# AUBURN UNIVERSITY COURSE SYLLABUS

**Course Number:** CTMU 8950/8956

**Course Title:** Seminar

**Credit Hours:** 1-6 semester hours

**Prerequisites:** Admission to Graduate School, Departmental Approval

**Corequisites:** None

**Date Syllabus Updated:** August 2020

## TEXTS OR MAJOR RESOURCES

* American Psychological Association. (2019/2020). Publication manual of the American psychological association (7th Ed.) Washington, DC: American Psychological Association.
* Other materials provided on Canvas and/or through the AU RBD Library.
* Choose a Professional Book to Review for Class

## COURSE DESCRIPTION

* Experience relating theory and practice in a university setting. 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 and practice. Flexibility allows students to identify meaningful problems/applications with regard to their current and future professional activities. The approved project/product/research activity effort associated with the practicum must requires at least 30 hours of documented work for each one (1) hours of assigned credit.

## COURSE OBJECTIVES

Students will:

* Present or co-present a chapter from *College Music Curricula* either in person/via Zoom, or as a video/multimedia presentation, and VIEW ALL peer presentations for this text.
* Write a reflection on new college curricula based on personal opinions and text (above).
* Write a paper for publication and/or work toward dissertation proposal submission.
* Show progression toward stated goals by meeting personally set deadlines for meeting those goals.
* Meet with the professor at least 2 times individually during the semester to discuss goals and progression toward meeting goals.

## COURSE CONTENT AND SCHEDULE

* TBA as determined by doctoral students’ and professor’s schedules.
* There will be 3-8 meetings over the semester and meetings will be 2-hour, half day, or full day meetings.
* Course Requirements/Evaluation:
  1. 25 pts – Mock Conference Chair Documents, Conference presentation materials (FUTURE), Professional Reading(s). Conference session proposal.
  2. 25 pts – In-class Presentations and Debates, Online Discussions, Debates, Reflections, etc.
  3. 25pts – Paper for publication or significant work toward dissertation proposal completion. Documented meetings with professor, and/or chair, and peer writing group meetings.
  4. 25 pts – Class and individual professor meetings, active participation in in-class and online discussions, detailed notes for missed meeting times. (i.e. “attendance”)

## GRADING SYSTEM

Assignment grades will be assigned based on one of two ways: (a) Complete/Incomplete (100 or 0), or (b) using the grading schedule below. Final grades will be assigned based on the scale below.

A = 100-90, B = 89.99-80, C = 79.99-70, D = 69.99-60, F = below 60

## PLAGIARISM AND EXCESSIVE QUOTING

* **Plagiarism:** Be aware that plagiarism is using others’ work without giving them proper credit. Copying work, including images, text, audio, video, etc. is STEALING someone else’s work. When in doubt, CITE THE AUTHOR(S).
* **Excessive Quoting:** Quoting others’ work (for example in a literature review) MAY be necessary IF the content is stated in such a way that it so unique that you cannot possibly restate in your own words. *This is NOT often.* Summarizing others’ work is a harder skill to master, but as a doctoral-level student, this should be your goal. Learning to summarize effectively will minimize your writing time. Focus on learning this!

## CLASS POLICY STATEMENTS

<http://www.auburn.edu/student_info/student_policies/>

* Attendance. If you can meet live online during the class time, that is suggested. If you are a distance student and cannot meet live, you are required to watch and take notes on class videos that are posted by the instructor each week. See Canvas for specific details.
* Excused absences. This is a graduate class. You are all adults. If your absences cause you to miss enough of the class that you do not know what you are supposed to do, it is your responsibility to contact the instructor to ensure you understand the requirements for each assignment/project. It is strongly suggested that you take advantage of the instructor’s posted online “office hour” times and/or the weekly lab/work days. If your schedule does not permit this, then it is your responsibility to contact the instructor for a time to meet, or communicate effectively with her by email.
* Make-Up Policy. In certain circumstances beyond your control (illness, hospital stay, death in immediate family, having a baby, etc.), it may be necessary to ASK for extended time for an assignment. It is your responsibility to contact the instructor to ASK if an extension is possible. If agreed, then it is your responsibility to meet the deadlines in the agreed upon arrangement.
* Academic Honesty Policy. Academic honesty violations or alleged violations of the SGA Code of Laws will be reported to the Office of the Provost, which will then refer the case to the Academic Honesty Committee.
* Disability Accommodations. Students who need special accommodations in class, as provided by the Americans with Disabilities Act, should arrange for a confidential meeting with the instructor during office hours in the first week of classes (or as soon as possible if accommodations are needed immediately). The student must bring a copy of their Accommodations Letter and an Instructor Verification Form to the meeting. If the student does not have these forms, they should make an appointment with the Program for Students with Disabilities, 1288 Haley Center, 844-2096 (V/TT).
* Course contingency. If normal class and/or lab activities are disrupted due to illness, emergency, or crisis situation, the syllabus and other course plans and assignments may be modified to allow completion of the course. If this occurs, and addendum to your syllabus and/or course assignments will replace the original materials.
* Professionalism. 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 dispositions include (1) Engage in responsible and ethical professional practices; (2) Contribute to collaborative learning communities; (3) Demonstrate a commitment to diversity; and (4) Model and nurture intellectual vitality.

## SYLLABUS MODIFICATION

The instructor(s) reserve the right to modify this syllabus to best fit the educational and/or professional needs of the students. If changes are made, students will be notified of those changes through Canvas and/email.

