

# **Carillon Performance & Literature (111, 112, 150, 500, 528)**

Burton Memorial Tower and Lurie Tower

Winter 2019

**Instructor:** Dr. Tiffany Ng

**Email:** [tiffng@umich.edu](mailto:tiffng@umich.edu)

**Office:** BMT 908

**Office phone:** 734.764.4414

**Office hours:** By appointment

## **Course Description**

In this course, you will develop your knowledge and abilities in the areas of carillon performance, technique, and repertoire. You will develop the skills to perform manuals-only pieces and manuals-with-pedal pieces chosen with the instructor. Over time, you will develop a repertoire encompassing different styles and periods. Since the carillon is a public instrument that entails responsibility to a large number of listeners, you will regularly practice playing for the public on the real instrument.

In addition to lessons, there will be a weekly hour-long studio class in which students practice performing for each other and the public. Occasionally, a studio class will be devoted to a lecture on the history and repertoire of the carillon, and reading will be assigned in advance. We will take a field trip to Michigan carillons in order to develop your ability to adapt to widely differing instruments, an important skill in the carillon profession.

Several listening assignments will develop your knowledge of the breadth of carillon repertoire from different cultures and eras. Each listening assignment will involve a short writing reflection or class blog entry. Public outreach is a key aspect of the carillon, so you will participate in U-M's public education efforts.

## **Course requirements**

- Weekly half-hour lessons
- Weekly hour-long studio class (Tuesdays and Wednesdays, 5:30-6:30 pm)
- End-of-semester jury (April 26 and May 1)

## **Course materials**

- Sheet music (see policy below)
- Pencil and eraser (bring to all lessons)
- Notebook or audio recorder (bring to all lessons)
  - Portable audio recorders may be checked out from the Music Library (3239 Moore Building) circulation desk
- Appropriate shoes (see handout)

## **Practicing**

You will be assigned a key to access practice rooms BMT 906 and BMT 812, and your Mcard will be activated for BMT access, as the building is only unlocked weekdays from 7 am to 7 pm. You should *divide your time between both practice rooms*, as training on each keyboard offers different benefits. You will also have access to the practice carillon in the Duderstadt Center by signing out a key from the information desk.

Use your personal links to the "[BMT practice carillons](#)" and "[Duderstadt Practice](#)" Google Calendars to reserve practice time. You can create single reservations by clicking on a time, or repeating events by clicking on the desired time and clicking "Edit event." When creating an event, be sure to select the correct calendar from the pull-down list, or your event will be created in your own Google calendar and be invisible to others. If you cannot make a practice time, please **cancel** it in the Google Calendar so others may use it.

If you are more than 15 minutes late for your practice time, you have forfeited it and someone else may take it over. Please respect the community members who perform regularly. You should respect their reserved practice times and only ask them to forfeit a practice room to you if they have not made a reservation and if the other room is already occupied.

You may practice on the Charles Baird Carillon and Lurie Carillon on *weekdays* between the hours of 5:00 pm to 7:00 pm for a combined maximum of 10 minutes per week for beginning students, 20 minutes per week for intermediate students, and 30 minutes per week for advanced students. On *weekends*, you may practice between 12:00-1:00 pm and 5:00-7:00 pm. Practicing on the real carillons ceases on the last day of classes, before study days and final examinations. To sign out the Lurie Tower keys, request them at the Duderstadt Information Desk.

**Before** you practice on the real carillon, please check the "[BMT recital calendar](#)" and "[Lurie recitals](#)" Google Calendars for special requests (labeled "BLACKOUT") that the carillon remain silent in the evenings. This is of utmost importance to our relationship to the community.

In BMT, the men's restroom is located on the 6th floor, and women's on the 5th floor. The Lurie Tower gender-neutral restroom is on the ground floor, directly across from the tower stairway.

## **Performance**

You will perform several times throughout the semester on the Charles Baird Carillon during the 12:00-12:30 ring times and on the Lurie Carillon during the 1:30-2:00 pm ring times. Advanced students will be paired with carillon staff and may perform regular public recitals.

You are also **required** to play at least once per semester at the [Kerrytown Chime](#), either on a group trip or on your own. No prior experience is required to play the chime, so *complete this requirement early on!*

## Participation

Lessons will take the form of a dialogue between student and instructor, and will not be a one-way information delivery session. I encourage you to speak your thoughts and reactions and to ask me questions. In addition, you are expected to participate in studio class by offering constructive and respectful feedback to your peers, and to participate in discussions related to carillon repertoire and history.

## Concert Attendance and Participation

You are required to participate in **five** of the following carillon events. **The first four are required**, and any event from the remaining options may be used to fulfill the fifth participation requirement.

