

THE PRIDE OF SOUTH TEXAS

Javelina Marching Band

2018 Membership Handbook



Your Name: _____

Dr. Jason Kihle
Associate Professor of Percussion

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1.0 Statement of Purpose

- 1.1 I am committed to the success of the band as a whole and to the well-being of each individual member. Consider this document to be my pledge to each member to be as fair and consistent as possible. The purpose of this handbook is to help the band run smoothly and productively. It contains basic rules and guidelines necessary for the band to function in a consistent and well-organized manner. If you have any questions, or need clarification on any of the policies, please contact Dr. Kihle at (361) 593-2160 or jason.kihle@tamuk.edu. Unforeseen but necessary changes and revisions may be added at a later date.
- 1.2 I reserve the right to change my mind for the good of the band.
- 1.3 Students with questions regarding marching band procedures, policies, or issues should consult the handbook. If you still have questions please see the Head Director. It is not appropriate to see your applied teacher first and have them bring questions or concerns to me.

2.0 General Conduct

- 2.1 **Before You Act - Ask Yourself:** "If everyone in the band did what I'm doing or had my attitude, would the band be better?"
- 2.2 This group represents TAMUK, Kingsville, and the state of Texas. Our actions are being viewed by the general public and we must remember this at all times.
- 2.3 The Pride of South Texas is a "G" rated ensemble. Section T-shirts, cheers, and anything that represents the band and goes before the public should be appropriate for the general audience and must be pre-approved by Dr. Kihle.
- 2.4 Clean up after yourself, dispose of your trash properly, and do not take food or drink into rehearsal areas
- 2.5 Any behavior that is inappropriate and/or reflects poorly on this group and the University will be reviewed and action may be taken. This action may include the assignment of a failing grade, suspension or expulsion from the group. Inappropriate behaviors include, but aren't limited to:
 - Alcohol, tobacco or drugs before, during or after rehearsals, games or any Pride of South Texas event
 - comments of a sexist nature directed towards student leadership or membership
 - Hazing
 - Making a personal display during a halftime show or street parade

3.0 Important Information

- 3.1 Group announcements, including for scheduling and weather, will be made on Facebook. Students must have a Facebook account
- 3.2 Always report to the field on time for all scheduled rehearsals/performances unless otherwise instructed

Rehearsals

Location: practice field on east side of stadium

Time: 4:30-6:00

Wear: tennis shoes, no sandals

Bring: water bottle, bar code for attendance scanning, instrument, music, coordinate sheet

Saturday Game Mornings

Location: stadium, enter on west side

Time: 8:00 drumline

9:00-11:00 full ensemble rehearsal

Wear: show shirt, shorts or pants, black marching shoes, long black socks

Bring: water bottle, bar code for attendance scanning, instrument, music, coordinate sheet

Saturday Game Nights

Location: start at annex

Time: 4:30 annex opens

5:00-6:00 uniform room open

6:00 tailgate bands leaves

6:10 full ensemble assembles outside

6:25 step-off and march to stadium

Wear: full uniform, black shoes and long black socks, black gloves, long hair pinned up, instrument must be show-ready

Weather: decision is made based on weather at the moment, not on forecasts

Stands

In the stands during games:

- Stay with your section and stand the whole game (sit in front if you can't stand)
- Cut off with the director
- Don't visit concessions but you can have food brought to you
- One person per section can visit bathroom
- Jackets on until notified
- You must be engaged with the game (no reading, studying, etc.)
- Be attentive to and supportive of the team throughout the game
- Our responsibility as a college marching band is to perform pre-game and half-time shows, and to support the team during the entire game. We will do a lot of playing in the stands. Be prepared to play any piece in the book.

Music

- Most music that will be performed during the parades, field shows, and performances will be memorized. Take responsibility to learn your music ahead of time so that rehearsals are productive. Do not count on others to carry your part musically.

Pep Rallies and Parades

HOG CALLS

Hog calls (pep rallies) for the 2018 season are:

August 30

October 5

October 26

- All sections, including front ensemble, colorguard, leadership and all support staff, must attend parades and pep rallies as required. The hog call schedule is included in the master calendar or will be announced as they happen.
- Be prepared to play Jalisco, Javelina Victory March and/or the Alma Mater at the beginning of any Hog Call.
- The band may add additional performances after this syllabus is printed. Consideration is given to students' time and schedules when making these schedule changes, but these decisions are made in the best interests of the band, not the individual. Students must attend these performances even though they are not listed on the syllabus.

