

BASSOON STUDIO (UNDERGRADUATE)

MVW 1414, 2424, 3434,4444

-Spring 2022-

Class Meeting location, times, and sections:

STUDIO: Mondays—6th Period (12:50PM-1:40PM) Room Organ Studio (3rd Floor MUB)

LESSONS: TBD with each student on an individual basis

Instructor

Dr. Shannon Lowe (she, her, hers)

shanlowe@ufl.edu

352.273.3185

Office: 355 MUB

Office Hours: As posted on door and canvas; also by appointment

Reed Making Office Hours: TBA

Graduate Teaching Assistant

Raúl Chaurand

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Office: TBA

Office Hours: TBA

Course Description

Study in the University of Florida Bassoon Studio encompasses a curriculum that is designed to mold bassoonists into musicians who are empathetic, knowledgeable, confident, successful, and supportive of their peers. Through highly individualized instruction, experiences, peer collaborations/interactions, and performances, students are prepared to be confident in diverse musical settings.

All students in the studio will take part in the following:

- Weekly private lessons with the instructor that focus on developing technique, tone, musicianship, and confidence on the bassoon.
- Weekly studio classes that include topics such as performance issues, reed making, ensemble playing, master classes with guest artists, etc.

Course Objectives

By studying in the bassoon studio, students will be able to:

- Perform and interpret bassoon works encompassing diverse styles (from Western civilization to other world cultures) and bassoon works written by a diverse range of composers (including composers from underrepresented groups such as Women, BIPOC, LGBTQ+)
- Present performances of solo and chamber repertoire in a variety of styles and settings.
- Demonstrate the ability to apply analytical and historical knowledge to live performance.
- Demonstrate an increasingly advanced level of performance skill throughout their studies.

Required Texts, Materials, Resources, Equipment

Students are expected and required to purchase equipment including reeds/cane, reed-making tools, tuners, and metronomes as well as music/texts* assigned in lessons. The instructor will provide students with a list of resources to help locate/purchase music, reeds, equipment, etc.

- The ownership of a tuner and metronome is mandatory! *Note: phone tuning/metronome apps count!*
- The student must have playable reeds <see reed clause below>
**If music and/or texts required for performance or lessons cannot be borrowed from the library, it is the student's responsibility to acquire these materials. If the student plans on having a teaching and/or performance career involving the bassoon, it is necessary for the student to own a collection of performance pieces, texts, etude books, tools, equipment, method books, etc. If the student has any barriers preventing them from acquiring materials, they must communicate with the instructor so that a solution can be arrived upon.*

Materials and Supply Fee

- MVW 1414/2424 \$65.00
- MVW 3434/4444 \$70.00

Course Outline for Bassoon Studio

Weeks	Topic(s)**	Notes:
2 January 10 th	TBA	
3 January 17 th	MLK DAY—NO CLASSES	
4 January 24 th	Bassoon Ensemble/Tuning	Bring bassoons/Organ Studio
5 January 31 st	Sight Reading-Musical Chairs	Bring bassoons/Organ Studio
6 February 7 th	Zoom Masterclass with Dr. Michael Harley (<i>tentative</i>)-Bassoon Professor at the University of South Carolina	Room TBD
7 February 14 th	Bassoon Ensemble Dr. Lowe's Solo Recital—Monday, February 14 th 7:30pm MUB 101	Bring bassoons/Organ Studio
8 February 21 st	Woodwind Area Recital MAJORS: REED QUOTA #1 DUE DURING WEEKLY LESSON	MUB 120
9 February 28 th	Woodwind Area Recital	MUB 120
10 March 7 th	SPRING BREAK—NO CLASSES	
11 March 14 th	Bassoon Ensemble Matt's Junior Recital—Saturday, March 19 th 3:00pm MUB 101	Bring bassoons/Organ Studio
12 March 21 st	Woodwind Area Recital	MUB 120
13 March 28 th	Woodwind Area Recital MAJORS: REED QUOTA #2 DUE DURING WEEKLY LESSON	MUB 120
14 April 4 th	Performance Studio	Organ Studio
15 April 11 th	Zoom Masterclass with Andrew Brady (<i>tentative</i>)-Principal Bassoon of the Atlanta Symphony Orchestra Raul's Graduate Recital—Sunday, April 17 th 5:10pm MUB 101	Room TBD
16 April 18 th	Bassoon Ensemble	Bring bassoons/Organ Studio

***Course outline/topics subject to change. Students will be given due notice if any changes are made.*

BM OUTSIDE FIELD/NON-PERFORMANCE MUSIC MAJORS in MVW 1414/2424

- **Lesson Performance and Preparation (40%)**— To make improvements on the bassoon and as a musician, it is expected that students prepare their assigned exercises, etudes, pieces, etc. between lessons. Each lesson will be assigned with a grade following the rubric below.

