

## MUSI 5362: Introduction to Research in Music (Fall 2017)

Syllabus and Course Calendar

Fine Arts 303/Architecture and Fine Arts Library (AFA)

MW 2:30-3:50

*Your work sustains the fabric of a community of people who share your interests, especially when you discover something that you believe can improve your readers' lives by changing what and how they think.*

*-Booth, et al., The Craft of Research*

Instructor: Dr. Megan Varvir Coe (var-veer koh)

Office: FA 325

Office Telephone Number: 817.272.3471 (Department of Music Main Office)

Email Address: [megan.varvircoe@uta.edu](mailto:megan.varvircoe@uta.edu); **I will respond to email M-F between 8:00 am and 5:00 pm.**

Faculty Profile: <https://www.uta.edu/profiles/megan%20vavir%20coe>

Office Hours: MWF 11-12 or by appointment. \* I must leave immediately after class meetings; please see me during my office hours or by appointment. \*

Description of Course Content: An introduction to the methods and materials of research in music, including instruction on appropriate style formats for papers and theses.

### Student Learning Outcomes:

At the completion of this course, students will be able to:

- Plan and fulfill the tasks necessary for completion of an independent research project.
- Utilize diverse research tools to find and choose reputable sources.
- Apply the Chicago Manual of Style method of formatting and citation.
- Understand and analyze the various methodologies used across subfields of music as demonstrated in academic writing.
- Write persuasively and in multiple styles in a variety of genres common to research projects in music.
- Review and revise their own work as well as that of their peers.

### Required Course Materials:

Sampsel, Laurie J. *Music Research: A Handbook, Second Edition*. New York: Oxford University Press, 2013.

Turabian, Kate L. *A Manual for Writers of Research Papers, Theses, and Dissertations: Chicago Style for Students and Researchers, Eighth Edition*. Chicago: The University of Chicago Press, 2013.

Supplemental readings, music, and video available online or on Blackboard.

### Highly Recommended:

Booth, Wayne C., et al., *The Craft of Research, Fourth Edition*. Chicago: The University of Chicago Press, 2016.

Descriptions of assignments:

**All project assignments must be completed to receive a passing grade.**

<u>Assignment</u>	<u>Percentage of Total Grade</u>	<u>Date Due</u>
Participation (In class and homework)	<b>10%</b>	
Practicum Assignments (In class and homework)	<b>20%</b>	
Project Assignments		
▪ Proposal	<b>5%</b>	Sep 11
▪ “Living” Bibliography	<b>5%</b>	Sep 25
▪ Annotated Bibliography	<b>10%</b>	Oct 9
▪ Rough Draft Part 1 (Academic)	<b>15%</b>	Nov 13
▪ Rough Draft Part 2 (Public Scholarship)	<b>5%</b>	Nov 20
▪ Final Draft	<b>25%</b>	Dec 6
▪ Peer Review Workshop	<b>5%</b>	

**I do not accept late work or reschedule tests.**

You will be given detailed assignment sheets regarding the requirements of each assignment. Late work is not accepted under any circumstances. Each assignment will be submitted via Blackboard before class or submitted physically at the beginning of class on the date it is due as designated in the assignment sheet.

*Participation:* Your participation grade is based on your completion of assigned reading, listening, and other homework assignments in preparation for class meetings; your active engagement and respectful attention during lecture, class discussion, and group activities; your compliance with classroom and university policies; and your overall good citizenship. **Participation is mandatory, and missing any class will negatively affect your grade. As this is a graduate class, more than two absences will result in a grade of F for the semester.**

*Practicum Assignments:* In addition to discussion, class meetings will include individual and group assignments to be completed during the class meeting and/or as homework.

*Project Assignments:* You will complete a research paper (10-15 pages) on a topic of your choice and approved by me. Additionally, you will complete a proposal, “living” bibliography, annotated bibliography, and rough drafts in preparation for writing your research paper; you will also contribute to the review and revision of papers written by your peers. You will be given detailed assignment sheets regarding each in due time.

Classroom Policies:

*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 will formally take attendance and more than two absences will result in a grade of F for the semester.** 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.

*Assignment and Course Calendar Updates:* You are responsible for checking Blackboard regularly to stay up to date with announcements and assignment sheets.

*Grading Policy:* **All project assignments must be completed to receive a passing grade.** Students will earn final grades according to this scale: 90-100 = A, 80-89 = B, 70-79 = C, 60-69 = D, 0-59 = F. Students are expected to keep track of their performance throughout the semester and seek guidance from available sources (including the instructor) if their performance drops below satisfactory levels; see “Student Support Services,” below.

