



Handbook for 2025-26

Mission and Vision	1
Faculty and Staff Information	2
Music Ensembles Handbook	2
Student Code of Conduct and Resources	2
Academic Pathways	2
Music Education Major	2
Music Ministry Major	3
Applied Music Major	3
Music Minor	3
Lessons and Performance Opportunities.....	3
Lessons.....	3
Student Recitals	5
Auditions & Scholarships	6
Interview Audition Procedures	6
Scholarships	6
Equipment and Instruments	7
Piano & Organ	7
Brass, Percussion, String, & Woodwind.....	7

Mission and Vision

The Concordia University Texas Music Department empowers students of all backgrounds to critically think, demonstrate compassion, and lead courageously through music and all that creating music entails. Music students develop their minds, hearts, souls, and bodies to prepare for life and vocation. Working together allows us to create meaningful work in music through musical experiences.

Faculty and Staff Information

The music department faculty and staff are here to empower our students to be lifelong learners, leaders, and compassionate community members.

Dr. Whitney Crowley, Music Department Chair and School of Fine Arts Director

Mrs. Jamie Morales, School of Fine Arts Coordinator

Please see the website for all faculty listings: <https://www.concordia.edu/academics/school-of-fine-arts/music/concordia-music-faculty/>

Music Ensembles Handbook

We encourage all majors to participate in music ensembles. The premier ensembles for CTX are the University Singers and Symphonic Winds. Additional Ensembles include: Chapel Music Ensemble, Los Tornos Mariachi, Vocal Ensembles, and the Concordia Jazz Collective. For more information, please see the handbook online: <https://sway.office.com/SWX4vH05A6eGwDgh?ref=Link>

Student Code of Conduct and Resources

Music students are expected to abide by the CTX Student Handbook policies. Occasionally, music events may have alcohol present for audience members over the age of 21. Music students, regardless of their age, are expected to refrain from alcohol use during music events and trips.

CTX Student Handbook: <https://www.concordia.edu/student-life/dean-of-students/the-student-handbook.html>

Student Central (Finances, Registration, & Info): <https://www.concordia.edu/resources/student-central/>

Academic Calendar and Catalog: <https://www.concordia.edu/resources/office-of-student-registration-and-records/schedules-calendars-and-catalog.html>

Academic Pathways

The CTX Music Department offers many diverse pathways to participate in the music department. Any CTX student may choose to take music courses to fulfill their Fine Arts requirement for the Concordia Common Core or for their own scholarship exploration beyond this requirement. Four pathways for the music major concentrations also exist (education, ministry, applied studies, and audio production) and an option for a music minor. Instruments for study include voice, flute, oboe, bassoon, clarinet, saxophone, trumpet, horn, trombone, euphonium, tuba, percussion, violin, viola, cello, upright bass, classical guitar, piano, and organ.

Music Education Major

Students pursuing the Music Education Major Concentration will also need to complete the Education Major Concentration. This double major will help students in their careers as educators. The Texas Teacher Certification Music EC-12 will ensure that students have as many options as possible. Students may also choose to earn the Christian Teaching Diploma (CTD) through the College of Education.

Study required for this concentration includes a primary and secondary instrument. For details on course requirements please see the Academic Catalog or log into Navigate.

Music Ministry Major

Students pursuing the Music Ministry Major Concentration will complete coursework in music and theology as they prepare for service to the church and world. Students will study a primary instrument and will learn to lead congregational song with that instrument. For details on course requirements please see the Academic Catalog or log into Navigate.

Applied Music Major

Students pursuing the Applied Music Major Concentration will complete coursework in their desired area of study and the music core. Students will study a primary instrument. For details on course requirements please see the Academic Catalog or log into Navigate.

Audio Production Major

Students pursuing the Audio Production Major Concentration will complete coursework in music and business as they prepare for vocations in the music business industry. Internships with local studios are also available and provide students with real-world experience prior to graduation. For details on course requirements please see the Academic Catalog or log into Navigate.

Music Minor

Students pursuing the music minor will complete coursework that enriches their primary educational and vocational focus. The music minor allows students to specialize in music ministry, music pedagogy, music history, theory/composition, and other areas of emphasis. For details on course requirements please see the Academic Catalog or log into Navigate.

Worship and Arts Minor

Lessons and Performance Opportunities

Any CTX student may take lessons and participate in performance opportunities. All CTX performances are free and open to the public. Seating is limited for performances, and it is recommended that audience members arrive at least 10 minutes early.