Lesson Grading Rubric	
100-90	Well prepared; many improvements made from previous week; great effort during lesson
80-89	Somewhat well prepared with some improvements made from previous week; good effort
70-79	Not very well prepared with very little improvements made from previous week; mediocre effort
60-69	Poorly prepared with no improvement made from previous week; poor effort
0-59	No preparation, no improvements made, no effort; unexcused missed lesson

- **Weekly Recording and Reflection Assignment (20%)**— Each student will be given a weekly online recording assignment that could consist of, but would not be limited to, technical exercises, etudes, repertoire, and excerpts. Once assigned, the student is responsible for submitting to Canvas an audio recording of their assigned work as well as providing a brief written reflection evaluating their goals and outcome of their recorded work. Every week, each student will be given a fillable PDF with their assignment. **The deadline for each weekly recording assignment and reflection is by 11:00pm the day before the assigned lesson time.**

- **Reed Quota (10%)**— The student is required to make **ten (10) reeds** over the course of the semester:

Week of February 21st	5 NEW reed blanks
Week of March 28th	4 NEW reed blanks and (1) playable handmade reed

- **One** of those reeds must be playable for the **full 10%** to be awarded; otherwise **only 8%** will be awarded. The instructor will help with reed making in studio and lessons. Additionally, students are encouraged to come to office hours and the designated reed making office hour for extra help and encouragement!
 - Any student observed “recycling” reeds (i.e. reusing blanks for each due date) or presenting reeds that are not of their own making **will lose one letter grade off of their entire studio grade.**
 - Pictures will not suffice as proof of making reeds. Reeds must be presented to the instructor during their weekly lesson (see above outline for due dates).
- **Studio Class Performance (10%)**— Students are required to perform during the designated studio performance class (see date in course outline). The instructor will work assign a work for each student to prepare solely for this performance class.
- **Woodwind Area/Convocation Performance/Outside SoM Recital (10%)**— All students *not performing a junior or senior recital* will be assigned a Woodwind Area Recital or Convocation Recital Performance date (some Outside SoM Recital opportunities could count towards this performance, if approved by the instructor). The instructor, in collaboration with each student will assign repertoire to prepare for this performance.
 - If an accompanist is needed, it is the student’s responsibility to secure one in a timely manner and set up rehearsals.
 - An accompanist must be secured **no later than three weeks** before the assigned performance date. If an accompanist is not found by this time and has not played with the student in a lesson or outside rehearsal with instructor **at least two weeks** prior to the performance, the instructor reserves the right to cancel the performance and the student will lose 10% off of his/her/their final grade.
- **End of Semester Jury (10%)**— All students enrolled in lessons will be required to play a jury.
 - **A minimum of two contrasting pieces and three etudes** must be performed on the jury. Students may also be given the option to perform **two etudes and two excerpts**, instead of three etudes.
 - **Students must submit copies of a jury program which includes pieces/etudes/excerpts performed and copies of the music (piano scores should not be submitted!) for each jury member (3 total).**

- If a student is in the in the **last semester of their sophomore year** they are required to play on a Pre-Professional Jury. **It is the student's responsibility to inform the instructor of their eligibility (whether they need to take or retake it).**

Evaluation for Majors in 1414/2424	
Lesson Performance and Preparation	40%
Weekly Recording Assignment and Reflection	20%
Reed Making Quota (10 handmade reeds)	10%
Studio Class Performance	10%
Woodwind Area Performance/Convocation Performance	10%
End of Semester Jury	10%
TOTAL	100%

Course Components for Evaluation

MUSIC PERFORMANCE MAJORS in MVW 2424

- **Lesson Performance and Preparation (35%)**— To make improvements on the bassoon and as a musician, it is expected that students prepare their assigned exercises, etudes, pieces, etc. between lessons. Each lesson will be assigned with a grade following the rubric below.

