



Basic Course Information

Semester:	Fall 2025	Instructor Name:	Dr. Matthew Busse
Course Title & #:	Intro to Music Foundations MUS 100	Email:	Matthew.busse@imperial.edu
CRN #:	10225	Webpage (optional):	Matthewbusse.com
Classroom:	Online	Office #:	305D
Class Dates:	8/11/2025 to 10/4/2025	Office Hours:	By Appointment; Tuesdays-Thursdays 3:30-4:30 PM via Zoom
Class Days:	Online	Office Phone #:	760 370-8866
Class Times:	Asynchronous	Emergency Contact:	Email Instructor
Units:	3	Class Format:	Asynchronous

Course Description

An introduction to the basic concepts of music. The development of the skills and knowledge needed to read music, to hear music, and to use some instrument (including the voice) with skill. (C-ID MUS 110) (UC credit limited. See a Counselor.) (CSU/UC)

Course Prerequisite(s) and/or Corequisite(s)

None

Student Learning Outcomes

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Perform selected songs on flutophone with correct pitches and rhythm. (ILO2, ILO4)
2. Demonstrate knowledge of notation via being able to name notes on the Treble and Bass Clef Staves, as well as notes on leger lines; (ILO2, ILO3, and ILO4)
3. Demonstrate knowledge of at least 10 of 15 major scales and their key signatures, by being able to write them, and/or identify them. (ILO1, ILO3, ILO4)

Course Objectives

Upon satisfactory completion of the course, students will be able to identify, understand, and demonstrate:

1. the staff, and treble, and bass clefs;

2. duration of sound and silence (notes and rests);
3. scales (major; and natural, harmonic and melodic minor);
4. solfeggio (using numbers 1-7, or do-re-mi etc.);
5. measures, meter, and time signatures;
6. dynamics;
7. tempo;
8. expression;
9. intervals (diminished, minor, major, perfect, and augmented) from the prime to the octave;
10. chords, (diminished, minor, major, augmented, and dominant seventh) including all inversions
11. smooth voice leading of triadic accompaniment.
12. transposition of melody and accompaniment.

Textbooks & Other Resources or Links

Textbook: *Practical Theory Complete: A Self-Instruction Music Theory Course*
ISBN: 978-0882842257 Author: Sandy Feldstein
Publisher: Alfred Music

Textbook for flutophone: *Music-time Flutophone Method Book*
ISBN: 82562070035 Publisher: Trophy Music

Flutophone or other instrument (see course requirements for more detail)

Binder or Folder

Pencils (NO PENS ALLOWED)

Course Requirements and Instructional Methods

Daily workbook assignments: For each lecture there will be a corresponding workbook assignment to reinforce the lesson topic. Time will be allotted during class for completion of workbook and feedback from the instructor. However, if assignments are not finished during class it will become homework and is due the following class period. Absence, under any circumstance does not exempt a student from completing assigned worksheets.



Music Performance: Students will participate in a music rehearsal consisting of singing, clapping rhythms, playing percussion instruments and playing an instrument of choice* Periodically students will perform music assignments for a grade.

(*choose an instrument to learn. Instruments are NOT provided in class; students must acquire an instrument prior to the first class meeting. Flutophones are an inexpensive choice and available for sale at IVC bookstore for around \$5. Other instruments may be rented at Music and Arts in El Centro (760) 352-3363. Rental prices for instruments start at \$27 per month. Renting a band instrument is optional but recommended for a more enriching musical experience. Students who demonstrate outstanding ability on a band instrument will be invited to play with other IVC music groups. (Community Concert Band, Pep Band, IV Symphony)

Quizzes and Exams: Students will demonstrate comprehension of music fundamentals through periodic written quizzes and examinations. Absence, under any circumstance, does not exempt student's responsibility to complete quizzes and exams. If absent for any reason, student is solely responsible for scheduling make-up quizzes or exams. Please note: make-up quizzes and exams are provided at the discretion of the instructor and intended for emergency situations only.

Out of Class Assignments: The Department of Education policy states that one (1) credit hour is the amount of student work that reasonably approximates not less than one hour of class time and two (2) hours of out-of-class time per week over the span of a semester. WASC has adopted a similar requirement.

Course Grading Based on Course Objectives

Workbook Assignments	30%
Music Performance	20%
Quizzes	50%

Course Policies

- A student who fails to attend the first meeting of a class or does not complete the first mandatory activity of an online class will be dropped by the instructor as of the first official meeting of that class. Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. It is the student's responsibility to drop or officially withdraw from the class. See [General Catalog](#) for details.
- Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may be dropped. For online courses, students who fail to complete required activities for two consecutive weeks may be considered to have excessive absences and may be dropped.
- Absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as 'excused' absences.

What does it mean to "attend" an online class?



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Attendance is critical to student success and for IVC to use federal aid funds. Acceptable indications of attendance are:

- Student submission of an academic assignment
- Student submission of an exam
- Student participation in an instructor-led Zoom conference
- Documented student interaction with class postings, such as an interactive tutorial or computer assisted instruction via modules
- A posting by the student showing the student's participation in an assignment created by the instructor
- A posting by the student in a discussion forum showing the student's participation in an online discussion about academic matters
- An email from the student or other documentation showing that the student has initiated contact with a faculty member to ask a question about an academic subject studied in the course. Logging onto Canvas alone is NOT adequate to demonstrate academic attendance by the student.