1. **Required:** attend a regular noontime ring in Burton Tower and write a 1-page double-spaced reflection (due Feb. 1)
2. **Required:** attend a regular 1:30 pm ring in Lurie Tower and write a 1-page double-spaced reflection (due Mar. 1)
3. **Required:** serve as a Carillon Ambassador at one of the following free community events:
  - a. UM MLK Symposium concerts: Dr. Ng faculty recital (Mon., Jan. 21, 12 pm - 12:45 pm or 1:15-2:15 pm)
  - b. Lunar New Year: Dr. Ng faculty recital (Tue, Feb. 5. 12-12:45 pm or 1:15-2:15 pm)
  - c. UM Carillon Guild: Valentine's Day (Feb. 14) or other events TBA
4. **Required:** Attend one of Dr. Ng's faculty recitals (can be double-counted with requirement #3) on Jan. 21 or Feb. 5
5. the field trip (participation **strongly encouraged**)
6. an opportunity to interview carillonists visiting from other institutions (subject to availability each semester)
7. conduct an informational interview with a professional carillonist (instructor permission required)

## Grading

Lessons - 60%

Studio class - 20%

Listening, writing, and participation assignments - 20%

## Sheet Music Policy

Students must purchase personal copies of any sheet music they perform publicly on the carillon. Library copies may not be used for performance. Obtaining the appropriate performing rights is a responsibility shared by all professional musicians. Pieces from carillon method books and unpublished works are exempt.

## **Communications**

The instructor will strive to answer emails within 24 hours on business days. Weekend communications will take longer. Please group multiple topics into a single email when possible, rather than sending multiple emails in succession.

Please be professional and courteous when writing emails to professors, GSIs, and your peers. Remember, these are official communications, not texts to a friend (for example, begin with "Hello Professor" rather than "hey" or "I need..."). It is helpful if you write "Carillon class" in the subject line.

## **Attendance Policy**

Students are allowed one unexcused absence per semester, but you **must** notify the instructor in advance of your absence. If you have scheduled performances, athletic events, and other commitments off campus on behalf of the university, you must provide an individualized class excuse form in order to reschedule your lesson. You should notify the instructor about any such conflicts by the end of the fourth week of term. Each unexcused absence will lower your cumulative grade by a third of a letter (ex. an A- will be reduced to a B+).

## **Recording Technology**

Students may bring a laptop with USB input to record their performances in either tower. [Audacity](#) is a recommended free recording and audio editing application. To set up a recording session, first plug the USB cable into your laptop, then change your operating system and recording software's audio inputs to *Scarlett 2i2*. If you don't see the Scarlett available in your recording software, relaunch the program.

## **Hearing Protection**

Your hearing is one of your greatest assets. It can be permanently damaged by prolonged exposure to loud sounds, and by brief exposure to very loud sounds. Please protect your hearing while practicing loud pieces on the practice carillons by wearing earplugs. I recommend Etymotic Research earplugs, as they dampen evenly across the frequency spectrum. Please read the "[Protect Your Hearing Every Day](#)" guide provided by the National Association of Schools of Music to learn more about hearing protection, both in class and in daily life.

## **Social Media**

All current carillon students are welcome to share appropriate photos, videos, and status updates to the U-M Carillons social media sites. Our twitter account is [@gobluebells](#), and the instructor can add you as a [Facebook page](#) administrator upon request.

## **Employment Opportunities**

Area carillonists and chimers Jenny King and Heather O'Neal occasionally request substitute performers and hosts. If you are interested, please inform your instructor.

### **Accessibility**

If you think you may need an accommodation for a disability affecting your academic growth, please let your instructor know what you need. We can work with U-M's Services for Students with Disabilities (SSD) office (G664 Haven Hall, Central Campus). SSD can be reached via phone at (734) 763-3000, email at [ssdoffice@umich.edu](mailto:ssdoffice@umich.edu), or on the web at [ssd.umich.edu](http://ssd.umich.edu). You must present your SSD-approved VISA form to your instructor no later than two weeks prior to the need for an accommodation. The purpose of these accommodations is to provide all students with an equitable and fair opportunity to learn, grow, and demonstrate mastery of course content. Accommodations will not alter the fundamental integrity of a course. Contact the Associate Dean's office for assistance in accessing learning accommodations.

### **Preferred Gender Pronoun**

This course affirms people of all gender expressions and identities. If you prefer to be called a different name than what is on the class roster, please let me know. Feel free to correct me on your preferred gender pronoun and to contact me with any questions or concerns.