Major Ensemble

Any student who is not playing their major instrument in marching band must audition for a concert band or the orchestra.

This includes students in leadership, management, colorguard, or any student who is playing a secondary instrument in marching band.

4.0 Grading and Attendance

- 4.1 Each student will be allowed three (3) absences per semester. Each student will be allowed an absence (or two tardies) that do not count towards their grade.
- 4.2 **Four** rehearsal absences will result in a grade of D for the semester. Music majors must remember that a grade of C is required for a course to count towards their degree.
- 4.3 Two tardies equal one absence.
- 4.4 Students may be assessed a tardy for any of the following.

- 4.4.1 Failure to return to the field in a timely fashion
- 4.4.2 Failure to be prepared for rehearsal, including having instrument and music at the field.
- 4.4.3 Discipline issues for any band event
- 4.5 Students may lose a letter grade for any of the following:
 - 4.5.1 Leaving a parade or pep rally early
 - 4.5.2 Disruption of rehearsal, including disrespect towards anyone in membership or leadership
- 4.6 Each student, including membership, must be prepared for rehearsal. All students are evaluated during every rehearsal and performance. Students who need a second chance to be evaluated may be asked to perform their part for a tech. This performance will be evaluated according to the following rubrics:

Instrumental Rubric

- A: Part is generally well-prepared, though there may be a few minor note and rhythm errors; thorough attention is given to dynamics, tempo, style, and articulation
- B: More than a few note and rhythm errors; the student has to stop more than once when playing a passage; dynamics, tempo, style, and articulation are given little attention and/or are not emphasized
- C: Many note and rhythm errors; student cannot complete most passages; no attention to dynamics, tempo, style, and articulation (will be assessed a tardy)
- D: Most of the part contains errors of various kinds (will be assessed an absence)
- F: The performance bears little resemblance to the written part (will be assessed a tardy and an absence)

Colorguard Rubric

- A: The student performs the entire routine with only a few errors
- B: The student performs the entire routine with a few errors, technique issues and/or memory issues
- C: The student performs the entire routine but has a variety of memory errors and technique issues
- D: The student performs sections of the routine and has major memory gaps and technique issues
- F: The student performs small sections of the routine; major memory and technique issues

5.0 Attendance Procedure

- 5.1 Attendance procedure for rehearsals (including Saturday morning):
- 5.2 All members will be issued a bar code.
- 5.3 The bar code will be scanned as you enter the practice field. It is your responsibility to make sure you are scanned in.
- 5.4 If you lose/damage your bar code there is a \$2 charge for a new bar code. Take care of your bar code.
- 5.5 Attendance will be based solely on the bar code scanning. If you forget to get scanned in but were present, it will still count as an absence. Rehearsal begins at 4:30. You are tardy at 4:31:00.
- 5.6 Students who show up after 5:00:00 weekday or 9:30:00 Saturday will be counted absent.
- 5.7 Students who check in and leave rehearsal will be counted absent. If this occurs repeatedly, possible consequences include dismissal from the group.
- 5.8 Please notify me of illness or deaths in the family so that I am aware of who is missing for rehearsal. Do not skip rehearsal (this includes scheduling: work, appointments with professors or advisors, car repair, doctor's appointments, make-up lessons, make-up tests, and work with local high school bands).
- 5.9 Any music major scheduling a recital hearing (for a junior or senior recital) during any rehearsal time will be docked two letter grades from their final grade.
- 5.10 If you have a recurring conflict with marching band rehearsal due to a university class, submit a Schedule Conflict Form at tamukbands.com at the beginning of the semester with a copy of your class schedule showing class times.
- 5.11 Sectionals, once agreed upon by the section, are mandatory, and are subject to the same attendance policies as regular rehearsals. If a student has a work or class conflict with the agreed upon section time, then the sectional should be rescheduled or they are excused from the sectional. Section leaders are allowed one sectional for each movement of the show in the course of a semester.
- 5.12 If you are late to Saturday rehearsal you will still perform pregame and halftime but will be assessed a tardy. Any student who misses all or part of a Saturday rehearsal for orchestra will be docked a full letter grade.

- 5.13 If you miss two performances you may be expelled from the group for the semester and will need to submit a letter of reinstatement to participate the following fall. This letter should consist of: Your name, year in school, how many semesters you have participated in the Pride, how many performances you missed the previous fall, why you missed them, why you should be reinstated.

