providing the instructor with official notification in the form of a **letter certified** by the Office for Students with Disabilities (OSD). Only those students who have officially documented a need for an accommodation will have their request honored. Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting: **The Office for Students with Disabilities, (OSD)** <http://www.uta.edu/disability/> or calling 817-272-3364. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at [www.uta.edu/disability](http://www.uta.edu/disability).

**Counseling and Psychological Services (CAPS)** [www.uta.edu/caps/](http://www.uta.edu/caps/) or calling 817-272-3671 is also available to all students to help increase their understanding of personal issues, address mental and behavioral health problems and make positive changes in their lives.

**Non-Discrimination Policy:** The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit [uta.edu/eos](http://uta.edu/eos).

**Title IX Policy:** The University of Texas at Arlington ("University") is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination and will not be tolerated. For information regarding Title IX, visit [www.uta.edu/titleix](http://www.uta.edu/titleix) or contact Ms. Michelle Willbanks, Title IX Coordinator at (817) 272-4585 or [titleix@uta.edu](mailto:titleix@uta.edu)

**Academic Integrity:** Students enrolled all UT Arlington courses are expected to adhere to the UT Arlington Honor Code:

*I pledge, on my honor, to uphold UT Arlington's tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.*

*I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.*

UT Arlington faculty members may employ the Honor Code in their courses by having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System *Regents' Rule* 50101, §2.2, suspected violations of university's standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student's suspension or expulsion from the University. Additional information is available at <https://www.uta.edu/conduct/>. Faculty are encouraged to discuss plagiarism and share the following library tutorials <http://libguides.uta.edu/copyright/plagiarism> and <http://library.uta.edu/plagiarism/>

**Electronic Communication:** UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at <http://www.uta.edu/oit/cs/email/mavmail.php>.

**Campus Carry:** Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. Under the new law, openly carrying handguns is not allowed on college campuses. For more information, visit <http://www.uta.edu/news/info/campus-carry/>

**Student Feedback Survey:** At the end of each term, students enrolled in face-to-face and online classes categorized as "lecture," "seminar," or "laboratory" are directed to complete an online Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student's feedback via the SFS database is aggregated with that of other students enrolled in the course. Students' anonymity will be protected to the extent that the law allows. UT Arlington's effort to solicit, gather, tabulate, and publish student feedback is required by state law and aggregate results are posted online. Data from SFS is also used for faculty and program evaluations. For more information, visit <http://www.uta.edu/sfs>.

**Final Review Week:** for semester-long courses, a period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week *unless specified in the class syllabus*. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

**Emergency Exit Procedures:** Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exit, which is located down the main stairwell and out the music lobby doors for 249 and downstairs near the UTA Gallery for 367 C. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist individuals with disabilities.

Please subscribe to the MavAlert system that will send information in case of an emergency to their cell phones or email accounts. Anyone can subscribe at <https://mavalert.uta.edu/> or <https://mavalert.uta.edu/register.php>

**Student Support Services:** UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to [resources@uta.edu](mailto:resources@uta.edu), or view the information at <http://www.uta.edu/studentsuccess/success-programs/programs/resource-hotline.php>

**The IDEAS Center** (2<sup>nd</sup> Floor of Central Library) offers **FREE tutoring** to all students with a focus on transfer students, sophomores, veterans and others undergoing a transition to UT Arlington. Students can drop in, or check the schedule of available peer tutors at [www.uta.edu/IDEAS](http://www.uta.edu/IDEAS), or call (817) 272-6593.

**The English Writing Center (411LIBR):** The Writing Center offers **FREE** tutoring in 15-, 30-, 45-, and 60-minute face-to-face and online sessions to all UTA students on any phase of their UTA coursework. Register and make appointments online at <https://uta.mywconline.com>. Classroom visits, workshops, and specialized services for graduate students and faculty are also available. Please see [www.uta.edu/owl](http://www.uta.edu/owl) for detailed information on all our programs and services.

The Library's 2<sup>nd</sup> floor Academic Plaza offers students a central hub of support services, including IDEAS Center, University Advising Services, Transfer UTA and various college/school advising hours. Services are available during the library's hours of operation. <http://library.uta.edu/academic-plaza>

### **\*Course Schedule and Recital Attendance**

Fridays in Room 258: 3:15pm – Optional Performance Class, 4:15pm-5:15pm – Mandatory Studio Class  
*Performance majors and any students planning on solo/chamber performance as part of their future music careers (who do not have a large ensemble conflict) are expected to attend Performance Class.*

#### **Studio Class and Performance Class Policy:**

Dress professionally and/or for performance during every Studio and Performance Class. *No shorts, jeans, workout clothes, tennis shoes or flip flops.* Bring your flute, music and book study book to every Studio and Performance class. You may switch performance spots with another flutist if you plan well in advance and that person is willing. Song & Wind presentations should be clear, helpful, less than 7 or 8 minutes and may include Power Point and/or interactive activities.

