MUMH 5331: Music Bibliography
Course Syllabus – Summer 2021

Instructor: Erica Lopez
Call me “Erica.” I look forward to working with each of you. Please feel free to contact me with questions, concerns, or interests. I do not hold physical office hours on the SFA campus.

Phone: 936.371.3302 (cell) : Text is the best way to reach me. You can also email me in D2L.

Required Texts:

Program Learning Outcomes:
The Stephen F. Austin State University School of Music has designated the following as learning outcomes appropriate to all graduate level music history courses offered in its curriculum:
- Students will demonstrate the ability to develop a serious, comprehensive research strategy to find information on a given topic and compile a formal bibliography of best sources found through a research library, online databases and the Internet.

Student Learning Outcomes:
The following learning outcomes, based on the program learning outcomes and stated course objectives will ensure that students demonstrate knowledge of the required skills in a music history course:
- To become familiar with the major music and general reference works.
- To develop strategies and methods for research in a variety of musical areas.
- To become skilled in using the library and various online sources of information access.
- To learn how to access and evaluate primary and secondary sources of music and music literature.
- To learn how to compile formal bibliographies on topics of interest.
- To improve writing and presentation skills.

Grading:
- Assignments/Discussions (200 points x 2) 400 points
- Exams & Quizzes 200 points
- Semester Project 400 points
- Total Points in Course 1000 points

The assignments and discussions activities you complete will total 200 points. To give assignments and discussions heavier weight to your grade without giving you extra work, I multiply your total earned grade for assignments and discussion by 2.
Withheld grades:
Withheld grades will only be granted in exceptional emergency situations (such as death in the immediate family or serious illness) when the course work cannot be completed in time. In all other cases your grade will be based upon the work you have completed by the end of the term. Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

Course Requirements:
Timely completion of work: Modules are usually due every Monday by 5:00 PM. The standards for excellence are high in a graduate level course. Consult the course timeline often to stay on top of due dates. Plan ahead to make allowances for the computer glitches and challenges that are inevitable in online courses. If you have been affected by COVID-19 in such a way that makes this especially challenging for you, please contact me privately.

Readings: Assigned readings provide context for the content presented in the course modules. Keep up with the readings to get a feel for the objectives of the assignments. I will expect you to understand information that I will not explicitly cover in the course modules. This information will come from the readings.

Assignments: The assignments in this course should familiarize you with the process of information access, retrieval, synthesis, and acknowledgment. I try to make their intent and their instructions as clear as possible. I do not use assignments to trick or deceive you. I will endeavor to provide feedback from assignments within 72 hours of the time they are due.

Discussions: In an ideal world, discussions simulate the interaction that we might have in a face-to-face environment. Address your colleagues in a civil and productive manner. I expect that you will express your own thoughts and that you will read and respond to the thoughts of your classmates. I expect you to post your initial discussion thread in time for others to respond to it in meaningful ways. You may, of course, respond to a posting with a brief statement such as “I agree” or “that’s true” but you should not expect to receive grade points for such statements. Discussion posts should reflect your ideas, thoughts, reflections, questions, and doubts. Try to create content that might inspire others to respond. Late discussions will receive a grade of 0.

Quizzes: Each module usually includes an assigned quiz. Consider the quizzes an incentive to review course content thoughtfully and intentionally. Pay careful attention to the glossary terms in our readings. The content presented in the syllabus, online modules, and assignments is also fair game for quizzes.
Exams: Exams will test your ability to locate information using the resources you learn about in this course. Expect to see previous quiz questions (and previous exam questions!) on exams.

Semester Project: You will complete a multi-part project throughout the semester culminating in a formal research paper. A separate document will provide additional information on the expectations and requirements for the semester project.

Students with Disabilities:
To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. I will do my utmost to see that your requests for accommodations are met, and to support your goals for success in my course.

Academic Integrity:
According to University Policy 4.1, “Faculty members must promote the components of academic integrity in their instruction, and course syllabi are required to provide information about penalties for cheating and plagiarism, as well as the appeal process.”

Definition of Academic Dishonesty:
Academic dishonesty includes both cheating and plagiarism.

Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assignment; and/or (3) helping or attempting to help another in an act of cheating or plagiarism.

Plagiarism is presenting the words or ideas of another person as if they were one’s own. Examples of plagiarism are (1) submitting an assignment as if it were one's own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one's paper without giving the author due credit.


All work submitted in this course must be your own. You must acknowledge and document the ideas and words of others, including those found on popular web sites. If no cited author is available within a website the source should not be considered credible academic information, and should be avoided. If you have questions about academic integrity please feel free to contact me. Violations are taken seriously and are noted on student disciplinary records. If you are found cheating or plagiarizing in this course, you risk failing the assignment or exam in question and you risk failing the entire course.