6.0 Instruments and Music

- 6.1 All student-owned instruments are required to be lacquer (gold) in color.
- 6.2 Take care of your instrument and case. Use common sense. Instruments are expensive.
- 6.3 All instruments must be in their cases when transported, unless carried by hand.
- 6.4 Do not set instruments down on abrasive surfaces such as asphalt or gravel. For rehearsals at the practice field, section leaders must make sure instruments are orderly and not sitting on the asphalt.
- 6.5 If there is damage to a school instrument it will be the responsibility of the student renting the instrument to pay for repairs. Any damage to a school instrument should be brought to Dr. Kihle's attention immediately. If necessary, a hold will be placed on your account until the bill for the repair has been paid, including those done in the off-season.
- 6.6 Keep your instrument clean and in good playing condition.
- 6.7 It is each student's responsibility to make sure their instrument is loaded onto the bus or truck during a trip.
- 6.8 Instruments will be checked in during the assigned finals time for marching band. Students must present their instrument to the equipment manager in the music annex and sign a form stating that the instrument has been inspected and checked back in. Failure to present your instrument in person will result in the deduction of half a letter grade.

7.0 Uniforms

- 7.1 Respect and care for the uniform and wear it properly, *only* for official "Pride of South Texas" performance functions.
- 7.2 Students are to handle only their own uniforms. If any part of your uniform is missing when you put it on, report it to the uniform manager. **You are financially responsible for the uniform and will be charged replacement costs for missing or damaged parts.** Costs are posted online.
- 7.3 Each new member is issued a black T-shirt. This shirt is an official part of the uniform and will be worn under the jacket. Section T-shirts are not to be worn in place of the black T-shirt at performances, so don't ask.
- 7.4 Uniforms will be issued during band camp.
- 7.5 Full uniforms will be returned following each performance. The Uniform Manager and staff will make sure all uniforms are checked in after every game. Any student who has not turned in a uniform will be dismissed from the next rehearsal to retrieve it and will incur an unexcused tardy or an unexcused absence. All uniforms are officially checked-in following the last performance in December. Any uniform not returned will result in an automatic tardy assigned to their grade and a hold on the student's grades and university transcript.
- 7.6 You will need to provide black band shoes, long black socks, and black gloves.
- 7.7 The uniform jackets may be removed in the stands at the discretion and instruction of the director. Once the instruction to remove the jackets has been made, all members must remove them.
- 7.8 When in uniform, no visible jewelry, including earrings and watches, are to be worn.
- 7.9 No colored nail polish.
- 7.10 No sunglasses will be worn during halftime and pre-game performances.
- 7.11 Do not sit or lie on the ground, grass, track, cement, etc. while in uniform.
- 7.12 Students will not be allowed to march in an incomplete uniform or with the wrong color socks/shoes. Students found to be wearing an incomplete or incorrect uniform will be assessed a tardy.
- 7.13 The jacket must be worn with the collar fastened.
- 7.14 The hat is to be worn on the front of the head; the chin cord must be worn under the chin.
- 7.15 Leadership will make uniform inspections before we step off for the parade to the stadium.
- 7.16 **If the uniform and instrument are not turned in by the specified date and time, two things will happen:**
- 7.16.1 **The student will receive a final grade (non-reversible) of C.**
 - 7.16.2 **The TAMUK Registrar's Office will be notified of the replacement cost of the uniform and this amount will be added to the student's account.**

8.0 Bus Trips

- 8.1 All students must ride University provided transportation. In some cases, students will be allowed to stay behind after an evening performance, but must complete paperwork with the Band Admin.
- 8.2 You are responsible for your luggage, instrument, and uniform, including loading and unloading
- 8.3 Students are not to change buses without permission from the Band Admin.
- 8.4 If you miss the bus, you will be assessed a tardy and you must (at your own expense) arrange to meet the band at their next destination. Failure to do so may result in a loss of two letter grades. If you do not have your uniform, you are not allowed to access the uniform room on your own.
- 8.5 Each student is responsible for the contents of, and damages to, his/her motel room and incidental room charges.
- 8.6 Noise levels must be kept to a minimum in the hotel. Students may not leave the hotel without permission from a faculty member. The overnight curfew will be strictly observed.
- 8.7 You must fill out and submit travel forms to be allowed to travel with the group. Failure to travel because of incomplete paperwork may result in a failing grade.
- 8.8 Consumption of alcohol or tobacco products is prohibited on band trips.
- 8.9 Absolutely no use, sale, or possession of any illegal drugs or substances allowed. Band members who are apprehended by police agencies for breaking the law while on a band trip or band function will be immediately removed from the group and the situation will be reviewed. The action will be dealt with through police agencies and the school discipline code.
- 8.10 Consequences for failure to follow above rules may include any or all of the following: dismissal from band, grade lowered, student sent home on commercial bus at own expense, legal and University Compliance authorities notified.

