

UNIVERSITY OF ARKANSAS
J. WILLIAM FULBRIGHT COLLEGE OF ARTS AND SCIENCES

UAMusic

Student Handbook

J. William Fulbright College of Arts and Sciences Department of Music
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Revised 2020

MESSAGE FROM THE CHAIR: COVID UPDATE

Dear Music Students,

I hope all of you are well.

I am sure there are many questions about how the University will proceed in August, and I don't have all the answers yet. Even though we have been dealing with the effects of COVID-19 for several months now, there remains a very high level of concern about safety. While we are all anxious to get back to what we do, safety is our first priority.

Right now, we are preparing to be face-to-face at some level. We have mapped out all ensemble and classroom spaces to maintain 6 feet of spaces between individuals for classrooms and 10-foot spaces between participants in ensembles. Practice rooms will be limited to use during certain times so that we will be able to sanitize. There will be no locker use in the music building and the bridge will be closed for everything except some computer use. Traffic patterns in the building will be marked with arrows. Some instructors have chosen to deliver their courses this fall virtually, and those instructors will communicate with you very soon about how their courses will work (if they haven't already done so). We are proceeding carefully.

Fall ensembles will be different than in the past. We will have no public performances, but we are planning some musical events to be recorded and posted online if we are able to be on campus. Singing and playing certain instruments is believed to be unsafe in any indoor environment at this point, so we are watching research studies about safety and about mitigation processes. I will provide more concrete information once those research studies results are published. For now, sign up for classes and ensembles as you have done in the past. You will hear from ensemble directors about auditions and ensemble procedures.

The faculty and staff in the Department of Music are committed to helping you achieve your academic goals. Please be patient as we prepare for fall.

Stay well!

Best,

Dr. Mains

August 2020

DEPARTMENT OF MUSIC COVID RESPONSE FOR FALL /SPRING 2021

This plan is subject to change in accordance with CDC/UA mandates

During these unprecedented times, the Department of Music continues the highest level of instruction at the University of Arkansas. While much of what we do as musicians has to be altered to accommodate safety protocols, the health and safety of our students, faculty, and community as a whole are the most important things right now. To that effect, several new protocols are in place for the Department of Music. These can be found [here](#) or the COVID19 Response page in the website left menu. If you have questions, please contact [Dr. Ronda Mains](#), Department Chair of Music.

Building Hours:

As of August 24, 2020, the Billingsley Music Building and the Stella Boyle Smith Concert Hall will follow the following new times of operation:

- Open Monday - Friday, 8:00am to 7:00pm
- Closed after 7:00pm and weekends

Practice Rooms:

All spaces in the Department of Music must be reserved for use—this includes the Stella Boyle Smith Concert Hall. This includes practice rooms, classrooms, rehearsal spaces, concert halls, and meeting spaces. Faculty and students must make a request for use of space no later than 1-week in advance.

Practice rooms and rehearsal spaces will be assigned to students based on availability. Reservations are limited to one-hour per day, between the hours of 8:00am and 7:00pm. The building will not be open after 7:00pm during the week and will remain closed on the weekends to all students. Additionally, every practice space must have at least 30 minutes of downtime between reservations. No one may use the room during its downtime. For rehearsal space, only one person is allowed in the room, even if that room can accommodate more.

To reserve practice space, please use this form: [Practice Room Request](#)

Recital Protocols:

To safeguard the health of all students, faculty, staff, and community members, **no public concerts or recitals will be presented by the Department of Music in the fall semester.** Only student recitals required for degree completion will be accommodated at this time. There will be no audience in attendance at any event. There are strict limitations on the number of people allowed on stage and in the hall, (see LIVESTREAM RECITALS below).

There are three ways that the requirements of a degree recital may be completed.

1. **ON-CAMPUS LIVESTREAM RECITALS** — Students may give their recitals on campus with the assistance of technical staff of Stella Boyle Smith Concert Hall

or the Faulkner Performing Arts Center. These recitals will be livestreamed to the Department of Music YouTube channel and audio recorded.

2. **OFF-CAMPUS RECORD ON YOUR OWN** — Students may perform their recital off campus and submit the recording to their applied teacher. A video recording is preferred if permission is given to stream the recital on the Department of Music YouTube channel.
3. **ALTERNATIVE ASSIGNMENT** — An alternative assignment may be pursued with the written consent of the area coordinator and the department chair. Any alternate assignment should demonstrate relevance to their applied study.

RECITAL SCHEDULING PROTOCOLS

All reserved dates previously arranged for Fall 2020 recitals in Stella Boyle Smith are now canceled. Students who held one of those previously reserved dates will be assigned a new date following the guidelines below.

Accommodations for on-campus live recording sessions will be prioritized as follows:

1. Students who rescheduled their recitals from the Spring 2020 semester due to the campus-wide shutdown of facilities.
2. Students registered for a senior or final graduate recital to fulfill degree requirements.
3. Graduate students in their second year of study who have not yet completed one recital.
4. Performance majors registered for a junior recital.

Applied faculty shall provide a list at the beginning of the fall semester that inventories all required degree recitals in their studio for the academic year. This inventory should prioritize the recitals as listed 1 – 4 above. Faculty are asked to indicate the students who will not complete a recital on campus (e.g., fully remote students) and any student who can delay their recital.

