



**MOREHEAD STATE UNIVERSITY**  
**MARCHING BAND**

MEMBER HANDBOOK/COURSE SYLLABUS  
MUSM 372 001 - MUSIC EDUCATION MAJORS  
MUSM 372 002 - ALL OTHER MAJORS  
FALL SEMESTER, 2021



## STAY INFORMED

It'll be important for you and for the band that you always have the latest information. To that end, we've created a number of ways for you to stay informed:

Facebook - search for **MSMB 2021** on Facebook and request to join the group page. The purpose of this page will be to share announcements and member resources.

Remind - text **@msueagles** to **81010**. You will then be able to receive text announcements. If you have never used Remind before, you will be prompted to provide your full name - please respond properly. These important reminders will serve a variety of purposes for our band.

Email - we have the MSU email address of every member registered for the course and will use them periodically to distribute important announcements. It will be important for you to check your MSU email account regularly throughout the season.



### **Our Staff**

Dr. DuWayne Dale  
**Director of Bands**

Dr. Brian S. Mason  
**Coordinator of Percussion**

Dr. Ben Cantrell  
**Percussion Instructor**

Mrs. Kathy Gancio  
**Band Office Secretary**

Mr. Robbie Arnold  
**Guard Instructor**

Mr. Remy Besson  
Mr. Derek Easterling  
**Graduate Assistants**

Nicholas Brewer  
Marcie Walker  
**Assistants to the Director**

Mr. Dave Henderson  
**Music Arranger**

Mr. Tony Deyo  
**Drill Writer**

UNIVERSITY BANDS  
MOREHEAD STATE UNIVERSITY  
115 Baird Music Hall  
MOREHEAD, KY 40351  
(606) 783-2486  
<http://www.moreheadstate.edu/bands>

Band Members,

I can't begin to relay to you how excited I am to welcome you back for fall 2021! After the trials and tribulations of nearly a year and a half of dealing with COVID, the fact that fall 2021 appears to be "back to normal" is as much a relief as it is joyful. I know that, together, we will ensure a return to exceptional live performances this year. This handbook/course syllabus will help familiarize you with the expectations of your membership in the MSU Marching Band. Be sure to tell everyone you know about all of our performances this season — nothing beats having a huge and engaged crowd at our performances!

For those who are first-time members—**WELCOME!** I speak from personal experience when I say that you will treasure the friends and memories you make as a part of this ensemble for a lifetime. For the returning veterans - **WELCOME BACK!** As always, I will rely on your experience and leadership a great deal and will look to you to provide the model for those things which we strive to achieve together. I will rely on you even more heavily this year, as not only will our band be a new experience for our incoming freshmen and transfers, but "normal" operations of the band will also be a new experience for those who joined us in 2020. I know that with your help, we will quickly hit our stride and get back into the groove!

Above all else, I want the MSMB to be a valuable experience for every member. I want you to grow as both people and performers and to acquire skills that will serve you well wherever life takes you after Morehead State. For our music education majors, I also want this ensemble to be an important part of your training to become teachers and to provide you with practical strategies for working with your own students in the future. Having an ensemble that can achieve these things won't happen by accident, nor will it happen because you or I hope for it—it will happen because we planned for it and did whatever it took to make it happen. Let's get started!

All my best,

Dr. DuWayne C. Dale  
Morehead State University Director of Bands  
Assistant Professor of Music / Full Graduate Faculty  
[dcdale@moreheadstate.edu](mailto:dcdale@moreheadstate.edu)  
[www.dcdale.com](http://www.dcdale.com)



**MOREHEAD STATE  
UNIVERSITY**

**MSU MARCHING BAND**  
**MUSM 372, SECTION 001/002**  
**FALL SEMESTER, 2021**

**Instructors:**

Dr. DuWayne C. Dale, Director of Bands/Asst. Prof. of Music - 114 Baird Music Hall  
dcdale@moreheadstate.edu, 3-2485

Dr. Brian S. Mason, Interim Associate Dean, School of Creative Arts - 106 Baird Music Hall  
b.mason@moreheadstate.edu, 3-2474

Dr. Ben Cantrell, Visiting Assistant Professor, Percussion - 124 Baird Music Hall  
wbcantrell@moreheadstate.edu, 3-2402

*Office hours as posted or by appointment*

**Class Meeting Times:**

4pm-5:45pm M/W, 4pm-7pm F (1 credit).

Other rehearsal times (including alterations to the typical schedule) are located on the MSU Marching Band Calendar. Saturday performances, required marching band technique clinics and other events are also published on the calendar found here (and on our Facebook page): <https://goo.gl/UUSHjX>

Until Homecoming (10/16) all percussion will have a weekly sectional—these are required rehearsals. Following Homecoming, there will be no further sectionals. Percussionists should refer to the Google calendar for all full band rehearsal dates and times. Sectional dates are also listed on the calendar overview later in this document.

