

Oklahoma Baptist University

**Division of Music**

**2024-2025 Music  
Student Handbook**

---

## TABLE OF CONTENTS

Welcome		
From the Chair	1	
Mission Statement	2	
Faculty and Staff		
Full-time Faculty	3	
Visiting Faculty		6
Part-time Faculty	7	
Area Coordinators	10	
General Information		
NASM Accreditation	11	
Degrees		12
Credit and Time Requirements	13	
Advisors	14	
Facilities	15	
Food and Drink	16	
Naxos and Grove	17	
Procedures		
Changing Majors	19	
Dropping/Adding Classes	19	
Changing Applied Teachers	20	
Ensemble Participation	21	
Collaborative Pianists	22	
Practice Space	22	
Copying Music	23	
Student Workers	23	
Private Teaching	23	
Recitals		
Recital Attendance	24	
General Recitals	24	
Junior and Senior Recitals	25	
Recording and Photos	26	
Assessment of Student Progress		
Juries		27

Sophomore Barrier	28	
Organizations		
Ensembles	29	
Student Organizations		31
Health and Safety		
Health and Safety Statement		32
Campus Health Care Services		33
Counseling Services		33
Division of Music Forms		34

*Copies of this Handbook and the Applied Area Handbooks as well as  
Division of Music Forms are available only online at:  
[www.okbu.edu/music](http://www.okbu.edu/music)*

# WELCOME

---

---

## From the Chair

---

---

Welcome to the OBU Division of Music for the 2024-2025 academic year. We are excited to have you as part of our family and look forward to making your undergraduate music education the absolute best possible.

This Handbook is designed to give you information about most of the things that music majors need to know. This is your guide to knowing how we operate, the guidelines for the Division of Music and how best to go about fulfilling your goals and objectives for the academic year.

In light of the tornado damage we suffered April 2023 a lot of things are in flux. We are no longer in Raley, are using spaces in other buildings and even borrowing spaces with University Baptist Church.

As always, come to us with your questions. Your advisor and applied music instructors will be the most help; be sure to contact me directly if I can assist in any way. The Music Office is here to serve you.

Best wishes on a great 2024-2025 year!

Patty K. Nelson, Chair  
Division of Music

---

---

## Mission Statements

### Oklahoma Baptist University

As a Christian liberal arts university, OBU transforms lives by equipping students to pursue academic excellence, integrate

faith with all areas of knowledge, engage a diverse world, and live worthy of the high calling of God in Christ.

## **Division of Music**

Mission: To equip and inspire artists to fulfill the great commission through music.

Motto: Equip. Inspire. Fulfill.

## **FACULTY AND STAFF**

### **Full-Time Faculty**

---

#### **Joshua Chism**

Associate Professor of Music, Choral and Vocal

B.M. Missouri State University

B.M.E. Missouri State University

M.M. University of Missouri-Columbia

Ph.D. University of Oklahoma

Joined the OBU faculty in 2024

Courses taught:

Lyric Diction

Vocal Technique

Applied Voice  
Chorale  
Bisonettes

**Mark Franklin**

Assistant Professor of Music  
B.M., Wheaton College  
M.M., Florida State University  
D.M.A., Florida State University  
Specialized Studies, Music Theory Pedagogy, Florida State University  
Joined the OBU faculty in 2021

Courses taught:

Applied Piano  
Class Piano  
Piano Pedagogy  
Music Theory Seminar: Musical Meaning and  
Performance  
Piano Seminar  
Bison Baroque (Co-Director)

**Timothy Kaiser**

Assistant Professor of Music  
B.M., University of the Pacific  
M.M., University of Texas at Arlington  
D.M.A., University of Arizona  
Joined the OBU faculty in 2022

Courses taught:

Conducting I  
Conducting II  
Marching Band Techniques  
Instrumental Methods and Procedures  
Instrumental Seminar  
Symphonic Winds  
OBU/Shawnee Community Orchestra  
Bison Jazz Orchestra  
Instrumental Chamber Ensemble

**Claire Marquardt**

Collaborative Accompanist  
Director of the Preparatory Department

B.S., East Central University  
M.M., University of Oklahoma  
Certified Piano Technician Certificate, Piano Technician  
Academy  
M.M., University of Central Oklahoma  
Joined the OBU faculty in 2022  
Courses taught:  
Applied Piano