All students who need to complete their recital requirements on campus will work with their faculty members to pick a two-week range of dates for scheduling their recital recording. Each student will be assigned a date and time within that two-week range that works best for faculty and the student. Recitals will be assigned to the Stella Boyle Smith Concert Hall as the primary space or the Faulkner Performing Arts Center as a backup venue. Due to scheduling of technical staff, availability of FAMA to sanitize, and working around classes in these spaces we cannot honor any requests for a particular hall.

LIVESTREAM RECITALS

Students opting to perform their recital on campus will be livestreamed from the Stella Boyle Smith Concert Hall or Faulkner Performing Arts Center, based on availability. The

livestream will broadcast on the Department of Music's YouTube channel (https://www.youtube.com/channel/UCss1xRMbtSZmNJPWUy0XE_A). Recitals will also be audio-recorded as they have been before with the files being shared to faculty members, the performer, and Mullins Library.

Students are still required to submit their recital program information to the Music Office no later than 14 days prior to their recital. The office will create an official program for students following the template for departmental performances. A PDF will be provided for the livestream with printed copies being distributed to the student's applied professor for archiving.

Guidelines for livestream recitals:

- Reservations last 2 hours
 - Recitals will be given 30 minutes of warmup time before recording begins
- No audience allowed; this includes family and friends
- No live collaboration allowed
- Personnel allowed:
 - 1 soloist allowed on stage
 - 1 faculty member allowed in audience
 - 1-2 technicians allowed in hall

Production restrictions:

- Setup will by necessity be bare-bones; no stage changes will be allowed
- Performance must be played through as if it were live; re-take will not be allowed
- No dress rehearsals can be accommodated, only the 30-minute warmup before recording begins

OFF-CAMPUS RECITALS

Students have the option of performing their recital off-campus as long as they can provide a recording of the event. A video recording is preferred if the intention is to have the recording streamed. Some may find this option appealing so that they may have family members present.

This option also allows an excellent opportunity for students to gain experience in self-recording. If the pandemic worsens and campus is forced to close, it is likely that all students will move to this off-campus option.

At least three workshops will be provided by the Department of Music to help students learn best practices about recording off-campus. In addition to recommendation by Department staff, students will be able to ask questions during these workshops.

STUDENT HANDBOOK 2020-2021

UNIVERSITY OF ARKANSAS DEPARTMENT OF MUSIC

OVERVIEW

The Department of Music is home to over 300 music students and 35 graduate students with a faculty of 50 nationally and internationally recognized scholars, pedagogues, and musicians. The program offers degrees at the bachelor and master levels, a one-year intensive performer's certificate, and an online certificate in music education for special needs student. The University of Arkansas is accredited by the [National Association of Schools of Music](#).

The University of Arkansas boasts two full-time, on-campus performance halls. The Jim & Joyce Faulkner Performing Arts Center and Stella Boyle Smith Concert. In total, the Department offers over 400 ensemble, student, faculty, and guest artist concerts each year.

A. DEPARTMENT OF MUSIC - FACILITIES

The Department of Music has offices and classrooms in different university Buildings:

[GEORGE AND BOYCE BILLINGSLEY MUSIC BUILDING \(MUSC\)](#)

The current building housing the music department was completed in 1976 as an annex to the Fine Arts Building, designed by Edward Durell Stone in 1950. The University of Arkansas Board of Trustees honored George and Boyce Billingsley of Bella Vista, Arkansas, by naming the UA music building the George and Boyce Billingsley Music Building in 2000 for establishing the Boyce and George Billingsley Music Fund. The Billingsley Music Building is the main music facility on campus which houses music classrooms and rehearsal spaces as well as faculty studios, music administrative offices, and practice rooms.

[FINE ARTS CENTER \(FNAR\) STELLA BOYLE SMITH CONCERT HALL](#)

Each year the Department of Music hosts over 200 concerts and recitals featuring student, faculty, and guest artist performances. Located on the first floor of the Fine Arts Center, the Stella Boyle Smith Concert Hall is the music department's main venue for showcasing student, faculty, and guest solo and chamber music recitals.

[LEWIS E. EPLEY JR. BAND HALL \(BAND\)](#)

Today, more than two percent of the undergraduate population of the University of Arkansas participates in the University of Arkansas Bands. Four concert bands, the 350-member Razorback Marching Band, and the 100-member Hogwild Pep Band provide enriching opportunities and music experiences for our students while honoring the traditions of our program and our university. The Epley Band hall houses two

rehearsal halls for band and orchestra. It also serves as a practice space for percussion students and numerous chamber ensembles and provides administrative offices for our band personnel.

[JIM AND JOYCE FAULKNER PERFORMING ARTS CENTER \(FPAC\)](#)

Nestled near the stunning Ozark Mountains on the beautiful University of Arkansas campus, the [Jim & Joyce Faulkner Performing Arts Center](#) is a 500+ seat state of the art venue dedicated to providing a community-centered approach to the performing arts. In addition to hosting acclaimed artists and performers, the Faulkner Center is also home to the University of Arkansas music department's large ensembles. With an impressive offering of renowned performers and culturally relevant events, the Faulkner Center excels in its mission of contributing to education and excellence, helping build a new generation of artists and patrons. Center — a renovation of the old Field House, which is on the National Register of Historic Places — is named in honor of the couple's major gift to the project. Completed in September 2015, this world-class performing arts center provides a seating capacity for up to 588 patrons. The Faulkner Performing Arts Center is the main performance venue for the university's musical organizations and hosts guest musical activities for the university and Northwest Arkansas community.

