



# CHIPOLA COLLEGE

## COURSE SYLLABUS

Chipola's website: [www.chipola.edu](http://www.chipola.edu)

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**COURSE TITLE:**

Keyboard Harmony I

**COURSE NUMBER:**

MUT 1231

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**COURSE DESCRIPTION (with prerequisites):**

A course designed to closely parallel the musical development encountered in MUT 1111. Some topics to be covered include a study of basic chord settings, figured bass and melody harmonization. Improvisation is encountered in each of the specific class assignments. Must be scheduled concurrently with MUT 1111 or with consent of department. 1 semester hour credit [A]

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**NAME(S) OF INSTRUCTORS:**

**Dr. Josh Martin**

Office: H125

Phone: 850-718-2229

Email: [martinj@chipola.edu](mailto:martinj@chipola.edu)

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**EFFECTIVE ACADEMIC YEAR:**

2023-2024

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**REQUIRED TEXTBOOKS AND INSTRUCTIONAL MATERIALS:**

No textbook or course materials are required to purchase for this course.

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Instructional materials, including music literature appropriate to the level of the student, will be provided on an individual basis.

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**GRADING POLICY:**

The standing of a student in each course is expressed by one of the following letters and corresponding grading system:

**A – 90 – 100**

**B – 80 – 89**

**C – 70 – 79**

**D – 60 – 69**

**F – 59 or less**

The Chipola Catalog provides policies and procedures regarding the grading system. A student's Grade Point Average is derived from the grading system/quality point scale.

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**ATTENDANCE AND WITHDRAWAL POLICIES:**

Chipola College expects regular attendance of all students and for all instructors to record attendance daily. Students who are absent from classes for any reason other than official

college activities must satisfy the instructor concerned that the absence was due to illness or other clearly unavoidable reasons. Otherwise, the student may suffer grade loss at the discretion of the instructor. Chipola policy allows each instructor to specify in the Instructor First Day Handout whether or not an absence is excusable and what effect the absence or tardy may have on the grade.

A student is allowed to repeat a course a maximum of three (3) times. **On the third attempt a student (1) must bear the full cost of instruction (unless waived by Student Services), (2) cannot withdraw, and (3) must receive a grade.**

#### **MAKE-UP POLICY:**

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Chipola allows each instructor to specify in the Instructor First Day Handout the makeup policy.

#### **ACADEMIC HONOR CODE POLICY:**

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Students are expected to uphold the Academic Honor Code, which is based on the premise that each student has the responsibility to (1) uphold the highest standards of academic honesty in his/her own work; (2) refuse to tolerate academic dishonesty in the college community; and (3) foster a high sense of honor and social responsibility on the part of students. Further information regarding the Academic Honor Code may be found in the Chipola Catalog, Student Governance section.

#### **STUDENTS WITH DISABILITIES POLICY:**

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Chipola College is committed to making all programs and facilities accessible to anyone with a disability. Chipola's goal is for students to obtain maximum benefit from their educational experience and to effectively transition into the college environment. Students with disabilities are requested to voluntarily contact the Office of Students with Disabilities to complete the intake process and determine their eligibility for reasonable accommodations.

#### **NOTICE OF EQUAL ACCESS/EQUAL OPPORTUNITY AND NONDISCRIMINATION:**

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Chipola College does not discriminate against any persons, employees, students, applicants or others affiliated with the college in regards to race, color, religion, ethnicity, national origin, age, veteran's status, disability, gender, genetic information, marital status, pregnancy or any other protected class under applicable federal and state laws, in any college program, activity or employment.

Wendy Phippen, Associate Vice President of Human Resources, Equity Officer and Title IX Coordinator, 3094 Indian Circle, Marianna, FL 32446, Building A, Room 183C, 850-718-2269, [pippenw@chipola.edu](mailto:pippenw@chipola.edu).

#### **LIBRARY AND ON-LINE REFERENCE MATERIALS:**

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The library is a comprehensive learning resource center providing information in print, electronic, and multimedia format to support the educational objectives of the College. On-line catalogs, e-books, and electronic databases can be accessed through the Library Resources link within your course in Canvas or by using the *Search* icon on the Chipola Library website at [www.chipola.edu/library](http://www.chipola.edu/library). If you have questions about database usage, consult the "How to Use the Chipola Databases" on the Library website or call the Library at 850/718-2274 during regular hours. Library hours are

posted each semester at the building entrance and on the Library website. See your Instructor First Day Handout for individual instructor recommendations and resources.

### **TECHNOLOGY RESOURCES:**

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The college's learning management system is **Canvas**. Classes become available on Canvas on the first day of the semester. It is the student's responsibility to log onto the Canvas system the first day of class to establish the first day of attendance and to check announcements. All official class communication must be through Canvas. For further information, contact your instructor or the Director of Learning Resources. The Canvas support hotline is available online in live chat and on the phone, toll-free, at 855-308-2812 for any issues utilizing Canvas. The **Technology Center**, located in the library, is equipped with computer workstations. Lab hours are posted each semester at the building entrance and on the Library website.