**Patricia K. Nelson**

Chair, Division of Music  
Professor of Music Education – Vocal  
B.A., Trinity University  
M.M., Southwestern Baptist Theological Seminary  
Ed.D., Baylor University  
Joined the OBU faculty in 2018  
Courses taught:  
Introduction to Music Education  
Elementary/General Music Methods  
Secondary Vocal Methods  
National Association of Music Educators  
Honors Courses  
University Ringers  
Multigenerational Worship  
Student Teaching  
Elective Organ

**Stephen Sims**

Associate Professor of Music  
B.M.E., Oklahoma Baptist University  
M.C.M., The Southern Baptist Theological Seminary  
D.M.A., Texas Tech University  
Joined the OBU faculty in 2016  
Courses taught:  
Applied Voice  
Vocal Technique I-IV  
Worship Studies Forum  
Introduction to Music/Worship Ministry  
Leading Worship from the Piano  
Planning and Leading Worship Seminar  
Songs of the Church

History of Worship  
Theology of Worship  
519 Collective  
Bison Glee Club

## **Visiting Professors**

### **Matthew Boswell**

Visiting Professor Worship Studies  
M.A. Southern Seminary  
Ph.D. Southern Seminary  
Elder, The Trails Church  
Courses taught:  
519 Collective  
Worship Seminar

### **Randy Lind**

Visiting Professor Worship Studies  
B.M.E. Oklahoma Baptist University  
M.M. Pittsburg State University  
D.M. Northern Baptist Seminary  
Worship & Music Specialist Oklahoma Baptists

### **Matthew Roberson**

Visiting Professor Worship Studies  
B.M.E. Oklahoma Baptist University  
Senior Pastor, First Baptist Church, Marlow, Oklahoma



---

---

## **Part-Time Faculty**

---

---

### **Cameron Duncan**

Visiting Professor of Theory and Composition

B.M., Oklahoma City University

M.M., Oklahoma City University

D.M.A. in progress, University of Oklahoma

Courses taught:

Applied Composition

Composition Seminar

Music Composition and Instrumentation

Theory

### **Rebekah Franklin**

Lecturer of Music

B.M., Wheaton College Conservatory of Music

Early Music Pedagogy Certificate, Florida State University

M.M., Florida State University

PhD, Florida State University

Courses taught:

Music History I

Music History II

Music History III

Music History Seminar

Bison Baroque (Co-Director)

Applied Cello

### **Joshua Harney**

M.M. University of Oklahoma

B.M.E. Morehead State University

Courses taught:

Applied Trumpet

### **Veronica Mascaro**

D.M.A. University of North Texas

MM Wichita State University

B.A. Ottawa University

Courses taught:

Applied Flute

**Dustin Schulze**

D.M.A. University of Oklahoma  
M.M. Stephen F. Austin State University  
B.M.E. University of North Texas  
Courses taught:  
Applied Percussion  
Aural Skills

**Shara Sun**

D.M.A. University of Oklahoma  
M.M. California State University Northridge  
Advanced Certificate in Performance, University of Toronto  
B.A. , University of Toronto  
Courses taught:  
Applied piano

**Calvert Switzer**

Adjunct Professor of Low Brass  
B.M.E., University of Nebraska, Kearney  
M.M., Kansas University  
D.M.A., in progress, University of Oklahoma  
Courses taught:  
Applied Trombone  
Applied Tuba  
Applied Euphonium  
Instrumental Chamber Ensemble

**Robert Ward**

B.M. Oklahoma Baptist University  
M.M. University of Central Oklahoma  
Courses Taught:  
Applied Guitar  
Guitar Pedagogy  
Music Technology

**Contact Information**

---

**Music Office**

Ford Lobby  
Phone: 405.585.4300

Email: [music@okbu.edu](mailto:music@okbu.edu)

Biographical and contact information for each full-time faculty member may be found at: <https://www.okbu.edu/fine-arts/music/faculty.html>

