COURSE SYLLABUS

South Plains College

Technical Education Division

Creative Arts Department

Sound Technology Program

Levelland Campus

DEPT-NO: MUSC 1331 (3:2:4)
COURSE: MIDI I
SECTIONS:
1331.001

COURSE TITLE: MUSC 1331 MIDI I (3:2:4)
INSTRUCTOR: Chris Neal
OFFICE: Commercial Music Building CA 105
PHONE: 806-894-9611 x 2021 (direct line: 716-2021)
E-MAIL: cneal@southplainscollege.edu
OFFICE HOURS: POSTED ON INSTRUCTORS DOOR and online (see Communication section)
WEB SITE: http://southplainscollege.blackboard.com/

SOUTH PLAINS COLLEGE IMPROVES EACH STUDENT'S LIFE

I. GENERAL COURSE INFORMATION:
   a. **Course Description:** Exploration of the history and evolution of Musical Instrument Digital Interface (MIDI) systems and applications. Includes the MIDI language and applications in the studio environment using software-based sequencing programs, the basics of synthesis and virtual instruments.

   b. **End-of-Course Outcomes:** Summarize the history and evolution of MIDI; apply and use MIDI system devices; utilize software-based sequencing programs; and understand the basics of synthesis.

   c. **Course Competencies**: Upon successful completion of this course, each student will have demonstrated through comprehensive examinations, quizzes, projects, and assignments, with a score of 60% or better, a competent understanding of: the origins and evolution of MIDI systems, the basic operation of various types of synthesis, and recording, quantization and editing of MIDI using a sequencing program.   Further, to meet SCANS competencies, the student will: turn in projects and assignments by deadlines, use computers on assignments, display an understanding of computer networking, follow instructions correctly with regard to project and assignment submissions, use effective learning techniques to understand new software and monitor personal progress on MIDI projects.

   d. **Course Summary**: The purpose of this course is to provide real world training in the area of MIDI system usage. The course will emphasize practical knowledge of the subject matter, proficiency in applying the necessary skills, and a degree of professionalism befitting the audio industry.

   e. **Academic Integrity**: It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension. Students should refer to the SPC General Catalog, pg.22-23, regarding consequences for cheating and plagiarism (see "Academic Integrity" and "Student Conduct" sections).

   f. **SCANS**: This course includes SCANS competencies C1, C3-C5, C8, C11, C13,C15, C16, C18-C20. Foundation skills include F1-F3, F5, and F7 through F15. A key to these codes is found on the last page of this syllabus.

   g. **Verification of Workplace Competencies—**This course is a fundamental building block for the student to move toward the Capstone Experience.

II. SPECIFIC COURSE/INSTRUCTOR REQUIREMENTS:
   a. **Textbooks**: ebooks are available for the 2020/2021 version of the Pro Tools books.
      i. Pro Tools 101: Fundamentals I v12.8 or v2020/2021. By Frank D. Cook
      ii. Pro Tools 110: Fundamentals II v12.8 or v2020/2021. By Frank D. Cook
      iii. Ableton Live 9: Create, Produce, Perform. 1st Ed. By Keith Robinson
      iv. The Musical Art of Synthesis. by Sam McGuire and Nathan Van der Rest
      v. In addition, the instructor may use handouts and other supplemental material, which will be made available online on Blackboard.

b. **Attendance Policy:** Any student may be withdrawn from the course at the instructor's discretion if either 1) in compliance with the general attendance policy of South Plains College, a student fails to attend class for two consecutive weeks; 2) if the student has in excess of 3 excused or unexcused absences; or 3) it is determined by the instructor based on the student's grades and attendance record that the student is unable to pass the course. Any student not present when roll is taken will be counted absent. A student who comes in after roll is taken can request that the absence be changed to a tardy after the class is over. Every absence above 3 will result in a ½ letter grade reduction in your final grade, as described in section "III h Attendance Policy". A Tardy counts as ½ of an unexcused absence. Excessive Absences/Drops: In order to avoid a grade of "F" appearing on his/her transcript, the student should formally withdraw from the class if he/she no longer plans to attend. Students who receive financial aid and have excessive absences will be reported to the Dean of Students. **Due to the amount and technical nature of the information it is imperative that students attend and are attentive during class time**. **Assignments, Quizzes, etc. missed may only be made up if arrangements are made with the instructor <u>prior</u> to the absence. Call or email the instructor if you are not going to be able to attend.**

