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Department of Music

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To our new students and to those of you who are continuing your studies at Case Western Reserve University: welcome! I hope you had a great summer and have arrived on campus ready for an exciting and challenging year of study.

This Handbook provides detailed information about policies, procedures, and requirements for undergraduate study in the Department of Music. Please read it carefully and consult it as a first resource whenever you need guidance. Additional departmental information, including news, calendars of events, faculty profiles, and performance opportunities, can be found on the Department of Music website (<http://music.case.edu>). The CWRU General Bulletin (<http://www.case.edu/bulletin/>) contains official University policies, curricula, and academic requirements, including those of the Department of Music. And of course, you should always feel free to contact the Department Office with questions or concerns. We're here to help.

On behalf of the CWRU Music faculty and staff, I wish you a productive and enjoyable year!

Sincerely,

David J. Rothenberg  
Department Chair

**DEPARTMENT OF MUSIC FACULTY AND STAFF**

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Office

Email

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**STAFF**

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Ken Wendt (Department IT Coordinator, Director of the Core)			

## **FACILITIES**

This section provides descriptions of all Department of Music facilities used by undergraduates. Please see also the "Department of Music Facilities Guidelines" page available at <http://music.case.edu/general/>.

### **Haydn Hall**

Haydn Hall, which houses the Department of Music offices, classrooms, and the Kulas Music Library, is located in the heart of the Mather Quad on the CWRU campus. Originally a combination of a dormitory and classrooms, this building served as the only student center on campus. It was given to the college by Flora Stone Mather, and named in honor of Hiram Collins Haydn, fifth president of Western Reserve University, pastor of the Old Stone Church on Public Square in downtown Cleveland, and the individual most active in convincing Western Reserve College to move to Cleveland. Charles F. Schweinfurth, the premier residential architect of Euclid Avenue ("Millionaires' Row") mansions, who also rebuilt the interior of the Old Stone

**Denison/Wade Rehearsal Facility (cont.)**

In general, Denison/Wade facilities are to be utilized by students who are music majors or are enrolled in Department of Music ensembles. Denison is locked during non-class hours (from 10pm on weekdays and 3pm on weekends), but 24-hour keycard access through the exterior entrance from E. 115<sup>th</sup> Street can be arranged by activating your Student ID. For your safety and for the safety of the equipment, it is extremely important that you not prop doors open or let anyone you do not know into the building when it is locked. See the Director of your ensemble or visit the Department of Music office (Haydn 201) to acquire permission for keycard access. Keycard access will only allow you to access the E. 115<sup>th</sup> door after hours. The door from Wade is ONLY open during the day and NOT available for entry after hours.

Practice facilities are for all students who are enrolled in Department of Music ensembles, but music majors will be given first priority. The “virtual reality” practice room is for the exclusive use of music majors. Student groups or individuals who want to rehearse





## **RESOURCES (ALPHABETICAL ORDER BY TOPIC)**

### **Building Access**

Haydn Hall and Denison/Wade are open on weekdays during the day. All music majors are automatically given 24-hour card access to both facilities. CWRU students enrolled in ensembles are automatically given 24-hour access to Denison/Wade. CWRU music minors and

***The Leonard and Joan Ronis Annual Memorial Recital Prize*** (cont.)

- Obtain a copy of the Leonard and Joan Ronis Annual Memorial Recital Application (on the Department of Music website).
- Consult with your applied teacher about appropriate standard repertoire heeding the established performance time guidelines.
- Submit the form by the Friday before Spring Break and then sign up for a Ronis Memorial Recital jury.
- Approximately one month before the competition you will be given a jury time and you will submit your final program information.

**Note:** If you are a winner of the competition and would like the Ronis Memorial Recital to be a substitute for your Level or Exit Jury you must also submit the Undergraduate Petition for Jury Substitution form (on the Department of Music website).

***The Concerto Competition*** (cont.)

Keep in mind that a maximum of 15 minutes of performance time is allotted to each student in the competition recital and the piece should not be more than 25 minutes in length for the competition performance. Please make cuts or play only selected sections/movements to stay within this time frame. Work this out with your applied teacher and accompanist.