## **Area Coordinators**

---

Collaborative Piano: <a href="mailto:claire.marquardt@okbu.edu">claire.marquardt@okbu.edu</a>	Claire Marquardt 918.721.3754
Choral: <a href="mailto:Joshua.chism@okbu.edu">Joshua.chism@okbu.edu</a>	Josh Chism 405.585.????
Instrumental: <a href="mailto:timothy.kaiser@okbu.edu">timothy.kaiser@okbu.edu</a>	Dr. Timothy Kaiser 405.585.4311
Keyboard: <a href="mailto:mark.franklin@okbu.edu">mark.franklin@okbu.edu</a>	Dr. Mark Franklin 405.585.4314
Music Education: <a href="mailto:patricia.nelson@okbu.ed">patricia.nelson@okbu.ed</a>	Dr. Patty K. Nelson 405.585.4326
Music Theory: <a href="mailto:mark.franklin@okbu.edu">mark.franklin@okbu.edu</a>	Dr. Mark Franklin 405.585.4314
Voice: <a href="mailto:stephen.sims@okbu.edu">stephen.sims@okbu.edu</a>	Dr. Stephen Sims 405.585.4335
Worship Studies: <a href="mailto:Matthew.roberson@okbu.edu">Matthew.roberson@okbu.edu</a>	Mr. Matt Roberson

## GENERAL INFORMATION

### **NASM Accreditation**

---

Oklahoma Baptist University is a member of the National Association of Schools of Music (NASM). Founded in 1924, NASM was organized “to secure a better understanding among institutions of higher education engaged in work in music; to establish a more uniform method of granting credit; and to develop and maintain basic, threshold standards for the granting of degrees and other credentials.” NASM sets high standards for its member institutions with respect to faculty qualifications, curriculum, library holdings, facilities, equipment, and health and safety. The Chair of the Division of Music serves as the Music Executive, representing Oklahoma Baptist University at NASM annual meetings and corresponding with the National Office.

The United States Department of Education recognizes NASM as the agency responsible for the accreditation of all music curricula. NASM also maintains relationships with other organizations in support of accreditation efforts, including the Higher Learning Commission (HLC) and the Council for the Accreditation of Educator Preparation (CAEP).

### **Degrees**

Students in the Division of Music of the Warren M. Angell School of Visual and Performing Arts may pursue one of the following degrees:

- Bachelor of Musical Arts (including a minor in an outside area)
- Bachelor of Music in Composition

- Bachelor of Music Education (Instrumental Certification, P-12)
- Bachelor of Music Education (Vocal Certification, P-12)
- Bachelor of Music in Piano Performance with Emphasis in Pedagogy
- Bachelor of Music in Vocal Performance
- Bachelor of Arts in Worship

Students not pursuing a degree in music may earn a minor from the Division of Music:

- Minor in Music
- Minor in Music Composition
- Minor in Worship Studies

The *Academic Catalog*, updated and published each year by Oklahoma Baptist University, contains the official lists of requirements for each degree. Degree Plans, which are outlines of required classes for each degree, are available in the Fine Arts Office and may be found at:

<http://catalog.okbu.edu>

## **Credit and Time Requirements**

---

### **Program Lengths**

All OBU Bachelor's degrees require a minimum of 120 credit hours, 36 of which must be upper-level (courses numbered 3000-4999). Music degrees offered by OBU require between 124 and 129 credit hours. Full-time undergraduate students enroll in 12-16 credit hours each semester. Degrees can be completed within four years; in some cases, this requires courses during the Summer terms.

### **Awarding Credit**

OBU has adopted the Carnegie Unit, which is approximately 50 minutes of class instruction per credit hour with approximately double that amount of instructional activity required outside of class. This equates to approximately 2250 minutes of instructional activity per credit hour. Music classes follow this calculation in determining course credit, class meeting times, and related instructional activities.

Applied music study (private lessons) receive 1 hour of credit for a weekly, 25-minute lesson during the regular term and 2 hours of credit for a weekly, 50-minute lesson (or the equivalent). Students should practice at least 120 minutes (and likely more) for each 25-minute lesson and are also required to attend regular Seminar courses during the term, equating to at least 2250 minutes for each credit hour. Students earning 3-hours credit for applied music study will have a weekly, 50-minute lesson and also be expected to complete outside work equivalent to the instructional activity required for the additional credit hour.