Winds/Color Guard members may be required to attend called sectional rehearsals, no more than one per week, between August 19 and October 16 in preparation for Blue and Gold, Homecoming, and our State Quarterfinals Exhibition. These may be scheduled by our Color Guard Instructor or color guard section leader (with Director approval).

**Class Objectives:**

- To provide students with a foundation in the basics of advanced marching band rehearsal techniques.
- To prepare students for experiences as leaders, performers, and directors involved with a school marching band.
- To provide students with appropriate and relevant examples of marching band repertoire and drill.
- To develop a means of self-improvement through instructor-guided self-analysis.
- To provide opportunities for all MSU students to engage in traditional marching band experiences.
- To foster positive university, local, and regional community relationships through service to all of these areas.
- To promote MSU; recruit students to the MSU Music Unit; foster good will across campus, and to enhance campus life.

**Attendance:**

All rehearsals, performances, and marching band technique clinics are mandatory. Specific absence and tardiness policies as well as reporting procedures can be found in greater detail later in this document.

**Supplies:**

Instrument/flag equipment, uniform, flip folder (winds only), music (winds/percussion), related instrumental supplies (oil, grease, reeds, stick tape, etc.—anything needed for proper instrument function), Ultimate Drill Book subscription, and a pencil are required course supplies.

**Specific Percussion Equipment Info:**

All music, sticks, mallets, drum heads, and instruments will be provided. Percussion members are responsible for maintaining and servicing all equipment. General repair and maintenance supplies will be provided. Damage to the instrument requiring repairs due to negligence and/or abuse by the student are the responsibility of the student; any costs due to these circumstances are the responsibility of the student. All equipment must be cleaned, repaired (if necessary), and turned in immediately following the final performance of the marching band season.

**University Policies:**

All University students fall under the guidelines set forth by University policy. These policies are clearly outlined in the General Catalog. Students should be aware of this book, especially the alcohol, hazing, and sexual harassment policies.

**Classroom Environment:**

Illegal: firearms or any other weapons, alcohol, illegal drugs, and drug related items. Tobacco products, and spit-cups are not permitted. Mobile devices must be placed on "silent" and stowed (during music rehearsals - mobile devices will be used for learning drill). Behavior that disrupts the learning environment is strictly forbidden.

**Academic Honesty:**

All students at Morehead State University are required to abide by accepted standards of academic honesty. Academic honesty includes doing one's own work, giving credit for the work of others, and using resources appropriately. Guidelines for dealing with acts of academic dishonesty can be found in the academic catalog.

**ADA Statement:**

Students with disabilities are entitled to academic accommodations and services to support their access and safety. The Office for Disability Services in 109-J Enrollment Services Center coordinates reasonable accommodations for students with documented disabilities. Although a request may be made at any time, services are best applied when they are requested at or before the start of the semester. Please contact Disability Services at 606-783-5188 or [e.day@moreheadstate.edu](mailto:e.day@moreheadstate.edu) or visit their website at [www.moreheadstate.edu/disability](http://www.moreheadstate.edu/disability)

**Campus Safety:**

Emergency response information will be discussed in class. Students should familiarize themselves with the nearest exit routes in the event evacuation becomes necessary. You should notify your instructor at the beginning of the semester if you have special needs or will require assistance during an emergency evacuation. Students should familiarize themselves with emergency response protocols at: [www.moreheadstate.edu/emergency](http://www.moreheadstate.edu/emergency)





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## **MEMBERSHIP OVERVIEW**

Membership in the Morehead State Marching Band (referred to as the "MSMB") is open to all MSU students who play a wind or percussion instrument or have color guard experience. All instrumental music education majors and instrumental music scholarship recipients are required to participate in the marching band during the fall semester every year until graduation. Rehearsals begin with Early Week and continue throughout the semester. Every member is expected to adhere to the expectations, guidelines, and procedures outlined in this document and will be expected to submit the handbook/syllabus contract form as a condition of membership.

The marching band is operated through the Department of Music, Theatre, and Dance. Our band staff consists of Department of Music, Theatre, and Dance faculty, graduate assistants, and student staff members. The instrumentation of the marching band consists of wind and percussion instruments as well as select electronic instruments (keyboards, synths, electric bass, etc.) The color guard are members of the band who use various equipment and dance technique to enhance the visual aspect of a performance.

Marching band is listed in the official course offerings as a course offered by the Department of Music, Theatre and Dance; School of Creative Arts; and the Caudill College of Arts, Humanities and Social Sciences:

### MUSM 372/672

Section 001 = Music Education majors

Section 002 = Any other major

All band members are required to register for the appropriate course and section. For winds and percussion, the only prerequisite is adequate prior experience playing an instrument; no previous marching experience is required. Color guard members must have had previous guard experience prior to enrolling in the course and will be expected to demonstrate adequate skill before appearing on field for performance. Student staff members are considered full members of the marching band and must be enrolled in the course as well.