BUCHANAN ANNEX (THE LAUNDRY ROOM)

Located just south of the Harmon Parking Deck at 110 N. Harmon Ave., the Laundry Room provides a perfect place for rehearsals that include electronic amplifiers for guitar, bass, and vocals. Top-notch equipment has been donated by fervent supporters of the Department of Music and the J. William Fulbright College of Arts and Sciences. Guitar and jazz courses are taught in the Laundry Room and the university's musical theatre also has access to the rehearsal space.

[GIFFELS OLD MAIN](#)

Old Main was the first permanent building to be erected on the Arkansas Industrial University campus. Its exterior was finished in 1875, just three years after the university opened for classes. It is the oldest building still standing on the campus and the only one built in the 19th century still standing.

[HILLSIDE AUDITORIUM](#)

Hillside Auditorium is located to the east of the Greek Theatre and includes two auditoriums with combined seating for 740 students (265 in the upper auditorium and 475 in the lower auditorium)

ADOHI (ADOB)

The new Adohi Hall at the University of Arkansas is located just east of Bud Walton Arena and south of Pomfret Hall. It includes three buildings and the projected construction cost is \$79.6 million. The two residential buildings on Stadium Drive are five stories each and provide approximately 200,000 square feet of living space including room for five Living Learning Communities.

In addition to campus facilities, we have partnerships with Haxton Road, Guisinger, Mt Sequoyah, Sunrise Guitars, Crystal Bridges and other places in the NWA community.

MULLINS LIBRARY

The [Multimedia Services Department](#) is located on the main floor of [Mullins Library](#), directly north of the Music Building. Now housed in the Lindley and Kaneaster Hodges, Jr. Reading Room, music resources are centrally located in the main library on campus.

The Multimedia Services Department provides many resources including physical books, scores, recordings, sound and video viewing equipment, computer stations with audio and notation software, and keyboards. Additionally, the library offers many online resources for music students, such as streaming audio and video services, e-books, online encyclopedias, scores, and databases of scholarly articles. Individual research assistance is available by appointment or at the reference desk.

The library catalogs and archives past performances given in the Stella Boyle Smith Concert Hall. To obtain a recording of a previous recital or concert, contact the Multimedia Services Department at (479) 575-5517 or libmulti@uark.edu. Our music library liaison is Dr. [Micaela Baranello](#)

LOCKER CHECK-OUT

Restricted due to COVID protocols, see COVID Response

Students who are declared music majors, or students registered for an ensemble with a demonstrable need, are entitled to a locker in the Music or band buildings. Locker assignments are based on the size required for each student's need, and are made each Fall, Spring and Summer terms in the department office. Students should bring copies of their class schedule print-outs when registering for lockers to verify ensemble enrollment. Lockers must be vacated at the end of each semester unless arrangements have been made in the department office to retain the locker during the next term.

BUILDING ACCESS

Restricted due to COVID protocols, see COVID Response

INSTRUMENT CHECK-OUT

Restricted due to COVID protocols, see COVID Response

Students enrolled in MUEN (Music Ensemble), MUAP (Applied Music). or MUAC(Applied Class) courses _ be eligible to check-out university-owned equipment for use in those courses. Check with the MUAP teacher, MUAC teacher or MUEN conductor for details.

PRACTICE ROOMS

Controlled due to COVID protocols, see COVID Response

There are several different practice rooms available in the music building and the band building. There are pianos in practice rooms on the third floor in rooms that will remain locked.

MUSIC STANDS

Music stands are provided in the instrumental large ensemble rehearsal areas (the two large rehearsal areas in Epley Hall, and the Concert Hall). Music stands can be found in practice rooms in the Music Building.

MUSIC DEPARTMENT OFFICE

The Music Department Office, located in MUSC 201, houses the Department Chair, the Community Music Schools (CMS) and the departmental administrative assistants. Contact Dr. [Justin Hunter](#), Director of Admissions and Operations

RESERVING CONCERT FACILITIES

Controlled due to COVID protocols, see COVID Response

Recital reservations have priority over rehearsal reservations. If a recital request comes after a reserved rehearsal reservation for the same time, the recital request may, in most cases, get the reserved time. Students are only guaranteed one reservation for dress rehearsal in the Concert Hall; dress rehearsals in Giffels (Old Main Building) or other facilities may not be possible. The Laundry Room facility can be reserved small ensemble rehearsals and for recording sessions. It will not be reserved for single user practice space. [Laundry Room Reservations](#)

CONCERT PROGRAMS

Find template and other resources [HERE](#)

RECORDING

The Music Department records all student degree recitals, student ensemble performances, and faculty recitals.

1. [Degree Recital Recording](#) for all music majors. The performer is provided a digital/cloud recording of the performance.

2. Student Ensemble Performances are recorded on digital formats, kept in the cloud, and the ensemble director is provided a copy.
3. Faculty Recitals are recorded digitally, and the faculty member is provided a copy
4. Only events scheduled in the Fine Arts Concert Hall and Faulkner Performing Arts Center will be routinely recorded by the Music Department; other events may be recorded as needs and circumstances dictate.

B. DEPARTMENT OF MUSIC - DEGREE INFORMATION AND OTHER IMPORTANT INFORMATION

DEGREES OFFERED

The Music Department offers students the opportunity to study with gifted, nationally and internationally recognized faculty while pursuing their undergraduate or graduate music degrees.