Ensembles will normally require a total time commitment of rehearsal, performance, individual practice time, and other instructional activities directly related to the ensemble not less than approximately 2250 minutes per credit hour. Student may also elect to enroll in most ensembles for zero credit.

Additional academic information may be found in the *2023-2024 Academic Catalog*:

<https://www.okbu.edu/catalog/index.html>

## **Advisors**

---

An academic advisor will be assigned to each student before the beginning of the academic year. These full-time faculty members guide advisees through the registration process each semester and are available to answer questions and provide information pertaining to curriculum, university procedures, study and practice habits, graduate school and career choices, and the like.

Students are encouraged to seek the assistance and wisdom of their advisor often. Students must meet with their advisor prior to registration each semester. Once courses have been approved, the advisor will provide a registration PIN to enable the advisee to enroll in classes. Registration is then completed by the student through Self-Service Banner, which can be accessed at:

<https://self-service.okbu.edu>

## **Facilities**

### **John Wesley Raley Chapel- Off line due to April 2023 tornado until repairs are complete. Approximate date is Spring 2026**

Raley Chapel is the primary home of the Division of Music. Begun in 1959 and completed in 1961. The facility houses performing spaces, faculty offices and studios, classrooms, practice rooms, choral and instrumental rehearsal spaces, and the Music Technology Lab.

Major performing spaces include:

**Potter Auditorium (Off-line for the 24-25 school year)**



Utilized for weekly chapel services and major university events, Potter Auditorium is also the venue for large performance settings, such as Symphonic Winds concerts, the annual Concerto-Aria concert, and the OBU/Shawnee Community Orchestra concerts. The room seats approximately 1800 and also boasts a 58-rank Reuter pipe organ.

### **Yarborough Auditorium (Off-line for the 24-25 school year)**

The principal performing space of the Division of Music, Yarborough Auditorium seats approximately 400. Small ensemble, guest artist, faculty, and student recitals are typically held in this space each term. The stage includes two 9-foot Steinway grand pianos.

### **Ford Hall**

Constructed in 1951, Ford Hall has served as the primary practice space for individual music students for more than six decades. Extensive renovations were completed the beginning of 2018, resulting in a welcoming and functional space available to students from across the College of Fine Arts. Music spaces include three practice rooms with new Boston grand pianos, ten practice rooms with new Boston upright pianos and Howard Chapel, an acoustically live space including a Boston grand piano, for the presentation of chamber music and art exhibits. Ford Hall also contains a digital piano lab with thirteen Yamaha Clavinovas, a piano pedagogy studio with two Boston grand pianos, and a choral rehearsal hall with a Boston grand piano.

Ford Hall currently houses the Division of Music practice rooms, most music classes and all Faculty offices due to the April 2023 tornado and will do so until Raley Chapel is back on-line. Approximate date of renewal for Raley Chapel is currently scheduled for Spring 2026.

### **University Baptist Church**

University Baptist Church has graciously allowed us to use their facilities for band rehearsals, jazz band rehearsals, handbell rehearsals, percussion lessons, limited percussion practice and performances. This is a huge blessing and answer to prayers. As such, we need to take special care of their spaces.

Students may not be in the building without a faculty member with the exception of scheduled percussion practice during UBC office hours.

## **Food and Drink**

---

Students, faculty, and guests are asked to treat all facilities and equipment with the utmost care, demonstrating good stewardship at all times. Food and drink should not be taken into University Baptist Church Sanctuary. Food and drink are allowed in classrooms and offices at the discretion of the faculty member. Only water with secured lids are allowed in practice areas and should never be placed on a piano or other instruments. Food should not be taken into practice spaces.

## **Naxos Online Listening Library and Grove Music Online**

---

Naxos Music Library is the most comprehensive collection of classical music available online. It includes the complete Naxos and Marco Polo catalogues of over 165,000 tracks, including classical music, jazz, world, folk, and Chinese music. Whilst listening, you can read notes on the works being played as well as biographical information on composers or artists in Naxos's extensive database.

Naxos Music Library can be accessed by:

1. Visiting [www.okbu.edu/library](http://www.okbu.edu/library)
2. Selecting “Databases” under the “Research” tab at the top of the page.
3. Selecting “N,” then choosing “Naxos Music Library.”
  - Log-in credentials are the same as for OBU email.
  - A free app by “Naxos Digital Services Ltd.” is available through the App Store.