9.0 Processes

- 9.1 Show solos: Students who wish to perform a solo should practice it as soon as they receive their music. Students who wish to audition for a solo should notify their section leader. Auditions are usually held during rehearsal, though times are arranged as circumstances require.
- 9.2 Dr. Kihle or the TA must be present for the audition to be legitimate. All audition results are subject to the approval of Dr. Kihle. Chosen soloists will be notified in person or by email from Dr. Kihle.
- 9.3 Please notify Dr. Kihle or a TA if you do not have a rehearsal space. We can have someone make the necessary reservation. Usually Philip Compary is the person to contact about reservations for the Old Gym or the dance studio. Please do not go into these spaces without a reservation. We want to respect our neighbors and their space. I don't like hearing from other faculty that our students were in their spaces when I know nothing about it and no permission was given.

10.0 Parking

- 10.1 Bellamah Music Building is a TAMUK campus building and parking in this lot is handled as it is in any other campus parking lot. You are personally responsible for parking tickets, vandalism, towing, theft or incidental damage that occurs to your vehicle during a band event. The band is not responsible.
- 10.2 The Javelina Stadium parking lot is a University parking lot and is subject to ticketing each day.
- 10.3 We have been asked by Athletics to park on the asphalt lot near the EmbroidMe Store EVERY Friday, no exceptions.
- 10.4 Park on the west side of the stadium for Saturday morning rehearsals.

11.0 Various

Stadium

- 11.1 Our storage room at the stadium is a gift from Athletics. Anyone using this room, primarily front ensemble, DMs, and techs, must make sure to keep it organized. If we abuse the room or don't use it properly there is always the

possibility of it being taken away from us.

Leadership Responsibilities

11.2 Membership should refer to the Leadership Handbook, which is posted at tamukbands.com, for detailed information on leadership responsibilities.

Drum Line

11.3 Drum line cleaning day will be during the marching band finals time. Attendance at this is required and you will be considered absent if you do not attend.

Front Ensemble

11.4 Attendance is required at every parade. You must march even if you are not playing an instrument.

11.5 Please see the front ensemble handbook for more detailed information.

11.6 Students in front ensemble must have shoes that are all black and, beginning in the fall of 2019, must have the same marching shoe the rest of the group is required to have.

Major Ensemble Requirement

11.7 Any student who is not playing their major instrument in marching band must audition for a concert band or the orchestra. **This includes students in leadership, management, colorguard, or any student who is playing a secondary instrument in marching band.**

11.8 Students who fit the above description who do not audition for and participate in concert band will not participate in marching band and will receive a grade of D in marching band for the semester

Syllabus

11.9 Other information that is technically part of this syllabus can be found at tamukbands.com.

Texas A&M University -Kingsville
Department of Music
Course Syllabus

Class Title: Marching Band
 Advanced Marching Band
Course Numbers: MUSI 1127-001, MUSI 3127-001
Class Period: MWF 4:30-6:00
Instructor: Dr. Jason Kihle
Term: Fall 2018
Credit Hour: 1
Room#: MUS 106
Office#: HREC 119
Office Hours: TBD
Phone: (361) 593-2160
Email: jason.kihle@tamuk.edu

I. Catalog Description

From the University Catalog: “*The Pride of South Texas* Marching Band performs at TAMUK football games as well as other selected events. Required of all wind and percussion music education majors. This course is part of the general music requirements for Texas A&M University–Kingsville and satisfies a component for Music Education. (There are no pre-requisites for this course.)”

II. COURSE LEARNING OBJECTIVES

The purpose of this course is for students to assimilate basic marching techniques and terminology, and develop playing skills necessary for success as a college marching band. This includes rehearsal techniques and etiquette, effective performance techniques for the outdoor environment, and the physical attributes required for marching performance: good posture and carriage, clean upper and lower body marching style, proper breathing mechanics, etc. *The Pride of South Texas* is the most visible ensemble in the Music Department, and students are to reflect this through excellence in performance and exemplary conduct on and off the field.

