

**School of  
Theatre & Music**



# **Music**

# **Student Handbook**

# **2016-2017**

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## 1. INTRODUCTION

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This handbook is a guide for various matters that music majors at UIC. Contained within are policies, requirements, and procedures fundamental to successfully completing a music degree. Lack of compliance with these guidelines and procedures may result in written warnings from the department, academic probation, fines, or delayed graduation.

PLEASE READ ALL OF THE INFORMATION CAREFULLY AND COMPLETELY.

The Department of Music at the University of Illinois at Chicago is one of two departments that make up the School of Theatre & Music in the College of Architecture, Design, and the Arts.

### Important Personnel

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A full list of faculty is available online: <http://theatreandmusic.uic.edu>.

### EMERGENCY NUMBERS

- Police/Fire Emergencies: 312-355-5555 (5-5555 from a campus phone)
- **Non-Emergencies: 312-996-2830**
- **StarTel: brown poles with blue lights at the top, which are found campus-wide. You can use these for any emergency, in the event that you do not have another phone**

## 2. FACILITIES

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The Department of Music is located on the lower level of the Education, Theatre & Music, and Social Work Building (ETMSW) at 1040 West Harrison.

### ETMSW Building Hours and Card Access

ETMSW is open from 7:00 a.m. to 8:00 p.m. during the week and closed on weekends. Students can obtain 24-hour access to the building with their I-card, which can be arranged in the main office.

### School of Theatre & Music Main Office

The School of Theatre & Music Main Office is located in room L017 of ETMSW. Office hours are 9:00 a.m.-5:00 p.m. Monday - Friday. The Main Office telephone is 312-996-2977.

### Practice Rooms

Practice Rooms are assigned to music majors and minors. These rooms are provided as part of your education and shared with multiple students. It is each student's responsibility to adhere to the *Practice Room Bill of Rights* posted on each door. Failure to adhere to guidelines will result in loss of room privileges. Practice room keys may be obtained in the Main Office. Keys are provided to music majors at no cost, but there is a \$15 fee to replace a lost key.

Priority for practice rooms is given to music majors, minors, and members of performance ensembles. Two rooms are kept unlocked to accommodate the public. Personal items may not be left in the practice rooms.

### Lockers

Lockers are available to students who are enrolled in UIC music ensembles. Other requests from music majors will be considered based on availability. Reservations for lockers are handled through Prof. Nicholas Carlson at [carlsonn@uic.edu](mailto:carlsonn@uic.edu). Requests for lockers outweigh the inventory, so be advised that earlier requests will be the most likely to be honored. Lockers are checked out at the beginning of each school year, and must be rechecked out for summer use.

### Music Media Lab

The Music Media Mac Lab (L211) is open during the week for all students, and is equipped with both software and hardware specific to the music major. The lab is open M-F from 9:00 a.m. to 5:00 p.m. The schedule may vary due to use of the lab for courses. A schedule is posted on the door each semester. The computers in the lab require a Net ID and Password to login.

Any unauthorized use of the space may result in immediate removal or prohibited access in the future. It is important to treat the lab with respect. Do not eat or drink in the lab, and keep your voice to a library level. If you have any questions, please ask the lab monitor posted in the back of the room.

### Room Sign-out

Students may be able to reserve various STM spaces for small rehearsals or study sessions. This only can be done through the main office with appropriate department approval.

## Music Library

Effective Fall 2016, most music resources are housed at UIC's Daley Library, 801 S Morgan. You can search the collection at <http://library.uic.edu>. A select number of music history reference texts are available in our music history department. Consult STM's main office, or request them through [music@uic.edu](mailto:music@uic.edu).

### 3. INSTRUMENT LOAN

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Instruments are available for loan to students participating in UIC music ensembles.

#### Instrument Checkout Procedure

Students participating in ensembles should speak with their ensemble director regarding the need for an instrument. A form will then need to be filled out and signed by the ensemble directors.

#### Damage and Repair

Damage to all school-owned instruments are to be reported immediately. Repair costs are assessed and billed at the discretion of the ensemble director, so a student may have to pay for damages.

#### Instrument Return

All instruments must be returned at the end of each school year following the ensemble's final performance. Each time the instruments are checked out, a new form must be completed. Failure to return a school instrument can result in fines placed on a student's account, which can prevent registration, graduation, and transcripts.

### 4. MUSIC MAJOR INFORMATION

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All music degrees at UIC require the completion of the following core music courses.

#### Music Theory and Ear Training

All majors are required to complete the sequence of Theory and Ear Training (MUS 101, 102, 201, 203, 103, 104, 203, 204). A prerequisite of each course is to be enrolled in the concurrent course (i.e., a student must be registered for Theory II at the same time as Ear Training II). The courses occur on a one-year cycle as follows.

##### Fall

Theory/Ear Training I (101, 103)

Theory/Ear Training III (201, 203)

##### Spring

Theory/Ear Training II (102,104)

Theory/Ear Training IV(202,204)

#### Keyboard Skills

Four semesters of core keyboard skills (MUS 170, 171, 270, 271) are required for BM Performance and BA Music business students. BA Music and BM Jazz students take only 170 and 171. These courses run on a one-year cycle.

## Fall

Keyboard Skills I  
Keyboard Skills III

## Spring

Keyboard Skills II  
Keyboard Skills IV

### Music History

Music History (MUS 230, 231, 232) is required for all music majors. This topic is covered in 3 separate courses. These courses go in chronological order, so it is suggested that they be taken in order. These courses run on a two-year cycle, and students must fulfill all of the mandatory pre-requisites before they can register for them.

Year 1 Fall

NO HISTORY OFFERED

Year 2 Fall

Music History II (231)

Spring

Music History I (230)

Spring

Music History III (232)

In rare instances, Music History may be offered in a fall semester as well as the spring semester. Students will be notified ahead of time if this happens.

### Other core courses (222, 227, 301)

223 Music Technology

227 Music Cultures of the World

301 Analytic Techniques

### Applied Lessons

Applied lessons (MUS 180-183, 280, 282) are a requirement for all majors. BA majors take four terms, BM students take eight. In order to be eligible for lessons, a student must complete a successful audition for, and be registered as a music major.

Under the terms of this program, students will receive 14-15 lessons per semester. Students are expected to make satisfactory progress in lessons. The following remain the students' responsibility:

- Complete 14-15 lessons during each term, preferably on a weekly basis. Let the Head of Music know immediately if you are falling behind on the weekly schedule.
- Allow time in your daily schedule for regular practice sessions; be as prepared as possible for each lesson.
- Schedule a jury during exam week, before the end of the each term. Be sure that your teacher turns in a grade for you. "Incomplete" grades are discouraged. If work is not completed at grading time, a final grade must be submitted within three weeks of the close of the term. Students will not be allowed to continue lessons next term if a fall grade is not turned in. Students performing a Degree Recital do not need to perform a jury at the end of the semester (see more in section X: Recitals).

- Never cancel a lesson unless an extreme emergency arises (e.g., sickness, death in the family). If you cancel with less than 24 hours' notice, your teacher does not have to make up the lesson. This will negatively affect your grade.

Music 180 is a privilege; anyone not meeting the expectations of his/her teacher will not be allowed to continue in the lesson program.

## 5. BACHELOR OF ARTS IN MUSIC REQUIREMENTS

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(For complete details, refer to the UIC Course Catalog online: <http://catalog.uic.edu/ucats/>)

<u>Courses</u>	<u>Hours</u>
MUS 101, 102, 201, 202 Theory I-IV	12
MUS 103, 104, 203, 204 Ear Training I-IV	4
MUS 110 (4 terms) Convocation/Recital	0
MUS 170, 171 Keyboard Skills I-IV	4
MUS 181 or 183 Private Lessons (4 terms)	4
MUS 230, 231, 232 Music History I-III	9
MUS 223 Music Technology	2
MUS 227 Music Cultures of the World	3
MUS 301 Analytic Techniques	3
<b>Sub-Total</b>	<b>44</b>

Three hours (1 course) of music electives chosen from the following

MUS 113 Art Song	
MUS 114 Jazz History	
MUS 115 Opera	
MUS 117 Music for Symphony Orchestra	
MUS 119 Music for the Piano	
MUS 240 Music Gender and Culture	
<b>Sub-Total</b>	<b>3</b>

Six hours (2 courses) of music electives chosen from the following

MUS 300 Counterpoint	
MUS 302, 303 Composition I-II	
MUS 304 Conducting	
MUS 306, 307 Orchestration and Arranging I-II	
MUS 312 Jazz Arranging	
MUS 330 Adv Topics in Music History	
<b>Sub-Total</b>	<b>3</b>

Eight Hours (8 terms) of music chosen from the following

MUS 151 Wind Ensemble	
MUS 152 Instrumental Ensembles	
MUS 153 University Choir	
MUS 154 Chamber Choir	
MUS 155 Women's Choral Ensemble	
MUS 157 String Ensemble	

MUS	159	Jazz Ensemble	
MUS	160	Small Jazz Ensemble	
		<b>Sub-Total</b>	<b>8</b>
Foreign Language – one year of <i>French, German, or Italian</i>			0-8
<b>Total Hours – BA in Music</b>			<b>60-68</b>
<b>Additional General Education Requirements</b>			<b>24</b>
<b>Total Hours-Free Electives</b>			<b>35-43</b>
<b>Total Hours-For Graduation</b>			<b>120</b>

## 6. BACHELOR OF MUSIC IN PERFORMANCE REQUIREMENTS

(For complete details, refer to the UIC Course Catalog online: <http://catalog.uic.edu/ucat/>)

<u>Courses</u>	<u>Hours</u>
MUS 101, 102, 201, 202 Theory I-IV	12
MUS 103, 104, 203, 204 Ear Training I-IV	4
MUS 110 (4 terms) Convocation/Recital	0
MUS 170, 171, 270, 271 Keyboard Skills I-IV	8
MUS 222 Musical Notation and Copying	2
MUS 230, 231, 232 Music History I-III	9
MUS 227 World Music Cultures of the	3
MUS 300 Counterpoint	3
MUS 301 Analytic Techniques	3
<b>Sub-Total</b>	<b>44</b>

Six hours (2 courses) of music electives chosen from the following

MUS 113 Art Song	
MUS 114 Jazz History	
MUS 115 Opera	
MUS 117 Music for Symphony Orchestra	
MUS 119 Music for the Piano	
MUS 240 Music, Gender and Culture	
<b>Sub-Total</b>	<b>6</b>

Six hours (2 courses) of music electives chosen from the following

MUS 302, 303 Composition I-II	
MUS 304 Conducting	
MUS 306, 307 Orchestration and Arranging I-II	
<b>Sub-Total</b>	<b>6</b>

Ensembles: MUS 151-160; 6-8 terms, varies according to specialty

Students must be enrolled in a minimum of 1 ensemble during every term in which they are a major

2-4 hours of music chosen from the following

MUS 151 Wind Ensemble	
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MUS	153	University Choir		
MUS	157	String Ensemble		
MUS	159	Jazz Ensemble		
2 hours of music from the following, varies according to specialty				
		Instrumental		
MUS	152	Ensembles		
MUS	154	Chamber Choir		
		Women's Choral		
MUS	155	Ensemble		
MUS	160	Small Jazz Ensemble		
		<b>Sub-Total</b>		<b>6-8</b>
			4 terms, 0	
MUS	111	Master Class	credit	0
			(4 terms	
MUS	180 or 182	Private Lessons	minimum)	8
		Advanced Private		
MUS	280 or 282	Lessons	(2 terms)	6
		<b>Sub-Total</b>		<b>14</b>
<b>Total Hours – BM Performance</b>				<b>76-78</b>
<b>Additional General Education Requirements</b>				<b>24</b>
<b>Total Hours – Free Electives</b>				<b>18-20</b>
<b>Total Hours – For Graduation</b>				<b>120</b>

## 7. BACHELOR OF MUSIC IN JAZZ STUDIES

(For complete details, refer to the UIC Course Catalog online: <http://catalog.uic.edu/ucats/>)

<u>Courses</u>					<u>Hours</u>	
MUS	101,	102,	201,	202	Theory I-IV	12
MUS	103,	104,	203,	204	Ear Training I-IV	4
MUS	108				Jazz Fundamentals I	3
MUS	109				Jazz Fundamentals II	3
MUS	110		(4 terms)		Convocation/Recital	0
MUS	111		(4 terms)		Master Class	0
MUS	114				Jazz History	3
MUS	120				Jazz Improvisation I	3
MUS	170,	171			Keyboard Skills I-II	4
MUS	221				Jazz Improvisation II	3
MUS	222				Music Technology	2
MUS	227				Music Cultures/World	3
MUS	230,	231,	232		Music History I-III	9
MUS	310				Jazz Theory/Keyboard I	3
MUS	311				Jazz Theory/Keyboard II	3
MUS	312				Jazz Arranging I	3
MUS	313				Jazz Arranging II	3
MUS	314				Adv Topics in Jazz	3
					<b>Sub-Total</b>	<b>64</b>

Ensembles- 8 terms required

Students must be enrolled in a minimum of 1 ensemble during every term in which they are a major

MUS	159 or 150	Jazz Ens or Vocal Jazz	(2-3 terms)	2-4
			(2 terms	
MUS	160	Small Jazz Ensemble	minimum)	2-4
		Sub-Total		6
MUS	180 or 182	Private Lessons	(6 terms)	12
MUS	280 or 282	Advanced Private Lessons	(2 terms)	6
Half-recital required during final term of 180 or 182				
Full recital required during final term of 280 or 282				
		<b>Sub-Total</b>		<b>14</b>
<b>Total Hours – BM Jazz Studies</b>				<b>95-97</b>
<b>Additional Gen Ed. Requirements</b>				<b>24</b>
<b>Total Hours – Free Electives</b>				<b>0-2</b>
<b>Total Hours – For Graduation</b>				<b>121</b>

**8. BACHELOR OF ARTS IN MUSIC BUSINESS REQUIREMENTS**

(For complete details, refer to the UIC Course Catalog online: <http://catalog.uic.edu/ucat/>)

<u>Courses</u>	<u>Hours</u>	
MUS 101, 102, 201, 202	Theory I-IV	12
MUS 103, 104, 203, 204	Ear Training I-IV	4
MUS 110	Convocation/Recital	0
MUS 170, 171, 270, 271	Keyboard Skills I-IV	8
	Musical Notation and Copying	2
MUS 222	Music History I-III	9
MUS 230, 231, 232	Music Cultures of the World	3
MUS 227	Music Business I	3
MUS 290	Music Business II	3
MUS 390	Analytic Techniques	3
MUS 301	<b>Sub-Total</b>	<b>47</b>
<u>Six hours (2 courses) of music electives chosen from the following</u>		
MUS 113	Art Song	
MUS 114	Jazz History	
MUS 115	Opera	
MUS 117	Music for Symphony Orchestra	
MUS 118	American Popular Music	
MUS 119	Music for the Piano	
MUS 240	Music, Gender and Culture	
	<b>Sub-Total</b>	<b>6</b>
<u>Six hours (2 courses) of music electives chosen from the following</u>		
MUS 300	Counterpoint	3
MUS 302, 303	Composition I-II	
MUS 304	Conducting	
MUS 306, 307	Orchestration and Arranging I-II	
	<b>Sub-Total</b>	<b>6</b>

Ensembles: MUS 151-160; 4 terms, varies according to specialty

2-4 hours of music chosen from the following

MUS	151	Wind Ensemble
MUS	153	University Choir
MUS	157	String Ensemble
MUS	159	Jazz Ensemble

2 hours of music from the following, varies according to specialty

		Instrumental
MUS	152	Ensembles
MUS	154	Chamber Choir
		Women's Choral
MUS	155	Ensemble
MUS	160	Small Jazz Ensemble

		<b>Sub-Total</b>		<b>6-8</b>
MUS	111	Master Class	4 terms, 0 credit (4 terms minimum)	0
MUS	180 or 182	Private Lessons		8
		<b>Sub-Total</b>		<b>8</b>
<b>Total Hours – BM Performance</b>				<b>76-78</b>
<b>Additional General Education Requirements</b>				<b>24</b>
<b>Total Hours – Business Courses</b>				<b>18-20</b>
<b>Total Hours – For Graduation</b>				<b>120</b>

## 9. MUSIC MINOR REQUIREMENTS

(For complete details, refer to the UIC Course Catalog online: <http://catalog.uic.edu/ucat/>)

Course		Hours
MUS 101, 102	Theory I-II	6
MUS 103, 104	Ear Training I-II	2
MUS 170, 171	Keyboard Skills I-II	4
MUS 230, 231	Music History I-II	6
	<b>Sub-Total</b>	<b>18</b>
Three hours of music electives at the 100 level, excluding 100, 107 and 156		
	<b>Total Hours - For Music Minor</b>	<b>21</b>

## 10. CONVOCATION AND MASTER CLASSES

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All music majors must register for a non-credit course called Convocation (MUS110) for four semesters. In addition, Performance and Jazz Studies majors must register for Master Class (MUS111) for four semesters, another non-credit class.

### a. Convocation

Convocation (MUS 110) is a weekly performance series on Friday at 3:00 p.m. These concerts expose students to a wide variety of music performed by professional musicians. Students are required to attend all concerts as part of the course. This concert series is also free and open to the public. Grading: satisfactory/unsatisfactory.

### b. Master Class

Master Class (MUS 111) meets every Friday from 3:00 p.m. to 4:30 p.m. for Jazz Studies and Performance majors. In this course UIC faculty and visiting artists provide expert coaching to individuals and chamber ensembles in a group setting. The artists also model professional teaching, performance, and practice techniques. If the meetings time for this class changes due to artist availability, the times will be clearly posted throughout the department. Students are required to perform in at least two individual master classes while in the program, but are encouraged to perform as often as possible. Grading: satisfactory/unsatisfactory.

## 11. STUDENT RECITALS

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Student recitals are capstone projects for Performance and Jazz Studies majors. The half recital must be completed at the conclusion of MUS 180 or 182 courses; the full recital is completed at the conclusion of MUS 280 or 282 courses. One year must elapse between the recitals.

A half recital is defined as a 30-minute program with at least 25 minutes of solo music. The concert may be shared with another student, but each soloist must meet the 25-minute minimum. The individual's half recital should be performed without interruption and may not include chamber ensembles within the 25-minute minimum.

A full recital is defined as a one-hour program with at least 55 minutes of solo music plus a 10-minute intermission. No more than 15 minutes of the 55-minute minimum may be performed by chamber ensembles.

### a. Recital Permission Committee and Evaluation

The recitalist organizes a three-member Evaluation Committee who will oversee the recital permission hearing and the subsequent recital. The Committee must include (1) the student's studio teacher, and (2) two members of the voting music faculty. At least two of the Evaluation Committee must be on the performance or jazz studies faculty. The composition of the Evaluation Committee must be approved by the Head of Music.

The date of the permission hearing must be scheduled at least one month in advance of the recital date.

FORMS/PERMISSION: The Recital Permission Packet can be found on the STM website, or in the Main Office. Select your first, second, and third choice dates, with your private instructor.

Verify that your instructor and your panel are available for the dates. Complete and return the packet by the published deadlines. Recitals will be scheduled on a first come, first served basis.

The recital permission should be scheduled for a 45-minute time slot. In the case of joint recitals, each student requests a separate permission hearing. Chamber music may be performed at the hearing but is not required. (This is left to the discretion of the primary studio instructor.)

The signatures of the Evaluation Committee, indicating “pass” or “fail” on the permission form, must be submitted to the Head of Music no later than 24 hours after the hearing. If the permission fails, the Committee *may* allow a re-hearing of the permission performance approximately seven days after the initial hearing. If a student is not ready for a re-hearing by this time, then the recital must be re-scheduled for the following semester.

The Evaluation Committee must *also* attend the actual recital and assess a grade of either “pass” or “fail.” These assessments will be reported immediately to the studio instructor and to the Head. A student receiving a recital evaluation of “fail” forfeits candidacy for the B.M. degree or the appropriate concentration. S/he may not re-schedule a failed recital.

#### b. Scheduling/Venue

Students are encouraged to perform in L060 or L285. Other locations may be used if they provide an appropriate setting, but these must be approved by the studio teacher *and* the Head.

All recitals must occur no later than seven days prior to the beginning of final exams. Music majors receive verbal and email announcements of recital deadlines at the beginning of each term.

Each academic year’s Calendar of Events is scheduled on a priority basis as follows:

- Student Ensembles and Performing Groups
- Faculty Recitals and Visiting Artists
- Degree-Required Student Recitals
- Non-Degree Student Recitals

#### c. Programming and Publicity

Musical content of the recital is decided by the studio instructor in consultation with the student. The studio instructor has the final word in determining musical content. True solo recital repertoire is preferred over concertos; novelty pieces are discouraged.

Printed program content is the responsibility of the student. This includes supplying correct titles for pieces and movements, using opus numbers and/or catalog numbers as appropriate, composer names with dates, and optional program notes. Vocalists must supply original texts for any language, and accurate translations for works not in English. Students must present all text to the studio instructor for approval.

Program information must be submitted by email to the Student Affairs Assistant no less than three weeks prior to the recital so that there is adequate time for corrections and printing. The recital programs will be available for pickup by the recitalist one day prior to the recital.

Students are responsible for generating their own audience. Students publicize their events to peers, teachers, family, friends, and the university community at large. This is done by creating posters and flyers and posting them prominently in advance of the recital date, by using social media and email lists, and by taking advantage of UIC electronic calendar posting opportunities. All public posting, whether paper or electronic, must include the identifiers "University of Illinois at Chicago," "School of Theatre & Music," and "Department of Music."

#### d. Deadlines and Grading

Failure to meet deadlines or fulfill any procedure listed above will automatically lower the semester grade for private lessons by one letter grade. Failure to meet multiple deadlines can reduce the semester evaluation by two letter grades.

## 12. UIC INSTRUMENTAL LARGE ENSEMBLES

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UIC offers a variety of performing ensembles. Performance and Jazz Studies majors are required to participate in an ensemble every semester in which they are enrolled. BA Music and Music Business majors are required to participate in 4 semesters of ensembles.

All ensembles are open to all students on campus and require placement auditions at the start of each academic year. More information, including audition materials, can be found on the department's website, or by emailing directors directly.

### Wind Ensemble

- 50-60 members
- audition required for entrance and chair placement
- Rehearses 4 hours a week
- Placement auditions in the Fall
- Three to four concerts per semester
- Performs at a variety of concert venues
- Conducted by José Riojas

### University Band

- 50-60 members
- Standard literature and new works
- Rehearses 3 hours per week
- No audition required to join
- Two to three concerts per semester
- Performs at a variety of concert venues
- Conducted by Nicholas Carlson

### Pep Band

- The UIC Pep Band (MUS 156) performs for all home men's and women's basketball games.
- 30-50 members
- Rehearses two hours a week prior to the start of the season
- Members get paid based on years participated, amount of games, and leadership roles.
- Performs at outside events
- Conducted by Nicholas Carlson

## Orchestra

- The UIC String Orchestra (MUS 157) is the primary performing ensemble for all string majors.
- 20-30 students
- Rehearses three hours per week
- String Orchestra literature with occasional collaborations with winds, brass and percussion players for Full Orchestral works
- Two to three concerts per semester
- Placement auditions in the Fall
- Conducted by Javier Mendoza

## Jazz Ensembles

- The UIC Jazz Ensembles (MUS 159) are the primary large ensemble for Jazz Studies majors
- 20-25 students
- Rehearses four hours per week, plus weekly sectionals
- Placement auditions in the Fall
- Three to four concerts per semester plus run-out recruitment concerts
- Conducted by Andy Baker and Chris Madsen

## 13. UIC CHOIRS

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UIC offers a wide range of choirs for students' participation. All choirs are open to all students on campus but require an audition for acceptance into the group.

### Vocal Jazz Ensemble

- Vocal Jazz Ensemble (MUS 150) is the focus on the study and performance of standard vocal jazz repertoire.
- 12 members
- Rehearses three hours per week
- Performs two to three concerts a semester
- Conducted by Cheryl Wilson

### University Choir

- The University Choir (MUS 153) is open to all students on campus.
- 50-70 members
- Rehearses three hours per week
- Performs two to three concerts per semester
- Wide variety of music
- Beginning to advanced level
- Conducted by Michael J Anderson

### Chamber Choir

- The Chamber Choir (MUS 154) is selected by audition.
- 20-24 members
- Rehearses four hours per week
- Performs two to three concerts per semester

- All styles, from Baroque to Jazz
- Audition required
- Advanced vocal level
- Conducted by Andrew Lewis

### Women's Choral Ensemble

- The Women's Choral Ensemble (MUS 155) is open to all students.
- 25-40 members
- Rehearses three per hours per week
- Performs two to three concerts per semester
- Vocal screening required
- Intermediate vocal level
- Conducted by Andrew Lewis

## 14. CHAMBER ENSEMBLES

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The department offers a variety of chamber ensembles, including duos, trios, quartets, quintets, sextets, and jazz combos in various configurations of string, brass, woodwind, percussion, keyboard, and jazz instruments. These are offered under the course rubrics of MUS 152 and MUS 160 and are coached by various performance and jazz faculty. Membership in and registration for these ensembles is prioritized for Performance and Jazz majors so they can meet their degree requirements. When space allows, other students may participate according to this prioritization: 1) members of large ensembles, 2) other music majors, 3) other qualified students at the university.

### Brass Quintet

The Brass Quintet consists of five of the top brass players from the UIC Wind Ensemble. This group rehearses twice a week and performs two concerts a semester. The group performs a variety of standard literature as well as new music. At times the group may be contracted out for events such as commencement.

### Jazz Combos

Each semester the department offers two to three combos. These ensembles expose students to an in-depth exploration of the small-group performing practice in jazz, with emphasis on improvisation, interplay, and thorough examination of historical and contemporary styles within the jazz idiom. Jazz combos are coached by UIC jazz faculty, all of whom are active artists with extensive performing credentials.

### Woodwind Quintet

The Woodwind Quintet consists of five of the top woodwind players from the UIC Wind Ensemble. This group rehearses twice a week and performs two concerts a semester. The group performs a variety of standard literature as well as new music.

### String Quartet

The String Quartet consists of four of the top players from the UIC String Orchestra. This group rehearses twice a week and performs two concerts a semester. The group performs a variety of



standard literature as well as new music. Many times the group gets contracted out for events on and off campus.

### Mariachi Fuego

Mariachi Fuego is UIC's mariachi ensemble. This group rehearses twice a week and performs one to two concerts a semester. The group performs a variety of literature. Many times the group gets contracted out for events on and off campus.

## 15. ADVISING

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All students regardless of major are required to meet with an advisor every semester. Meeting with an advisor is the only way to lift holds on registration permissions and access music classes.

A list of students and their advisors will be posted on the bulletin board in the blue hallway and in the Main Office. This list is the primary source telling students who their advisor is. Prior to registration for classes, students will contact their advisors to make appointments. Students should consult the course catalogue and timetable, then bring a completed advising form (available from your advisor) with them to the advising session.

The advisor will make sure the form is accurate, make any needed modifications or explore possible class alternatives, then sign the form. The form must be copied twice: one copy for the advisor and one for the student. The original form should be taken to the office where it will reside in the student's academic folder.

Forms related to courses (i.e., class conflict forms, add/drop forms) are available from the Main Office.

## 16. SCHOLARSHIPS/TUITION AWARDS

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Each year the Department of Music awards various scholarships to outstanding students through the generosity of retired faculty, alums, and lovers of music. These special scholarships require an audition and have an expectation of maintaining good academic standing.

### General Scholarships

Information about dates of scholarship auditions will be posted at the beginning of the Spring semester. Information will be clearly posted around the department. Please be advised that no make-up auditions will be accepted for students interested in scholarships.

The amounts of these scholarships vary year to year based on availability of funds, and the amount of students receiving the award.

The following scholarships are available for students in music:

- Chicago Bar Association Scholarship in Instrumental Music
- Chicago Bar Association Scholarship in Jazz Studies
- Chicago Bar Association Scholarship in Piano
- Chicago Bar Association Scholarship in Vocal Music
- Clifford Lipman Memorial Award
- Louie Frank Scholarship for Piano

- Joy and Bob Harnack Award for Instrumental Music
- Joy and Bob Harnack Award for Vocal Music
- Music Performing Arts Award
- UIC Theatre and Music Scholarship Award
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### **Tuition Awards**

Tuition Awards are given out by the School of Theatre & Music to exceptionally talented students. These awards range from \$500 to \$5,000 per semester and come with the obligations of maintaining good academic standing, leadership, and participation in ensembles.

Priority for tuition awards will go to music majors. Any undergraduate student attending UIC may audition for a Tuition Award. BM majors will receive the award every year based on progress demonstrated in the jury. BA majors and non-majors awards are renewed at the discretion of the Head and Music Faculty.

Auditions for non-majors and for incoming students will occur from January to March for the following academic year. Contact the Main Office for more information.

Instructions for receiving the awards as well as the conditions that come with the award are outlined in the student's award letter.

### **Contacts/Change of Address**

All emails sent to the students from STM will go directly to their university email address. In order for the department to send out award letters and other important correspondence by mail, students are responsible for changing their address with the department when they move. Please notify both the Main Office and the Assistant to the Head. In addition, students should change their information in the Student Self-Service online, which can be accessed through [my.uic.edu](http://my.uic.edu).

## **17. PROFESSIONAL ORGANIZATIONS AND AFFILIATIONS**

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The Department of Music at UIC has affiliations with a number of Chicago area performance groups and organizations.

### **Bella Voce**

Chicago's premiere vocal ensemble, Bella Voce, is in residence at UIC. The Department of Music provides rehearsal space, occasional meeting rooms, and shared library and storage. Students' education and opportunities are enhanced by being able to attend any and all Bella Voce rehearsals, attending concerts at a discounted student price, occasionally singing with their professional vocalists in class and in performance, attending their master classes and workshops, internship opportunities, and potentially performing in the ensemble after graduation

### **Other Affiliations**

Other Department of Music affiliations include Merit School of Music, Ravinia Festival Association, Latino Music Festival, and the Chicago High School for the Arts.

## 18. STUDENT EMPLOYMENT

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Student Employment through the School is available to students qualifying for Federal Work Study. Consult your Financial Aid Statement (FAFSA) to see if you have qualified and accepted your award for work study.

### Contact Information

All inquiries regarding School employment, pay schedules, and hours should be directed to the Business Manager. If a student is employed through the School for specific work with an ensemble, questions regarding hours should be directed to the ensemble director.

### Positions Available

Positions for student work vary by School needs. Student work might include: Music Media lab monitor, front-of-house operations for concerts, set up for concerts and master classes, help at audition dates, library assistance for ensembles, and assistance with festival or other performance-related operations.

Specific positions and other information may be posted on the UIC Student Employment Job Board. [http://www.uic.edu/depts/st\\_empl/job\\_listings.shtml](http://www.uic.edu/depts/st_empl/job_listings.shtml).

## 19. SUMMER CAMP

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Each summer UIC produces a summer Band Camp geared towards Chicago area high school students. The camps run for one week in July.

Camp activities for participants include participation in jazz combos, big bands, concert bands, and smaller instrumental ensembles. UIC students are encouraged to apply to work as camp counselors.

## 20. IMPORTANT STUDENT LISTENING AND LIBRARY RESOURCES

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### Naxos

Naxos is a database of classical recordings from the Naxos record label. This database is the best resource for quality recording of all kinds of music. UIC also subscribes to the Naxos Jazz Library. A current UIC Net ID is required to access the library.

To access, go to the library's website and find it under "Databases A-Z" on the front page, or <http://uic.naxosmusiclibrary.com>.

### JSTOR

JSTOR is an online collection of articles from many academic journals. It currently contains articles from 86 music journals dating back to the early 1900's. This database serves as a resource for music research in all fields.

To access, go to the library's website and find it under "Databases A-Z" on the front page, or <http://www.jstor.org/action/showAdvancedSearch>.

### Interlibrary Loan

More information about Interlibrary Loan can be found here:

<http://library.uic.edu/home/services/interlibrary-loan-and-article-delivery>

### Oxford/Grove Music Online

Grove Music Online has been the leading online resource for music research since its inception in 2001, a comprehensive compendium of music scholarship offering the full texts of The New Grove Dictionary of Music and Musicians, The New Grove Dictionary of Opera, and The New Grove Dictionary of Jazz, as well as numerous subsequent updates and emendations.

<http://www.oxfordmusiconline.com>

## 21. IMPORTANT LINKS

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### Academic Calendar

[catalog.uic.edu/ucats/academic-calendar](http://catalog.uic.edu/ucats/academic-calendar)

### Schedule of Classes

[ossswebcs.admin.uillinois.edu/portal\\_uic/classsch.html](http://ossswebcs.admin.uillinois.edu/portal_uic/classsch.html)

### Student Affairs

[uic.edu/life-at-uic](http://uic.edu/life-at-uic)

### Library

[library.uic.edu](http://library.uic.edu)

### STM student resource page

[theatreandmusic.uic.edu/info-current-students](http://theatreandmusic.uic.edu/info-current-students)

### Student Life at UIC

[vsca.uic.edu](http://vsca.uic.edu)

**Campus Counseling** [\(312\) 996-3490](tel:3129963490). It is not at all unusual for students to discover a need for counseling with a professional, and we encourage it. If you—or anyone you know—appears to be in crisis or heading that direction, please feel free to call the Counseling Center at [\(312\) 996-3490](tel:3129963490) and make an appointment, regardless of whether or not the student's insurance is with Campus Care.

**Medical Insurance:** All UIC students are automatically enrolled with CampusCare. Students who have comparable medical insurance (covered by parents or spouse's insurance) can opt out with a Waiver Form. Act fast: the form is due in early September. No repeat action is needed in subsequent semesters. Call 312.996.353 or go to <http://www.uic.edu/hsc/campuscare/> to get the opt-out waiver form.