### **Grove Music Online**

*Grove Music Online* is the world's premier online music encyclopedia, offering comprehensive coverage of music, musicians, music-making, and music scholarship.

Updated frequently, *Grove Music Online* is an essential tool for anyone interested in researching, teaching, or just learning more about music. Written and edited by nearly 9,000 subject experts, *Grove's* 51,000

articles offer clear overviews of topics from a scholarly perspective and include extensive bibliographies, which are curated to guide users through existing scholarship. *Grove*'s 33,000 biographical articles provide life information and detailed works lists for composers, performers, and other important musical figures. *Grove Music Online* also features more than 5,000 images, musical examples, and links to audio and video examples. It is the perfect starting point for scholarly research, but with a clear and engaging writing style, *Grove* is easily accessible to amateur music-lovers as well.

The navigation instructions for Naxos and Grove could be changed to:

- Grove Music Online and Naxos Music Library can be accessed by:
  - Visiting [www.okbu.edu/library](http://www.okbu.edu/library)
  - Selecting "Databases" under the "Research" tab at the top of the page.
  - Selecting the appropriate letter in the alphabetical listing ("G" for Grove and "N" for Naxos)
  - Log-in credentials are the same as for OBU email.
  - A free app by "Naxos Digital Services Ltd." is available through the App Store.

## PROCEDURES

### **Changing Majors**

---

Students deciding to change majors should first schedule a meeting with their academic advisor. It is important to understand how a change of major may impact the timeline for degree completion, how completed courses may be applied to a new degree, and how financial aid could be affected.

After consultation with the academic advisor, go to the Intranet and find the form you need here:

<https://okbu.sharepoint.com/sites/AdvisingandCourseForms/>

### **Dropping/Adding Classes**

---

A student wishing to drop or add a class must complete a form, which can now be found on the Academic Page:

<https://www.okbu.edu/academics/forms.html>

If the form is not working, a student will need to go over to the Academic office, currently housed on the second floor of Thurmond Hall. The form will need to be signed by the professor, the student's advisor and possibly the chair of the department where the class resides.

Final dates for adding and dropping courses during each term are published in the *Academic Catalog*.

### **Changing Applied Teachers**

Normally, students will remain with their applied teacher throughout the undergraduate career. Unless there are extenuating circumstances, students must remain with their applied teacher for at least one academic year. If students desire to change their applied teacher, they

must make an appointment with Dr. Nelson who will guide the student through the process.

Every music student at OBU needs to know it is the collective and considered position of the entire music faculty that all enrolled students will make progress with any of the music instructors. In the rare instance when a continuing student's director/conductor/secondary instructor is not completely satisfied with the instruction being received, instructors will strictly observe the following guidelines protect both the student and the teacher from disrupted work:

- 1) Pray first and foremost.
- 2) Refrain from assigning other instructors to the student before addressing all concerned parties. Such an undertaking puts a student in an awkward position as it jeopardizes the relationship developed and established with their primary instructor.
- 3) Discuss your recommended path forward for the student with the Division of Music chair.
- 4) Once a suitable path has been reached/agreed upon, the Division of Music Chair will instruct the student to the new path for their private lessons.

## **Ensemble Participation**

All students pursuing a degree in music must participate in an appropriate ensemble for every semester they are enrolled. This includes semesters after the requisite number of required semesters is completed. Students receiving financial aid through the Division of Music may also be required to participate in additional ensembles and/or for additional semesters beyond the degree requirements.

Students must be in the ensemble that aligns with their major instrument. This includes Composition students. If a student plays a band instrument, they will be in the Symphonic Winds. Vocal students

will be in one of the choirs. Pianists may choose to be in the Symphonic Winds if they play a band instruments or choir if they do not. String students will be allowed to count the Shawnee/OBU Orchestra as their large ensemble. No other students other than string students may use the Shawnee/OBU Orchestra as their ensemble credit.

Students should remain in the same choral or instrumental ensemble for the full academic year. Those who have voice as the principal applied area must audition for University Chorale and participate for at least two years if accepted.

