



APPLIED CARILLON
University of Florida
School of Music

Undergraduate: MVK 1415, 2425, 3435, 4445
Master's: MVO 6250, 6460
Doctoral: MVO 7260, 7470

Carillon studio website: www.arts.ufl.edu/carillon

FALL 2009 -- CLASS MEETING TIMES

*Weekly **required** meeting times:*

Studio Class: Monday 4:05 – 4:55, UA West Conference Room or Century Tower
Individual Applied Lesson: TBA
Individual Practice Sessions: TBA

*All carillon students are **required** to attend the following events:*

Sunday Afternoon Carillon Concert Series

2009 marks the 30th anniversary of the installation of the carillon in Century Tower and we will celebrate with special events throughout the year.

The dates for the Sunday afternoon series at 3:00 p.m.:

*September 13
Milford Myhre*

*October 18
Studio & Alumni*

*November 15
Geert D'hollander*

*December 13
Available Studio
Members*

*Please inform Dr. Ellis as soon as possible if you are unable to attend one of these recitals.

All carillon students are invited to attend any or all of the following events:

“Open Tower”

Monday (from 5:00 – 6:00 p.m.) students may work on polished literature in the tower with an instructor. Specific schedule will be decided each Monday during studio class. When literature is performance ready, any student may work in the tower after 5:00 p.m. and on weekends. Check the auditorium schedule for specific times that are available.

Carillon Mini-Recital Series

The daily recital series is held from 12:35 – 12:50 while classes are in session.

Instructor: Dr. Laura Ellis, 326 MUB

Phone: 352-273-3181

E-mail: lrellis@ufl.edu

Office Hours: TBA

(office hours will be announced following the scheduling of all applied lessons)

Graduate Assistant: TBA

Auditorium Manager: Chuck Turner

Phone: 352-392-2346

E-mail: cturner@performingarts.ufl.edu

REQUIRED TEXTS

Throughout the course of the semester, the student may be required to purchase carillon literature relevant to their level of expertise. For students in their first semester of carillon study, two texts will be recommended:

Leen't Hart, Carillon Playing

John Gouwens, Playing the Carillon: An Introductory Method

**the Gouwens book may be purchased via GCNA Music
Publications housed in the carillon studio*

PURPOSES AND GOALS

Applied carillon lessons are designed to provide the student with a solid foundation in pedal and keyboard techniques. The course of study will include technical exercises and representative literature. In addition, prepared students in the carillon studio will be active participants in the daily concert series and Sunday afternoon concert series.

ATTENDANCE

STUDIO AND LESSON ATTENDANCE IS REQUIRED OF ALL STUDENTS. Students are required to attend studio class and lessons and are responsible for all information presented or assigned. Attendance will be taken and participation in class is greatly encouraged. Predicted absenteeism should be discussed with the instructor no less than one week prior to the event. When possible, lessons will be rescheduled. **If you anticipate a scheduled absence, please consider “trading” lesson times with a colleague in the studio. This will ensure that Dr. Ellis and the carillon studio will be available during the rescheduled time.** Any student missing studio class for any reason is responsible for getting information and handouts from a fellow student, not the instructor. Tardiness and leaving early will affect attendance record. On certain days, some class sessions will not be in the regular classroom, so be sure to listen to announcements and check for studio e-mails regularly.

If you must be absent, please contact me prior to lesson or studio time:

Phone: 352-273-3181; E-mail: lrellis@ufl.edu

GRADE DISTRIBUTION

Weekly Lesson Grade:	---	60%
Practice Hours:	---	20%
Jury:	---	15%
Portfolio:	---	5%

GRADING SCALE

The following scale will be used to determine final lesson grade:

A	=	93 – 100
A -	=	90 – 92
B +	=	87 – 89
B	=	83 – 86
B -	=	80 – 82
C +	=	77 – 79
C	=	73 – 76
C -	=	70 – 72
D +	=	67 – 69
D	=	63 – 66
D -	=	60 – 62
E	=	59 and below

JOURNAL

All students taking applied carillon lessons are encouraged to record their progress in a “Goal Journal.” This journal will list daily, as well as long-term goals. Entries in your journal will be a constant reminder to keep you focused on your short- and long-term goals. Maintain a separate notebook for this journal and be prepared to bring it to each lesson! Seven areas should be recorded:

- 1) Long-range Goals --- Five to Ten Years
- 2) Medium-range Goals --- One to Five Years
- 3) Short-range Goals --- Two to Fifteen Weeks
- 4) This Week’s Goals
- 5) Today’s Goals
- 6) Next Week’s Goals
- 7) Practice Log

*As time goes by and various goals are met -- make sure to keep your journal up to date. Add new pages -- put a line through goals that have been achieved -- but don’t throw out your old lists.

*Your long-term goals may change -- update them. This journal is for your use and growth. ***Items #3, #4, #5, and #7 are the goals that will allow us **to use your lesson time most efficiently**. If these goals are clear, you will find that you will soon be identifying the problem areas and making progress toward solving them. Bring your journal to your lesson every week.