   Also see section III h for further information on Attendance.

c. **USB Drive**: all students will need to have a USB drive to backup their assignments/projects. Due to certain restrictions on lab computer use, certain computers may not be available for use on a given day. Therefore, it is important for students to copy their files to the network storage drive and keep a physical copy of their files with them on a USB drive or other personal storage. A fast USB (3.0) with 32 or 64GB+ storage would be recommended.

c. **Assignment/Project Policy**: Students will be expected to read the textbook readings as they relate to assignments and projects. Students will be required to complete several in- and out-of-class assignments and projects. Assignments and Projects will be distributed in class.
   i. **Late Policy:** All out-of-class projects & assignments are due at the beginning of class on the due date. Any assignment or project received after the class period on the due date will be penalized based on the following, using business/school days M-F:
      1. 1 day late: 2.5% deduction; 2 days late: 5% deduction; 3 days late: 10%; and 4 days to 1 week late: 25% deduction; Late assignments **will not be accepted after 1 week** and will receive a zero.
      2. <u>There may be some assignments or projects where this late policy will not apply and the project or assignment will not be accepted beyond the due date.</u> This will be communicated on the project details handout for the project or assignment.

d. **Make-up Work:** Assignments, tests, and other missed work can only be made up if arrangements are made with the instructor <u>prior</u> to an absence. Missed quizzes may not be made up under any circumstance.

e. **Workload Policy**: For college level courses you should plan on 2 hours of work outside of the classroom for every hour in the classroom. This means for a 3-credit hour course, like this course, you should plan on 6 hours a week for readings, homework, projects, etc. So please plan accordingly!

f. **Weekly Preparation**: Before each class meeting, you are expected to have 1) read the assigned readings and 2) completed any class or homework assignments.

g. **Communication**:
   i. Office Hours: My regular office hours will be posted on my office door and are also available online on Blackboard. Other meeting times can be arranged by appointment. You may stop by my office at anytime, however, making an appointment will ensure my undivided attention. If at anytime during the semester you require help or special consideration regarding <u>any</u> subject, please feel free to contact me. I encourage you to utilize these office hours and appointments.
   ii. E-mail: I will utilize e-mail during the course of the semester to communicate with you. It is important that you have an active email and know how to use (or learn) e-mail, the In-

ternet, and computing in general (such as word processing, graphics, and database management) as part of your college education.

    iii. I will utilize Blackboard (url listed at the beginning of this syllabus) to post documents, hand-outs, additional required readings and other communications. If you have questions regarding Blackboard please see your instructor or log-on to your MySPC page, which also can link you to Blackboard.

h. **Grading Policy**: Students will be graded by examination, assignments, projects, quizzes, and professionalism.
    i. Exams will represent 30% of final grade.
    ii. Projects will represent 30% of final grade. All projects must be completed to receive ANY project points
    iii. Assignments will represent 20% of final grade.
    iv. Quizzes will represent 10% of final grade.
    v. Professionalism will represent 10% of final grade.
    vi. Absences in excess of 3, excused or unexcused, will result in a ½ letter grade reduction for each absence. A Tardy counts as ½ of an unexcused absence.
    vii. All exams will be announced at least one week prior to the exam.
    viii. Students will not be allowed to make-up or re-take any test or quiz. Students will be allowed to take exams early by making arrangements with the instructor. Exceptions may be made for extreme medical or family related issues at the instructor's discretion.