Lesson Grading Rubric	
100-90	Well prepared; many improvements made from previous week; great effort during lesson
80-89	Somewhat well prepared with some improvements made from previous week; good effort
70-79	Not very well prepared with very little improvements made from previous week; mediocre effort
60-69	Poorly prepared with no improvement made from previous week; poor effort
0-59	No preparation, no improvements made, no effort; unexcused missed lesson

- **Weekly Recording and Reflection Assignment (20%)**— Each student will be given a weekly online recording assignment that could consist of, but would not be limited to, technical exercises, etudes, repertoire, and excerpts. Once assigned, the student is responsible for submitting to Canvas an audio recording of their assigned work as well as providing a brief written reflection evaluating their goals and outcome of their recorded work. Every week, each student will be given a fillable PDF with their assignment. **The deadline for each weekly recording assignment and reflection is by 11:00pm the day before the assigned lesson time.**
- **Reed Quota (20%)**— The student is required to make **twenty (20) reeds** over the course of the semester:

Week of February 21st	8 NEW reed blanks and 2 playable handmade reeds
Week of March 28th	6 NEW reed blanks and 4 playable handmade reeds

 - **Six (6)** of the twenty reeds must be playable for the **full 20%** to be awarded; otherwise **only 10%** will be awarded. The instructor will help with reed making in studio and in lessons. Additionally, students are encouraged to come to office hours and the designated reed making office hour for extra help and encouragement!
 - Any student observed “recycling” reeds (i.e. reusing blanks for each due date) or presenting reeds that are not of their own making **will lose one letter grade off of their entire studio grade.**
 - Pictures will not suffice as proof of making reeds. Reeds must be presented to the instructor during their weekly lesson (see above outline for due dates).
- **Studio Class Performance (5%)**— Students are required to perform during the designated studio performance class (see date in course outline). The instructor will work assign a work for each student to prepare solely for this performance class.
- **Woodwind Area Recital/Convocation Performance/Outside SoM Recital (10%)**— All students will be assigned a Woodwind Area Recital or Convocation Recital Performance date (some Outside SoM Recital opportunities

could count towards this performance, if approved by the instructor). The instructor, in collaboration with each student will assign repertoire to prepare for this performance.

- If an accompanist is needed, it is the student's responsibility to secure one in a timely manner and set up rehearsals.
- An accompanist must be secured **no later than three weeks** before the assigned performance date. If an accompanist is not found by this time and has not played with the student in a lesson or outside rehearsal with instructor **at least two weeks** prior to the performance, the instructor reserves the right to cancel the performance and the student will lose 10% off of his/her/their final grade.
- **End of Semester Jury (10%)**— All students enrolled in lessons will be required to play a jury.
 - **A minimum of two contrasting pieces and three etudes** must be performed on the jury. Students may also be given the option to perform **two etudes and two excerpts**, instead of three etudes.
 - **Students must submit copies of a jury program which includes pieces/etudes/excerpts performed and copies of the music (piano scores should not be submitted!) for each jury member (3).**
 - If a student is in the in the **last semester of their sophomore year** they are required to play on a Pre-Professional Jury. **It is the student's responsibility to inform the instructor of their eligibility (whether they need to take or retake it).**

Evaluation for Performance Majors in 1414/2424	
Lesson Performance and Preparation	35%
Weekly Recording Assignment and Reflection	20%
Reed Making Quota (20 handmade reeds)	20%
Studio Class Performance	5%
Woodwind Area Recital/Convocation Performance	10%
End of Semester Jury	10%
TOTAL	100%

BM IN OUTSIDE FIELD/NON-PERFORMANCE MUSIC MAJORS in 3434/4444

- **Lesson Performance and Preparation (30%*)**— To make improvements on the bassoon and as a musician, it is expected that students prepare their assigned exercises, etudes, pieces, etc. between lessons. Each lesson will be assigned with a grade following the rubric below. **If a jury is not performed due to a Spring recital within 6 weeks of the end of the semester, the weighting of this category will increase to 50%.*