*Use of Electronic Devices:* Laptops and tablets are allowed in class for class-related activities as designated by me such as taking notes. Smartphones, however, are banned during class meetings and should be stowed out of sight in a backpack, pocket, etc. If this policy is abused, I reserve the right to ban or otherwise restrict the use of electronic devices in class. Please respect this policy and your fellow students by observing it.

*Audio and/or Video Recording of Class Meetings:* No audio and/or video recording of class meetings is permissible. Students for whom English is a second language may speak with me about the possibility of limited exceptions.

#### University Policies:

*Drop Policy:* Students may drop or swap (adding and dropping a class concurrently) classes through self-service in Myra 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://wweb.uta.edu/ao/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)** [www.uta.edu/disability](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. Jean Hood, Vice President and Title IX Coordinator at (817) 272-7091 or [jmhood@uta.edu](mailto:jmhood@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/>.

*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>.*

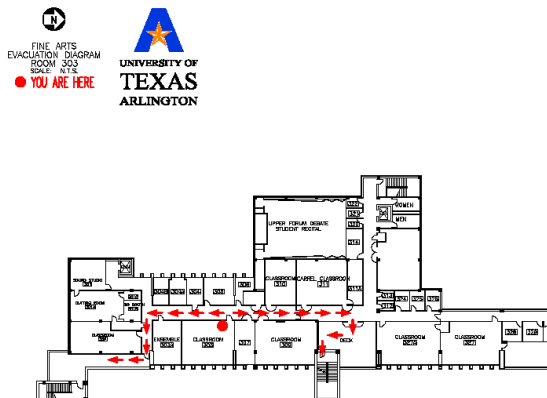
*Campus Carry: Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in*

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, **marked on the map below**. 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.



*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/universitycollege/resources/index.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>

*Librarian to Contact:* Mitch Stepanovich, [stepanovich@uta.edu](mailto:stepanovich@uta.edu)

Course Schedule:

*As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled therein. –M. Varvir Coe*

<i>Date</i>	<i>Topic</i>	<i>Major Assignments Due</i>
<b>Week 1</b>	<b>No class</b>	
<b>Week 2</b>	<b>Why do we do research in music?</b>	
M Aug 28	Introduction to Course; Music Research as Conversation	
W Aug 30	What Research Is and How Researchers Think About It	
<b>Week 3</b>	<b>How do we do research in music?</b>	
M Sep 4	<i>No class meeting: Happy Labor Day!</i>	
W Sep 6	From Topic to Question to Working Hypothesis	
<b>Week 4</b>		
M Sep 11	Citation & Chicago Manual; Finding Useful Sources 1	Proposal Due
W Sep 13	Finding Useful Sources 2	
<b>Week 5</b>		
M Sep 18	Finding Useful Sources 3	
W Sep 20	Finding Useful Sources 4	
<b>Week 6</b>		
M Sep 25	Guest Speaker: Mr. Stepanovich on Print Resources (meet in AFA)	"Living" Bibliography Due

W Sep 27	Guest Speaker: Mr. Stepanovich on Online Resources (meet in AFA)	
<b>Week 7</b>		
M Oct 2	<i>No class meeting: Work on Annotated Bibliography</i>	
W Oct 4	Engaging Sources	
<b>Week 8</b>	<b>Whose conversations will we join?</b>	
M Oct 9	Ethnomusicology	Annotated Bibliography Due
W Oct 11	Musicology 1	
<b>Week 9</b>		
M Oct 16	Musicology 2	
W Oct 18	Performance Practice	
<b>Week 10</b>		
M Oct 23	Music Theory	
W Oct 25	Public Scholarship	
<b>Week 11</b>	<b>Modes of Analysis</b>	
M Oct 30	Digital Approaches to Music Research	
W Nov 1	Distant Reading	
<b>Week 12</b>		
M Nov 6	Close Reading	
W Nov 8	<i>No class meeting: Work on Rough Drafts</i>	
<b>Week 13</b>	<b>Writing as Research</b>	
M Nov 13	Writing 1	Rough Draft Part 1 Due
W Nov 15	Writing 2	
<b>Week 14</b>		
M Nov 20	Revising 1	Rough Draft Part 2 Due
W Nov 22	Revising 2	
<b>Week 15</b>		Revised Drafts Uploaded to Blackboard
M Nov 27	Peer Review Workshop 1	
W Nov 29	Peer Review Workshop 2	
<b>Week 16</b>		
M Dec 4	Peer Review Workshop 3	
W Dec 6	<i>No class meeting</i>	Final Draft Due

**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