Because ensembles represent the Division of Music and Oklahoma Baptist University in public venues, participants are expected to exhibit professionalism and a Christian lifestyle both within and outside of the ensemble. Failure to do so or to maintain consistently high academic marks may result in the student being prohibited from one or more public performance and any consequences that may result from such absences.

A document titled OBU Music Ensemble Expectations is dispersed in each ensemble at the beginning of each semester. This document more fully outlines expectations of the Division of Music, the Director, and the student.

## **Collaborative Pianists**

---

When needed, a collaborative pianist will be provided by the Division of Music and should be requested by the principal applied instructor. Students who do not use the collaborative pianist supplied by the Division of music must compensate said collaborative pianist. The current rate for a student collaborative pianist for rehearsal time is a minimum \$7.25 per hour and a professional collaborative pianist is a minimum of \$25 per hour. Outside collaborative pianists may charge more or less than these posted rates and it is the responsibility of the student who hires them to pay them. Remember that student's should also pay your collaborative pianist for a reasonable amount of practice time as well as time spent directly with the student

If a student needs more of the Division of Music's collaborative pianists time than what is provided, the rates above apply and it is the student's responsibility to pay the collaborative pianist for their extra time.

Questions regarding accompanying and collaborative pianists should be directed to: Claire Marquardt, Collaborative Coordinator, [claire.marquardt@okbu.edu](mailto:claire.marquardt@okbu.edu), 918.721.3754

## **Practice Space**

Ford Hall is the primary location for student practice.

---

---

Only percussion students may use University Baptist Church for practice and only during times designated

---

---

## **Copying Music**

---

---

Copyright laws do not permit the copying of copyrighted music for any purpose unless authorized by the copyright holder. Students may not copy copyrighted music on Division of Music copiers. OBU assumes no liability for materials copied in violation of the law.

## **Student Workers**

---

---

Opportunities are available for students to work for the Division of Music. These opportunities are viewed as privileges and student workers are thus expected to be prompt, polite, professional, and engaged with the assigned tasks.

Student workers are paid every two weeks, typically by direct deposit, and are responsible for routinely submitting timecards to the Music Office. Timecards must be signed by the supervising faculty member prior to submission.

## **Private Teaching**

---

Students are not permitted to teach private lessons on campus unless doing so as a teacher for the Preparatory Department or as a student currently enrolled in a pedagogy course.

## **RECITALS**

### **Recital Attendance**

---

All music degrees require the successful completion of a minimum of six semesters of Recital Attendance (MUCL 1000). Students must attend 75% of the performances as stipulated in the syllabus for each semester in order to receive a “Satisfactory” grade (“S”). Students who fail to receive an “S” for six terms of MUCL 1000 will not be eligible to graduate.

A Recital Attendance syllabus will be available at the beginning of each fall and spring semester and will be distributed at the first meeting of the term. The syllabus will include performance dates for the term as well as minimum attendance requirements. As developing musicians and professional colleagues, music students should desire to surpass the minimum attendance requirements and plan to attend as many of these performances as possible. They should also frequently seek opportunities to witness, enjoy, and be inspired by musical performances off campus.

### **General Recitals**

---

Music students should present a formal, public performance at least once each term. For those not presenting a junior or senior recital, the public performance will typically occur during one of the General Recital hours, which occur multiple times each semester. General Recital dates are included in the Recital Attendance Syllabus.



General Recital Performance Request forms are available online and must be submitted with all required information and signatures at least two weeks prior to the General Recital to the Division of Music Administrative Assistant, or if no assistant is currently available, to Dr. Nelson.

### **Junior and Senior Recitals**

Each student pursuing a degree in music must present at least one feature recital to the public not only as a curricular requirement, but also as a demonstration of a level of skills and understanding appropriate to the degree, as a synthesis of knowledge and abilities developed to this point, and as a celebration of God-given talent and years of dedicated effort.

Student Recital Request Forms are available ion-line and must be submitted prior to October 1 for consideration of a fall performance date and prior to April 15 for consideration of a spring performance date.

Information regarding the Recital Hearing, length of recitals, performance expectations, professional attire, and the like, may be found in each Applied Area Handbook. All recitals, including elective recitals, require the successful completion of the Recital Hearing.

All program information must be submitted to the Division of Music Administrative Assistant, following the Recital Hearing and at least two weeks prior to the performance date.

Students are responsible for turning in their posters to be created by OBU Marketing at least 4 weeks prior to the recital.

The Division of Music will provide digital recital program and program notes ONLY if they are turned in on time. If they are not turned in 2 weeks ahead of the recital, the student then becomes responsible recital program and program notes

It is recommended that students work with the Division of Music Administrative Assistant as soon as their recital is scheduled to plan for their reception. University Baptist Church is providing a room for receptions as long as notice is given ahead of time. Help us be good guests of UBC.

Currently student can reserve a room in the Geiger Center for their reception. Fees may apply when using the GC.

## **Recording and Photos**

---

Audio recordings will be made of student degree recitals for educational and archival purposes. Copies of these will be available to each performer and instructor upon request.

Flash photography is prohibited during performance. Discreet audio or video recording may be allowed with the permission of the Chair of the Division of Music. The Division of Music and Oklahoma Baptist University are not responsible for the dissemination of such recordings.

By enrolling in Oklahoma Baptist University, students grant permission to the university to utilize photographs and recording of students for promotional purposes.

## ASSESSMENT OF STUDENT PROGRESS

All music students must complete private, applied music lessons in an auditioned area for consecutive semesters and at successive level of study for the indicated number of credit hours. Requirements for each level of study are outlined in Applied Area Handbooks.

### **Juries**

---

---

At the conclusion of each semester of study, students enrolled in private music lessons will perform a Jury in their auditioned area before a panel of faculty members, including the applied instructor, to demonstrate appropriate technical skills, musical growth, and repertoire mastery. Prior to the Jury, students must complete the Applied Music Repertoire sheet which is available on-line. Students should provide enough copies of the Applied Music Repertoire sheet for each member of the faculty panel. Specific requirements for Juries are outlined in each Applied Area Handbook.

Following the Jury, private instructors will review the results of the panel with the student and will submit a copy of the Applied Music Repertoire sheet to the student's file which is kept on SharePoint.

## **Sophomore Barrier**

---

To progress to upper-level applied study, following four semesters of private lessons in the principal area, each music student must successfully complete the Sophomore Barrier, an assessment of performance skills and progress conducted by a faculty panel of applied instructors. Sophomore Barriers coincide with and serve as the Jury for that semester.

Transfer students may schedule a Sophomore Barrier following four semesters of private lessons at any accredited institution and the completion of at least one semester of private lessons in the Division of Music of Oklahoma Baptist University.

The faculty panel, led by the student's private instructor, will determine one of the following:

- To promote the student to upper-level applied studies.
- To require additional, lower-level applied studies and another attempt at the Sophomore Barrier following a subsequent semester of private study. A student may attempt the Sophomore Barrier no more than two times.
- To require the student to pursue a different degree.

The results of the faculty panel will be discussed with the student by the applied instructor, who will upload a signed copy of the Sophomore Barrier to the student's file on SharePoint.

Specific requirements for the Sophomore Barrier are outlined in each Applied Area Handbook.