Lesson Grading Rubric	
100-90	Well prepared; many improvements made from previous week; great effort during lesson
80-89	Somewhat well prepared with some improvements made from previous week; good effort
70-79	Not very well prepared with very little improvements made from previous week; mediocre effort
60-69	Poorly prepared with no improvement made from previous week; poor effort
0-59	No preparation, no improvements made, no effort; unexcused missed lesson

- **Weekly Recording and Reflection Assignment (30%)**— Each student will be given a weekly online recording assignment that could consist of, but would not be limited to, technical exercises, etudes, repertoire, and excerpts. Once assigned, the student is responsible for submitting to Canvas an audio recording of their assigned work as well as providing a brief written reflection evaluating their goals and outcome of their recorded work. Every week, each student will be given a fillable PDF with their assignment. **The deadline for each weekly recording assignment and reflection is by 11:00pm the day before the assigned lesson time.**

- **Reed Quota (15%)**— The student is required to make **(15) reeds** over the course of the semester:

Week of February 21st	5 NEW reed blanks and 1 playable reed
Week of March 28th	7 NEW reed blanks and 2 playable handmade reeds

- **Three (3)** of the fifteen reeds must be playable for the **full 15%** to be awarded; otherwise **only 10%** will be awarded. The instructor will help with reed making in studio and lessons. Additionally, students are encouraged to come to office hours and the designated reed making office hour for extra help and encouragement!
 - Any student observed “recycling” reeds (i.e. reusing blanks for each due date) or presenting reeds that are not of their own making **will lose one letter grade off of their entire studio grade.**
 - Pictures will not suffice as proof of making reeds. Reeds must be presented to the instructor during their weekly lesson (see above outline for due dates).
- **Studio Class Performance (5%)**— Students are required to perform during the designated studio performance class (see date in course outline). The instructor will work assign a work for each student to prepare solely for this performance class.
- **Woodwind Area Recital/Convocation Performance/Outside SoM Recital (10%)**— All students *not performing a junior or senior recital* will be assigned a Woodwind Area Recital or Convocation Recital Performance date (some Outside SoM Recital opportunities could count towards this performance, if approved by the instructor). The instructor, in collaboration with each student will assign repertoire to prepare for this performance.
 - If an accompanist is needed, it is the student’s responsibility to secure one in a timely manner and set up rehearsals.
 - An accompanist must be secured **no later than three weeks** before the assigned performance date. If an accompanist is not found by this time and has not played with the student in a lesson or outside rehearsal with instructor **at least two weeks** prior to the performance, the instructor reserves the right to cancel the performance and the student will lose 10% off of his/her/their final grade.
- **End of Semester Jury (10%)**— All students *not performing a junior or senior recital six weeks prior* to the end of semester jury date will be required to play a jury.
 - **A minimum of two contrasting pieces and three etudes** must be performed on the jury. Students may also be given the option to perform **two etudes and two excerpts**, instead of three etudes.
 - **Students must submit copies of a jury program which includes pieces/etudes/excerpts performed and copies of the music (piano scores should not be submitted!) for each jury member (3).**

Evaluation for Majors in 3434/4444	
Lesson Performance and Preparation	30%
Weekly Recording Assignment and Reflection	30%
Reed Making Quota (15 handmade reeds)	15%
Studio Class Performance	5%
Woodwind Area Recital/Convocation Performance*	10%
End of Semester Jury*	10%
*if performing a junior/senior recital within 6 weeks prior to the end of the semester jury date, the weighting of lesson performance and preparation will increase to 50% as a Woodwind Area recital/Convo performance and jury will not be required.	
TOTAL	100%

MUSIC PERFORMANCE MAJORS in 3434/4444

- **Lesson Performance and Preparation (40%)**— To make improvements on the bassoon and as a musician, it is expected that students prepare their assigned exercises, etudes, pieces, etc. between lessons. Each lesson will be assigned with a grade following the rubric below.