## JUSTIFICATION FOR GRADUATE CREDIT

Prerequisite for the level of skills and independent learning required in the course would be a graduate degree in music education. The course is designed to help the student developing, practicing, and refining skills appropriate to research and pedagogical practice in higher education institutions. Student products should evidence doctoral-quality scholarship. The instructor holds graduate faculty status.

## HEALTH AND CLASS PARTICIPATION

You are expected to complete your Healthcheck screener daily.

Your health and safety, and the health and safety of your peers, are my top priorities. If you are experiencing any symptoms of COVID-19, or if you discover that you have been in close contact with others who have symptoms or who have tested positive, you must follow the instructions on the Healthcheck app. My hope is that if you are feeling ill or if you have been exposed to someone with the virus, you will stay home to protect others.

Please do the following in the event of an illness or COVID-related absence:

* Notify me in advance of your absence, if possible
* Provide me with medical documentation, if possible
* Keep up with coursework as much as possible
* Participate in class activities and submit assignments remotely as much as possible
* Notify me if you require a modification to the deadline of an assignment or exam
* Finally, if remaining in a class and fulfilling the necessary requirements becomes impossible due to illness or other COVID-related issues, please let me know as soon as possible so we can discuss your options.

Students with questions about COVID-related illnesses should reach out to the COVID Resource Center at (334) 844-6000 or at [ahealthieru@auburn.edu](mailto:ahealthieru@auburn.edu).

## HEALTH AND WELL-BEING RESOURCES

These are difficult times, and academic and personal stress is a natural result. Everyone is encouraged to take care of themselves and their peers. If you need additional support, there are several resources on campus to assist you:

* COVID Response Team ([ahealthieru.edu (Links to an external site.)](http://www.ahealthieru.edu/))
* Student Counseling and Psychological Services ([http://wp.auburn.edu/scs/ (Links to an external site.)](http://wp.auburn.edu/scs/))
* AU Medical Clinic ([https://cws.auburn.edu/aumc/ (Links to an external site.)](https://cws.auburn.edu/aumc/)

If you or someone you know are experiencing food, housing or financial insecurity, please visit the Auburn Cares Office ([http://aucares.auburn.edu/ (Links to an external site.)](http://aucares.auburn.edu/))

## A HEALTHIER U CAMPUS COMMUNITY EXPECTATIONS

We are all responsible for protecting ourselves and our community. Please read about student expectations for fall semester, including completing the daily GuideSafe™ Healthcheck ([https://ahealthieru.auburn.edu/ (Links to an external site.)](https://ahealthieru.auburn.edu/)).

You are expected to (1) take your temperature daily and (2) complete your Healthcheck screener to receive your A Healthier U pass. **You may be asked at any time during class to show your pass.**

## COURSE EXPECTATIONS RELATED TO COVID-19

* **Face Coverings**: As a member of the Auburn University academic community you are required to follow all university guidelines for personal safety with face coverings, physical distancing, and sanitation. Face coverings are required in this class and in all campus buildings. Note that face coverings must meet safety specifications, be worn correctly, and be socially appropriate.  
  You are required to wear your face coverings at all times. If you remove your face covering or are non-compliant with the university’s [policy on face coverings (Links to an external site.)](https://ocm.auburn.edu/news/coronavirus/updates/20200618-face-masks-required.php?ref=coronavirus), you will be instructed to leave the classroom and will be held to the protocols outlined in the [Auburn University Policy on Classroom Behavior (Links to an external site.)](https://sites.auburn.edu/admin/universitypolicies/Policies/PolicyonClassroomBehavior.pdf). Any student who willfully refuses to wear a face covering and does not have a noted accommodation may be subject to disciplinary action.
* **Physical Distancing**: Students should observe appropriate physical distancing and follow all classroom signage/avoid congregating around doorways before or after class. If the instructional space has designated entrance and exit doors, you should use them. **Students should exit the instructional space immediately after the end of instruction to help ensure social distancing and allow for the persons attending the next scheduled class session to enter.**
* **Course Attendance**: If you are quarantined or otherwise need to miss class because you have been advised that you may have been exposed to COVID-19, you will be expected to develop a plan to keep up with your coursework during any such absences.
* **Course Meeting Schedule**: This course might not have a traditional meeting schedule in Fall 2020. Be sure to pay attention to any updates to the course schedule as the information in this syllabus may have changed. Please discuss any questions you have with me.
* **Technology Requirements:**This course may require particular technologies to complete coursework. If you need access to additional technological support, please contact the AU Bookstore at [aubookstore@auburn.edu](mailto:aubookstore@auburn.edu).

*Disruptive or concerning classroom behavior involving the failure to wear a face covering, as directed by Auburn University, represents a potential Code of Student Conduct violation and may be reported as a non-academic violation. Please consult the*[*Classroom Behavior Policy* (Links to an external site.)](https://sites.auburn.edu/admin/universitypolicies/Policies/PolicyonClassroomBehavior.pdf)*.*

## COURSE DELIVERY CHANGES RELATED TO COVID-19

Please be aware that the situation regarding COVID-19 is frequently changing, and the delivery mode of this course may adjust accordingly. In the event that the delivery method is altered, please be assured that the learning goals and outcomes of the course will not change; however, some aspects of the course will change in terms of the mode of delivery, participation, and testing methods. Those details will be shared via Canvas as soon as possible. Please be prepared for this contingency by ensuring that you have access to a computer and reliable Internet.