## **ORGANIZATIONS**

### **Ensembles**

---

#### **Large Ensembles**

**University Chorale (MUPR 1619)**

Director: Dr. Josh Chism  
Rehearsals: 2:00 MTWR

**Bison Glee Club (MUPR 1629)**

Director: Dr. Stephen Sims  
Rehearsals: 4:00 MTWR

**Bisonette Glee Club (MUPR 1639)**

Director: Dr. Josh Chism  
Rehearsals: 4:00 MTWR

**Symphonic Winds (MUPR 1659)**

Director: Dr. Timothy Kaiser  
Rehearsals: 3:00 MTWR

**OBU/Shawnee Community Orchestra (MUPR 1669)**

Director: Dr. Timothy Kaiser  
Rehearsals: 7:00 M

**Small Ensembles**

**Bison Jazz Orchestra (MUPR 1679)**

Director: Dr. Timothy Kaiser  
Rehearsals: 4:00 TWR

**University Ringers (MUPR 1749)**

Director: Dr. Patty K. Nelson  
Rehearsals: 5:00 TR

**Piano Ensembles (MUPR 3751/4751)**

MUPR 3751 – Four-Hand Literature

MURP 4751 – Two or More Pianos

Coach: Dr. Mark Franklin

**Vocal Chamber Ensemble (MUPR 3779)**

Coach: Dr. Stephen Sims

Rehearsals: TBA

**Instrumental Chamber Ensemble (MUPR 3789)**

Coach: Dr. Timothy Kaiser

Rehearsals: TBA

**519 Collective**

Coach: Mr. Matt Roberson

Rehearsals: TBA

## **Student Organizations**

---

### **National Association for Music Education (NAfME)**

MUCL 1040

Faculty Advisor: Dr. Patty Nelson

Meeting Time: 1:00 F

### **Worship Studies Forum**

MUCL 1060

Faculty Advisor: Mr. Matt Roberson

Meeting Time: 1:00 F

### **Music Teachers National Association (MTNA)**

Faculty Advisor: Dr. Mark Franklin

Meeting Time: As needed

## Health and Safety

---

The Division of Music is committed to the health and safety of all musicians involved in its activities. Every effort will be made to protect the body, mind, and souls of the students, staff, faculty, and guests. This includes:

- Healthy approaches to private lessons and group rehearsals that include appropriate technical exercises and clear information regarding the safe utilization of the muscles and bones associated with specific music production.
- Facilities and equipment that are safe and instruction on proper handling of all equipment.
- Consideration of volume levels in practice and performance spaces.
- Rigorous academic work and musical expectations within an affirming environment.
- Genuine concern for the well-being of each individual rooted in the belief that all are created unique and loved by God.

While the Division of Music will strive to foster healthy practices and environments, the faculty and staff are not trained medical professionals. When appropriate, referrals will be made to physical and mental health help provided by the university. In special cases, music-related concerns may be referred to an off-campus medical specialist.

In the aftermath of the April 19, 2023 tornado, Raley Chapel has been closed to students and Ford Hall is checked regularly for health and safety issues. Classes and lessons are now being held in Ford Hall, University Baptist Church and other building on the OBU campus as needed. Students are encouraged to follow all signs concerning off-limits areas during reconstruction. The Division of Music is not responsible for injuries incurred when students disregard posted signage.



## **Campus Health Care Services**

The campus nurse consults with students concerning health needs and practices. The nurse is available Monday through Friday from 8 a.m. – 5 p.m. The nurse advises students concerning health problems, assists in contacting a physician, and plans/promotes health education programs campus wide. The nurse does not prescribe medication and does not give injections/inoculations. The student is financially responsible for additional medical treatment. The nurse can be reached by phone at 405.585.5263 or in person in the Student Services office located on the first floor of the Geiger Center.

For your convenience, the following information is being provided:

- St. Anthony’s Physicians, 3315 Kethley Blvd. 405.273.5801
- St Anthony’s Urgent Care, 3200 Medical Park Dr. 405.878.7160
- Xpress Wellness Urgent Care, 12 E. MacArthur St.. 405.275.1001

## **Counseling Services**

OBU’s Kemp Marriage and Family Therapy Clinic provides high quality therapeutic services to individuals, couples, and families of the OBU community. Clinic services are provided by graduate-level therapists in the Marriage and Family Therapy Program with MFT faculty supervision. Our therapists work with you to encourage a strengths-based approach to healthy living that incorporates mind, body, faith, and community.

### **OBU Marriage and Family Clinic**

2206 N. Kickapoo

Shawnee, Oklahoma

(just south of the Art Building and Art Annex on campus)

405.585.4530

Dr. LaShane Hill, MFT Clinic Director, 405-585-5264

## **Division of Music Forms**

The following forms are available online at:

<https://www.okbu.edu/arts/music/music-student-handbooks.html>

Accompanist Request Form  
Applied Jury Report Form (including Repertoire List)  
General Recital Approval Form  
Sophomore Barrier Report Form  
Recital Request Form  
Recital Hearing Report Form  
Voice Area Recital Form

Also available online are:

*2024-23 Division of Music Student Handbook*

Applied Area Handbooks:

Composition Studies Guide  
Instrumental Studies Guide  
Keyboard Studies Guide  
Vocal Studies Guide  
Music Education Guide