*The MSU Marching Band does not discriminate membership on the basis of gender, religion, race, national origin, or any other area covered under Title VII of the Civil Rights Act of 1964.*



## OUR MISSION

The Morehead State University Marching Band exists to fulfill a number of vital roles for our university and the students we serve:

### FOR OUR UNIVERSITY

- The MSMB represents Morehead State; the Department of Music, Theatre and Dance; and the MSU band program every time the band appears in public—our mission is to consistently exemplify the excellence inherent in our department and university
- The MSMB is a vital and highly visible part of a multi-faceted recruitment strategy to bring students of exceptional talent and extraordinary potential to Morehead State—our mission, both as a band and as individual members, is to remain aware of this role and honor this responsibility by conveying a clear, positive message when we perform or when we speak to potential students
- The MSMB is the backbone of school spirit and esprit de corps—our mission is to consistently engage in campus life to elevate the vitality of athletic events and other important campus activities

### FOR OUR STUDENTS

- The MSMB provides an exciting and enriching opportunity for musical engagement and social involvement to the entire student body of Morehead State—our mission is to maintain an atmosphere that ensures members enjoy their participation, are able to be involved in musical activity, and feel socially connected to each other and to student life at MSU
- The MSMB gives members who are music education majors an exemplar model of a performance-based musical organization—our mission is to consistently demonstrate strategies and approaches for the successful operation of such an organization and to engage future music educators in all logistical and instructional activities so that they may adapt and employ these techniques in their future careers





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## **WHO'S WHO IN THE MSU MARCHING BAND?**



### **Dr. DuWayne C. Dale, Director**

Dr. Dale is Director of Bands and an Assistant Professor of Music at Morehead State University. He is the administrator and coordinator of all facets of the University Bands. In addition to leading the MSU Marching Band, he is the conductor of the Symphonic Winds and teaches courses in Instrumental Conducting and Music Education. Dr. Dale is a proud MSU alumnus (BME '98, MM '07). For more info, visit [dcdale.com](http://dcdale.com).



### **Dr. Brian S. Mason, Percussion Coordinator**

Dr. Mason is Interim Associate Dean of the School of Creative Arts at Morehead State University. His responsibilities with the marching band include percussion instruction, staffing, and scheduling; percussion equipment management; and he writes the percussion show book. Dr. Mason also collaborates with the Director on show design and development, recruitment, and full band instruction.



### **Dr. Ben Cantrell, Percussion Instructor**

Dr. Cantrell is Visiting Assistant Professor of Percussion at Morehead State University. His responsibilities with the marching band include percussion instruction as well as rehearsal and game day logistics. He works closely with Dr. Mason on all aspects of our percussion studio and with Dr. Dale on rehearsal planning and execution.



### **Mr. Robbie Arnold, Color Guard Instructor**

Mr. Arnold is a 2001 graduate of Morehead State. His responsibilities include choreography and equipment work development and assisting the Director with all aspects of the MSU Color Guard (e.g., instruction, equipment management, teaching skills and cleaning work, etc.).



### **Mrs. Kathy Gancio, MSU Bands Secretary**

Mrs. Gancio assists with all facets of the administration of the band program at Morehead State University. She is responsible for the supervision of student assistants, official band mailings, budgetary requisitions and purchasing, data management, and all other daily operations of the band office.



# STUDENT LEADERSHIP



## **Reagan Cox and Alec Yeaste, Drum Majors**

Reagan is a 2018 graduate of Henry Clay High School in Lexington, KY; and Alec is a 2018 graduate of Kings High School in Kings Mills, OH; They serve as the 2021 MSMB Drum Majors. In addition to serving as student conductors, they assist with instruction and with rehearsal logistics.



## **Nicholas Brewer and Marcie Walker, Assistants to the Director**

Nicholas is a 2013 graduate of Hamilton Township High School in Columbus, OH; and Marcie is a 2018 graduate of Grant County High School in Dry Ridge, KY. They assist with all administrative and organizational aspects of the MSMB, assist with rehearsals and sectionals, and help to coordinate other student staff.



## **Caleb Fouts and Heather Simpson, Flute**

Caleb is a 2018 graduate of Shelby Valley High School in Pikeville, KY; and Heather is a 2018 graduate of Campbell County High School in Alexandria, KY



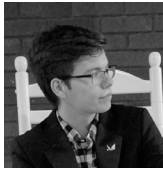
## **Shianne Smith, Clarinet**

Shianne is a 2020 graduate of Bullitt Central High School in Shepherdsville, KY



## **Jimmie Hafley, Saxophone**

Jimmie is a 2018 graduate of Somerset High School in Somerset, KY



## **Andrew Blanke, Will French, and Cash Perkins, Trumpet**

Andrew is a 2018 graduate of Boone County High School in Florence, KY; Will is a 2018 graduate of th Youth Performing Arts School in Louisville, KY; and Cash is a 2018 graduate of Minford High School in Southern, OH.