### **FREE TUTORING RESOURCES:**

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The Academic Center for Excellence (**ACE**) Lab, located in Building L, offers free tutoring from 8 a.m. to 5 p.m. and is equipped with computer workstations. ACE lab hours are posted each semester at the room entrance and on the website. Additionally, Chipola College has contracted **Smarthinking**, a Pearson Company, for online tutoring services, accessible especially from 5 p.m. to 8 a.m. and weekends. Smarthinking can be accessed through Canvas.

### **ELECTRONIC DEVICE USAGE STATEMENT:**

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Classrooms should be free of all unnecessary distractions from the task of learning. Therefore, as a general rule, students should silence and avoid use of all electronic devices (laptops, phones, tablets, etc.) not being used for coursework. Consult first-day handouts for any specific policies related to the use of electronic devices in the classroom, as they may vary depending upon the nature of the course or the guidelines of the instructor. Faculty reserve the right to regulate the use of electronic devices and their accessories in class.

### **DISCIPLINE SPECIFIC COMPETENCIES / LEARNING OUTCOMES:**

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#### **Area 5: Humanities**

College Level Competency: Interpret, evaluate, and appreciate works of human culture.

- H-1 Compare works of the humanities (art, philosophy, architecture, literature, film, theatre and/or music) in various cultures or literary movements
- H-2 Analyze artistic expressions (art, philosophy, architecture, literature, film, theatre and/or music)
- H-3 Communicate informed responses to works of the humanities (art, philosophy, architecture, literature, film, theatre and/or music)
- H-4 Explain thematic connections among works of the humanities (art, philosophy, architecture, literature, film, theatre and/or music)

**Music Studies Competency:** Compare, analyze, appreciate and demonstrate works of music while applying foundational knowledge and skills; including the ability to work independently and collaboratively to prepare performances at the highest possible level.

- Mu-1 Create new works of music

**Linking Course-level Student Learning Outcomes with Discipline-Specific Competencies, Assessment Methods, and Artifacts**

<b>COURSE-LEVEL STUDENT LEARNING OUTCOMES FOR MUT 1231</b>	<b>DISCIPLINE-SPECIFIC GENERAL EDUCATION COMPETENCIES</b>	<b>ASSESSMENT METHODS FOR COURSE LEVEL STUDENT LEARNING OUTCOMES (see Notes below)</b>
<ul style="list-style-type: none"> <li>• Use all major and minor keys.</li> </ul>	H3	BO, F, H, JP, SP, T
<ul style="list-style-type: none"> <li>• Use all major, minor, diminished, and augmented chords.</li> </ul>	H3	BO, F, H, JP, SP, T
<ul style="list-style-type: none"> <li>• Create a variety of accompaniment styles.</li> </ul>	H3, Mu1	BO, F, H, JP, SP, T
<ul style="list-style-type: none"> <li>• Improvise harmonies under a given melody.</li> </ul>	H3, Mu1	BO, F, H, JP, SP, T
<ul style="list-style-type: none"> <li>• Improvise in ensemble with other students.</li> </ul>	H3, Mu1	BO, F, H, JP, SP, T

**Notes: Assessment Codes**

<b>BO</b> - Behavioral Observation	<b>EX</b> - Dept Exam	<b>Port</b> - Portfolio	<b>SD</b> - Skills Demonstration
<b>Cap Proj</b> - Capstone Course	<b>Exp</b> - Experiments	<b>Prac</b> - Practicum	<b>SE</b> - Natl or State Standardized
<b>CF</b> - Cumulative Final	<b>F</b> - Final Exam	<b>Pre/ Post</b> - Pre-/Post-Tests	<b>Sk</b> - Ck Skills Check-Off
<b>Clin</b> - Clinicals	<b>H</b> - Homework	<b>Proj</b> - Projects	<b>SP</b> - Skills Performance
<b>CP</b> - Case Plan	<b>Intern</b> - Internship	<b>PS</b> - Problem Solving	<b>T</b> - Tests
<b>CS</b> - Case Study	<b>J</b> - Jury	<b>Q</b> - Quizzes	<b>UT</b> - Unit Tests
<b>DB</b> - Discussion Board	<b>JP</b> - Judged Perf/Exh	<b>R</b> - Recital	<b>W</b> - Writing Assignments
<b>DE</b> - Documented Essays	<b>Obs</b> - Teacher Observ	<b>RP</b> - Research Papers	
<b>E</b> - Essays	<b>OT</b> - Objective Tests	<b>RPT</b> - Report/Presentation	

**MEANS OF ACCOMPLISHING STUDENT LEARNING OUTCOMES:**

The instructor will provide instruction in basic chord settings, figured bass and melody harmonization via a combination of lectures, in-class exercises, collaboration, and out-of-class assignments. The instructor will monitor individual progress, and group experiences will be a feature of each class period. The instructor will hold weekly office hours to address further questions and student needs outside of class time. The final grade will be based on written assignments, exams, judged proficiency, and a final exam.

Students are expected to:

- Arrive to class on time
- Participate in discussions and be focused in class
- Complete all written assignments, quizzes and final exam.
- Turn in assignments on time

Make-up work is the responsibility of the student, as covered in the instructor's First Day Handout.

**ASSIGNMENT AND/OR COURSE OUTLINE**

See your Instructor First Day Handout for individual instructor assignment schedule.