Lesson Grading Rubric	
100-90	Well prepared; many improvements made from previous week; great effort during lesson
80-89	Somewhat well prepared with some improvements made from previous week; good effort
70-79	Not very well prepared with very little improvements made from previous week; mediocre effort
60-69	Poorly prepared with no improvement made from previous week; poor effort
0-59	No preparation, no improvements made, no effort; unexcused missed lesson

- **Weekly Recording and Reflection Assignment (15%)**— Each student will be given a weekly online recording assignment that could consist of, but would not be limited to, technical exercises, etudes, repertoire, and excerpts. Once assigned, the student is responsible for submitting to Canvas an audio recording of their assigned work as well as providing a brief written reflection evaluating their goals and outcome of their recorded work. Every week, each student will be given a fillable PDF with their assignment. **The deadline for each weekly recording assignment and reflection is by 11:00pm the day before the assigned lesson time.**

- **Reed Quota (20%)**— The student is required to make **thirty (30) reeds** over the course of the semester:

Week of February 21st	10 NEW reed blanks and 5 playable handmade reeds
Week of March 28th	10 NEW reed blanks and 5 playable handmade reed

- **Ten (10)** of the thirty reeds must be playable for the **full 20%** to be awarded; otherwise **only 15%** will be awarded. The instructor will help with reed making in studio and in lessons. Additionally, students are encouraged to come to office hours and the designated reed making office hour for extra help and encouragement!
 - Any student observed “recycling” reeds (i.e. reusing blanks for each due date) or presenting reeds that are not of their own making **will lose one letter grade off of their entire studio grade.**
 - Pictures will not suffice as proof of making reeds. Reeds must be presented to the instructor during their weekly lesson (see above outline for due dates).
- **Studio Class Performance (5%)**— Students are required to perform during the designated studio performance class (see date in course outline). The instructor will work assign a work for each student to prepare solely for this performance class.
- **Woodwind Area Recital/Convocation Performance/Outside SoM Recital (10%)**— All students *not performing a junior or senior recital* will be assigned a Woodwind Area Recital or Convocation Recital Performance date (some Outside SoM Recital opportunities could count towards this performance, if approved by the instructor). The instructor, in collaboration with the student will assign repertoire to prepare for this performance.
 - If an accompanist is needed, it is the student’s responsibility to secure one in a timely manner and set up rehearsals.
 - An accompanist must be secured **no later than three weeks** before the assigned performance date. If an accompanist is not found by this time and has not played with the student in a lesson or outside rehearsal with instructor *at least two weeks* prior to the performance, the instructor reserves the right to cancel the performance and the student will lose 10% off of his/her/their final grade.
- **End of Semester Jury (10%)**— All students *not performing a junior or senior recital six weeks prior to the end of semester jury date* will be required to play a jury.
 - **A minimum of two contrasting pieces and three etudes** must be performed on the jury. Students may also be given the option to perform **two etudes and two excerpts**, instead of three etudes.
 - **Students must submit copies of a jury program which includes pieces/etudes/excerpts performed and copies of the music (piano scores should not be submitted!) for each jury member (3 total).**

Evaluation for Performance Majors in 3434/4444	
Lesson Performance and Preparation	40%
Weekly Recording Assignment and Reflection	15%
Reed Making Quota (30 handmade reeds)	20%
Studio Class Performance	5%
Woodwind Area Recital/Convocation Performance*	10%
End of Semester Jury*	10%
<i>*if performing a junior/senior recital within 6 weeks prior to the end of the semester jury date, the weighting of lesson performance and preparation will increase to 60% as a Woodwind Area recital/Convo performance and jury will not be required.</i>	
TOTAL	100%

MINORS in 1414/2424/3434

- **Lesson Performance and Preparation (70%)**— To make improvements on the bassoon and as a musician, it is expected that students prepare their assigned exercises, etudes, pieces, etudes, etc. between lessons. Each lesson will be assigned with a grade following the rubric below.

Lesson Grading Rubric	
100-90	Well prepared; many improvements made from previous week; great effort during lesson
80-89	Somewhat well prepared with some improvements made from previous week; good effort
70-79	Not very well prepared with very little improvements made from previous week; mediocre effort
60-69	Poorly prepared with no improvement made from previous week; poor effort
0-59	No preparation, no improvements made, no effort; unexcused missed lesson

- **Studio Class Performance (20%)**— Students are required to perform during the designated studio performance class (see date in course outline). The instructor will work assign a work for each student to prepare solely for this performance class.
- **End of Semester Jury (10%)**— All minors will be required to play for a woodwind jury committee.
 - **A minimum of two contrasting pieces and three etudes** must be performed on the jury. Students may also be given the option to perform **two etudes and two excerpts**, instead of three etudes.
 - **Students must submit copies of a jury program which includes pieces/etudes/excerpts performed and copies of the music (piano scores should not be submitted!) for each jury member (3 total).**

