



FACULTY OF HUMANITIES AND SOCIAL SCIENCES

Te Kōkī New Zealand School of Music

PERF 333 *Small Ensemble 3* **15 POINTS**

Trimester 1 & 2 2016

Key dates

Trimester dates: 29 February to 13 November 2016

Teaching dates: 29 February to 16 October 2016

Easter break: 24 to 30 March 2016

Mid-trimester break: 25 April to 1 May 2016

Mid-year break: 30 June to 8 July 2016

Mid-trimester break 2/3: 22 August to 4 September 2016

Study period: 17 to 20 October 2016

Examination/Assessment Period: 21 October to 12 November 2016

Note: students who enrol in courses with examinations must be able to attend an examination at the University at any time during the scheduled examination period.

Withdrawal dates: Refer to www.victoria.ac.nz/students/study/withdrawals-refunds.

If you cannot complete an assignment or sit a test in the last three weeks of teaching, or an examination, it may be possible to apply for an aegrotat (refer to www.victoria.ac.nz/students/study/exams/aegrotats).

For performance courses assessed by recitals, an aegrotat cannot apply. Instead, the student (with the written approval of the teacher) must apply to the Director NZSM to have his/her assessment delayed. Any such delayed assessment must be completed prior to the start of the following trimester

Class times and locations

Rehearsal time/rooms: Regular weekly rehearsals to be arranged by individual groups. Rooms to be booked by students as below.

Coaching times/rooms: To be arranged by individual groups in conjunction with staff. Rooms to be booked through the Kelburn office or on booking sheets.

Workshop time/rooms: There will be 3 workshop/masterclasses held in each trimester, given by the New Zealand String Quartet. These dates and times will be posted on Blackboard by the start of Trimester 1.

Tutorials: Five tutorial sessions to work on the written assignment. Dates to be advised by the tutor, based on students' availability.

Names and contact details

Course Coordinator: Rolf Gjelsten
Contact phone: 021 022 56606 **Email:** rolf.gjelsten@vuw.ac.nz
rg@nzsqa.org.nz

Office located at: Room 212, Main Music Block, Kelburn Campus
Office hours: By appointment

Other staff member(s): New Zealand String Quartet
Contact phone: 463 5866 **Email:** hp@nzsqa.org.nz
ga@nzsqa.org.nz

Office(s) located at: Room 212, Main Music Block, Kelburn Campus

Other staff member(s): Martin Riseley
Contact phone: 463 5858 **Email:** martin.riseley@vuw.ac.nz
Office(s) located at: Room 104, 90 Fairlie Terrace, Kelburn Campus

Other staff member(s): Matthew Allison (acting Head of Brass)
Contact phone: 463 5233 ext. 8073 **Email:** matthew.allison@vuw.ac.nz
Office(s) located at: Room 115, Main Music Block, Kelburn Campus

Other staff member(s): Debbie Rawson
Contact phone: 463 5233 ext. 8073 **Email:** debbie.rawson@vuw.ac.nz
Office(s) located at: Room 115, Main Music Block, Kelburn Campus

Other staff member(s): Donald Maurice
Contact phone: 463 5850 **Email:** donald.maurice@vuw.ac.nz
Office(s) located at: Room 105, 90 Fairlie Terrace, Kelburn Campus

Other staff member(s): Jian Liu
Contact phone: 463 5857 **Email:** jian.liu@vuw.ac.nz
Office(s) located at: Room 304b, Main Music Block, Kelburn Campus

Other staff member(s): Inbal Megiddo
Contact phone: 463 5861 **Email:** inbal.megiddo@vuw.ac.nz
Office(s) located at: Room 304c, Main Music Block, Kelburn Campus

Other staff member(s): Jane Curry
Contact phone: 463 9794 **Email:** jane.curry@vuw.ac.nz
Office(s) located at: Room 107, 88 Fairlie Terrace, Kelburn Campus

Other staff member(s): Margaret Medlyn
Contact phone: 463 9488 **Email:** margaret.medlyn@vuw.ac.nz
Office(s) located at: Room 108, 88 Fairlie Terrace, Kelburn Campus

Details of tutors for coachings will be posted on Blackboard once groups are finalised.

