

Instructor Information	
Instructor	Madeleine LaFollette
Email	lafollettemp@lamarpa.edu
Phone	(409) 984-6524
Office	Sam and Linda Monroe Performing Arts Center - Room: 126
Office Hours	TBA or by appointment (in-person or via Teams)
Additional Contact Information	
Course Information	
Description	Individual instruction in voice, instrument, composition, or conducting.
Required Textbooks	<i>Textbook Purchasing Statement: A student attending Lamar State College Port Arthur is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.</i>
	Printed sheet music is assigned individually.
Additional Materials/Resources	Note taking materials (paper, pencil, pen, etc.), blookey.com, Blackboard access, LSCPA email, Office 365 access, staff paper
Corequisites/Prerequisites	None
Learning Outcomes	Students will demonstrate comprehension of the basics of vocal technique reading material. Identifies all main ideas, supporting details, and vocabulary in reading material; demonstrates a full understanding of the reading (PSLO 1) Students will acquire a basic understanding of vocal health and hygiene applicable to many different styles of singing. (PSLO 2) Students will acquire communicative and expressive skills applicable to their own voices. (PSLO 2,4,5) Students will develop a professional, disciplined approach to vocal performance skills (PSLO 2,4,5) Students will acquire basic harmony singing applicable to commercial background singing. (PSLO 1, 2, 4,5)
Core Objectives	1. Students will demonstrate proficiency in vocal technique music from commercial, classical, and Broadway repertoire. (PSLO 2) 2. Students will develop a professional, disciplined approach to performance skills. (PSLO 2,3,4,5) 3. Students will present a juried performance for faculty. In lieu of juries, the student will present a video that demonstrates the students' vocal development during the semester. (PSLO 2,3,4,5) 4. Students will demonstrate comprehension of content-area reading material. Identifies all main ideas, supporting details, and vocabulary in reading material related to vocal technique and repertoire; demonstrates a full understanding of the reading. (PSLO 1)
Lecture Topics Outline	Weekly 1-hour lessons with instructor Weekly assignments specific to student progress Midterm Hearing Mock Jury Final Jury

Major Assignments Schedule

Students are expected to prepare for weekly 1-hour lessons with the instructor. The instructor may assign weekly assignments based on student progress.

Midterm Hearing: Week 8 (Date TBA)

Final Jury: December 9th (time TBA)

Final Exam Date

December 9, 2025 - 12:00 AM Through December 9, 2025 - 11:59 PM

Grading Scale

90 - 100=A 80 - 89=B 70 - 79=C 60 - 69=D Below 59 = F

Determination of Final Grade

Weekly Lessons	55%
Repertoire Preparation and Homework	25%
Final Jury	20%

Course Policies

Instructor Policies

The contents of this syllabus (schedule, major assignments, instructor policies, etc.) are subject to change at the instructor's discretion.

Academic Dishonesty: Academic dishonesty is never tolerated in this or any course. Students are always expected to submit original work and cite all outside sources. The instructor may use Blackboard tools such as SafeAssign and Respondus to ensure student work is authentic and original. Failure to maintain academic integrity may result in a zero grade or course failure.

Artificial Intelligence: The use of Artificial Intelligence tools (ex. ChatGPT, Gemini, Grammarly, etc.) for exams, essays, homework, quizzes, or listening journals is strictly prohibited unless explicitly stated by the instructor. Unauthorized use will be treated as academic dishonesty and may result in a zero for the assignment or failure of the course. If AI use is suspected, the instructor will assign a temporary zero and contact the student via email, Blackboard, or in person to schedule a meeting. During this meeting, the coursework will be reviewed and appropriate action determined.

Absences and Late Arrivals: All classes begin promptly at the start time. Students are expected to be seated and prepared at the beginning of every class. If a student arrives to class more than five minutes late, they will receive HALF attendance credit. If a student departs from class more than five minutes early, they will receive HALF attendance credit. If a student misses more than half of a class period due to a late arrival or early departure, they will receive ONE FULL ABSENCE. Two late arrivals or early departures will count as ONE FULL ABSENCE. If a student accumulates more than 3 absences in this course, they will receive a failing grade for the course. If a student knows that they will be late or absent from class, they must contact the instructor via email (lafollettemp@lamarpa.edu) at least 24 hours in advance. Exceptions for extreme circumstances (illness, injury, death, etc.) will be granted on a situational basis.

Technology and Electronics: Students are not permitted to use electronic devices (such as phones, laptops, Chromebooks, etc.) during in-person class meetings unless otherwise specified by the instructor. If the instructor observes any student using electronic devices during class time, they will ask them to put away their electronic devices. If the student continues to use their electronic devices, they will be asked to leave class for the day, and they will not receive attendance credit for that day.