Classroom Etiquette

- Electronic Devices: Cell phones and electronic devices must be turned off and put away during class, unless otherwise directed by the instructor. •
- Food and Drink are prohibited in all classrooms. Water bottles with lids/caps are the only exception. Additional restrictions will apply in labs. Please comply as directed by the instructor. •
- Disruptive Students: Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the General Catalog. •
- Children in the classroom: Due to college rules and state laws, only students enrolled in the class may attend; children are not allowed.

How do I act differently if I have an on-ground class during COVID?

1. DO NOT COME TO CAMPUS OR ATTEND AN OFF-CAMPUS CLASS IF YOU FEEL SICK, HAVE A FEVER, OR HAVE A COUGH

- Even if your symptoms are mild, stay home.
- Email your instructor to explain why you are missing class.
- If you are sick with COVID-19 or think you might have COVID-19, provides CDC guidance.
- If you have tested positive for COVID-19, you must self-quarantine for 14 days and then be without symptoms for at least 72 hours. Clearance is required prior to returning to any face-to-face interaction. It is recommended that you undergo a final COVID-19 test to confirm that you are no longer infected.
- If you are exposed through direct contact with a person known to be COVID-19 positive, then you must submit negative COVID-19 test results prior to returning to any face-to-face interaction.

2. ARRIVE AT CAMPUS EARLY (at least 15 minutes early is advised).

- All people entering the IVC campus will need to pass a screening process, which will occur at the gates as your drive onto campus. You will need to take a short questionnaire and get your temperature taken (the screening is completely touchless and will take place while you remain in your car).



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3. BRING A MASK TO CLASS (and always wear it).

- Be sure that your mask covers both your nose and mouth. If your mask is cloth, then wash it each day. If your mask is disposable, then use a new one each day.

4. GO DIRECTLY TO YOUR CLASSROOM.

- The IVC campus is mostly closed so you should not visit other areas or seek any face-to-face services. Services are available to students online and can be accessed through www.imperial.edu.

5. WASH YOUR HANDS FREQUENTLY (and use the provided sanitation supplies).

- Your classroom is equipped with cleaning supplies. Use them as needed.

6. BE SURE TO SOCIAL DISTANCE (stay at least 6 feet from other).

- The number of students in a classroom at any one time is very limited so you have plenty of space to spread and ensure that you stay at least 6 feet from others.

7. BRING YOUR OWN FOOD AND DRINKS.

- There is no food service currently offered on campus

Other Course Information

Academic Honesty

Academic honesty in the advancement of knowledge requires that all students and instructors respect the integrity of one another's work and recognize the important of acknowledging and safeguarding intellectual property.

There are many different forms of academic dishonesty. The following kinds of honesty violations and their definitions are not meant to be exhaustive. Rather, they are intended to serve as examples of unacceptable academic conduct.

- Plagiarism is taking and presenting as one's own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to "cite a source" correctly, you must ask for help.
- Cheating is defined as fraud, deceit, or dishonesty in an academic assignment, or using or attempting to use materials, or assisting others in using materials that are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or plagiarizing will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to the General Catalog for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to, the following: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment; (c) communicating test information with another person during an examination; (d) allowing others to do an assignment or portion of an assignment; (e) using a commercial term paper service.



IVC Student Resources

IVC wants you to be successful in all aspects of your education. For help, resources, services, and an explanation of policies, visit <http://www.imperial.edu/studentresources> or click the heart icon in Canvas.

Anticipated Class Schedule/Calendar

Subject to change without prior notice

Date or Week	Topic	Grades
Week 1	PITCH: Lessons 1-4 Treble Clef and Bass Clef Syllabus, Intro RHYTHM: Lessons 5-6 Whole, Half, & Quarter Notes RHYTHM: Lessons 7-8 Measures & Bar lines, Time Signatures	
Week 2	Lessons 9-10 Grand Staff & Ledger Lines, Intro to the Piano Keyboard RHYTHM: Lessons 11-16 Whole, Half, & Quarter Rests More Time Signatures, Dotted Half Notes Flutophone Assignments	
Week 3	EXPRESSION: Lesson 17 Articulation FORM: Lessons 18, 19: Repeats RHYTHM: Lessons 21, 22, Eighth Notes & Rests RHYTHM: Lessons 23 Dotted Quarter Notes Flutophone Assignments	
Week 4	PITCH: Lessons 25-28 Flat, Sharp, Natural PITCH: Lessons 31-32 Major Scales More scale practice Flutophone Assignments	
Week 5	PITCH: Lessons 33-34 Major Scales More scale practice PITCH: Lesson 35-36 Key Signatures Lessons 37-40 Flutophone Assignments	
Week 6	FORM: Lessons 42, 44: Repeats EXPRESSION: Lesson 41, 43 Dynamics, Tempo RHYTHM: Lesson 45-47 16th notes, dotted 8th Flutophone Assignments	
Week 7	Lessons 49-52 Lessons 53-56 Flutophone Assignments	
Week 8	HARMONY: Lesson 57-58 Chords & Triads, Progressions HARMONY: Lesson 59-60 Chords & Triads, Progressions	



Date or Week	Topic	Grades
	Lessons 61-65 Flutophone Assignment Flutophone Assignments	