Lessons

Any CTX student registered for lessons is expected to demonstrate growth and show learning. Students will be required to:

- Attend performances throughout the semester as an audience member (majors and minors must attend at least 4 and all others must attend at least 2)
- Document performance attendance and reflect on their learning with their lesson professor
- Students will perform in formal and informal performances throughout the semester. Formal performances are established with a public audience invitation while informal performances do not have a public audience. Students should expect to perform in at least two Friday Serenades (performance labs) throughout the semester (4 offered) and perform a sample of music. Performances do not have to be complete pieces; however, they should be musical representations (no technical exercises like scales or arpeggios please). Friday Serenades are

formal performances that are open to the public. An example of an informal performance would be performing for the lesson professor or other students without a formal invitation for a public audience.

- If students perform in 2 or 3 Friday Serenades, then a jury is required
 - If students perform in 4 Friday Serenades prior to the end of the semester, then a jury is not required
 - Friday Serenades are once a month on Fridays around 12 noon (a schedule and sign up is sent at the beginning of each semester)
 - Students will coordinate with the Fine Arts Coordinator and the Lesson Professor to sign up for performance labs and juries (accompanists are not required but encouraged – the University Collaborative Pianist is available for these performances at no extra charge)
 - Full studio performances are not required on a particular day. It is recommended that Lesson Professors select performance dates that will ensure the best individual performance.
- Traditional end of semester performance jury is the “final exam” of lesson study. The jury is not open to the public to attend and there will be no audience for this performance. However, this performance is a formal performance.
 - Lesson professors and students will decide if a jury is appropriate (see the above guidelines). The exception being the continuance jury (see below).
 - Students will coordinate scheduling for the week of finals with the Lesson Professor, Department Chair, and Fine Arts Coordinator
 - At least two professors will grade each jury
 - Accompanists are highly encouraged for a jury performance
 - Juries for majors should include 10 minutes or more of music (can include multiple pieces).
 - Juries for minors should include 5 minutes or more of music (can include multiple pieces).
 - Students should dress for the performance as discussed with their lesson professor. Professionalism is expected as students perform.
- The Continuance Jury is required for all music majors. The fall of the second year of study all students will need to perform a Continuance Jury to determine eligibility for upper division lessons and continuation with the music major.
 - Students will coordinate scheduling for the week of finals with the Lesson Professor, Department Chair, and Fine Arts Coordinator
 - At least two professors will grade each continuance jury
 - Accompanists are required for this jury performance – the University Collaborative Pianist is available for these performances and no extra charge
 - Juries for majors should include 10 minutes or more of music (can include multiple pieces).
 - Students should dress for the performance as discussed with their lesson professor. Professionalism is expected as students perform.

Lesson Grading Policy

Students will need to demonstrate growth throughout the semester. Lesson Professors will help determine student goals for the semester. Blackboard will be used to communicate and keep a record of weekly assignments and practice goals. Students continuously unable to meet weekly goals documented in Blackboard may result in a lower overall letter grade.

50% Weekly lessons: 40% for attendance & 10% for preparation

30% Formal & Informal Performances: see above for details

20% Performance audience member attendance (2) and concert reports (2)

[Performance Rubric \(Lessons\).xlsx](#)

Student Recitals

The music major capstone project is the Student Recital regardless of concentration. Students preparing for the student recital will be in their junior or senior year and enrolled in upper division lessons and coursework.

- Students must present at least a 30-minute recital
 - 20 minutes or more of music must be on their primary instrument in a variety of genres and may include solos and ensembles. Exceptions exist for applied music and audio production majors – see below.
 - 10 minutes or less of music may be on a secondary instrument or conducting an ensemble
 - Repertoire will be determined in collaboration with the lesson teacher and should include diverse genres, styles, or time periods.
- Students will create a logo, press release, program, and program notes in collaboration with their lesson teacher and the music department chair. All these assignments are required to be submitted through Blackboard by the due date.
- Selecting the performance date and rehearsal schedule. Students must:
 - Collaborate with the lesson professor, collaborative pianist, music department chair, one music professor of choice, and the Fine Arts Coordinator
 - Reserve the performance space for the date of the performance, 1 dress rehearsal, and 2 rehearsals with the Fine Arts Coordinator
- Recital Hearing
 - One month before the recital date, students must perform for three professors to demonstrate proficiency on their recital material.
 - Students must collaborate with the Lesson Professor, Music Department Chair, Collaborative Pianist, one music professor of choice, and the Fine Arts Coordinator to reserve the performance space, date, and time.
- Professional dress is expected for the recital performance, dress rehearsal, and recital hearing. Lesson Professors will discuss this expectation in detail.
- Exceptions: Students majoring in applied music or audio production will present at least 30 minutes of music they helped create, produce, or reproduce. These students may not have

taken upper division lessons and will not need to prepare for live performances. They should work with the Music Department Chair to determine their program presentation.