**SW 8:** Shannon and Oni, **SW 10:** Victoria, Jackie and Becky **SW 11a AND 11b** Hayley, Lauren and Natalie, **SW 12a AND 12b:** Jacq, Allie, Hope **SW 13a AND 13b:** Kirsten, Brittany, Crystal and Darbi **SW 14a and 14b:** Chad, Jordan and Kassi

**Jan 18th** – Intro to Spring Semester (Lessons, Etudes, Song & Wind Presentations). Bring your flutes!

**Jan 25th** – No Performance or Studio Class (UTA Flute Weekend)

*Dr. Sanchez Recital at 5:30pm (Irons), Helen Blackburn Masterclass at 7pm in 258*

**Feb 1st** – PC: Debussy Afternoon of a Faun, SC: (SW 8) Brittany, Kirsten and Crystal perform

**Feb 8th** – PC: Debussy Afternoon of a Faun (cont'd), SC: (SW 10) Hayley, Lauren and Natalie perform

**Feb 15th** – No Performance or Studio Class (TMEA Convention)

**Feb 22nd** – SC: Midsummer's Night Dream Excerpt, (SW 11a) SC: Kassi, Hope and Jacq perform

**March 1st** – SC: Midsummer's Night Dream Excerpt, SC: (SW 11b) Allie, Oni and Shannon perform  
*Crystal or Kirsten Recital at 7:30pm*

**March 8th** – No Performance or Studio Class (Dr. S and MFC Grace Notes headed to Oklahoma for Flute Fair)

**March 15th** – Spring Break

**March 22nd** – PC: Leonore Overture, SC: (SW 12a) Victoria, Jackie and Becky perform

**March 29th** – Special Guest, 4pm-5:15pm (Dr. S in Austin)

**April 5th** – SC: Leonore Overture (cont'd), SC (SW 12b) Chad, Darbi and Jordan perform  
PROFICIENCY EXAM PARTY FOR JACQ, ALLIE, HOPE & KASSI @ 6:30pm

**April 12th** – PC: Peter and the Wolf, SC: (SW 13a) Hayley, Lauren, Natalie, Kassi and Hope (Beg/End of Jury Piece)

**April 19th** – PC: Peter and the Wolf (cont'd), SC: (SW 13b) Chad, Allie, Oni, Shannon, Jordan (Beg/End of Jury Piece)

**April 26th** – PC: Brahms 4, SC: (SW 14a) Jacki, Becky, Jacq, Darbi, Victoria (Beg/End of Jury Piece)

**May 3rd** – PC Brahms 4 (cont'd), SC: (SW 14b) Bring your flutes! Jury prep and Goodbye Party for Graduates

*Jury piano rehearsals, Studio Recital and Jury performance schedules TBD  
(Plan on anywhere from \$75 to \$125 for pianist fees)*

**Recital Attendance** – Honor system, but still mandatory

- **UTA Flute Weekend:** All scheduled events Friday night Jan 25<sup>th</sup> and Saturday, Jan 26<sup>th</sup>
- **US Army SoM Masterclass and Recital** – Jan 30<sup>th</sup>, 5pm and 7:30pm
- **All Honors Recitals** – Jan 31<sup>st</sup> at 7:30pm, Feb 25<sup>th</sup> at 12pm and April 8<sup>th</sup> at 12pm
- **Collaborative Performer Masterclasses** – Feb 20<sup>th</sup> (3:30pm-5pm), March 25<sup>th</sup> (4pm-5:30pm) and April 22<sup>nd</sup> (3:00pm-5:00pm)
- **Studio Recitals:** Brittany King (3/24 at 7:30pm), Kirsten Laman (3/6 at 7:30pm), Crystal York (3/6 at 5:30pm), Lauren Davis and Natalie Trejo (4/3 at 5:30pm)
- **As many UTA and outside professional performances as you can fit in your schedule!**

*\*As the primary instructor for this course, I reserve the right to change the schedule as needed.*

*– Dr. Terri Sánchez*

**Emergency Phone Numbers:** In case of an on-campus emergency, call the UT Arlington Police Department at **817-272-3003** (non-campus phone), **2-3003** (campus phone). You may also dial 911. Non-emergency number 817-272-3381

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**LIBRARY** [library.uta.edu](http://library.uta.edu)

## **RESOURCES FOR STUDENTS**

### **Research or General Library Help**

Academic Plaza Consultation Services [library.uta.edu/academic-plaza](http://library.uta.edu/academic-plaza)

