

DEPARTMENT OF CURRICULUM & TEACHING
AUBURN UNIVERSITY
SYLLABUS
FALL 2015

Course Number: CTMU 8950 / CTMU 8956
Course Title: **Graduate Seminar in Music Education – Doctoral Students**
Credit Hours: 1

Instructor: Nancy H. Barry, PhD – barrynh@auburn.edu – 334-844-6787 – 5002 Haley Center

Texts or Major Resources:

Readings and other materials appropriate to our topic will be posted in Canvas FILES.

Course Description: Experience relating theory, practice, and/or research. This course is designed to provide students with cooperatively selected activities that will assist them in gaining expertise/experience within a selected area of theory, practice, and/or research activities. In addition it is to help doctoral candidates learn more about working in a higher education setting.

Course Objectives:

Students will:

1. Work with their supervisor to select a topic of study related to their area of specialization (meet with supervisor).
2. Prepare a proposal and timeline for completion of project (initial timeline and proposal)
3. Prepare a reference list and/or annotated bibliography to accompany project, or other format as agreed in class.
4. Prepare materials activities and discussions in seminar classes (powerpoints, papers, etc.)
5. Submit documentation of meetings with supervisor (completed check sheet)
6. Present and submit final product professionally documenting study over this semester (paper, presentations, etc.).

Course Content and Schedule:

Distance students meet with the professor in individual appointments and with the class in seminar using the Scopia conference room. Individual appointments are scheduled via email.

Course Meeting Times TBA

We will schedule a minimum of four REQUIRED synchronous class meetings this semester. All meetings will be during the evening to accommodate those class members with teaching responsibilities.

Assignment 1:

- Select a **Faculty Vacancy Announcement** for a Higher Ed position that is a GOOD FIT for your skills, training, and experience –
- Review and analyze the announcement in relation to your strengths and weaknesses as a professional music educator.
- Write a Cover Letter of application for this position
- Prepare a CV specifically focusing upon this position
- Participate in a “mock interview” for this position

Assignment 2:

- **Interview** a Higher Ed faculty member who has been recently tenured (within the past three years) and share what you learned with our class. (Detailed interview protocol will be provided.)

Assignment 3:

- Prepare a short article (practical teaching applications of research) for a state or regional practitioner publication (such as a state or regional newsletter for a professional organization) and submit this for publication.

aded Course Requirements:

Assignment 1:

Cover Letter for Faculty Vacancy	10%
CV for Faculty Vacancy	10%
Mock Interview	10%

Assignment 2:

Higher Ed Faculty Member Interview: Presentation of Interview Findings	30%
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Assignment 3:

Short article for a practitioner publication	40%
Written article	
Class presentation	
Evidence of article submission	

Grading System:

A = 100 – 91

B = 90 – 81

C = 80 – 71

D = 70 – 61

It is the policy of Auburn University and of this instructor to accommodate special needs. Students who need special accommodations in class, as provided for by the American Disabilities Act, should arrange a confidential meeting with the instructor during office hours the first week of classes - or as soon as possible if accommodations are needed immediately. You must bring a copy of your Accommodation Memo and an Instructor Verification Form to the meeting. If you do not have these forms but need accommodations, make an appointment with The Program for Students with Disabilities, 1244 Haley Center, 334-844-2096.

Class Policy Statements:

Participation: Students are expected to participate in all class activities in a professional manner. It is the student's responsibility to contact the instructor if assignment deadlines are not met. Students are responsible for initiating arrangements for missed work. Students are responsible for all materials posted by the instructor to the course site. (Five points will be deducted from the final grade for each failure to participate in class discussions and activities.) Discussion participation will be evaluated on frequency, professionalism, and scholarly content.

Attendance/Absences: Students are expected to participate in all seminar and on-line discussions and participate in all class activities.

Unannounced quizzes: There will be no unannounced quizzes.

Final exam: There is no final exam.

Due dates and Formats: Homework and course requirements must be submitted in the format indicated by the instructor, including all parts listed, to receive credit. All materials should be cited in APA format and extensive quoting of material is not acceptable. The instructor reserves the right to assign a grade of 0 for any suggestion of plagiarism.