***The Charles E. Clemens Prize***

This award is presented to a music major for talent and accomplishment in musical performance. An upper-class music student may be selected for this award by the Department of Music faculty in the spring semester. The winner is recognized at the Honors Assemblies in May.

***The Doris Young Hartsock Prize***

This award is presented to a music major who is preparing for a career in music education. A graduating music education student

### **Faculty Advisors**

The Coordinator of Undergraduate Enrollment serves as faculty advisor to all incoming music majors through the end of drop-add period of their first semester in the major. From that point on, music majors are advised by a permanent advisor drawn from the Department of Music faculty. Each semester, before or during the registration period, you must meet with your advisor to discuss degree requirements and your progress towards your degree (you must meet with your music advisor each semester even if you also meet with an advisor in another major). After the meeting your advisor will release your advising hold so that you can register for courses. You should feel free to contact your advisor at any time to discuss matters of concern. In the event that your advisor is on leave, you will be assigned a temporary advisor.

**Note:** Legally, our faculty and staff are unable to discuss students' academic or personal issues with anyone outside CWRU. While certain exceptions can be made in emergency situations, we prefer not to do so under any circumstances. The Family Educational Rights and Privacy Act ("FERPA"), a federal law, governs the release of 5 0 0 45 f [nk(i)(n)78 Tc 4T Qq 01

**Forms and Additional Information (cont.)**

Case Concerto Competition Request Form	Download from Dept. Website	First Friday in December
Leonard and Joan Ronis Annual Memorial Recital Application	Download from Dept. Website	Friday before Spring Break
Major Declaration Form		

**Instrument Use: School-owned equipment**

Any CWRU student enrolled in a class or ensemble that requires the use of a secondary instrument (e.g., methods class), has no personal instrument, or is assigned to a specialized instrument (contrabassoon, double bass, English horn, bass clarinet, etc.) is eligible to sign out a school instrument.

Students receiving a school-owned instrument will be issued a CWRU Department of Music Bond for Musical Instrument form by the person dispensing the instrument. The Interim Director of Bands (Ryan Scherber) issues wind instruments; The Director of Orchestras (Kathleen Horvath) issues string instruments; The Baroque Orchestra director (Julie Andrijeski) and Collegium Musicum director (Ross Duffin) issue Baroque or period instruments. This contract will detail the value of the instrument and the student's responsibilities and return procedures. The student will sign the contract, which will be kept on file with the faculty member who signed out the instrument.

**Piano Accompanists (cont.)**

**2. Drop off Request Form(s) and Music**

- **What:** You must include music with your form. If your music is not included with your



## **Registration and Course Permissions**

Permits for all CIM classes, including Music Theory, Eurhythmics Classes, Audio Recording classes taught at CIM, Vocal Rep., etc., are released by the CIM Registrar. Permits for these classes must be requested through SIS; please note that once the permit is granted you have to log on to SIS again to enroll in the class.

After meeting with your music faculty advisor each semester to discuss your schedule, you must then meet with the CWRU Department Assistant (Haydn 201), who will release permits for Applied Lessons. You should hear from the Applied Lesson instructor before the end of the first week of class to schedule your lesson time. If you have tried to contact the instructor but have not heard back by the second week of classes, please contact the Department of Music office right away.

**Note:** Students must notify the CIM Registrar if they drop/withdraw from a CIM class, and/or the CWRU music office if they drop an applied lesson.

Students who are advised to take an Independent Study Course must complete the \_\_\_\_\_ and submit it to the Department of Music office (Haydn 201) for the permit to be released. This form is available on the Dept. website.

## **Student Mailboxes**

Each Undergraduate music student is assigned a mailbox in the stairway of Haydn Hall on the second floor of the building. Students will receive periodic emails regarding the pickup of more sensitive communications. Please check your (m)91 (n) (n) () 2 (e) 2 e your n T Q q 1 (p) 66 (f 2 (

## **Undergraduate Student Organizations**

### ***Music Undergraduate Student Involvement Committee (M.U.S.I.C.)***

This is your service and support organization. Founded in

## **UNDERGRADUATE MUSIC REQUIREMENTS**

### **Music Major Status**

All music majors were accepted either to the BA program in Music or the BS program in Music Education. All majors were accepted with a designated primary instrument. In order to maintain music major status, all students must either pass MUTH 003 or place into a higher-level music theory course for majors by the end of the first year in the major. They also must pass their required juries on their primary instrument as outlined below. Full degree requirements for the BA and BS programs are listed below and on the Advising Sheets for each degree program available on the Dept. website.