Evaluation for Minors	
Lesson Performance and Preparation	70%
Studio Class Performance	20%
End of Semester Jury	10%
TOTAL	100%

Overall Grading Scale**

Grade	Percent Grade	Points
A	93.4-100	4.00
A-	90.0-93.3	3.67
B+	86.7-89.9	3.33
B	83.4-86.6	3.00
B-	80.0-83.3	2.67
C+	76.7-79.9	2.33
C	73.4-76.6	2.00
C-	70.0-73.3	1.67
D+	66.7-69.9	1.33
D	63.4-66.6	1.00
D-	60.0-63.3	0.67
E	0-59.9	0.00

**** The instructor reserves the right to *not* round up a student's grade to the next letter grade.**

*More information on grades and grading policies can be found here:

<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

Bassoon Studio/Course Policies

- Course components/evaluations/dates/delivery methods are subject to change, especially if the University changes its course of instruction later in the semester. Students will be given as much advance notice as possible if this occurs. Students are asked to be patient and flexible with the instructor this semester. The instructor recognizes the importance of maintaining and extending these attributes to the students as well.
- Cell phones, MP3 players, laptop computers, and other electronic devices are **not to be used for non-bassoon studio related purposes during studio, Woodwind Area Meetings, performances, or lessons** as they disrupt students' attention and are a distraction to all. Any non-studio use of these devices **will result** in a dismissal from the lesson/studio class/performance and an assigned unexcused absence for the day. If a student needs to use an electronic device due to a documented disability, he/she/they needs to notify the instructor immediately so accommodations can be made.
- Students are expected to arrive on time to and prepared for lessons.
- If the student encounters difficulties keeping up with their weekly assignments, it is crucial they communicate with their instructor that a personally manageable assignment load can be crafted.
- It is the student's responsibility to keep track of their weekly lesson assignments (note: *this component is separate from the weekly recording and reflection assignment that the instructor will post on Canvas for each student that this applies to*). Though the instructor will strive to post weekly lesson assignments for each student, these assignments may not be posted immediately after the lesson or could not be posted at all, if there are weeks where the instructor is unable to do so. It is a courtesy that the instructor provides these weekly summaries/strategies/assignments and not a guarantee.
- Rarely, there may be a case where the instructor will be unable to instruct a lesson (for example: due to illness, guest recital performance out of town, etc.). If this is the case, the instructor will work to arrange one of the following: a virtual lesson on the day/time of the originally scheduled lesson, a lesson makeup scheduled on a mutually agreed upon day/time after the missed lesson, or a lesson with the graduate teaching assistant during the week of the student's originally scheduled lesson. Students will be given advance notice if the instructor will need to miss a lesson.

- **Attendance Policy:**

Requirements for class attendance and make-up work are consistent with university policies that can be found at: <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>

- It is the expectation that all students attend all lessons, studio classes, student woodwind area recitals/meetings, fellow bassoon studio members' recitals, the instructor's recital performances, and other double reed events.
- Students will be extended **two (2) lesson drops** they can utilize without impacting their weekly assignment and lesson grade for any reason of their choosing. The instructor just asks for prior notification as soon as possible through email or text message if the student would like to utilize one of these drops.

- **Lesson Make-up Policy:**

- If students suspect they are sick, need to quarantine, or are sick, they **SHOULD NOT** attend their in-person lesson and should notify the instructor immediately by email or text message.
 - The instructor will work with the student to reschedule a lesson (or swap lesson with another studio member later in the week) when they are feeling better or cleared to return to campus.
 - If a student needs to quarantine but is still feeling well enough to have a lesson, the instructor can meet over Zoom to conduct the lesson with the student.
- Lessons may only be made up if the student has one of the excuses below:
 - Illness, Emergency, Quarantine due to COVID-19
 - School-sponsored trips/activities (bring a note from your instructor before the absence and schedule a make-up test before the trip).
 - An absence on a test date discussed with the instructor and excused in advance (make-up lesson must be scheduled before the absence)
 - A Religious holiday/practice
- The instructor will not offer a makeup lesson if the student is unprepared.