III. REQUIRED Materials

1. Drill Book
2. Instrument and Accessories

Any student who does not have all of these materials at rehearsal may be dismissed from rehearsal to retrieve them and will incur a tardy. Students who do not return in a timely fashion will receive an unexcused absence (see “Grading Policy” for consequences of tardies and absences).

IV. PERFORMANCE SCHEDULE

All Home Football games begin at 7:00 p.m. See the handbook for the master schedule.

Post-Season Activities Policy

In the event that Texas A&M University-Kingsville accepts a bowl game invitation or makes the NCAA Division II Playoffs, the regular marching band rehearsal schedule will continue. It is a policy of the TAMUK Marching Band that all members participate in university-sanctioned post-season activities as part of the course requirements, and these events are subject to the grading policies in the syllabus. The director will let you know as early as possible if there is a home playoff game scheduled.

V. GRADING POLICY

The success of our band, both musically and visually, depends on each individual’s participation, so attendance is required. Every member must be able to work with a positive attitude and to the best of their abilities. Grading is based on attendance and preparation of an individuals’ part. See section 7.0 of the handbook for a detailed grading policy.

Six-drop policy:

The following provision (new in Fall 2007) does not apply to students with Texas public college or university credits prior to Fall 2007. The Texas legislature has enacted a limit to the number of course drops allowed to a student without penalty. After a student has dropped six courses, a grade of QF will normally be recorded for each subsequent drop. If you need additional information on Senate Bill 1231 and how it affects you, please contact the Registrar’s Office in College Hall, Room 105.

Disability Statement:

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disability. If you believe you have a disability requiring an accommodation please contact the Disability Resource Center (DRC) as early as possible in the term. DRC is located in the Life Service and Wellness building at 1210 Retama Drive, or call (361) 593-3024.

Academic Misconduct:

You are expected to adhere to the highest academic standards of behavior and personal conduct in this course and all other courses. Students who engage in academic misconduct are subject to university disciplinary procedures. Make sure you are familiar with your Student Handbook, especially the section on academic misconduct, which discusses conduct expectations and academic dishonesty rules.

Forms of academic dishonesty:

- 1) **Cheating:** Using unauthorized notes or study aids, allowing another party to do one’s work/exam and turning in that work/exam as one’s own; submitting the same or similar work in more than one course without permission from the course instructors; deception in which a student misrepresents that he/she has mastered information on an academic exercise that he/she has not mastered; giving or receiving aid unauthorized by the instructor on assignments or examinations.
- 2) **Aid of academic dishonesty:** Intentionally facilitating any act of academic dishonesty. Tampering with grades or taking part in obtaining or distributing any part of a scheduled test.
- 3) **Fabrication:** Falsification or creation of data, research or resources, or altering a graded work without the prior consent of the course instructor.
- 4) **Plagiarism:** Portrayal of another’s work or ideas as one’s own. Examples include unacknowledged quotation and/or paraphrase of someone else’s words, ideas, or data as one’s own in work submitted for credit. Failure to identify information or essays from the Internet and submitting them as one’s own work also constitutes plagiarism.
- 5) **Lying:** Deliberate falsification with the intent to deceive in written or verbal form as it applies to an academic submission.
- 6) **Bribery:** Providing, offering or taking rewards in exchange for a grade, an assignment, or the aid of academic dishonesty.
- 7) **Threat:** An attempt to intimidate a student, staff or faculty member for the purpose of receiving an unearned grade or in an effort to prevent reporting of an Honor Code violation.

Please be aware that the University subscribes to the Turnitin plagiarism detection service. Your paper may be submitted to this service at the discretion of the instructor.

Other Forms of Academic Misconduct:

- 1) Failure to follow published departmental guidelines, professor’s syllabi, and other posted academic policies in place for the orderly and efficient instruction of classes, including laboratories, and use of academic resources or equipment.
- 2) Unauthorized possession of examinations, reserved library materials, laboratory materials or other course related materials.

- 3) Failure to follow the instructor or proctor's test-taking instructions, including but not limited to not setting aside notes, books or study guides while the test is in progress, failing to sit in designated locations and/or leaving the classroom/ test site without permission during a test.
- 4) Prevention of the convening, continuation or orderly conduct of any class, lab or class activity. Engaging in conduct that interferes with or disrupts university teaching, research or class activities such as making loud and distracting noises, repeatedly answering cell phones/text messaging or allowing pagers to beep, exhibiting erratic or irrational behavior, persisting in speaking without being recognized, repeatedly leaving and entering the classroom or test site without authorization, and making physical threats or verbal insults to the faculty member, or other students and staff.
- 5) Falsification of student transcript or other academic records; or unauthorized access to academic computer records.
- 6) Nondisclosure or misrepresentation in filling out applications or other university records.
- 7) Any action which may be deemed as unprofessional or inappropriate in the professional community of the discipline being studied.