Undergraduate students may choose to pursue either a Bachelor of Arts Degree in music or a Bachelor of Music Degree. Students choosing a career path in the Bachelor of Music Degree may specialize in one or more areas of emphasis: music composition, music education, music performance, music theory, or the Bachelor of Music Degree with elective studies in business.

Master of Music students can pursue emphases in composition, instrumental conducting, instrumental performance, music education, music history, or music theory. Graduate students who have completed an MA Degree or its equivalent have the opportunity to further develop their musical skills in a performance-intensive program culminating in a Graduate Certificate in Advanced Performance.

UNDERGRADUATE DEGREES

The [Bachelor of Arts](#) is a liberal arts degree focused on music studies. Students in the BA program can pursue a number of paths in music and enjoy flexibility in elective hours to pursue personal and career interests. Many double majors are encouraged to pursue the BA degree for its flexibility. The B.A. degree is offered through Fulbright College of Arts & Sciences.

The [Bachelor of Music](#) is available in two distinct tracks: performance and music education. BM students can pursue concentrations in [composition](#), [elective studies in business](#), [guitar performance](#), [jazz studies](#), [piano performance](#), [string performance](#), [theory](#), [voice performance](#), and [woodwind, brass or percussion](#) performance. The B.M. degree is offered through Fulbright College of Arts & Sciences.

[Bachelor of Music in Music Education](#) prepares students to teach music in public schools. Students will be licensed to teach K-12 in Choral (piano or voice), Instrumental (WW, brass, percussion or strings) and general music. BMEd students can pursue a [choral concentration](#) and an [instrumental concentration](#). The B.M. in Music Education degree is offered through Fulbright College of Arts & Sciences.

Other opportunities:

[Minor in Music](#): Students majoring in a non-music program in Fulbright College may elect to pursue the Minor in Music. The Minor in Music consists of at least 18 semester hours in music courses to include [MLIT 1013](#), [MUTH 1603](#), [MUTH 2603](#), and either [MUHS 3703](#) or [MUHS 3713](#). Other courses will be determined by the student in consultation with a music faculty adviser. The student must notify the Department of Music of their intent to minor.

[Departmental Honors in Music](#) provides upper-division undergraduate students an opportunity to participate formally in scholarly, creative, or performance music activities. Honors candidates carry out independent study, research and performance under the guidance of the music faculty and participate in special honors classes and seminars. It is specifically designed to enable students of superior academic ability or artistic talent to realize more fully their intellectual potential. The student may elect to do the honors project in one of six areas: performance, music history and literature, theory, composition, music education, or ethnomusicology. Honors work may be done in an area other than the student's major area that is, a student majoring in voice performance may elect to do honors work in music history, theory, or composition, etc.

GRADUATE DEGREES/PROGRAMS

[Master of Music](#) (including [M.M. with Performance, Instrumental concentration](#); [M.M. with Performance, Keyboard concentration](#); [M.M. with Performance, Voice concentration](#); [M.M. with Collaborative Piano concentration](#); [M.M. with Composition concentration](#); [M.M. with Music Education concentration](#); [M.M. with Music History concentration](#); [M.M. with Music Theory concentration](#); [M.M. with Instrumental Conducting concentration](#); and [M.M. with Choral Conducting concentration](#).) These degrees typically take two years to complete and prepare students for careers such as college-level teachers of music, as professional performers, or for further study at the doctoral level.

[Graduate Certificate in Advanced Performance](#) : a performance-intensive program for students who already possess the Master of Music or its equivalent. It is designed for all areas of applied study and is intended for the advanced performer.

[Graduate Certificate in Music Education for Special Needs Students](#) : an online graduate certificate for students interested in gaining research-based knowledge in music education to enrich learning for K-12 students with special needs and those gifted intellectually.

Refer to the undergraduate and graduate catalogs [Music Catalog](#) for more information, and consult your undergraduate or graduate advisors.

ADVISORS AND ADVISING

Academic advising can be one of the most important resources in your educational experience. Your advisor can help you explore programs of studies, understand academic policies and procedures, select appropriate classes, and review your degree audit. Basically, your advisor can help you navigate through your college experience. Take advantage of academic advising by visiting with your advisor regularly each semester at the [Fulbright Advising Center](#), 322 Champion's Hall. Their website has information on scheduling an appointment, and also has a lot of information on commonly asked questions. Your Fulbright music advisors are [Meagon Clarson-Guyll](#) and [Daniel Jordan](#). Within the department, you can schedule an appointment with the Director of Undergraduate Studies, Dr. [Lia Uribe](#).

Graduate advising: Contact the office of [Graduate School and International Education](#)

Some music courses are offered irregularly, some courses are prerequisites for others and must be taken in sequence, and other courses fill up quickly when they are offered. Therefore, in order to avoid any delay in your graduation, you should be thoroughly knowledgeable in the requirements for your degree. Students should consult their advisers on a regular basis, not limited to registration matters but including all areas of their academic careers. You should be proactive and consult with your Fulbright College advisor regularly, especially when you are in doubt.