- **Communication Policies:**

- Students are strongly urged to reach out to the instructor on their progress or any issues or questions regarding lessons/studio classes. **Do not wait** until the end of the semester to consult the instructor if you are encountering difficulties! To communicate with your instructor, use your UF email account, canvas, or set up an individual office hour appointment.
- The instructor will utilize email and canvas as the main form of communication outside of class. **It is expected that students check their email multiple times a week** to not miss important announcements, postings, etc. Students are expected to respond to their instructor's inquiries, either verbally or through email, in a timely manner. Any emails sent to the instructor from a non-UF account **will not** receive a response.
- Bassoon studio members are required to treat each other with respect and civility and are expected to extend that respect and civility to any bassoon studio guests, SoM Faculty/Staff, and musician peers. They are also expected to be supportive of their peers in lessons, master classes, studios, etc.
- The instructor reserves the right to dismiss any student who is being disruptive, disrespectful, or uncivil in a lesson, studio class, or recital.
- The instructor will share her cell phone number with the studio to facilitate ease of communication for quick questions, simple scheduling issues/solutions, and/or urgent matters in regard to studio/lessons.

However, students **are asked to not call/text between the hours of 11:00pm and 6am**; however, if it is an emergency, the instructor will respond. Additionally, the instructor requests that her number not be shared with other students without permission.

Musician's Health Clause

It is imperative that students practice healthy habits with their instrument. These habits should include, but not be limited to the following suggestions: stretching before playing, wearing ear plugs in ensembles during loud sections, taking regular practice breaks when doing repetitive motion, taking mental breaks (if needed during stressful times), cleaning the bocal regularly, disinfecting or throwing out reeds after illness, etc. The instructor welcomes discussing healthy habits with students at any time.

Practice Clause

It is expected that students maintain a regular practice routine to improve on their instrument. Consistent practice is more important than “binge” or last-minute, long hours of practicing. Additionally, long hours practicing without frequent breaks can result in future injury. The instructor is happy to work with students, should they need guidance, to come up with an appropriate and healthy practice routine.

Physical Clause

Physical contact with the teacher could occur in private lessons. If students are uncomfortable with physical contact on any level, it is imperative they inform the instructor immediately so alternative instructional deliveries can be arrived upon. Before any physical contact is made, the instructor will ask permission and will do so in a functional and professional way to help the student better understand corrections given concerning playing technique, posture, and/or breathing.

Reeds Clause

The student must have a playable reed for each lesson. If a student arrives without a playable* reed, **he or she will lose one letter grade** off the earned lesson grade for the day. Additionally, it is expected that the student rotate their good reeds! The student must have **at least 3 playable reeds** in their stockpile of usable reeds. Legere reeds **should not** be utilized unless approved by the instructor.

[Parameters for a *non-playable* reed: major cracks/chips that affect sound/pitch; inability to hold a stable pitch throughout the entire range; inability to let the player articulate freely; inability for certain notes to sound; inability to play softs and forte dynamics; brittle wires that no longer hold tension; overwhelming mold covering the reed; etc.]

Materials Clause

It is the student's responsibility to come prepared to the lesson. If a student arrives without the week's assigned etudes, pieces, and/or other miscellaneous exercise/assignments/equipment/materials, he/she/they will automatically receive a “65 D” for the lesson. If the student foresees any barriers or encounters any issues that would hinder them from meeting this requirement, they are strongly encouraged to contact the instructor for help.

Ensemble Clause

It is expected that once students are assigned specific parts by the instructor/director(s) in ensembles that they do not alter those assignments without permission from both the instructor and ensemble director. The studio teacher will defer to the conductor if they deem a change is necessary for assignments and will not hold the student accountable for the conductor's reassignment. However, if a student reassigns their part to another bassoon studio member without receiving written permission, they **will lose one letter grade off the entire studio grade**.

Dress Code Clause

It is expected that bassoon studio members will dress professionally when performing (be it recital, jury, concert, etc.) and representing the bassoon studio in an official capacity. Members should adhere to the dress code standards as outlined by ensemble rules. If students have trouble securing professional items to wear, they can check out The Gator Career Closet (professional clothing lending service for UF students) <https://career.ufl.edu/careercloset/>. Students can also discuss other options and alternatives for assistance in professional dress with their instructor.

Students Requiring Accommodations

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the disability Resource Center. [Click here to get started with the Disability Resource Center](#). It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester.

Course Evaluation

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.