Grades and Late Work: All grades will be posted in Blackboard. Students must meet with the instructor to discuss grades and grading policies. All work must be submitted on time. Late work will be subject to a 5% grade reduction after one day and a 10% grade reduction for every day after. (For example, if an assignment with a grade of 100% is submitted one day late, the grade would be reduced to a 95%. If the same assignment is submitted two days late, the grade would be reduced to an 85%. After three days, the grade would be a 75%.) The instructor will not accept any work turned in more than one week (7 days) late. Any work submitted more than one week (7 days) late will receive a zero. Submission extensions may be granted in extreme circumstances and must be discussed with the instructor.

Attendance Policy

The instructor takes attendance promptly at the beginning of every lesson. Students should always plan to arrive to class on time. Late arrivals and early departures from class are disruptive to the instructor and to classmates.

Students are expected to attend and participate in all lessons for this course. If a student is late or absent from class, they must inform the instructor via email (lafollettemp@lamarpa.edu).

Attendance factors into the weekly lesson grade (55%) in this course. Failure to attend a lesson without at least 24 hours notice via email will result in zero lesson credit for the week. If a student accumulates over 3 unexcused absences in this course, they will automatically fail the course. Any student with perfect attendance (no unexcused absences) will receive an automatic 5-point bonus added to their final weekly lesson grade.

An absence is only considered excused if it is unavoidable (illness with a doctor's note, bereavement, injury or accident en route to class).

A planned appointment will not be excused by the instructor. Do not schedule appointments or meetings during this class meeting time.

Students are expected to arrive on time for all lessons. A student will lose half of their daily attendance credit for any late arrival or early departure exceeding 5 minutes. Two late arrivals or early departures are the equivalent of one absence. A student more than 20 minutes late to class will be counted as absent and unexcused.

Additional Information

Students are encouraged to utilize the resources provided by LSCPA Student Services (<https://www.lamarpa.edu/student-services/index.html>) such as tutoring, counseling, career coaching, and The Nest. Students may also choose to use TimelyCare- Medical and Mental Health Support and Tutor.com (both links located in Blackboard, some restrictions may apply).

Institutional Policies

MyLSCPA

Be sure to check your campus email and Course Homepage using MyLSCPA campus web portal. You can also access your grades, transcripts, academic advisors, degree progress, and other services through [MyLSCPA](#).

Academic Honesty

Academic honesty is expected from all students, and dishonesty in any form will not be tolerated. Please consult the LSCPA policies (Academic Dishonesty section in the Student Handbook) for consequences of academic dishonesty.

ADA Considerations

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact the [Disability Services Coordinator](#), Room 117, in the Student Success Center. The phone number is (409) 984-6241.

COVID 19 Information

The Lamar State College Port Arthur (LSCPA) Student Code of Conduct COVID 19 Policy requires students who have been diagnosed with COVID 19 to report their condition directly to their local health department. Students should also contact their course faculty to report their quarantine status. In addition, this policy requires all students to wear face coverings when directly exposed to COVID 19 in compliance with the criteria included in the policy. For more information please refer to the COVID 19 link on the LSCPA website.

Facility Policies

No food or tobacco products are allowed in the classroom. Only students enrolled in the course are allowed in the classroom, except by special instructor permission. Use of electronic devices is prohibited.

HB 2504

This syllabus is part of LSCPA's efforts to comply with Texas House Bill 2504.

Mandatory Reporting of Child Abuse and Neglect

As per Texas law and LSCPA policy, all LSCPA employees, including faculty, are required to report allegations or disclosures of child abuse or neglect to the designated authorities, which may include a local or state law enforcement agency or the Texas Department of Family Protective Services. For more information about mandatory reporting requirements, see [LSCPA's Policy and Procedure Manual](#).

Title IX and Sexual Misconduct

LSCPA is committed to establishing and maintaining an environment that is free from all forms of sex discrimination, including sexual harassment, sexual violence, and other forms of sexual misconduct. All LSCPA employees, including faculty, have the responsibility to report disclosures of sexual misconduct, including sexual harassment, sexual assault (including rape and acquaintance rape), domestic violence, dating violence, relationship violence, or stalking, to LSCPA's Title IX Coordinator, whose role is to coordinate the college's response to sexual misconduct. For more information about Title IX protections, faculty reporting responsibilities, options for confidential reporting, and the resources available for support visit [LSCPA's Title IX website](#).

Clery Act Crime Reporting

For more information about the Clery Act and crime reporting, see the [Annual Security & Fire Safety Report](#) and the [Campus Security website](#).

Grievance / Complaint / Concern

If you have a grievance, complaint, or concern about this course that has not been resolved through discussion with the Instructor, please consult the Department Chair.

Department Information

Commercial Music, Visual and Performing Arts

Chair: [CASP](#)
Email: CASP
Phone: (409) 983-4921