Incompletes: Final semester grades of Incomplete will not be given except in cases of documented illness. Incompletes must be removed by the specified date in the following semester.

Loaned materials: Students must return loaned course materials owned by Auburn University to the instructor by the due date given to receive a grade in this course.

Accommodations: Students who need accommodations are asked to arrange a meeting during office hours the first week of classes, or as soon as possible if accommodations are needed immediately. If you have a conflict with my office hours, an alternative time can be arranged. To set up this meeting, please contact me by e-mail. *Fax or email* a copy of your Accommodation Memo and an Instructor Verification Form to the meeting. If you do not have an Accommodation Memo but need accommodations, make an appointment with the Program for Students with Disabilities at 1244 Haley Center, 844-2096 (V/TT).

Honesty Code: The University Academic Honesty Code and AU Rules and Regulations pertaining to Cheating will apply to this class.

Office Hours and Assistance: The instructor will respond to student email and will also be available for meetings and phone conferences with students on an appointment basis.

Professionalism: Student behavior and participation should adhere to the highest professional standards. Please report any instances of distracting communications from class participants to the instructor. Students should refer to Anti-Harassment & Non-Discrimination for Students, Auburn University Policy on Classroom Behavior, and Policies of the Graduate School, especially those regarding Plagiarism, Academic Progress, and the Graduate School Calendar. Students are also responsible for adhering to university academic deadlines such as those for registration and withdrawal.

The Family Rights and Privacy Act (Public Law 93-380) assures parents that all information concerning their child will be kept confidential. The only person who may access records or information are those who are directly involved with the student's educational program. Educational records cannot be released without the written consent of the parents. In compliance with this federal law, the following guidelines must be followed for students taking this course:

1. All discussion about a student should be conducted with the teacher or university supervisor only.
2. Discussion should be conducted in the privacy of the classroom or the teacher/supervisor's office. (Be aware of listeners in all settings.)
3. You should not discuss students with other parents, agencies, or other students.
4. Limit discussion to those involved with your assignment.
5. When providing reports, class observations, lesson plans for university classes, identify the student by a pseudonym or his/her first name only.
6. Do not violate any of the above guidelines in electronic communications such as e-mail, discussion boards, or stored documents such as word processor files stored in your computer.

Professional Ethics In this course you may be observing music teachers and describing their teaching. All discussion of teachers and their programs are to be confidential, confined to our classroom. Although there is no law except those of slander and libel, professional ethical behavior includes refraining from critical or derogatory statements of teacher and music programs outside of our classroom. You should not discuss teachers or programs in a negative light with other professors, friends, or students. Violation of these ethics creates a bad reputation for your integrity and the integrity of Auburn University and can damage teacher's careers (and your own).

Other: Students must satisfy all course objectives in order to pass this course.

College of Education Professionalism Policy

As faculty, staff, and students interact in professional settings, they are expected to demonstrate professional behaviors as defined in the College's conceptual framework. These professional commitments or disposition are listed below:

- Engage in responsible and ethical professional practices
- Contribute to collaborative learning communities
- Demonstrate a commitment to diversity
- Model and nurture intellectual vitality

Technology: All students are expected to check TigerMail and Canvas communications regularly. Students are responsible for reading and responding to messages from the instructor in a timely professional manner. Students who send questions in Blackboard mail or discussion board should provide enough information so that the instructor can understand the questions.

All students will be required to submit assignments to the professor electronically, and, are required to know how to do so. Students are responsible for obtaining access to and knowing how to operate standard software such as Microsoft Word and PowerPoint (or Open Office). Students should refer to the "Contacts" page on the Music Education Graduate Student Orientation and Community site or the OIT web page to obtain technical assistance.

Distance students are responsible for knowing how to access the electronic classroom tools and features and for troubleshooting and maintaining their own equipment. At least a 3 Mb broadband Internet service is required and computers should be up-to-date with plenty of RAM. Distance students must have a microphone/headset and webcam and use them correctly upon instructor request for video conferencing. All distance students should work through the Music Education Distance Training Music Education Graduate Student Orientation and Community site well ahead of the beginning of the course.