Non-academic misconduct:

The university respects the rights of instructors to teach and of students to learn. Maintenance of these rights requires campus conditions that do not impede their exercise. Campus behavior that interferes with these rights will not be tolerated; examples include

- 1) interfering with the instructor's ability to conduct the class,
- 2) causing inability of other students to profit from the instructional program, or
- 3) any interference with the rights of others.

An individual engaging in such disruptive behavior may be subject to disciplinary action. Such incidents will be adjudicated by the Dean of Students under non-academic procedures.

Ongoing behaviors or single behaviors considered distracting (e.g., coming late to class, performing a repetitive act that is annoying, sleeping or reading a newspaper in class, etc.) will be addressed by the faculty member initially either generally or individually. Cases in which such annoying behavior becomes excessive and the student refuses to respond to the faculty member's efforts can be referred to the Dean of Students. In the case of serious disruptive behavior in a classroom the instructor may first request compliance from the student and if it is not received, an instructor has the authority to ask the student to leave the classroom. If the student fails to leave after being directed to do so, assistance may be obtained from other university personnel, including University Police Department. An individual engaging in such disruptive behavior is subject to disciplinary action. Such incidents will be adjudicated by the Dean of Students under non-academic procedures to determine if the student should be allowed to return to the classroom.

Harassment /Discrimination:

Texas A&M University-Kingsville will investigate all complaints that indicate sexual harassment, harassment, or discrimination may have occurred by the facts given by the complainant. Sexual harassment of anyone at Texas A&M University-Kingsville is unacceptable and will not be tolerated. Any member of the university community violating this policy will be subject to disciplinary action. A person who believes he/she has been the victim of sexual harassment, harassment, or discrimination may pursue either the informal or the formal complaint resolution procedure. A complaint may be initially made to the complainant's immediate supervisor, a department head, any supervisory employee, the Dean of Students (593-3606), or the Office of Compliance (593-4758). Regardless of who the complaint is filed with, the Compliance Office will be notified of the complaint so it can be investigated.

Music Department Grading Policy:

It is departmental and university policy that faculty list grading procedures and policies in their course syllabi. Faculty follows the grading policies as outlined in their syllabi. Grades are assigned to students in a fair and equitable manner based upon the grading policies and procedures listed in the syllabi.

Music Faculty grade and return homework, tests, and other assignments in a reasonable and timely manner given the circumstances of their teaching assignments. Faculty maintains accurate grades of students' work and will make available an accounting of a student's academic standing when requested by the students through a scheduled appointment.

Music Department Testing Policies:

It is departmental and university policy that all tests be administered in a fair and equitable manner. Students are expected and required to follow testing procedures and policies in an atmosphere of honesty and truthfulness. The following policies have been adopted by the Music Department and are required procedures for exams and tests:

1. Students will not cheat or plagiarize on any exam, assignment, or project. Cheating, in any of its forms, is defined in the TAMUK Student Handbook and will not be tolerated in any circumstance. Consequences of cheating, plagiarism, and dishonesty are listed in the TAMUK Student Handbook.
2. Students are not to display or utilize cell phones, PDAs, computers, study sheets or any other devices or resources during a test or exam unless expressly permitted by the instructor. Use of any of these devices or materials during an exam will constitute an act of cheating.
3. Students are not to leave the classroom during an exam unless there is an emergency. If a student chooses to leave the classroom during an exam, they must forfeit their exam and may not continue to take the exam upon their return to class.
4. Any attempt to communicate verbally or non-verbally with another student during an exam will be construed as an act of cheating.
5. At the discretion of the instructor, students who are late for an exam may not be allowed to take the exam.
6. Students must follow any other testing policies or procedures as implemented and directed by the instructor. Failure to do so may be construed as an act of cheating.

Music Department Cell Phone Policy:

Cell phones and other electronic devices may not be used or displayed in a classroom, rehearsal, recital, concert or other academic or musical event. A faculty member may ask the student to leave the classroom or venue until the conclusion of the class, rehearsal, or concert if the student is found in violation of this policy.

Notes: