The University of Tennessee at Martin

College of Humanities & Fine Arts

Department of Music

MUSIC EDUCATION HANDBOOK

POLICIES AND PROCEDURES FOR STUDENTS
Introduction & Philosophy

The UTM Department of Music’s Mission states, “high standards, quality instruction, relevant curricula, and a faculty and staff who are concerned for and involved with the students mark the department’s endeavors.” To that end, Music Education at the University of Tennessee at Martin assumes this mission, and functions under the basic premise that all students served by our graduates are entitled to the best instruction in music.

Students wishing to be part of the Music Education Professional Program (MEPP) at UTM must develop the ability to think, value and discriminate. Furthermore, the ability to feel and be sensitive to the aesthetic qualities of music and life is necessary for the individual to purport the art of music, and also to transmit its multiple meanings and cultural traditions to students. Students who are sensitive to music’s pluralistic nature should also understand the social functions of music in various societies, being socially minded themselves.

Students in the program exhibit qualities of leadership, imagination and enthusiasm for teaching music, and possess an intellectual curiosity. These are evidenced by the academic and social behaviors of the prospective teacher in life, both in and out of the university environment, further characterized by the individual’s pursuit of music and academic excellence, in addition to the active dedication to the improvement of the quality of life.

The values of the Music Education Professional Program (MEPP), then, are:

- That every music teacher should be fully committed to the subject of music and its use with all people; the poor; ethnic minorities; rural, suburban, and inner-city children; the handicapped; and the highly gifted;
- To ensure training to pre-service music teachers that will allow them to develop a personal philosophy of music education for professional practice;
- To install professional behaviors in our students that will transfer to success as future colleagues and faculty members, while ensuring the continued growth of music as an art;
- To create music educators who can value and discriminate, and who are sensitive to the aesthetic qualities of music translating these abilities of thinking and feeling into overt behaviors;
• To prepare the individual as a highly skilled musician and educator through coursework and field-experience participation;
• To develop music educators who develop appropriately sequenced and balanced curricula in music in accordance with national and state standards; and
• To develop music educators who are committed to their community and community of learners while possessing the courage to act and move the profession forward.

To realize these values, students will receive high quality training in applied music (studio and ensembles,) music content (music theory, music history, conducting, etc.,) professional music education (methods and field experiences,) professional education (teaching strategies and the like,) and general education (as outlined by UTM General Education requirements.) Additionally, the student will be given several assessments during his/her professional training in order to monitor progress toward becoming a future music educator. These include musicianship juries, satisfactory progress in core music department classes, satisfactory maintenance of the individual’s GPA in all college coursework (see below and catalog,) application and acceptance in to the MEPP and Teacher Education Program (see below,) acceptable completion of MEPP coursework, and satisfactory completion of all field experiences (practice and student teaching.) It is expected that all future music education students will complete the necessary PRAXIS examinations as outlined by the State of Tennessee to secure licensure.
UTM Music Education Professional Program

Coursework**

The MEPP at UTM requires the following professional music education courses:

- MUED 260* Introduction to Teaching Music-all (3)
- MUED 310 General Music Methods-all (3)
- MUS 353 Beginning Choral Conducting-vocal (3)
- MUS 453 Advanced Choral Conducting-vocal (3)
- MUED 406 Secondary Choral Methods (3)
- MUS 354 Beginning Instrumental Conducting-instrumental (3)
- MUS 454 Advanced Instrumental Techniques-instrumental (3)
- MUED 405 Secondary Instrumental Methods-instrumental (3)
- MUED 400 Senior Seminar in Music Education-all (3)
- MUED 471 Student Teaching, K-6-all (6)
- MUED 472 Student Teaching, 7-12-all (6)

Total MEPP Hours for licensure: 30 Hours

*Prerequisite to program and any other course in the sequence listed.

**Based on the 2010-2011 Catalog course offerings; updates will be made available as necessary.

Application Process

No student may be permitted to matriculate in any courses in the MEPP without applying and being accepted to the program! The only exception to this is the course MUED 260 Introduction to Teaching Music, which serves as an introduction to the profession. Students must have sophomore standing to enroll in MUED 260, offered in the fall semester of each academic year. Students wishing to continue in the MEPP and seek the BM in Music Education must apply to the MEPP no later than the mid-term of the Spring semester after they successfully completed MUED 260. If a student misses the deadline, (s)he will need to wait until the following semester to apply, and will not be allowed to matriculate in any MEPP courses until the application is accepted. All applications will be reviewed and notification of acceptance, pending acceptance, or denial will be given to the student in writing during the first week of April. The MEPP interview will also serve as the interview for the Teacher Education Program (TEP).
APPLICATION GUIDELINES FOR THE MEPP/TEP

1. Complete the application form.
2. Submit a recent set of transcripts (unofficial from the web will be accepted.)
3. Submit recommendation forms from (a) the main applied studio professor, (b) an ensemble director, (c) a music theory professor, and (d) the MUED 260 professor.
4. Cumulative GPA of 2.75 on all college coursework taken to date.
5. A GPA of 3.0 on all music coursework taken with no grade lower than “C” in any music course (this requirement remains throughout the MEPP.)
6. Have an ACT score of 22 or an equivalent score* on the Core Academic Skills Test.
7. Submit an autobiographical sketch (no more than 2 pages.)
8. Submit a Philosophy of Music Education paper.
9. Interview with the MEPP Committee.
10. Be an active member of NAfME (national, state and local chapter.)