## **Laura Baker, Mellophone**

Laura is a 2019 graduate of Menifee County High School in Frenchburg, KY



## **Cameron Webb, Trombone/Baritone**

Cameron is a 2018 graduate of Fairview High School in Ashland, KY



## **Dexter Kidd, Tuba**

Dexter is a 2019 graduate of Pike County Central High School in Pikeville, KY



## **Derek Easterling, Color Guard**

Derek is a recent graduate of Morehead State University. He now serves as a Graduate Assistant for the Music Unit at MSU.



## **Austin Clark, Drumline**

Austin is a 2018 graduate of George Rogers Clark High School in Winchester, KY



## **Remy Besson, Perc. Graduate Asst.**

Remy is a recent graduate of the University of Rhode Island. He now serves as a Graduate Assistant for our Percussion Studio.



## **Benner Costa and Amanda Robinette, Front Ensemble**

Benner is a 2017 graduate of Pulaski County High School in Somerset, KY; and Amanda is a 2018 graduate of North Oldham High School in Goshen, KY

Section leaders help ensure the smooth operation of rehearsals and performances. They make sure their section adheres to policy and procedure; assist with administrative duties (e.g., attendance, music checks, and flip folder organization and management); and coordinate sectional stand features and stand seating arrangement. Should a band member have a question or concern, on or off the field, the section leader should be the first point of contact. They're here to help!



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## **BAND MEMBER EXPECTATIONS**

### **GENERAL GUIDELINES**

The Morehead State University Marching Band is, above all else, a service ensemble. While it is true that an important part of our mandate is to provide spirited performances during home football games, the band is so much more. The MSU Marching Band is a highly visible representative of our university and an integral part of campus culture. The band is a powerful recruitment tool through events like the Blue and Gold Championship of Bands and regional performance trips. One of the most vital functions of our band is to serve its members. The band provides all members with a fun, social, musical activity that will enrich their undergraduate experience at Morehead State. For our music education majors, the band provides the opportunity to learn effective strategies for the instruction, management, and operation of a performance-based ensemble - an essential skill regardless of the grade level or focus area (i.e., vocal or instrumental) you aspire to for your future career. Given the nature of this ensemble and the important roles it fulfills, it is essential that each member adhere to three core tenets:

### **BE PRESENT**

This is the first and most important duty of every member. We rely on each of you and simply cannot be our best unless you are present and at your best. This means adhering to the attendance policies in this handbook, but it means even more than that. In rehearsal and performance you must be "all in." Your whole focus and energy must always be on the task at hand. This also means that in all rehearsal and performance situations you must ensure you have a clear head - states of intoxication or those in which you are suffering the after effects of intoxication cannot be allowed.

### **BE PREPARED**

Being prepared means having what you need when you need it. It also means that you should always be prepared to perform well all that falls to your role in this ensemble. Being ill-prepared instantly makes you a liability and, potentially, a detriment to our ability to successfully achieve our mission. Your friends and staff are depending on you!

### **BE PROFESSIONAL**

Given the very public nature of our ensemble, professionalism in the stands, on the field, or in a parade block should be fundamental and implicit. It is imperative that members strive to be professional in their dealings with others at all times, not just performances. This entails proper treatment of others; kind, courteous, and empathetic interactions with peers and staff; use of proper language at all times; a positive, productive attitude; and the employment of sound judgment in all matters and in every situation. Finally, professionalism implies quality performance as well. Ensuring that you are making the most musical, polished sounds possible or that your color guard work is clean and in time are inherent to professionalism.

## PROCEDURES

### **IN REHEARSAL**

- Our core tenets (BE PRESENT, BE PREPARED, and BE PROFESSIONAL) apply in all rehearsals
- The band librarian(s) will give music to section leaders for distribution to sections - requests for replacement or additional copies should be submitted by the section leader to the band librarian(s) before or after rehearsal (never during)
- You will need all music (show and stands) and access to drill charts/coordinates (even if memorized) as well as your instrument/equipment and a pencil at every rehearsal - winds may find it helpful to have a music lyre specific to your instrument (available from most music dealers)
- Rehearsal time is limited, so we must be efficient - avoid behaviors that impact our efficiency
- Marching rehearsals occur at the AAC practice field or Jayne Stadium - should a change be needed for any reason, all members will be notified via Facebook and Remind by 3:30pm on the rehearsal day
- You are responsible for transportation to the rehearsal - should you choose to drive, carpool as much as possible, enter the lot slowly, and avoid parking along the side closest to the AAC.
- Rehearsals begin officially at 4:10pm and the gates to the practice lot will close at that time
- You will be taught specific rehearsal procedures for learning and rehearsing fundamentals and drill - for us to make the most of our time together, it will be important for every member to follow these procedures and maintain rehearsal etiquette