At the beginning of

advisor and from the Coordinator of Undergraduate Studies (BA students) or Coordinator of Undergraduate Studies in Music Education (BS students).

***Changing Teachers***

Every effort is made to match you with a teacher appropriate to your level of development. However, mismatches can sometimes occur. It is possible to change music teachers if you

**Assignment of Performance Dates** (cont.)

2. If you hope to perform more than once during the year (i.e. group performance, and solo work), please contact the Department of Music office.
3. The performance schedule is posted on the Dept. website throughout the semester.

**Performance Procedure**

One week before your scheduled performance the following program information should be submitted online using the Recital Class Program Information form on the Dept. website (note: spelling and grammar should be correct):

1. Your name, instrument or voice.
2. Other performers' names (e.g., accompanist), instrument
3. Title of piece
4. Composer
5. Composer's birth/death dates
6. Duration of performance
- 7.

***Types of Jury*** (cont.)

2. Level Jury (MUAP 20): Taken at the end of the second year of applied study on the Primary Instrument. The Progress Jury must be taken when a student is enrolled in MUAP 222. Students will not be allowed to continue with MUAP 321 until this requirement is fulfilled.
3. Exit Jury (MUAP 30 for BA, MUAP 35 for BS): Required for all students at the completion of their applied study. For BA students this will take place in the sixth semester of applied study when a student is enrolled in MUAP 322. For BS students it will take place in the seventh semester of study when a student is enrolled in MUAP 323.

**Note:**

**Note:**

**Note:**

In addition to required juries, an applied faculty member may require additional juries when he/she feels it is warranted. Also, the student may perform additional optional juries, but each student must approach the applied teacher or advisor to make the necessary arrangements. These kinds of juries are called:

### ***Jury Performance Guidelines***

Instrumentalists may opt to choose from the following kinds of repertoire:

- Technical material such as scales or etudes
-





***Primary Ensembles*** (cont.)

2. Primary Ensemble assignments are determined by the student's performance medium and all require a yearly audit

**Strings:** Kathleen Horvath ([kah24@case.edu](mailto:kah24@case.edu))

- Case Camerata Chamber Orchestra (MUEN 386)

**Winds and Percussion:** Ryan Scherber ([ryan.scherber@case.edu](mailto:ryan.scherber@case.edu))

- Percussion Ensemble (MUEN 324)

**Spartan Marching Band** (MUEN 384): Ryan Scherber ([ryan.scherber@case.edu](mailto:ryan.scherber@case.edu))

- Fall semester only

**Voice:** Matthew Garrett ([chorus@case.edu](mailto:chorus@case.edu))

- University Singers (MUEN 387)

**Historical Performance Practice:** Ross Duffin ([rwd@case.edu](mailto:rwd@case.edu))

- Baroque Dance Ensemble (MUEN 394)

**Instrumental Jazz:** Paul Ferguson ([pxf2@case.edu](mailto:pxf2@case.edu))

- Jazz Ensemble I (MUEN 373), or Jazz Ensemble II (MUEN 374)

### **Chamber Ensembles**

- String Chamber Music (MUEN 358): Annie Fullard ([axf26@case.edu](mailto:axf26@case.edu))
- Case Chamber Music (MUEN 365): Mary Kay Robinson ([mkf34@case.edu](mailto:mkf34@case.edu))
- Misc. Chamber Ensembles including Flute, Classical Guitar, etc. (MUEN 355):  
Various Directors
- Baroque Chamber Ensembles (MUEN 393): Julie Andrijeski ([jxa4@case.edu](mailto:jxa4@case.edu))

### **Recitals**

Although the Department of Music does not require a recital for the BA or BS degree, students may perform recitals with the consent of their applied teacher and advisor. A senior recital may become part of the SAGES Capstone experience (MUHI 395A-B). Students must enroll in applied lessons the semester in which they plan to perform a recital.