- Reception: After the recital, students are encouraged to host a small reception of light refreshments or snacks. This provides an opportunity for the audience to celebrate with the student after the recital is complete.

Auditions & Scholarships

Students who desire to participate in music will interview at the beginning of the first semester enrolled. These interviews serve as the audition and will also determine any scholarship awards granted to the student.

Interview Audition Procedures

Students will need to prepare and perform two to four minutes of music from two pieces with contrasting styles (preferably two different eras or genres of music - I.e. Baroque and Romantic eras or hard rock and country ballad genres). Interviews will take place on campus as individually scheduled during the academic year or during Embark or En Route Orientations. Interviews should be scheduled by contacting music@concordia.edu

Scholarships

Scholarships are awarded annually and reassessed each academic year. Scholarship awards are not guaranteed from year to year. Students may qualify for more than one scholarship. All scholarships are initially based on the audition procedures listed above. Students may only qualify for one scholarship category: Ensembles or Music Majors and Minors.

Ensembles: Students, regardless of their major, may receive a scholarship for participating in the University Singers or Symphonic Winds. Scholarships will be awarded based on an audition and may be re-awarded based on student's contribution to the ensemble. Students who fail the music ensemble course will not be awarded a scholarship for the following year. Students who fail may re-audition for ensemble scholarship after one year.

Music Majors and Minors: Students who have declared music major or minor concentrations may audition for additional music scholarships. These music scholarships are based on auditions and academic qualifications. Students may qualify for more than one music scholarship.

- The Marilyn Bauer Erickson Memorial Scholarship may be awarded to music students who show musical talent and plan to do LCMS church work or major in music (any music concentration). Students must maintain good standing and at least an overall 2.0 grade point average (GPA).
- The Ernest & Katherine Bollard Church Music Scholarship may be awarded to music students who plan to do LCMS church music. Students must maintain good standing and at least an overall 2.0 GPA.
- The Leo & Thelma Gastler Scholarship may be awarded to music students who plan to do LCMS church work or major in music ministry or education. Students must be enrolled full-time, be in good standing, and maintain an overall 3.0 GPA.
- The Julia Krumm Aspiring Organist Scholarship may be awarded to music students who plan to study the organ or keyboard instrument (any CTX major applies). Students must be enrolled full-time, be in good standing, and maintain at least an overall 2.0 GPA.

- The Dr. Bernard and Ruth Gastler 50% ACC Music Scholarship may be awarded to music students who plan to do LCMS church work or major in music (education or ministry concentrations only). Students must be enrolled full-time, maintain good standing, and maintain an overall 3.0 GPA.

Equipment and Instruments

CTX instruments and equipment are available for students. The use of university owned instruments is included with CTX tuition. Students will be expected to properly care for the instrument(s) issued to them. Please see the following for details about care, maintenance, and usage.

Piano & Organ

The pianos and organs on campus are available for students, faculty, and staff. Students will be expected to demonstrate appropriate care for the instrument. Because the use of and care for the university organs is unique, students are strongly encouraged to speak with Dr. Marriott (jim.marriott@concordia.edu) before using one of the university organs.

Brass, Percussion, String, & Woodwind

Students who need to use a university owned instrument should email music@concordia.edu at the beginning of the semester (no later than the end of the 2nd week). The student will be issued a Dynamic Form to sign and then told when and how to pick up the instrument. Students will need to return the instrument at the end of the last semester used or the end of the spring semester whichever comes first. All instruments will be inspected for maintenance at the end of the spring semester and can then be reissued for use in the next academic year if necessary. Should the instrument need maintenance during the semester, students should email music@concordia.edu and follow the instructions given.

Instrument storage lockers will be provided by the university. Lockers will be assigned by the SW Director or Fine Arts Coordinator. Storage lockers will be assigned at the beginning of each school year. Students are expected to maintain and respect university property. Food should not be stored in the lockers! The university will not be liable for any personally owned property.