

MUS 7956 Doctoral Project (Section: 23594)

-SPRING 2025-

Class Meeting location, times, and sections: **TBD (MUB 355)**

Instructor

Dr. Shannon Lowe (she, her, hers)

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352.273.3185

Office: 301 MUB

Office Hours: As posted on door and canvas; also by appointment

Course Description

For individual capstone projects for Doctor of Musical Arts (DMA) students in music who have passed their comprehensive examination. The scope and focus of the project will be determined by the student in consultation with his/her/their supervisor and doctoral committee.

Course Objectives

By completing this course, students will have concluded the research on their doctoral project, written the final version of their doctoral project document, created a PowerPoint presentation for their doctoral defense, and scheduled their doctoral defense all in accordance with deadlines set by the graduate school.

Required Texts, Materials, Resources, Equipment

None

Materials and Supply Fee

- MUS 7956 None

Components of Evaluation

- Written Draft of Doctoral Project document (due to instructor and supervisory committee by March 1st)
- Scheduled Doctoral Defense (must be on the calendar/scheduled with committee by March 8th and take place no later than April 3rd)
- PowerPoint Presentation of Doctoral Project for Defense (due to uploaded to Canvas 1 week before scheduled defense)
- Final version of Doctoral Project document (due submitted to Canvas by April 23rd)

A **Satisfactory** will be awarded if the instructor feels the doctoral student has completed the above components.

An **Unsatisfactory** will be awarded if the instructor does not feel the doctoral student has completed the above components.

Course Policies

Attendance

Since this course is an individual project course, the student will meet with the instructor on an “as-needed” basis. The student must meet with the instructor several times, in-person, over the course of the semester to discuss progress in the course.

Graduate School Deadlines and Project Formatting

It is the student’s responsibility to be in communication with the School of Music Graduate Coordinator (DMA) about specific deadlines that need to be met for the defense and final submission of the written project to the graduate school. The student must also utilize the graduate school’s and School of Music’s sample templates for formatting of the document.

Communication

Students are strongly urged to confer with the instructor on their progress or any issues or questions. **Do not wait** until the end of the semester to consult the professor if you are encountering difficulties! To communicate with your instructor, use your UF email account, stop by during office hours, or set up an individual appointment. The instructor will utilize email as the main form of communication. **It is expected that students check their email multiple times a week** in order to not miss important announcements, postings, etc. Students are expected to respond to their instructor's inquiries, either verbally or through email, in a timely manner. Any emails sent to the instructor from a non- UF account **will not** receive a response.

Students Requiring Accommodations

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the disability Resource Center. [Click here to get started with the Disability Resource Center](#). It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester.

Course Evaluation

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.

University Honesty Policy

UF students are bound by The Honor Pledge which states, "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." The Honor Code (<https://www.dso.ufl.edu/sccr/process/student-conduction-honor-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

Campus Resources

Health and Wellness

- *U Matter, We Care*: If you or someone you know is in distress, please contact umatter@ufl.edu, 352-392-1575, or visit [U Matter, We Care website](#) to refer or report a concern and a team member will reach out to the student in distress.
- *Counseling and Wellness Center*: [Visit the Counseling and Wellness Center website](#) or call 352-392-1575 for information on crisis services as well as non-crisis services.
- *Student Health Care Center*: Call 352-392-1161 for 24/7 information to help you find the care you need, or [visit the Student Health Care Center website](#).
- *University Police Department*: [Visit UF Police Department website](#) or call 352-392-1111 (or 9-1-1 for emergencies).
- *UF Health Shands Emergency Room / Trauma Center*: For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; [Visit the UF Health Emergency Room and Trauma Center website](#).

Academic Resources

- *E-learning technical support*: Contact the [UF Computing Help Desk](#) at 352-392-4357 or via e-mail at helpdesk@ufl.edu.
- *Career Connections Center*: Reitz Union Suite 1300, 352-392-1601. Career assistance and counseling services.
- *Library Support*: Various ways to receive assistance with respect to using the libraries or finding resources.

- [Teaching Center](#): Broward Hall, 352-392-2010 or to make an appointment 352- 392-6420. General study skills and tutoring.
- [Writing Studio](#): 2215 Turlington Hall, 352-846-1138. Help brainstorming, formatting, and writing papers.
- *Student Complaints On-Campus*: [Visit the Student Honor Code and Student Conduct Code webpage for more information](#).
 - *On-Line Students Complaints*: [View the Distance Learning Student Complaint Process](#).

HEALTH INFORMATION (RE: COVID-19)

In response to COVID-19, the following practices are in place to maintain your learning environment, to enhance the safety of our in-classroom interactions, and to further the health and safety of ourselves, our neighbors, and our loved ones.

- Visit coronavirus.ufl.edu for up-to-date information about COVID-19 and vaccination.
- Visit <https://shcc.ufl.edu/services/covid19/> (UF Student Health Care Center) to find out about testing and other helpful covid-19 resources for students.
- During high transmission of COVID-19 in the UF community/Alachua County, it is recommended that you wear face coverings within buildings and on public transportation even if you are vaccinated.
- Please continue to follow healthy habits, including best practices like frequent hand washing. Following these practices is our responsibility as Gators.

Agreement

By remaining in this class beyond the add/drop deadline, you *acknowledge and accept* the terms of this syllabus.

Course evaluation, components, and class policies are subject to change at the instructor's discretion. Students will be given due notice through email if any changes are made.