Programme Administrator: Belinda Behle **Email:** belinda.behle@vuw.ac.nz

Communication of additional information

Official notices issued after the course has commenced will be posted on Blackboard.

Prescription

Development of advanced ensemble skills through intensive training in the preparation and presentation of ensemble music.

Course learning objectives (CLOs)

Students who have successfully completed this course will be able to:

1. demonstrate advanced collaborative techniques through the study, rehearsal and performance of chamber music
2. demonstrate professionalism in all aspects of preparation, rehearsal and performance including punctuality, reliability and personal presentation.

These learning objectives contribute to the NZSM Graduate Attributes. For a full list, please see www.nzsm.ac.nz/study-careers/graduate-attributes

Teaching format

Please note the coaching, workshops and masterclasses specified in the Mandatory Requirements includes both the group coachings, and the workshops/masterclasses held by the NZSQ as well as those held during the Performance Workshop times. Attendance at all these classes is mandatory.

Students wishing to propose pre-formed chamber groups must submit a Chamber Music Request Form, with details of all students and repertoire to Rolf Gjelsten by Monday 15 February for Trimester 1, and Monday 27 June for Trimester 2. Only fully formed group requests will be accepted, and all members have to agree to the arrangement for the entire trimester. It is also **NOT** a guarantee that you will be granted with the request, but it will be taken into consideration.

If a student chooses to participate in a group additional to the group they have been allocated (subject to approval of the Course Coordinator), they must complete their participation in all their groups up to and including the assessment performance. In these circumstances, students may choose which group they would like to be assessed on in the final performance, but will be graded on the coachings for *all* their groups.

It is expected that all members of the group will be enrolled in either PERF 133/233/333/433: exceptions allowed only by permission of the Course Coordinator.

Groups will be posted on Blackboard and relevant notice boards by the end of week 2 at the latest in Trimester 1, and end of week 1 in Trimester 2. Students are expected to meet and organise rehearsal times as soon as groups are posted, and to begin rehearsals in week 3 of Trimester 1 at the latest, and week 2 of Trimester 2.

One member of each group will be nominated by the Course Coordinator to be the student contact person, with responsibility for making sure the scores are obtained, parts distributed, and for liaising with staff.

IMPORTANT: There are a total of five hours of coachings available per ensemble per trimester. **As stated in the Mandatory Requirements, all five must be scheduled, with at least 2 completed, by the mid-trimester break. The group leader is responsible for emailing this information to the Course Coordinator by *Wednesday 30 March (Trimester 1) and Friday 5 August (Trimester 2).***

One main tutor will be assigned to each group, and will be the contact person for any issues that arise. It is recommended that students have most coachings with the main tutor but can seek other tutors as well. **Tutors must be chosen from the above list of contacts.**

The Coaching Work Grade (20%) will be based on the following criteria after every coaching:

1. Preparedness – punctuality, knowledge of score and part
2. Responsiveness to feedback – during coaching, from one coaching to the next
3. Interaction with group – collaborative skills

The assigned main tutor must be contacted to devise a schedule for all coachings by week 3 of Trimester 1, and week 2 of Trimester 2. If there are difficulties contacting the tutor, the students must contact the Course Coordinator.

IMPORTANT: A tutorial sheet must be signed by the tutor at each tutorial and handed in before the assessment.

Before tutorials commence, students are expected to have thoroughly learned their parts, and to have had at least two rehearsals.

This course also requires students to attend the four Chamber Music workshops scheduled as part of the Friday Performance Workshops, and the workshops/masterclasses conducted by NZSQ each trimester. The dates and times of all workshops will be announced on Blackboard by the start of Trimester 1.