For more information about journals and their effectiveness, read The Inner Game of Music, by Barry Green with W. Timothy Gallwey (Doubleday, 1986). While the entire book is useful for music performance, chapter 5, entitled “The Power of Will” can encourage all of us to use our time wisely.

WEEKLY LESSON GRADE

The following elements will be assessed to determine the weekly lesson grade:

- 1) Attendance at weekly lesson
- 2) Progress on assigned literature and exercises
- 3) Development of technique
- 4) Studio class attendance and participation
- 5) Journal

PRACTICE HOURS

Practice time in the carillon practice studio is available for all students enrolled in carillon studio and is coordinated through the auditorium manager. Please keep track of practice hours in your journal. Try to schedule consistent practice throughout the week. To truly see improvement, daily practice is essential!

Practice session protocol:

- 1) Utilize your assigned time. If you have a consistent conflict and need to reschedule, please notify Dr. Ellis and the auditorium manager so that an up-to-date schedule can be reprinted.
- 2) If you can't make your posted time, notify your colleagues during studio class on Monday. Perhaps someone else can use the time!
- 3) Open times on the schedule are on a first-come, first-served basis.
- 4) If someone is practicing during your scheduled time, don't be afraid to politely enter the practice area to begin your session.
- 5) If someone is not using their posted time (surely, this won't happen), the practice time is forfeited and the facility is open for use by others.
- 6) **Be sure to properly log-off the computer(s)!!!**

Tower Time:

- 1) When literature is performance ready, you'll wish to practice in the tower – the practice clavier is much different than the performance clavier!
- 2) Since the University Auditorium is a very busy facility, everyone must check in with the front desk to obtain access to the tower.
- 3) You may practice in the tower anytime after 5:00 p.m. during the week. Time can be made available during the weekends, but the office will need prior notice (that is, you'll have to sign up and show up!!)

JURY

All carillon students will be expected to perform a jury at the end of the semester. Juries will be held during final exam week during breaks in the exam schedule (from 12:05 – 12:25 p.m.). Literature will be determined in consultation with the instructor. Jury sheets are available on the carillon website in a Microsoft Word file. Jury sheets must be completed and e-mailed to Dr. Ellis prior to finals week.

PORTFOLIO

At the end of the semester, all students will be required to turn in a "portfolio" that outlines the achievements of the semester. The portfolio will contain the following items:

- 1) student journal and/or practice chart
- 2) repertoire sheet
 - a. don't forget to list date of performance in studio or recital
 - b. if you have prior study on the carillon, please make this a cumulative repertoire sheet.

PERFORMING ON THE DAILY CONCERT SERIES

All carillon students are encouraged to perform on the daily concert series when literature is performance ready. Programs are printed weekly, so program information will be compiled during the Monday studio class one week in advance. If you are not able to attend studio class and wish to perform during the next week, please e-mail the graduate assistant with program information and requested day of performance at least two weeks prior to the performance. Copy your e-mail to Dr. Ellis. To make things easier, always bring your date book to studio class!

PERFORMING ON THE SUNDAY AFTERNOON CONCERT SERIES

The April Sunday afternoon program will highlight student performance and accomplishments. All carillon students are encouraged to perform if literature is performance ready. The October (Homecoming) program will feature studio members and alumni – please plan to perform. We also have a seasonal program on the calendar for December 13!

SOUNDS OF THE SEASONS

The School of Music will present the its annual Sounds of the Seasons at 6:00 p.m. on Sunday, December 6. The carillon studio may be invited to perform prelude and postlude music for this celebration. Consider learning some seasonal music! More details to follow!

STUDIO WEB-SITE

Visit the carillon studio web-site regularly: www.arts.ufl.edu/carillon Concert programs and pictures of recent events and field trips will be posted. A studio picture will be posted and student bios are welcomed.

SPECIAL PERFORMANCES

The carillon studio is often invited to provide prelude and postlude music for special occasions held in the University Auditorium. All students are welcome to participate and dates will be discussed in studio class.

CARILLON TOWER TOURS

The carillon studio is often asked to provide tours of the carillon and Century Tower. Often tours are given during the daily recital series and on Sunday afternoons following recitals. On special occasions studio members may be invited to provide tours. A great opportunity to share our love of the instrument!

GCNA MUSIC PUBLICATIONS

The University of Florida is home to the GCNA (The Guild of Carillonneurs in North America) holdings of carillon music. The carillon studio will assist in maintaining this library and distributing music.

THE BEVERLY BUCHANAN CARILLON MUSIC LIBRARY

The University of Florida is home to the Beverly Buchanan Carillon Music Library. This extensive collection of music is a wonderful resource for students.

ACCOMODATIONS FOR STUDENTS WITH DISABILITIES

Students requesting classroom accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation.

ACADEMIC HONESTY

As a result of completing the registration process at the University of Florida, every student has signed the following statement:

I understand that the University of Florida expects its students to be honest in all their academic work. I agree to adhere to this commitment to academic honesty and understand that my failure to comply with this commitment may result in disciplinary action up to and including expulsion from the University.

The instructor of this course fully supports the intent of the above statement and will not tolerate academic dishonesty.

We, the members of the University of Florida Community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity.