

NORTH CENTRAL COLLEGE
CARDINAL ATHLETIC BAND



SYLLABUS AND HANDBOOK
2016-2017

CONGRATULATIONS!

By joining the Cardinal Athletic Band, you are taking part in an exciting and growing tradition at North Central College.

North Central College is one of a very few number of liberal arts colleges in the United States to offer athletic band experiences for both football and basketball seasons. As such, your involvement means that you are taking part in a truly unique organization that emphasizes musical growth and development, school pride and spirit, and inter-organizational camaraderie.

The 2016-2017 leadership team is here to help you with any questions you might have. Feel free to reach out to your captain or section leader—they'd love to hear from you! Listed in alphabetical order:

Marlyn Ayala	Librarian, Asst. Flute Section Leader
Tanner Cassidy	Drum Major
Megan Crawford	Jr. Guard Captain- Choreography
Joe Duffy	Saxophone Section Leader
Rachel Finnes	Flute Section Leader
Natalia Flores	Uniform Chair, Asst. Clarinet Section Leader
Eric Galvan	Equipment and Logistics Chair, Asst. Perc. Section Leader
Nate Marcus	Band Relations Chair, Asst. Trumpet Section Leader
Katie Mayer	Clarinet Section Leader
Ross McWethy	Low Brass Section Leader
Zach Murphy	High Brass Section Leader
Tricia O'Donnell	Jr. Guard Captain- Administrative
Dacia Sands	Color Guard Captain
Sarah Steffen	Percussion Section Leader
Evangeline Tuohy	Drum Major



COURSE INFORMATION

Instructor

Dr. Sean Kelley

Contact Information

Email: spkelley@noctrl.edu Phone: 630-637-5358 Office: FAC 135

Course Description and Objectives

Open to all students with woodwind, brass, percussion, or color guard experience, the Cardinal Athletic Band serves as both a performance-based academic course and a service organization. Centered on the musical development of its members, students in this course will: 1) perform music of a wide variety of styles and genres; 2) develop time management, organization, and leadership skills; and 3) serve North Central College and Greater Naperville by providing a spirited atmosphere at athletic, campus, and community events. Scholarships for involvement are available. All interested students must contact the director prior to enrolling.

Registration Information

All participating students must register for Cardinal Athletic Band
Course Number: MUS 106, Section 1

Athletic Band Members Overview

Fall Term

- 1) Members attend band camp, typically one to two weeks before the start of Fall Term classes (more info on next page)
- 2) Once classes begin, members rehearse twice a week (Monday and Thursday), two hours per rehearsal
- 3) Members perform in the stands at all home football games and playoff games
- 4) Members march halftime field shows at all home games
- 5) Members participate in NCC pep rallies, parades, and other campus events

Winter Term

- 1) Members rehearse once a week for 2 hours (Monday evenings)
- 2) Members will be assigned to either the "Red" or "White" basketball band, which typically results in an individual obligation of attending between 9 and 12 games
- 3) Members participate in pep rallies and other campus events

Rehearsal Schedule

Band Camp

Percussion Move-In/Retreat

Saturday, August 27

8:00 am to 6:00 pm

(Followed by clinics with CAB Percussion Instructor Mr. Mark Baglione)

Leadership Move-In/Retreat (for designated 2016 leadership team only)

Saturday, August 27

8:00 am to 6:00 pm

General Membership Move-In Day/Team Building Retreat

Sunday, August 28

8:00 am to 8:00 pm

Band Camp Rehearsals

Week One

Monday, August 29- Saturday, September 3

8:00 am to 5:00 pm

Evening social activities will follow rehearsals each day

Week Two

Tuesday, September 6

8:00 am to 2:00 pm

Regular Fall Term Schedule

Mondays and Thursdays, 6:00 – 8:00 pm

- All Fall Term rehearsals will be held at the practice field (Behind Res/Rec), Benedetti-Wehrli Stadium, or the Fine Arts Center