Students are responsible for:

- submitting any specific requests for groupings and repertoire by deadline
- obtaining scores
- setting up a regular weekly rehearsal time
- booking rooms for rehearsals and coaching sessions
- learning own parts thoroughly prior to rehearsals and tutorials
- contributing to group rehearsals
- attending set rehearsal times punctually
- contacting the designated staff member or Course Coordinator if any problems arise
- providing written programme notes for assessments at least one week prior to start of small ensemble assessment period (by 13 May and 21 September).

Mandatory course requirements

In addition to achieving an overall pass mark of 50%, students must:

a) attend and complete all scheduled coachings, performances and workshops/masterclasses unless absence is due to verified medical reasons or advance permission for absence has been given by the teacher/lecturer.

Justification: attendance and participation is essential for ensembles to continue to run. Absences by any member(s) of an ensemble may adversely affect the performance and assessment of the group and its members

b) complete at least three of the coachings for each trimester before the mid-trimester break.

Justification: a minimum number of coachings must take place prior to the mid-trimester break to ensure the coachings are evenly distributed across the trimester and to prevent a disproportionately high number of coachings occurring at the end of the trimester.

Any student who is concerned that they have been (or might be) unable to meet any of the mandatory course requirements because of exceptional personal circumstances, should contact the course coordinator as soon as possible.

Workload

A 15-point full-year course should require at least 150 hours' work (including class time). This means that during the trimester, the mid-trimester break and study week you should be prepared to spend on average 5 hours per week involved in activities such as attending classes, practising and rehearsing, reading, listening to recommended recordings and preparing assignments.

Assessment

There are 4 items of assessment:

1. Assessed Performance 1 (approx. 15 mins) including written programme notes. Related to learning objectives 1 and 2. (40%)
2. Assessed Performance 2 (approx. 15 mins) including written programme notes. Related to learning objectives 1 and 2. (40%)
3. Trimester One Coachings Work Grade – combined grade for the five Trimester One coaching sessions. Related to learning objectives 1-2. (10%)
4. Trimester Two Coachings Work Grade – combined grade for the five Trimester One coaching sessions. Related to learning objectives 1-2. (10%)

Assessment items and workload per item	%	CLO(s)	Due date
<i>Assessed Performance 1 (approx. 15 mins) including written programme notes</i>	40%	1&2	20 May – 27 May*
<i>Assessed Performance 2 (approx. 15 mins) including written programme notes</i>	40%	1&2	30 Sep – 10 Oct*
<i>Trimester One Coachings Work Grade</i>	10%	1&2	<i>Prior to scheduled assessed perf. 1</i>
<i>Trimester Two Coachings Work Grade</i>	10%	1&2	<i>Prior to scheduled Assessed perf. 2</i>

*Some assessments may take place outside this period, subject to Course Coordinator approval.

The rubric for grading of Small Ensemble assessments will be available on Blackboard.

The Coaching Work Grade (20%) will be based on the following criteria after every coaching:

1. Preparedness – punctuality, knowledge of score and part
2. Responsiveness to feedback – during coaching, from one coaching to the next
3. Interaction with group – collaborative skills

IMPORTANT: There will be four chamber music concerts toward the end of each trimester, and your group will be assigned to perform at one of the concerts each trimester. Those will be your assessed performances. **It is your responsibility to keep all these dates and times free.** The dates are the following:

Trimester one:

- Friday 20 May (evening)
- Monday 23 May (evening)
- Thursday 26 May (evening)
- Friday 27 May (lunchtime concert)

Trimester two:

- Friday 30 September (lunchtime concert)
- Wednesday 5 October (evening)
- Friday 7 October (evening)
- Monday 10 October (evening)

For performance courses assessed by recitals, an aegrotat cannot apply. Instead, the student (with the written approval of the teacher) must apply to the Director NZSM to have his/her assessment delayed. Any such delayed assessment must be completed prior to the start of the following trimester.