Ask Us [ask.uta.edu/](http://ask.uta.edu/)

Library Tutorials [library.uta.edu/how-to](http://library.uta.edu/how-to)

Subject and Course Research Guides [libguides.uta.edu](http://libguides.uta.edu)

Librarians by Subject [library.uta.edu/subject-librarians](http://library.uta.edu/subject-librarians)

Research Coaches <http://libguides.uta.edu/researchcoach>

### **Resources**


A to Z List of Library Databases [libguides.uta.edu/az.php](http://libguides.uta.edu/az.php)

Course Reserves [pulse.uta.edu/vwebv/enterCourseReserve.do](http://pulse.uta.edu/vwebv/enterCourseReserve.do)

Study Room Reservations [openroom.uta.edu/](http://openroom.uta.edu/)

**Stop. Think. Protect Yourself. You Have Choices.**

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. This graphic provides each member of the UTA community with information and options for responding to an active threat. These options are not chronological, but are designed to address dynamic situations. Assess the situation (your location, the location of the threat, type of threat, etc.), identify and weigh your options, develop a plan of action and commit to it.

YOUR OPTIONS TO AN ACTIVE THREAT	
You Have Choices!	
<b>A V O I D</b>	<ul style="list-style-type: none"><li>• <b>AVOID</b> the situation. <u>Stay away</u> from the area and campus.</li><li>• If you can safely leave the area, <b>RUN</b>.</li><li>• Get others to leave the area, if possible.</li><li>• Prevent others from entering the area.</li><li>• Know your exit and escape options.</li><li>• If in a parking lot, get to your car and leave.</li><li>• If in an unaffected area, stay where you are.</li><li>• When you are safe, call UTA PD at 817.272.3003 or 911 with information you have.</li></ul>
<b>D E N Y</b>	<p>If you can't leave the area safely, <b>DENY</b> or slow entry to the intruder:</p> <ul style="list-style-type: none"><li>• Lock/barricade doors with heavy items.</li><li>• Turn off lights/projectors/equipment.</li><li>• Close blinds and block windows.</li><li>• Stay away from doors and windows.</li><li>• Silence phones and <b>remain quiet</b>. <u>Don't let your phone give you away.</u></li><li>• <b>HIDE</b> and take cover to protect yourself.</li><li>• Be prepared to run or defend yourself.</li></ul>
<b>D E F E N D</b>	<p>If you can't AVOID or DENY entry to the intruder, <b>DEFEND</b> your location:</p> <ul style="list-style-type: none"><li>• As a last resort, <u>FIGHT for your life.</u></li><li>• Use physical force and any weapons available - fire extinguishers, books, chairs, belts, umbrellas, pens/scissors, hot coffee/drinks, trash cans, etc.</li><li>• Use the element of surprise.</li><li>• Work together as a team. Develop a plan. Commit to your actions. Your life depends on it.</li><li>• Be aggressive, loud, and determined in your actions.</li></ul>
<p><b>Follow ALL instructions.</b></p> <p>For more information, go to: <a href="https://police.uta.edu/activeshooter">police.uta.edu/activeshooter</a></p> <div><p><b>POLICE DEPARTMENT</b> THE UNIVERSITY OF TEXAS AT ARLINGTON</p></div> <p>Emergency: 817.272.3003 Non-Emergency: 817.272.3381 <a href="https://police.uta.edu">police.uta.edu</a></p>	

Additional information for active threat and other emergency situations can be found through the links below:

[police.uta.edu/activeshooter](https://police.uta.edu/activeshooter)

[police.uta.edu/em](https://police.uta.edu/em)

## Addendum for Spring 2019 Sophomore Flute Proficiency Exams

1. Scales should demonstrate the full range of the flute (up to the highest B or C and the lowest C in the key). Scales should be performed in sixteenth notes and arpeggios should be performed in eighth note triplets at approximately quarter note = 100.
2. Demonstrate the ability to play in every key by drawing 4 cards (from the available 12 key areas) and performing the Major Scale, Major Arpeggio, Natural Minor Scale, Harmonic Minor Scale, Melodic Minor Scale and Minor Arpeggio for the selected key areas.
3. Scales/arpeggios and repertoire should demonstrate clear and convincing phrasing.
4. The two repertoire selections performed during the exam should demonstrate an understanding of contrasting musical time periods and styles.
5. Repertoire performances should show evidence of musical expression.
6. Scale/arpeggio and repertoire performances should demonstrate technical control and variety.
7. Scales and arpeggios should be performed from memory.
8. Both scales and repertoire should be presented in a professional manner.