University Honesty Policy

UF students are bound by The Honor Pledge which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.” The Honor Code (<https://www.dso.ufl.edu/scsr/process/student-conducthonor-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

Campus Resources

Health and Wellness

- *U Matter, We Care*: If you or someone you know is in distress, please contact umatter@ufl.edu, 352-392-1575, or visit [U Matter, We Care website](#) to refer or report a concern and a team member will reach out to the student in distress.
- *Counseling and Wellness Center*: [Visit the Counseling and Wellness Center website](#) or call 352-392-1575 for information on crisis services as well as non-crisis services.
- *Student Health Care Center*: Call 352-392-1161 for 24/7 information to help you find the care you need, or [visit the Student Health Care Center website](#).
- *University Police Department*: [Visit UF Police Department website](#) or call 352-392-1111 (or 9-1-1 for emergencies).
- *UF Health Shands Emergency Room / Trauma Center*: For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; [Visit the UF Health Emergency Room and Trauma Center website](#).

Academic Resources

- *E-learning technical support:* Contact the [UF Computing Help Desk](mailto:helpdesk@ufl.edu) at 352-392-4357 or via e-mail at helpdesk@ufl.edu.
- *Career Connections Center:* Reitz Union Suite 1300, 352-392-1601. Career assistance and counseling services.
- *Library Support:* Various ways to receive assistance with respect to using the libraries or finding resources.
- *Teaching Center:* Broward Hall, 352-392-2010 or to make an appointment 352- 392-6420. General study skills and tutoring.
- *Writing Studio:* 2215 Turlington Hall, 352-846-1138. Help brainstorming, formatting, and writing papers.
- *Student Complaints On-Campus:* [Visit the Student Honor Code and Student Conduct Code webpage for more information.](#)
- *On-Line Students Complaints:* [View the Distance Learning Student Complaint Process.](#)

HEALTH INFORMATION (RE: COVID-19)

In response to COVID-19, the following practices are in place to maintain your learning environment, to enhance the safety of our in-classroom interactions, and to further the health and safety of ourselves, our neighbors, and our loved ones.

- If you are not vaccinated, get vaccinated. Vaccines are readily available at no cost and have been demonstrated to be safe and effective against the COVID-19 virus. Visit this link for details on where to get your shot, including options that do not require an appointment: <https://coronavirus.uflhealth.org/vaccinations/vaccine-availability/>. Students who receive the first dose of the vaccine somewhere off-campus and/or outside of Gainesville can still receive their second dose on campus.
- You are expected to wear approved face coverings at all times during class and within buildings even if you are vaccinated.
- During one-on-one lessons in the instructor's office, you are required to wear a mask when not playing. If a student refuses or does not want to adhere to this requirement, the lessons can be rescheduled and conducted over Zoom.
- Please continue to follow healthy habits, including best practices like frequent hand washing. Following these practices is our responsibility as Gators.
 - Sanitizing supplies are available in the classroom if you wish to wipe down your desks prior to sitting down and at the end of the class.
 - Hand sanitizing stations will be located in every classroom.
- If you are sick, stay home and self-quarantine. Please visit the UF Health Screen, Test & Protect website about next steps, retake the questionnaire and schedule your test for no sooner than 24 hours after your symptoms began. Please call your primary care provider if you are ill and need immediate care or the UF Student Health Care Center at 352-392-1161 (or email covid@shcc.ufl.edu) to be evaluated for testing and to receive further instructions about returning to campus. UF Health Screen, Test & Protect offers guidance when you are sick, have been exposed to someone who has tested positive or have tested positive yourself. Visit the [UF Health Screen, Test & Protect website](#) for more information.
 - Course materials will be provided to you with an excused absence, and you will be given a reasonable amount of time to make up work.
 - If you are withheld from campus by the Department of Health through Screen, Test & Protect you are not permitted to use any on campus facilities. Students attempting to attend campus activities when withheld from campus will be referred to the Dean of Students Office.
- Continue to regularly visit coronavirus.UFHealth.org and coronavirus.ufl.edu for up-to-date information about COVID-19 and vaccination.

Agreement

By remaining in this class beyond the add/drop deadline, *you acknowledge and accept* the terms of this syllabus.

Course evaluation, components, and class policies are subject to change at the instructor's discretion. Students will be given due notice through email if any changes are made.