Department faculty suggest that a junior recital should generally consist of 25-30 minutes of music and a senior recital should consist of approximately 40-45 minutes of music. Students

## **Music Theory Sequence**

All CWRU music majors will take their Music Theory courses through the Joint Music Program at CIM. Upon matriculation each student will take a Music Theory Placement Exam that tests skills in theory fundamentals, analysis, part writing, dictation and sight-singing. This exam will determine the course into which a student is placed. If a student has only rudimentary skills in this area the student will be placed in MUTH 003, or Pre-Conservatory Theory. However, if a student has advanced skills in this area it is possible for the student to be placed in a course further along in the sequence.

## **DEGREE-SPECIFIC REQUIREMENTS** (cont.)

Music Majors are also responsible for adhering to all University policies regarding undergraduates. Specific information and guides such as the General Bulletin, First Year Registration Guide, and the Academic Calendar can be found on website of the Office of Undergraduate Studies at <http://www.case.edu/ugstudies>.

### **Bachelor of Arts in Music**

This degree is for students who wish to achieve a high level of musical skill and knowledge by majoring in music within the context of a liberal arts education. After completing the degree, students are able to do the following:

- Demonstrate technical and artistic proficiency on a primary performance medium (instrument or voice)
- Contribute positively to musical ensembles of various sizes and types, and collaborate effectively with fellow ensemble members and ensemble directors
- Demonstrate facility with the major concepts and techniques of tonal and post-tonal music theory and analysis
- Demonstrate familiarity with the major musicians, musical thinkers, musical styles,

## **Bachelor of Science in Music Education**

***Teacher Education Staff and Faculty***

Dr. Denise K. Davis, Director of Teacher Education  
(216) 368-1505

### ***Teacher Education Dispositions***

Dispositions are the “values, commitments, and professional ethics that influence behaviors

**Admission and Retention in**



<b>Decision Point 5: Recommendation for Initial Licensure</b>			
<b><i>What?</i></b>	<b><i>Program Outcomes Assessed</i></b>	<b><i>When?</i></b>	<b><i>Result</i></b>
<ul style="list-style-type: none"> <li>• Cumulative GPA of 2.7 or better</li> <li>• Discipline GPA of 2.7 or better</li> <li>• Education GPA of 3.0 or better</li> <li>• Minimum grade of "B" in MUED 396 A and B</li> <li>• Completion of degree requirements</li> <li>• Minimum average score of 3.0 on the ePortfolio</li> <li>• Minimum average score of 3.0 on Candidate</li>   <li>• Completion of _____s by Cooperating Teacher and University Supervisor scoring an average of 3.0 or better on each</li> <li>• Achieve passing scores on Ohio licensure exams</li> <li>• Completion of _____</li> </ul>	1, 2, 3, 4, 5, 6, 7, 8, 9, 10	At the completion of all degree and program requirements including achievement of passing scores on State licensure exams	<ul style="list-style-type: none"> <li>• Recommendation for Ohio teaching license,</li> <li>• Remedial plan which when successfully completed will result in recommendation for Ohio teaching license,</li> <li>• Non-recommendation for Ohio teaching license.</li> </ul>

***Additional Information, Policies and Procedures***

In addition to the requirements specified in this document, Music Education students are responsible for all Teacher Licensure requirements as articulated in the \_\_\_\_\_, available from the Office of Teacher Education website:

<http://www.case.edu/artsci/teachlic>

### **REQUIREMENTS FOR THE MUSIC MINOR**

The music minor requires 15 credit hours: 6 in music theory (MUTH); 6 in music history (MUHI) or music appreciation (MUGN); and 3 credit hours of electives, which may include applied lessons (MUAP) or ensembles (MUEN).

#### **Music Theory (6 credit hours)**

MUTH 103 - Theory I (3 credits); Theory I for majors (MUTH 107 or MUTH 101/105) may be substituted

MUTH 104 -