SENIOR WRITING REQUIREMENT

The Fulbright College of Arts and Science requires all students to submit a substantial and satisfactory research or analytic paper in their major field of study prior to graduation. The paper must be submitted **before** Dead Day to avoid possible delays in graduation. Music courses with assignments that satisfy the writing requirement are MUHS 4253 Capstone Seminar and MUED 4112 Pedagogy in Music Education. Students pursuing double majors need only complete the writing requirement in one major, and satisfactory completion of an honors thesis also fulfills this requirement.

DROPPING AND ADDING COURSES

Occasionally it is necessary to make an adjustment to your schedule after the normal registration process is completed. Procedures for "Drop-Add" are included in the University's Schedule of Classes, published each semester. Make sure that you take advantage of the opportunity to discuss with your advisor the ramifications of each change you are contemplating.

Students may add courses during the first five class days of a fall or spring semester. Students who drop classes will have their fees adjusted according to [Fayetteville Policies and Procedures 330.0 – Tuition and Fee Adjustment Policy for Dropping](#)

Classes. Drops and withdrawals are two different functions. In a drop process, the student remains enrolled. The result of the withdrawal process is that the student is no longer enrolled for the term. Fee adjustment deadlines for an official withdrawal are noted in [Fayetteville Policies and Procedures 518.0 – Tuition and Fee Adjustment Policy for Official Withdrawal](#).

A student may drop a full-semester course during the first 10 class days of a fall or spring semester without having the drop shown on the official academic record. After the first 10 class days, and before the drop deadline of the semester, a student may drop a course, but a mark of “W,” indicating the drop, will be recorded. A student may not drop a full-semester course after the Friday of the thirteenth week of classes in a fall or spring semester. Drop-add deadlines for partial semesters, intersessions, and summer sessions are listed on the semester calendars located on the [Office of the Registrar’s website](#).

RECITAL ATTENDANCE POLICY

Controlled due to COVID protocols. Check with your studio professor

Recital attendance requirements represent a significant portion of the course content of major applied study, providing for development of concert listening habits, exposure of the student to literature other than his or her own, development of concepts relating to the listener’s role in music, and developing good concert etiquette.

Each student must attend 8 recitals or concerts during the course of each semester. The recitals will not include recitals in which the student performs more than one selection.

The Recital Attendance Requirement ends after seven semesters; students may apply to be excused from further attendance by completing the WRH Petition Form available in the Music Office.

Students with fewer than seven semesters of attendance who feel they can present a compelling case to be exempt from the policy must initiate a petition, available in the Music Office, which must be supported by the applied teacher and area coordinator, and approved by the Music Dept. Chair. Normally, these students will be required to attend extra evening performances. Emergency absences (i.e., illness, funeral) must be excused by the private teacher

COLLABORATIVE PIANIST REQUESTS

Collaborative Pianist Request Form to Request Deadlines: before the date of performance Recital 9 weeks / Short Jury 5 weeks Barrier Jury 7 weeks / Department-Sponsored Events 5 weeks. [Here](#) you will find the request form.

APPLIED MUSIC JURIES

Controlled due to COVID protocols. Check with your studio professor

Each undergraduate student enrolled in MUAP performs a jury at the end of each semester; the jury is the equivalent of the final examination requirement in other courses. The jury is normally performed for a panel of music faculty. The jury members submit grades for the jury performance; these grades are averaged, and that average, in turn, is averaged with the private instructor's semester grade (instructor's grade counts 2/3 of the final grade). Students are required to complete and submit a Jury Form (available in the rack next to the bulletin board across from the Music Office and [online](#)) in accordance with the guidelines of their areas. Each area coordinator posts jury sign-up sheets by the main office in the music building in the last two weeks.

After 4 semester of study students perform a **Sophomore barrier**. The barrier determines readiness for upper-level study.

ENSEMBLES

Students majoring in music at the University of Arkansas are required to enroll in a Music Department Ensemble during each semester of full-time enrollment. Scholarship requirements may differ from degree requirements. [Here](#) you will find information about the Department of Music diverse ensembles.

PERFORMANCE OPPORTUNITIES

Solo performance represents an important part of a music student's training at the University of Arkansas, regardless of degree. Students are encouraged to take advantage of these opportunities:

Concerto-Aria Competition: Takes place near the end of the Fall semester. An independent panel of judges is hired to select soloists to perform with the North Arkansas Symphony Orchestra during the Spring Semester. One movement of major concerto, memorized, 10-minute time limit; literature must be approved in advance by the conductor. For more information contact Dr. [Nophachai Cholthichanta](#)

Honors Recital Competition: Soloists and ensembles are selected through competitive audition, involving the entire music faculty as judges. For more information contact Dr. [Miroslava Panayotova](#)

MTNA Competition: National competition organized by the Music Teachers National Association, and held at the state, regional, and national levels. State competition normally takes place the last weekend in October.

SCHOLARSHIP PROCEDURES AND POLICIES

In addition to campus-wide scholarship and financial aid programs such as the Academic Scholarships and Pell Grants, the Department of Music offers scholarships to deserving students who major in music or participate in activities throughout the department.

Each award is determined by a panel of at least three departmental faculty and/or staff members. Criteria for selection typically include musical ability, academic performance, evaluation of non-academic awards or achievements, and references by prior ensemble or private study instructors.

Scholarships from the Department of Music may be combined with other awards disbursed by the University of Arkansas provided the student does not exceed Cost of Attendance regulations as set by federal and state guidelines.

ELIGIBILITY – High school seniors, college transfer students, and current University of Arkansas students are eligible for Department of Music scholarships.

