

MU 590D Workshop

2024 Colorado Music Educators Association Clinic/Conference

Welcome to CMEA and thank you for your interest in continuing education credits with Colorado State University. Thank you for everything you do to keep music alive in the hearts and minds of a future generation of leaders, artists, and music patrons!

INSTRUCTOR OF RECORD

Adam A Torres, M.M.

Adam.Torres@colostate.edu

970.541.0068 (Google Voice)

University Center for the Arts, #322A

HOW TO REGISTER

Registration occurs electronically through CSU Online. <https://col.st/Hinud>

The QR code below will also take you to the registration link:



Please note that registration confirmation e-mails are not sent automatically – they are generated individually when each registration is manually processed. If you haven't heard from CSU within 5 business days, please reach out to the Instructor of Record to verify enrollment status. *For any general questions about registration, please contact [CSU Online](https://col.st/CSUOnline), (877) 491-4336. If you are registering close to the registration deadline, contact the Instructor of Record BEFORE the deadline to avoid any issues once registration has closed.*

PAYMENT

All payments will be processed online through the CSU RAMweb portal - no payments will be accepted at the CMEA Clinic/Conference. CSU generates tuition statements monthly, so depending on when your registration is processed, you may receive a billing statement the following month after registration. Be on the lookout for e-mails from CSU and thank you for your patience while CSU Online processes your registration. **Be aware, this course cannot be dropped and is not eligible for a refund.**

ASSIGNMENT REQUIREMENTS AND INSTRUCTIONS

One Credit: Reflections on 13 Units of CMEA Workshop Sessions

Two Credits: Reflections on 26 Units of CMEA Workshop Sessions

A “unit”, for the purposes of Continuing Education credits through the 2024 CMEA Clinic/Conference, will include all sessions of lectures, workshops, master classes, concerts, and professional meetings. *Please note that time spent in the Exhibit Hall will NOT be considered an appropriate unit for this course.* Each unit corresponds to approximately one hour; sessions which are slightly shorter than a unit may be rounded up. Please contact the Instructor of Record if there are any questions regarding appropriate designation of units for a particular session.

For each completed unit during the conference, you will complete a brief summary reflection (approximately, but not strictly confined to 60-150 words) addressing the following prompts:

- Name of Session, Name of Presider, Date/Time of Session
- List of topics discussed in this session (or repertoire performed in concerts)
- How does this material apply to your professional practice?
- Review any resources provided and discuss how they can specifically apply to your work as a music educator

Each reflection should be written in a professional tone, with correct spelling/grammar throughout. It is recommended that you take notes through each session to facilitate the writing process for each reflection. It is acceptable if reflections exceed the recommended word count. All responses must be typed – no handwritten reflections will be accepted. If additional information or revisions are necessary, the Instructor of Record will provide specific feedback and instructions for the successful completion of this course.

ASSIGNMENT SUBMISSION

This year's CMEA Continuing Education Credits assignment will be accepted electronically, via e-mail, to the Instructor of Record (adam.torres@colostate.edu).

- Please submit a .doc, .docx, or .pdf file of your reflections as an e-mail attachment or as a link to a hosted file through Google Docs, OneDrive, Dropbox, etc. Please be sure that privacy settings are appropriately configured to allow Instructor access.

CHECKLIST AND DEADLINES

1. Complete MU 590D Registration Online. Registration Deadline: February 12, 2024.
2. Complete the appropriate number of sessions for the credits you are seeking (13 reflections for one credit, 26 reflections for 2 credits). Take notes during each session and transfer to a 60-150 word reflection addressing the aforementioned requirements. Submit a completed Reflections Assignment to the Instructor of record by **Sunday, February 18, 2024.**
3. Grades will be submitted to the Registrar's Office for processing by March 1, 2024. Please be aware that reflections lacking in content or formality of prose may require a resubmission – deadlines for these occurrences will be on a case-by-case basis at the discretion of the instructor with consideration of the student's professional obligations.

If you have any questions, don't hesitate to contact the Instructor of Record. Thank you for your work as a music educator, enriching the lives of Colorado students through the infinite varieties of the musical spectrum, and thank you for choosing the Colorado State University School of Music, Theatre, and Dance to pursue continuing education credits.

Other Links/Resources:

Transcripts: <https://registrar.colostate.edu/student-resources/transcripts/>

CSU Registrar: <https://registrar.colostate.edu> - 970.491.4860

CSU Online: <https://www.online.colostate.edu/contact/> - 970.491.5288 (for Registration Issues/Questions)

CSU EID: <https://eid.colostate.edu>

CSU Music: <http://music.colostate.edu> - 970.491.5529