### **IN THE STANDS**

- Our core tenets (BE PRESENT, BE PREPARED, and BE PROFESSIONAL) apply in the stands
- We sit by section in the stands - section leaders will specify seating within their section
- Guests are not permitted to sit within the band or in the aisle adjacent to the band - ask them to sit in an adjacent section toward the 50yd line
- You will need all of your stands music in a flip folder (provided)
- Flip folders are managed by section leaders and are distributed before and collected after each rehearsal or game, though you may make arrangements with a section leader to check out a flip folder to use for personal practice - you will be financially responsible for replacement of any lost/stolen flip folders
- Section cheers and chants must be approved by the Director before they are performed in public
- Making sounds of any kind with your instrument outside of full band pep band tunes or approved sectional cheers should be avoided at all costs
- Avoid making unapproved alterations to your stands music (e.g., Baroque-esque flourish and ornamentation; melodic, harmonic, or rhythmic alteration; or octave transpositions)
- All policies pertaining to proper attire and/or the proper wearing of our uniform apply in the stands
- We will leave our area of the stands better than we found it after each game
- We will consistently support our team, dance team, and cheerleaders
- Follow instructions given by staff members and student leaders





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## **UNIFORM POLICIES**

### **OVERVIEW**

Given the highly visible, public nature of our band, it is vital that we maintain a polished, professional public image and that we take great care and pride in our appearance. To that end, each member will be expected to follow policies regarding the proper wear and care of our marching uniform. The uniform immediately identifies you as a member of our band and as a representative of Morehead State University. Your awareness of this fact, your understanding of this responsibility, and your appropriate adherence to our policies and the standard to which we hold all members are paramount. Conduct becoming a member of our band and of a representative of both MSU and the Department of Music, Theatre, and Dance are expected in every situation.

### **ISSUED UNIFORM PARTS FOR WINDS AND PERCUSSION**

Each winds and percussion member will be issued the following:

|           |   |
|-----------|---|
| Bibbers   | Hat   |
| Coat      | Hat Box                                     |
| Gauntlets | Plume (issued and returned at performances) |

### **ISSUED COLOR GUARD EQUIPMENT**

Each color guard member will be issued the following:

|            |               |
|------------|---------------|
| Flag poles | Pre-game Flag |
| Uniform    | Practice Flag |
| Show Flags |               |

### **GENERAL CARE GUIDELINES**

Uniforms are to be kept pressed, neat and clean. After each performance, the uniform must immediately be hung neatly on hangers and aired out. Gauntlets and hats must also be allowed to dry (not left in the hat box). Gloves must be washed after every performance. Failure to properly care for the uniform may result in damage (mold/mildew or other damage) - replacement of uniforms (in whole or in part) damaged due to misuse or improper care will be the sole responsibility of the member to which they were assigned. Your instrument is also a visual aspect of your uniform and they should be well maintained - brass instruments must be polished prior to performances (time scheduled by brass section leaders).

### **MEMBER UNIFORM RESPONSIBILITIES**

In addition to the issued uniform components, all members are responsible for purchasing the prescribed marching or color guard show. You will be fit for these during our early week and payment must be made at that time (typical cost is around \$40). If you are a veteran and your shoes still fit and are in good condition, there will be no need to purchase another pair. All wind members will also need to purchase at least one pair of black marching gloves - these can also be purchased during early week (some members may find it advantageous to have two or three pairs). Again, please be prepared to pay for these items during early week. Checks will be made payable to Robert Kapp & Associates. Winds and percussion will need calf or knee-length, solid black socks (from Wal-Mart, etc.).

## APPEARANCE EXPECTATIONS

- Step one of appearing at our best is to follow the general care guidelines - this will ensure the uniform is kept in the appropriate condition
- Bibber legs must end 3 inches above the ground when you are wearing your black marching shoes
- No visible jewelry is permitted while in uniform
- Hair must be tucked under the hat - use hairpins to ensure it stays in place
- Sunglasses (including transition lenses) are not to be worn in performance
- The hat is to be worn properly and at an appropriate angle at all times - we will put hats on or take them off simultaneously as a group
- Shoes must be polished prior to reporting for every performance
- Men, all facial hair must be neatly groomed
- Hair must fall within what is considered "natural human color" - dyed hair may remain visible only if it falls within these parameters
- Coats and hats remain on until word is given by the Director or designee to remove them
- Official MSU Marching Band shirts are to be worn under the uniform - coats may not be removed if this shirt is not worn underneath
- Bibbers remained zipped whether or not you are wearing your coat
- You are responsible for having your uniform clean and pressed in advance of every performance
- All forms of tobacco, drugs, or alcohol are prohibited in all rehearsal and performance situations and at any time you are in uniform
- Avoid public displays of affection while in uniform (hugging a friend is one thing, holding or kissing a current or potential love interest is a completely different matter...)
- Running, sitting on the ground, push-ups, etc. should be avoided while in uniform
- Adhere to our core tenets and BE PREPARED to have a complete, clean uniform at performances and BE PROFESSIONAL in how you wear it
- What you choose to wear while in rehearsal, while traveling with the band, or in other band situations should reflect both your good taste and the pride you take in membership - MSU apparel is almost always appropriate!
- In rehearsal, All band members must wear appropriate clothing and footwear. Wear closed-toe athletic shoes that lace and are designed to give ankle and arch support. Proper shirts (no offensive logos) and pants are required, no excess skin (includes no midriiffs or spaghetti strap tanks). If you have a question about dress, please ask.