* Core Academic Skills for Educators Test (156 Reading, 162 Writing, 150 Math).
Teacher Education Program at UTM: Information and Requirements

Once a student who wishes to complete the program in Music Education is accepted to the MEPP, (s)he must subsequently apply to the College of Education and Behavioral Sciences’ Teacher Education Program (TEP). **A STUDENT WILL NOT BE ABLE TO STUDENT TEACH UNLESS (S)HE IS FULLY ACCEPTED INTO TEP. THERE ARE NO EXCEPTIONS!** Information that follows has been summarized from the Undergraduate and Graduate Catalog. Students are encouraged to check the catalog and that college's webpage often, as information may change. *It is the ultimate responsibility of the student to maintain progress and follow procedures for any and all programs at UTM.*

**Required Professional Education Courses for Music Education Students**
- HLRN 325 Educational Psychology (3)
- SPED 300: Exceptional Child (3)

**Teacher Education Program Admission Criteria** (Summarized from the catalog)
Students must take and pass the Core Academic Skills Test For Educators (at present, passing scores on each of the subtests are: Mathematics 150; Reading 156; and Writing 162) or have an ACT composite score of 22 or better. Passing score is determined by the State of Tennessee. Students must also have and maintain a cumulative GPA of 2.75 or better.

**Probation & Removal from MEPP/TEP**
A student may be put on probation for one semester due to insufficient grade point average (music or overall) or unprofessional conduct. Probation will be notified in writing to the student and may include an interview with faculty to determine a corrective course of action. A student's progress will be reviewed at the
completion of the semester's probation to determine if the student may continue without probation in the MEPP or will be removed from the degree program. A student may be removed from the MEPP/TEP for: (1) the inability to complete deficiencies during a probation; (2) if a student conducts him/herself unprofessionally in any teaching situation during an academic year and/or when the University is on break; or (3) his/her professional dispositions are contradictory to a future music educator. Removal may occur WITHOUT probation if an offense by the student warrants this immediate action (i.e., criminal activity or some other serious offense by the MEPP candidate). Removal of the student will be a MEPP Committee decision and is not reversible.

Retaking Courses

Students accepted into the MEPP, or students who wish to apply to the MEPP who receive a grade lower than a “C” in any music course will be required to retake the course until a grade of “C” or higher is achieved.

Student Teaching for Music Education Students: MEPP & TEP Guidelines

Students who are nearing the completion of their coursework will have their experiences culminate in the Student Teaching Field Experience. The endorsement levels for music in the State of Tennessee are K-12. For that reason, the field experience encompasses an entire semester at two different levels of music instruction to acquaint the pre-service music educator with a variety of classroom experiences: (1) General Music-Elementary and/or Middle School; and (2) Field specific: i.e., instrumental or choral. Each placement will be for approximately seven (7) weeks each and will be under the supervision of a music specialist teaching in the public schools. Additionally, the student will be under supervision from the Department of Music during his/her placements. Student teaching is during the final semester of the candidate’s academic program; all coursework must be completed before student teaching can occur. There are no exceptions!
**Guidelines for Student Teaching**

- A student should submit with the application updated transcripts AND a graduation audit of coursework showing the list of remaining courses and the semesters they will be completed before student teaching. **NO STUDENT MAY STUDENT TEACH WITH ANY DEGREE COURSEWORK INCOMPLETE!**

- The student will complete paperwork and attend the mandatory student teaching meeting in the College of Education and Behavioral Sciences **one semester prior to student teaching. There are no exceptions to this and failure to attend this meeting will delay your student teaching.**

- The student must be admitted to MEPP/TEP.

- The student must have a cumulative GPA of 2.75 on all college coursework, no grade lower than a “C” in any music course, and a 3.0 GPA on all music coursework (note this requirement for music is HIGHER than what is required for TEP).

- The student must have maintained satisfactory progress on his/her teacher education portfolio.

- **Note to Transfer Students:** Generally speaking, transfer students are bound by the same policies and procedures of the Music Education Professional Program and Teacher Education Program as all regularly matriculated students. However, transfer students may have completed music education coursework or TEP requirements elsewhere that may substitute for those at UTM. Careful analysis of transcripts and advising will determine the best course for transfer students on an individual basis. It should be noted that the UTM Department of Music is under no obligation to accept courses that have been completed elsewhere, and that additional documentation and different coursework may be requested on part of the transfer student. Every reasonable request will be reviewed, and students will be advised accordingly.
**Procedural Overview for the Music Education Student**

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<th>Freshman Fall Semester</th>
<th>Freshman Spring Semester</th>
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<tbody>
<tr>
<td>Maintain a 2.75 Overall GPA in all courses. Pass all music courses maintaining a 3.0 GPA</td>
<td>Maintain a 2.75 Overall GPA in all courses. Pass all music courses maintaining a 3.0 GPA</td>
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<thead>
<tr>
<th>Sophomore Fall Semester</th>
<th>Sophomore Spring Semester</th>
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<tr>
<td>Enroll in MUED 260</td>
<td>Maintain respective GPA</td>
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<tr>
<td>Criminal background check</td>
<td>Apply for MEPP</td>
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<td>Take ACT or Core Academic Skills Test if ACT less than 22</td>
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<th>Junior Fall Semester</th>
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<tr>
<td>Maintain respective GPA</td>
<td>Enroll in MUED 400; MUS 453 or 454</td>
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<tr>
<td>Enroll in MUED 310; MUS 353 or 354</td>
<td>Maintain respective GPA</td>
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<th>Senior Fall Semester</th>
<th>Senior Spring Semester</th>
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<tbody>
<tr>
<td>Complete paperwork for student teaching for College of Education Maintain respective GPA</td>
<td>Student teach</td>
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<tr>
<td>Enroll in MUED 405 or 406</td>
<td>Take Praxis II examinations</td>
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<td></td>
<td>Graduate</td>
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<td>Apply for Tennessee licensure</td>
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