AWARDS – Scholarships in various amounts are awarded by the department on the basis of talent, musicianship, academic record and recommendations from previous teachers. Departmental awards are available to all students with a 2.5 GPA regardless of major. Other awards stemming from privately funded sources may specify other criteria (e.g. major, instrument, or ensemble).

Some of the available scholarships are:

Music Department Scholarships (Available to Woodwind, Brass, Percussion, Voice, String, and Piano/Organ students by audition)

Choral Scholarships (available to students participating in a concert choir)

Inspirational Singers Scholarships (available to students participating in Inspirational Singers)

Jazz Scholarships (available to students participating in Jazz Ensemble; preference given to "rhythm section" musicians)

Band Scholarships (available to brass/woodwind/percussion students; generally require participation in Wind Ensemble or Razorback Marching Band in the Fall and one of the concert bands in the Spring)

Arkansas Territorial Scholarships (available to string players, pianists, and vocalists majoring in music)

Wayne Allen Stevens Scholarship (available to Music Education majors)

CREDENTIALS – All incoming freshman, transfers students, and current UofA students applying for admission to the Department of Music are also evaluated for a potential scholarship and notified prior to enrollment.

EVALUATIONS – All candidates will be evaluated by an audition committee of at least three departmental faculty and/or staff members. Evaluation by the committee includes: 1) an audition of solo performance of one or more compositions; 2) application; 3) submitted references. For candidates unable to audition in person on campus, the department accepts submissions of video recordings.

RENEWAL OF SCHOLARSHIPS – All students awarded a scholarship are provided a Letter of Agreement signed by the Chair of the Department (for departmental awards) or the Director of Bands (for band awards). Letters of Agreement communicate criteria for both the scholarship's disbursement and renewal.

Criteria vary by award but may contain any or all of the following.

Disbursement

- 1) Full-time enrollment
- 2) Appropriate ensemble enrollment
- 3) Applied private study enrollment
- 4) Appropriate selection of courses as determined by an academic advisor
- 5) Appropriate declaration of major

Renewal

- 1) Maintenance of a 2.50 cumulative Grade Point Average
- 2) 12 hours of completed coursework per semester
- 3) Grade of A or B in appropriate ensemble
- 4) Grade of A or B in applied private study

Scholarship renewal eligibility is determined prior to the start of each term (June for fall; December for spring). Students whose work meets the standards for renewal are automatically renewed. Work done during a summer may count toward the yearly total of the year just completed; however, a student whose work does not meet the standards for renewal at the end of the Spring Semester will receive a probation letter for the coming year. Probationary status can be converted to normal status upon the completion of the summer hours.

SCHOLARSHIP PROBATION – Students who do not meet the standards for automatic renewal will be placed on scholarship probation and will be notified by the Chair of the Department of Music. A student on Scholarship Probation will still receive their scholarship for the term. However, if a student still does not meet renewal criteria at the end of the probationary period, then the award will be forfeited.

PETITIONING PROCESS

All policies and regulations of the University of Arkansas allow a [petitioning process](#) as an avenue for students to present what they feel are compelling reasons to be exempt from a policy or requirement. The petition normally takes the form of a letter addressed to the official or committee charged with carrying out the policy or regulation. If you wish to present a petition, but are uncertain of the procedure, consult with your private teacher, area coordinator, academic advisor or the department chair.

STUDENT GRIEVANCES

Informal Resolution

Undergraduate students who wish to seek further review of an academic or non-academic decision or action by the University or a University employee (in an official capacity) that the student contends was in violation of written campus policies, or constitutes unfair or unequal application of such policies, should first seek to resolve such concerns through informal discussions. In particular, grievances regarding academic matters should generally begin with informal discussions with the student's instructor or with the faculty member supervising a course. If such informal discussions do not reach a satisfactory resolution, then the student may pursue a grievance following the steps in this policy.

Applicability of Policy

This policy applies to undergraduate students enrolled in traditional courses as well as online courses. This policy does **not** apply to matters which are covered by other campus policies or appeal procedures, including, but not limited to, the following:

- grade appeals (see description of process below);
- allegations of discrimination or harassment (including sexual harassment) under the university's non-discrimination policy;
- allegations of failure to provide reasonable accommodations for a disability;
- financial aid;
- enforcement of campus parking regulations;
- violations of the Code of Student Life or the university's Academic Dishonesty Policy; or
- violations of the university's Research Misconduct Policy.

In particular, matters involving allegations of unlawful harassment (including sexual harassment), discrimination and/or retaliation should be reported to the university's [Office of Equal Opportunity and Compliance](#), and matters involving alleged failure to provide reasonable accommodations for a disability should be pursued through the grievance process described on the university's Center for Educational Access website. Additional information about each of the above policies is available on the university's website and through the Office of the Dean of Students.

Furthermore, this grievance process is intended to address alleged violations of university policy with respect to individual students, rather than disagreements with

existing policies. Questions regarding the applicability of this grievance policy to a particular issue will be determined by the dean of students, in consultation with the provost and other university officials, as necessary.