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## **MEMBER EXPECTATIONS AND ATTENDANCE POLICIES**

Member expectations are based on our three core tenets: BE PRESENT, BE PREPARED, and BE PROFESSIONAL:

### **BE PRESENT (ATTENDANCE POLICIES)**

**NOTE:** Pursuant to UAR 131.05, "Prompt and regular class attendance is the responsibility of all students. Students should be aware that excessive absenteeism, whether excused or unexcused, may affect their ability to earn a passing grade. University excused absences are grouped into five categories: 1) University-Sponsored Activities; 2) Student/Family Illness/Death; 3) Military Obligations; 4) Jury Duty or Subpoena for Court Appearances; and 5) Major Religious Holidays." Refer to UAR 131.05 for specifics on student attendance: <https://www.moreheadstate.edu/MSU/media/UARs/UAR-131-05-Excused-Absences-Policy.pdf>

Being present and on time for every rehearsal or performance is a critical expectation of membership. Failure to meet this expectation will result in a lowered grade. We will adhere to the following attendance policies and procedures:

- Attendance will be taken by Assistants to the Director at every rehearsal or performance event.
- Rehearsal absences and performance absences negatively impact a student's grade in different ways
- Tardiness is defined as being late to a scheduled rehearsal start time or performance report time. Being over 15 minutes tardy will count as two tardies.
- Accumulating three tardies to rehearsal or performance events will count as a full rehearsal absence.
- Leaving early from rehearsal or performance is not permitted except under circumstances listed under UAR 103.05 (proper documentation required). Leaving early without documentation will count as a full absence (rehearsal or performance, depending on the event).
- Absence from dress rehearsals (Labeled clearly later in this document and on the online calendar) will result in the student being sidelined for that week's performance, regardless of the excused/unexcused status of the absence. Attendance at the performance in full uniform is still required. The student may be asked to assist with equipment.
- Music education majors have three required clinic sessions—an absence/tardy to one of these is treated like a rehearsal absence/tardy.

### **BE PREPARED**

In order for a member to be prepared, they must have all they need for any rehearsal or performance situation and be fully capable of performing their show music or the music in the stands. To that end, the following will be used to assess member preparedness:

- Music and color guard work check-offs for performance quality and memorization will be conducted by section leaders periodically throughout our season
- Section leaders and other veterans and student leaders will work to give every member the opportunity for success, but members who fail to achieve minimum (very attainable) performance standards will see a negative impact on their course grade (variable, depending on individual student achievement level) and may be sidelined from performances until such time as performance standards have been met.
- Students who feel their section leader is assessing them unfairly have the right to request that their check-off be conducted by the Director.

### **BE PROFESSIONAL**

A member falling short of the standard will be notified of the nature of the concern and will be given instructions for rectification of the situation - immediate compliance will be expected. Severe lapses in professionalism will result in a member's removal from a rehearsal or performance. Such incidents will be treated as unexcused absences, regardless of how much or how little time was left in the event. Further, members removed from a rehearsal or performance will be required to conference with the Director prior to being allowed to return. Insubordinate behavior, intoxication, offensive or threatening behavior or language, or other behaviors obstructive to the learning environment or reflecting poorly on MSU/MSU Bands are all examples of what might constitute cause for removal. Expectations for member professionalism extend to all band situations (including travel situations) and anytime you appear in public as an identifiable member of the MSMB.



## ATTENDANCE REPORTING AND GRADING CRITERIA

### **ATTENDANCE REPORTING PROCEDURES**

- Sending an email or verbally informing a student leader, instructor, or the director DOES NOT constitute adequate notification and documentation of an absence, tardy, or early departure.
- For a class tardy, class absence, or early departure, the student must fill out an Excused Absence Request Form, attach adequate documentation, and submit to the band office within two business days of returning to class or from the occurrence of the tardy or early departure.
- Excused Absence Request Forms are available in the band office (BMH 115) or can be downloaded and printed from our class Blackboard page (Course Documents). Completed forms and the attached documentation, must be submitted in person to the band office.
- Any tardy/absence/early departure for which no form or documentation are submitted will automatically be considered **unexcused**.
- Examples of adequate documentation:
  - \* University-Sponsored Activity - an official, approved class excuse document
  - \* Student Illness - an official doctor's note or clinic visit note indicating the date/time of your visit and, if applicable, the time period the medical excuse is valid.
  - \* Death of close family member (for definition, see UAR 103.05) - funeral notice or bulletin with date/time clearly indicated.
  - \* Military obligation - official military order documents indicating the date/time of the obligation.
  - \* Jury Duty/Court Appearances - official court documents or communications indicating date/time of your obligation.
- Submission of an excused absence request form does not automatically excuse the absence. If there is an issue preventing the absence/tardy/early departure you have submitted from being excused, the director will communicate directly with you.

### **HOW ATTENDANCE ISSUES AFFECT YOUR COURSE GRADE:**

- A student is permitted **no more than three excused absences** from rehearsals per semester. These must be properly reported in the band office using the Excused Absence Request Form (with proper documentation). Additional rehearsal absences will be considered unexcused.
  - \* Three excused rehearsal absences will be accepted without impact to the student's final course grade unless the excused absence occurs during a dress rehearsal and results in the student being sidelined for a performance.
  - \* Any unexcused rehearsal absence will result in the student's final course grade being reduced by one letter grade per absence (ex. An "A" becomes "B," then a "B" becomes "C," etc.).
  - \* Being sidelined due to an excused dress rehearsal absence carries an additional final course grade penalty of ½ a letter grade for the first occurrence and will result in failure of the course for any additional occurrences. Being sidelined due to an unexcused rehearsal absence will result in an additional final course grade penalty of one letter grade for the first occurrence and will result in failure of the course for any additional occurrences.
- Absence from a performance, regardless of unexcused or excused status will negatively impact a student's grade using the following guidelines:
  - \* An unexcused performance absence will result in a final course grade of "E"
  - \* A single excused performance absence will result in the student's final course grade being reduced by one letter (ex. "A" becomes "B"). More than one performance absence, regardless of reason, will result in a final course grade of "E."



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## **OTHER CONSIDERATIONS**

### **TRAVEL**

The Morehead State University Marching Band will periodically travel to perform in exhibition. All members are required to travel on the buses unless they have been assigned to drive an equipment vehicle—do not ask for exceptions to be made, this is a liability concern. All ensemble and university policies and expectations are in effect throughout any trip. Other considerations:

- Band members are expected to adhere to our core tenets in all travel situations: BE PRESENT, BE PREPARED, and BE PROFESSIONAL
- Our travel uniform will be the official MSU Marching Band shirt - the nature of the pant/skirts/shorts worn will be determined and communicated well in advance of the trip (will never include jeans, however)
- Smoking/Vaping on a motor coach is prohibited by federal law
- Possession of alcohol, drugs, or other illegal substances on trips is prohibited—alcohol is also prohibited for members 21 and older.
- Only videos rated PG-13, PG, or G may be played on motor coaches during band travel.
- We will treat any site we visit with the utmost respect—members who cause any damage or defacement will be held financially responsible.
- Violations of travel expectations will be subject to both band and university disciplinary procedures and may impact a student's final course grade in MUSM 372.

### **STUDENT LEADERSHIP**

To function properly and fulfill our mission, the Morehead State University Marching Band depends on competent, dedicated student leaders. Here are a few things to keep in mind:

- Every member is participating in a job interview for future student leadership every day
- Student leaders in our band must have a “servant’s heart” and should want more than anything to see their fellow members and their band succeed
- All student leaders must exhibit leadership skills, a positive attitude, accomplished musicianship, dedication to their academics, and a willingness to put others first
- Student leaders are expected to exemplify our core tenets (long before ever being named to a position)
- A member’s reputation and the quality of the interpersonal relationships he/she has with other members of the band is a critical factor in determining whether or not that person would be a good student leader in subsequent years.

Applications for student leadership positions (e.g., section leaders, drum majors, etc.) and, if applicable, audition information as well as a full list of prerequisites and assigned responsibilities will be published each spring semester. When available, this information will be communicated via our Facebook page, Remind, and by posting near the Director’s office (Baird 202).

### **BASKETBALL BAND**

The Basketball Band performs during the late fall and spring semesters for men’s and women’s games. If the band is funded for 2021-2022, membership will be determined by competitive audition. Instrumentation is limited to approximately 26 players (brass, percussion, and saxophones). Members are paid a per-game stipend. Members must be enrolled in one of the concert bands - **those who participated in the fall marching band will be given priority on spots.**



## **MOREHEAD STATE ALMA MATER**

Far above the rolling campus resting in the dale,  
stands the dear old Alma Mater we will always hail.  
Shout in chorus, raise your voices! Blue and Gold praise you!  
Winning through to fame and glory, dear old MSU.

## **MOREHEAD STATE FIGHT SONG**

Fight, fight, fight for Morehead. Fight on, varsity!  
Ever onward marching to our victory.  
We're gonna fight, fight fight, for Morehead. Colors, Blue and Gold.  
Our hopes on you we're pinning whether losing or winning—  
Go, you Eagles and fight, fight, fight!