i. **Grading Format**:
    i. A = 90 - 100%, B = 80 - 89%, C = 70 - 79%, D = 60 - 69%, F = 0 - 59%

j. **Miscellaneous**:
    i. There will be no phones, pagers, PDA's, or electronic devices of any nature allowed during testing.
    ii. All electronic devices, including cell phones and personal computers, must be turned off during class unless you have received instructor permission prior to class to use the device for Course Related Tasks. Any student that violates the above will receive a "0" for that day and be asked to leave with an absence.
    iii. Using phones or text messaging during class will result in immediate dismissal from the class and result in an unexcused absence for that class period. If you must take a call or read/answer a text message please leave the classroom, as making/taking calls and text messaging during class is distracting to the instructor and other students. Leaving class repeatedly to make/take calls or text messages will result in a loss of professionalism points.
    iv. I expect students to: be on time, be awake & attentive, be respectful, and complete the assignments and readings on-time.
    v. The student can expect: class to start and end on-time, proper time to prepare for tests and complete assignments, and to be treated with respect.

k. **Class Conduct**:
    i. Students are expected to be respectful of the instructor and the other students. Students should behave in a manner that reflects the degree of professionalism to be expected in a learning and professional audio environment. Students should not talk when the instructor is talking. When a student is asked to respond verbally other students should listen respectfully. The only time more than one person should be talking is when the instructor permits group discussion.
    ii. Sleeping in class is prohibited and will not be tolerated. If you are too tired to stay awake in class don't come. It is unprofessional, rude, and distracting to the instructor and to the rest of the class and you will be asked to leave. It is your responsibility to insure that you have the rest you need so that you may fully participate in the class. If you think you may have a sleeping disorder you must contact the Student Services office and get the proper counseling, treatment and/or accommodation for your disorder.
    iii. Medical/physiological conditions: The same goes for any other condition that you may have that could impact your performance in the classroom. There are services available to address learning disabilities, physical impairments, chronic illnesses, etc. but it is your responsibility to make arrangements with Student Services in order to find the most appropriate solution.

iv. Respect the equipment. It belongs to everyone who is enrolled in Sound Technology courses. Budgets are very tight and equipment is expensive. If something gets destroyed, lost, or is taken it may not be replaced. If you see anyone abusing the gear or attempting to remove equipment from its designated area please tell an instructor or lab assistant. Use common sense. Audio equipment, whether it is a $50 mic stand or a $5000 pair of reference monitors, is delicate equipment and should not be forced or pushed too hard under any circumstances. If you think you need to force it you are doing it wrong! (Or someone else forced it and now it's messed up.) Get an instructor to help you.

III. DESCRIPTIONS:

a. **Examinations**: The tests will be made up of any combination of multiple-choice, true/false, matching, fill-in-the-blank, hands-on, and other various formats.

b. **Quizzes**: On occasion, there may be quizzes given during or after lectures, or at the beginning of class over the assigned readings. These quizzes are intended to give the student an idea of how certain topics will be assessed on examinations, and to give the instructor feedback on the student's mastery of lecture topics.

c. **Assignments**: There will be between 6 and 10 assignments given throughout the semester. These assignments unless otherwise indicated on the instructions are individual assignments allowing the student to apply a given technique or set of techniques as described in class.

e. **Projects**: There will be between 1 and 3 projects given throughout the semester. The projects are individual projects and are intended to allow the student to demonstrate their mastery of techniques learned in class.

f. **Professionalism**: Each student will start with 100 professionalism points. Points will be deducted for behavior or work that is deemed by the instructor to be unprofessional. This includes, but is not limited to the following: unapproved absences, lateness, failure to turn in assignments on time, sloppy or substandard work, uncooperative or negative attitude, disrespectful treatment of instructor or fellow students, inappropriate behavior, inappropriate attire, failure to turn off cell phones, misuse or abuse of equipment, etc. The severity of the offense will determine the amount of points taken off and will be solely at the instructor's discretion. Repeated offenses will result in more severe penalties.

g. **Supplies**: Students should use thumb drive or a portable hard drive to backup and store your projects. The student should also utilize the "ST_Storage" network drive to backup your data. The student is responsible to purchase any necessary CDs, DVDs, or thumb drives to turn in projects and assignments and backup their data.

h. **Attendance Policy:** Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus.

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first class meeting.

Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy.

It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial

aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

i. **Face Covering Policy**: It is the policy of South Plains College for the Spring 2021semester that as a condition of on-campus enrollment, all students are required to engage in safe behaviors to avoid the spread of COVID-19 in the SPC community. Such behaviors specifically include the requirement that all students properly wear CDC-compliant face coverings while in SPC buildings including in classrooms, labs, hallways, and restrooms. Failure to comply with this policy may result in dismissal from the current class session. If the student refuses to leave the classroom or lab after being dismissed, the student may be referred to the Dean of Students on the Levelland campus or the Dean/Director of external centers for Student Code of Conduct Violation. Students who believe they have been exposed or may be COVID-19 positive, must contact Health Services, DeEtte Edens, BSN, RN at (806) 716-2376 or dedens@southplainscollege.edu.

IV. ACCOMMODATIONS:

a. 4.1.1.1. Diversity Statement
In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

b. 4.1.1.2. Disabilities Statement
Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Reese Center (Building 8) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

c. 4.1.1.3. Non-Discrimination Statement
South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

d. 4.1.1.4 Title IX Pregnancy Accommodations Statement
If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Director of Health and Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact Chris Straface, Director of Health and Wellness at 806-716-2362 or email cstraface@southplainscollege.edu for assistance.

e. Campus Concealed Carry - Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations and Frequently Asked Questions, please refer to the Campus Carry page at: http://www.southplainscollege.edu/campuscarry.php

f. Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

V.   *SCANS Key*

Competencies

C1   Time Management
   - Completion of projects by due dates
   - Completion of assignments by deadlines

C3   Material/Facility Management
   - Using available facilities to complete projects in time allotted

C5   Study/Evaluation Skills
   - Demonstrating knowledge of written material through quizzes and tests.

C6   Organizing and Maintaining Information
   - Note taking
   - Assignment/project documentation

C8   Computer Usage
   - Using computer-based editors and recorders.
   - Using Network connected devices to backup files

C10 Teaching Others
   - Listening to and providing feedback on others projects

C13 Making Decisions
   - Choosing how best to mix a MIDI production
   - Choosing which processes to use to improve a stereo mix

C15 Understanding Social, Organizational and Technological Systems
   - Understanding signal flow in MIDI production environment
   - Understanding work flow in a MIDI production environment

C16 Monitoring and Correcting Performance
   - Storing and recalling mix set ups so mixes can be refined after evaluation

C18 Selecting the Appropriate Technology
   - Selecting the most efficient and effective instruments/patches for the job
   - Selecting the proper MIDI device for a specific task

C19 Applying Appropriate Technology to Tasks
   - Evaluating and altering the tools/devices/sounds and processes applied to actually make improvements in the final production

Foundation Skills

F1   Reading – locates, understands, and interprets written information
   - Displaying comprehension of reading assignments

F2   Writing - communicates thoughts, ideas, information in written form
   - Writing answers on written tests
   - Providing documentation for projects/assignments

F5   Listening - receives, interprets, responds to verbal messages
   - Listening to lectures, following verbal instructions
   - Following verbal instructions regarding project procedures

F7   Creative Thinking – generates new ideas
   - Creating the musical elements for a MIDI production
   - Coming up with creative ways manipulate sounds to fit the production

F8   Decision Making–specifies goals, assesses risk, makes best choice
   - Deciding which processes will improve the quality of a MIDI production
   - Deciding which processes will have the greatest impact in the creation of a MIDI production

F9   Problem Solving - recognizes problems, implements plan of action
   - Identify deficiencies in a MIDI production, determine what can be implemented to correct them, and use critical listening to assess the results.

F11 Knowing How to Learn - acquire and apply knowledge/skills
   - Applying general sequencing techniques to MIDI tracks
   - Apply grid and groove quantization techniques to improve a MIDI performance

F13 Responsibility - perseverance toward goal attainment
   - Editing a MIDI production until it meets professional standards
   - Turning projects and assignments in on time

F14 Self-esteem – believes in own self worth/has a positive view of self
   - Producing professional quality projects