### **Student Mental Health and Well-Being**

The University of Michigan is committed to advancing the mental health and wellbeing of its students, while acknowledging that many issues, such as strained relationships, increased anxiety, alcohol/drug problems, and depression, directly impacts students' academic performance. If you or someone you know is feeling overwhelmed, depressed, and/or in need of support, counseling services are available. For help, contact Counseling and Psychological Services (CAPS) at (734) 764-8312 and <https://caps.umich.edu/> during and after hours, on weekends and holidays, or through its counselors physically located in schools on both North and Central Campus. You may also consult University Health Service (UHS) at (734) 764- 8320 and <https://www.uhs.umich.edu/mentalhealthsvcs>, or for alcohol or drug concerns, see [www.uhs.umich.edu/aodresources](http://www.uhs.umich.edu/aodresources). **In a crisis situation, call 911 or 734-996- 4747 (UM Psychiatric Emergency Services).**

Emily Hyssong (LMSW) ([emhyss@umich.edu](mailto:emhyss@umich.edu)) is a CAPS clinical social worker and the embedded counselor for the School of Music, Theatre & Dance. Hyssong offers free, confidential, time-limited therapy to SMTD students. She also helps students with referrals to counselors in the community if they have a desire for longer-term counseling.

For a listing of other mental health resources available on and off campus, visit: <http://umich.edu/~mhealth/>

### **Diversity, Equity and Inclusion (DEI) Commitment**

The School of Music, Theatre & Dance is committed to the ideal of inclusion as a core academic and artistic pillar. We construe inclusivity in the broadest possible terms, encompassing the equitable and fair treatment of all members of our community. We aspire to promote a learning environment and curriculum inclusive in nature and fully representative of diversity, not only with respect to traditional markers such as race, ethnicity, social class, sexuality, religion, gender, and ability, but also diversity of thought, experience, and outlook upon the world. Therefore, we strive to respond to the varied needs and aspirations of our evolving community, which requires

the input of all members to enrich the classroom and overall college experience for all. SMTD's strategic DEI plan can be found at <http://www.music.umich.edu/about/diversity-equity-inclusion.htm>. Contact our Chief Diversity and Inclusion Officer Freyja Harris via email [freyharr@umich.edu](mailto:freyharr@umich.edu), phone (734) 764-3757, or drop-in at Moore 2313, with suggestions, questions, or concerns.

### **Religious-Academic Conflicts**

University of Michigan policy recommends that reasonable efforts be made to help students avoid negative academic consequences when religious obligations conflict with academic requirements. Absence from classes or examinations for religious reasons does not relieve students from responsibility, however. It is the obligation of students to provide faculty with advance notice of religious holidays on which they will be absent. Options to make up missed work will be determined by the instructor.

### **Sexual Misconduct Policy**

Title IX, a segment of the federal Education Amendments of 1972, prohibits discrimination on the basis of sex and gender, which encompasses all sexual misconduct, such as harassment, domestic and dating violence, sexual assault, and stalking. The SMTD community understands that sexual violence can undermine academic success and we encourage anyone dealing with sexual misconduct to talk to someone about their experience, so they can get support and assistance. Confidential support and academic advocacy are immediately available through the Sexual Assault Prevention and Awareness Center (SAPAC) on their 24-hour crisis line at (734) 936-3333 and at [sapac.umich.edu](http://sapac.umich.edu). Alleged violations can be non-confidentially reported to U-M's Office for Institutional Equity (OIE) via email at [institutional.equity@umich.edu](mailto:institutional.equity@umich.edu) or by phone at (734) 763-0235. SMTD has an on-site counselor—Emily Hyssong (LMSW)—assigned from the university's Counseling and Psychological Services (CAPS, see [caps.umich.edu](http://caps.umich.edu)). Email her at [emhyss@umich.edu](mailto:emhyss@umich.edu) for an appointment. CAPS services are always free and confidential. Note that some SMTD faculty and staff are designated as "Responsible Employees" and receive training on how to support students confronting misconduct. Responsible Employees are required by law to report information they receive about misconduct. For confidential support contact SAPAC or CAPS as directed above.

### **Confidentiality and Mandatory Reporting**

As an instructor, one of my responsibilities is to help create a safe learning environment on our campus. I also have a mandatory reporting responsibility related to my role as a professor. It is my goal that you feel able to share information related to your life experiences in classroom discussions, in your written work, and in our one-on-one meetings. I will seek to keep information you share private to the greatest extent possible. However, I am required to share information regarding sexual misconduct or information about a crime that may have occurred on U-M's campus with the University. Students may speak to someone confidentially by contacting SAPAC's Crisis Line at (734) 936-3333.