Formal Grievance Process

If efforts to resolve a grievance informally are not successful, no later than 60 calendar days following the decision or action that the student seeks to have reviewed, the student shall put the grievance in writing, clearly and succinctly stating the facts relating to the grievance and which policies the student contends have been violated or misapplied. For an academically related grievance, the written grievance shall be submitted to the academic unit chair, head or his or her designee; if the concern relates to the chair, then the written grievance may be submitted to the Dean who may appoint an alternate official to consider the grievance. For a non-academic matter, the grievance should be considered by an administrator with authority over the relevant area. The administrator considering the grievance will review the material provided by the student, and may, at the administrator's discretion, gather any additional information that will be helpful to a decision, whether in writing or through meeting with the student or other persons involved. The administrator reviewing the grievance shall make a decision, in writing, within 10 working days after receiving the student's grievance (excluding the day of receipt), or as soon as possible thereafter. The decision will explain the basis for the decision, remedial steps required, if any, and the procedure for requesting an appeal.

Appeals

If the student believes the grievance decision is in error, then that person may, within 10 working days after the date of the written decision, appeal the decision to the relevant dean (for an academic matter) or to the relevant vice chancellor or a designee (for non-academic matters). The administrator considering the appeal will review the material provided by the student, the grievance decision, any other material which has been assembled regarding the matter, and any applicable university policies and may, at his or her discretion, gather any additional information that will be helpful to a decision, whether in writing or through meeting or consulting with any individuals deemed necessary in the administrator's discretion. The administrator reviewing the appeal shall make a decision, in writing, within 10 working days of receiving the student's grievance, or as soon as possible thereafter. The appeal decision shall be final.

External Complaint Resolution

If a grievance cannot be resolved internally within the university, a student may file a complaint with the appropriate authority in his/her state of residence. Arkansas residents must file complaints in writing with the Arkansas Department of Higher Education (ADHE), 423 Main Street, Suite 400, Little Rock, AR 72201, within 20 days of completing the institution's grievance process. As required by ADHE, the grievant must provide a statement from the institution verifying that the institution's appeal process has been followed. ADHE inquiries are limited to courses/degree programs certified by

the Arkansas Higher Education Coordinating Board (AHECB) under Ark. Code § 6-61-301 and to matters related to the criteria for certification. For other states, the [State Higher Education Executive Officers Association website](#), provides a list of appropriate state officials and/or entities for each state. Students may also contact the [Higher Learning Commission of the North Central Association of Colleges and Schools](#), which is the university's regional accrediting body, at 230 South LaSalle Street, Suite 7-500, Chicago, IL 60604, or at inquiry@hlcommission.org or 1-800-621-7440. This information is provided pursuant to 34 CFR § 668.43(b).

CENTER FOR EDUCATIONAL ACCESS (CEA)

The Center for Educational Access (CEA) serves as the central campus resource for the University community in regard to students with disabilities and accommodations to remove barriers to access.

In partnership with students, faculty, and staff, CEA staff members work with students individually and assist academic units to determine reasonable accommodations that will enable every student to have equal access to the full range of programs and services. Needing academic accommodations? Think you *might* need them? Get registered with CEA so accommodations can be implemented quickly if needed. Whether you are attending courses on the University of Arkansas campus or taking Global Campus courses via the Internet, the CEA is ready to assist you.

Provision of reasonable accommodations is determined individually, based on the nature of the student's disability, the environmental barriers encountered, and the content of documentation provided. Please feel free to take a look at [examples of accommodations](#) which may be available. Students can register with CEA and request accommodations at any point during the semester, but accommodations are ***not retroactive***.

C. STEPS TO LICENSURE FOR THE MUSIC EDUCATION MAJOR

Stage 1: Complete an Evaluation for Internship.

1. Enroll in a Bachelor of Music in Music Education degree plan: Keep in touch with your assigned Fulbright Academic advisor.
2. Obtain clearance through the Office of Teacher Education upon completion of the MUED 2012 Introduction to Music Education course. (Clearance includes application to the University Teacher Education program, passing scores on accepted basic skills assessments, and cleared background checks). Admission requirements and application can be located on the Teacher Education website at <https://teacher-education.uark.edu/>.
3. Obtain a grade of "C" or better in the following pre-education courses: CIED 3023, CIED 3033 (PSYC 2002 is a prerequisite).
4. Obtain a grade of "C" or better in all MUED courses.
5. Complete all coursework with a cumulative GPA of 2.75 or higher.
6. Obtain departmental clearance through successful GPA, coursework requirements, an advising interview with the Music Education Internship Coordinator, and any other requirements specified by the music education program.

All requirements in Stage I must be met to be cleared for the internship.

Stage II: Internship (required for degree completion).

1. Complete the one-semester internship at an approved site. Your internship public school placement(s) will be weighted more in the area that interests you (secondary choral/instrumental or elementary). After you receive your internship assignment, check with your university supervisor and then make a contact with the first school. Read the Internship in Music Handbook.
2. Complete the PRAXIS Music Content Knowledge (5113) exam if planning to apply for Arkansas Licensure (recommended, but not required for degree completion).

It is recommended that you enroll to complete the PRAXIS Music Content Knowledge (5113) exam NO later than during the beginning of the internship semester.

There is often a several month delay between registration, completion, and reporting of scores. Licensure applications cannot be completed without your PRAXIS Music Content Knowledge test scores.

3. Complete the measure of pedagogical competence in music education. According to state licensure rules, candidates must pass a pedagogical measure as a part of their degree completion. The music education program uses the TESS Summative Evaluation as a record of pedagogical competence. A

candidate must receive an average score of Progressing or better to pass pedagogical competence.

3. Graduation Process

A. Consult your advisor.

B. Apply for graduation online at <http://registrar.uark.edu/968.php>.

You must pass the one-semester internship and PRAXIS Music Content Knowledge exam (5113) before being issued a teaching license (see above).

Helpful Tips

1. Maintain contact with Mr. Chal Ragsdale (and Dr. Daniel Abrahams who coordinates music education placement) regarding additional requirements. It is important to note that the Arkansas Office of Professional Licensure controls this process, and their continued administration and updating of licensing means continuing changes.

2. In order to receive your diploma pay any parking tickets or library fines. Any outstanding fines or fees can delay the licensure process.

3. Important numbers on campus can be found in the directory or at <https://admissions.uark.edu/apply/counselors/index.php>

4. Contact the Director of Field Placement and Licensure, Peabody Hall Room 109, College of Education and Health Professions for assistance with the licensure process and background checks.

5. Important contacts:

[Campus Information](#)

(479) 575-2000

[Music Office](#)

(479) 575-4701

[Office of the Registrar](#)

(479) 575-5451

[Testing Services](#)

(479) 575-3948

[College of Education and Health Professions](#)

(479) 575-3208

[Fulbright College of Arts and Sciences](#)

(479) 575-4801

Arkansas Office of Professional Licensure

Four Capitol Mall, Room 106-B

Little Rock, AR 72201

Phone: 501.682.4342

Fax: 501.682.4898

Email: ade.educatorlicensure@arkansas.gov

D. UNIVERSITY OF ARKANSAS MUSIC FACULTY BY AREAS

Brass:

[Cory Mixdorf](#), trombone

[Benjamin Pierce](#), tuba and euphonium - area coordinator

[Richard Rullj](#), trumpet

[Timothy Thompson](#), horn

Composition and Theory:

[Alan Gosman](#), music theory - area coordinator

[Wing Lau](#), music theory

[Robert Mueller](#), composition and music theory

[Joon Park](#), music theory

[Nastassja Riley](#), music theory

[Jeremy Allen](#), composition and music theory

Conducting:

[Stephen Caldwell](#), choral conducting

[Christopher Knighten](#), instrumental conducting- area coordinator

[Ben Lorenzo](#), instrumental conducting

[Jeffrey Summers](#), instrumental conducting

[W. Dale Warren](#), instrumental conducting

Guitar:

[Jake Hertzog](#), guitar - Area Coordinator

Jazz:

[Claudia Burson](#), jazz piano

[Kimberly Hannon Teal](#)

[Jake Hertzog](#), - Area Coordinator

[Joon Park](#)

[Nicola Radan](#)

[Rick Salonen](#)

[Christopher D. Teal](#)

[Fernando Valencia](#)

Piano:

[Asher Armstrong](#), piano

[Claudia Burson](#), piano, jazz piano

[Tomoko Kashiwagi](#), piano, collaborative piano - Area Coordinator

[Miroslava Panayotova](#), piano, collaborative piano, class piano

[Henry Runkles](#), piano, class piano

[Helen Becqué](#), piano and voice

Music Education:

[Daniel Abrahams](#)

[Janet Knighten](#)

[Dale Misenhelter](#)

[Jeffrey Murdock](#)

[Chalon Ragsdale](#) - area coordinator

[W. Dale Warren](#)

Musicology:

[Micaela Baranello](#)

[Justin R. Hunter](#)

[Matthew Mihalka](#)

[Kimberly Hannon Teal](#), - area coordinator

Percussion:

[Chalon Ragsdale](#), percussion - area coordinator

[Fernando Valencia](#), percussion

Strings:

[Er-Gene Kahng](#), violin - area coordinator

[Josquin Larsen](#), viola

[Dominic Na](#), cello

[Michael Montgomery](#), double bass

Voice:

[Lauren Clare](#), voice

[Hyun Kim](#), Opera/vocal coach

[Christopher MacRae](#), voice

[Jeffrey Murdock](#), - area coordinator

[Moon-Sook Park](#), voice

Woodwind:

[Nophachai Cholthitchanta](#), clarinet

[Theresa Delaplain](#), oboe

[Ronda Mains](#), flute – area coordinator

[Catalina Ortega](#), flute

[Eric Troiano](#), saxophone

[Lia Uribe](#), bassoon

Other important contacts

Chair: [Ronda Mains](#)

Associate chair: [Lia Uribe](#)

Graduate director: [Chris MacRae](#)

GA mentor: [Er-Gene Kahng](#)

Undergraduate director: [Lia Uribe](#)

Music minor advisor: [Cory Mixdorf](#)

Honors advisor: [Rich Rulli](#)

Freshmen summer orientation advisor: [Eric Troiano](#)

Music LLC (Living and Learning Community) coordinator: [Theresa Delaplain](#)

Honors Recital competition: [Miroslava Panayotova](#)

Concerto/aria competition: [Nophachai Cholthitchanta](#)

CMS director: [Kim Jones](#)

CMS assistant director: Nastassja Riley

Admissions and operations: [Justin Hunter](#)

Scholarships: [JR Hinkson](#)

Library liaison: [Micaela Baranello](#)

Recruiting coordinator: [Jeff Murdock](#)

Career champion: [Nikola Radan](#) (works with Erica Estes)

Office manager: [Kelli Van Pelt](#)

UAConnect specialist/communications: [Britt Graves](#)