Submission and return of work

- Programme notes should be turned in to Rolf Gjelsten's mailbox a week prior to start of small ensemble assessment period (by May 13 and 21 September)
- Tutorial sheets must be signed by the tutor at each coaching session, and completed sheets turned in to the Programme Administrator before assessments

NB: This course is moderated, so all students are requested to retain all marked assessment items in the event that they are required at the end of the course.

Extensions and penalties

Extensions

Students who for exceptional reasons can justify an extension for an item of assessment, must apply to the Course Coordinator *before* the due date. Please note that no extensions can be granted for tutorial assignments.

Penalties

Assignments must be submitted by the due dates. In fairness to other students, unless a medical certificate is produced, assessment submitted after 5pm on the due date will be subject to a 5% demerit on your grade, increasing by 5% each further working day it is overdue.

Materials and equipment and/or additional expenses

Please be prepared to make music purchases on a regular basis. You will slowly be building up your own library over many years so regard it as an investment. Keep your eyes open for second hand music but learn first which editions are acceptable. There are also websites that offer cheaper downloadable sheet music.

Recommended reading

Students are encouraged to listen to recordings of the work(s) they are studying. Researching information about the composers and works will also amplify understanding of their allocated works.

Class representative

The class representative provides a useful way to communicate feedback to the teaching staff during the course. A class representative will be selected at the first lecture of the course.

Student feedback

Previous students taking this course found it to be fairly well organised, with the amount of work about right, and valued the skills learned from the course.

Student feedback on University courses may be found at www.cad.vuw.ac.nz/feedback/feedback_display.php.

Other important information

The information above is specific to this course. There is other important information that students must familiarise themselves with, including:

- Academic Integrity and Plagiarism: www.victoria.ac.nz/students/study/exams/integrity-plagiarism
- Aegrotats: www.victoria.ac.nz/students/study/exams/aegrotats
- Academic Progress: www.victoria.ac.nz/students/study/progress/academic-progress (including restrictions and non-engagement)
- Dates and deadlines: www.victoria.ac.nz/students/study/dates
- FHSS Student and Academic Services Office: www.victoria.ac.nz/fhss/student-admin
- Grades: www.victoria.ac.nz/students/study/progress/grades
- Resolving academic issues: www.victoria.ac.nz/about/governance/dvc-academic/publications
- Special passes: www.victoria.ac.nz/about/governance/dvc-academic/publications
- Statutes and policies including the Student Conduct Statute: www.victoria.ac.nz/about/governance/strategy
- Student support: www.victoria.ac.nz/students/support
- Students with disabilities: www.victoria.ac.nz/st_services/disability
- Student Charter: www.victoria.ac.nz/learning-teaching/learning-partnerships/student-charter
- Student Contract: www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract
- Subject Librarians: <http://library.victoria.ac.nz/library-v2/find-your-subject-librarian>
- Turnitin: www.cad.vuw.ac.nz/wiki/index.php/Turnitin
- University structure: www.victoria.ac.nz/about/governance/structure
- Victoria graduate profile: www.victoria.ac.nz/learning-teaching/learning-partnerships/graduate-profile
- VUWSA: www.vuwsa.org.nz
- NZSM Policies, Statutes and Student Handbook: www.nzsm.ac.nz/student-zone/student-guides
- Scholarships and prizes relevant to NZSM students: www.nzsm.ac.nz/study-careers/scholarships-and-prizes

Events

Regular events are held during trimesters 1 & 2 at all NZSM campuses. These events are for the benefit of all students, and include performances, masterclasses, special lectures and workshops given by staff, students and visiting artists. All students are expected to keep time free to attend the weekly lunchtime concert on Friday at 12.10pm, along with other events as required.

Students should sign up to the **Dawn Chorus**, the NZSM's events e-newsletter, by emailing events@nzsm.ac.nz with 'subscribe dawn chorus' in the subject line.

Website: www.nzsm.ac.nz/events