## 2021 MSMB REHEARSAL, PERFORMANCE, AND EVENT CALENDAR\*

\* Current as of August 1, 2021. The Director reserves the right to adapt the course calendar when necessary to facilitate performance and rehearsal needs.

|                  |                   |   |
|------------------|-------------------|---|
| <b>AUGUST</b>    | <b>EARLY WEEK</b> | Dates: August 8-14<br>Notes: See online calendar for move in and daily schedule<br><b>PERFORMANCE EVENT - MSU CONVOCATION (8/11)</b><br>Social Event: Welcome Band Picnic (8/14)  |
|                  | <b>W1</b>         | Rehearsal Dates: 8/16, 8/18, 8/20 per normal weekly schedule<br>Percussion Sectional: 8/18 (normal)   |
|                  | <b>W2</b>         | Rehearsal Dates: 8/23, 8/25, 8/27 per normal weekly schedule<br>Percussion Sectional: 8/25 (normal)   |
| <b>SEPTEMBER</b> | <b>W3</b>         | Rehearsal Dates: 8/30, 9/1 are typical. No rehearsal on 9/3<br>Percussion Sectional: 9/1 (normal)   |
|                  | <b>W4</b>         | Rehearsal Dates: 9/6 (6p-9p), 9/8 is normal<br>Percussion Sectional: 9/8 (normal)<br><b>Dress Rehearsals:</b> 9/10 (normal) and 9/11 (Early morning, time TBA based on stadium availability)<br><b>PERFORMANCE EVENT: MSU HOME GAME (9/11)</b>                    |
|                  | <b>W5</b>         | Rehearsal Dates: 9/13, 9/15, 9/17 per normal weekly schedule<br>Percussion Sectional: 9/15 (normal)   |
|                  | <b>W6</b>         | <b>Dress Rehearsals:</b> 9/20 (4p-5:45p), 9/22 (7p-10p), 9/24 (4p-7p)<br>Percussion Sectional: 9/22 (4p-6p)<br><b>MAJOR EVENT/PERFORMANCE EVENT: BLUE AND GOLD CHAMPIONSHIP OF MARCHING BANDS (9/25)</b>  |
|                  | <b>W7</b>         | Rehearsal Dates: 9/27, 9/29 per normal weekly schedule<br>Percussion Sectional: 9/29 (normal)<br><b>Dress Rehearsals:</b> 10/1 (normal) and 10/2 (Early morning, time TBA based on stadium availability)<br><b>PERFORMANCE EVENT: MSU HOME GAME (10/2)</b>        |
| <b>OCTOBER</b>   | <b>W8</b>         | Rehearsal Dates: 10/4 (normal). No rehearsal on 10/6 and 10/8   |
|                  | <b>W9</b>         | Rehearsal Dates: 10/11, 10/13 per normal weekly schedule<br>Percussion Sectional: 10/13 (normal)<br><b>Dress Rehearsal:</b> 10/15 (normal)<br><b>PERFORMANCE EVENT: HOMECOMING PARADE (10/16)</b><br><b>PERFORMANCE EVENT: MSU HOME GAME (10/16) - HOMECOMING</b> |
|                  | <b>W10</b>        | <b>Dress Rehearsals:</b> 10/18 (normal), 10/20 (6:30p-9:30p), 10/22 (6:30p-9:30p)<br>Percussion Sectional: 10/20 (normal)<br><b>PERFORMANCE TRAVEL EVENT: KMEA STATE QUARTERFINALS</b>  |
|                  | <b>W11</b>        | Note: No rehearsal on 10/25, 10/27<br>Music Education Major Clinic Session: 10/27 (4p-5:30p)<br><b>Dress Rehearsals:</b> 10/29 (normal) and 10/30 (Early morning, time TBA based on stadium availability)<br><b>PERFORMANCE EVENT: MSU HOME GAME (10/30)</b>      |
|                  | <b>W12</b>        | Note: No rehearsals this week<br>Music Education Major Clinic Session: 11/3 (4p-5:30p)  |
| <b>NOVEMBER</b>  | <b>W13</b>        | Rehearsal Dates: 11/8, 11/10 per normal weekly schedule<br><b>Dress Rehearsals:</b> 11/12 (normal) and 11/13 (Early morning, time TBA based on stadium availability)<br><b>PERFORMANCE EVENT: MSU HOME GAME (11/13) - SENIOR DAY</b>                              |
|                  | <b>W14</b>        | Note: No rehearsals this week<br><b>Uniform/Instrument Turn-in:</b> 11/15 (4p-6p)<br>Music Education Major Clinic Session: 11/17 (4p-5:30p)   |
|                  | <b>W15</b>        | Note: No rehearsals this week   |
|                  | <b>W16</b>        | Note: No rehearsals this week   |