Regular Winter Term Schedule

Mondays, 6:30 – 8:20, Wentz 138

Performance Schedule

Football Season (Fall Term)

Subject to Change * Spirit, Community, and College Requested Appearances TBA

Wednesday, September 7

Torch Night

Call Time TBA

Event Begins: 8:00 pm

Saturday, September 10

NCC vs. Weber International

Call Time TBA

Kickoff: 1:00 pm

Saturday, September 24

NCC vs. Millikin

Call Time TBA

Kickoff: 6:00 pm

Saturday, October 15

NCC vs. Wheaton

Call Time TBA

Kickoff: 7:00 pm

Saturday, October 29

NCC vs. Carroll (Homecoming)

Call Time TBA

Kickoff: 2 pm

Saturday, November 12

NCC vs. Elmhurst (Senior Day)

Call Time TBA

Kickoff: 1:00 pm

Potential Post-Season Games*

Saturdays: Nov 19, 26; Dec. 3, 10, 16-17

Please keep these dates clear

Note: Fall Term ends Nov. 23. Thanksgiving is Nov. 24. If we advance to the Nov. 26 playoff game, all CAB students are required to attend. Plan Accordingly!

Playoff Games*

Saturdays: Nov 19, 26; Dec. 3, 10

National Championship Game*

Friday, Dec. 16 & Saturday, Dec. 17

**Pending Qualification*

Early Move-In

CAB members living in student housing must move in early in order to take part in band camp. The leadership team will distribute keys to these students as they arrive. **Key Pickup time and locations are as follows:**

CAB Student Leadership and Percussion: Saturday, August 27th 8:00 am to 10:00 am, FAC 114

All CAB Members: Sunday, August 28th 8:00 am to 11:00 am, FAC 114

Students living in off-campus housing should make arrangements with their individual landlords to move in before the beginning of band camp.

Band Camp Meals

CAB members who purchased a meal plan for the 2016-2017 school year may begin using their meal plan swipes beginning on September 1st, and Kaufman Dining Hall will be open to Cardinal Athletic Band Members for Lunch and Dinner throughout Band Camp. For students who do not have a meal plan, lunch will be provided at Kaufman, while dinner will be on their own.

August 27 th Leadership Retreat Percussion Retreat	Leaders and percussion will be provided with lunch at Kaufman out of the CAB budget. Dinner is "on your own."
August 28 th Move-In Day/Team-Building Retreat	All students will be provided with dinner at Kaufman out of the CAB budget. Leaders and percussion will need to provide their own breakfast and lunch. All other students should plan on eating breakfast and lunch on their own. Group activities will begin after lunchtime.
August 29 th through August 31 st Band Camp Rehearsal Days	All students will need to provide their own breakfast and dinner All students will be provided with LUNCH ONLY at Kaufman out of the CAB Budget. Student may be required to sign in at the front counter.
September 1 st through September 6 th	All students on meal plans will begin eating all meals at Kaufman by swiping their cards Students without meal plans will be provided with LUNCH ONLY at Kaufman out of the CAB budget ON REHEARSAL DAYS ONLY (i.e. no meals provided on Sunday, Sept. 4 or Monday, Sept 5). These students must sign in at the front counter.

Uniforms

Fall term:

- **Black pants***
- **Solid black belt with a modest black or silver buckle***
- **Black shoes** (solid black athletic or marching shoes only—no dress shoes, high-tops, or boots)
- **Long black socks** (no ankle length)
- *Pep Band polo* (you will purchase from the band)- tucked in
- Cardinal Athletic Band jacket (provided)
- Cardinal Baseball Cap (provided with the option to buy)
- **School-colored winter hat** (when it gets colder- ONLY solid red, white, or black)
- *White Gloves* (you will purchase from the band)
- **Optional black, white, or red long-sleeved under armor shirt** under polo (in cold weather)
- Cinch Bag (you will purchase upon arrival)

Winter term:

- Pep Band polo (the same one purchased for fall term)
- **Jeans & Athletic shoes**

BOLD = Student provides—purchase before Move-In and bring with you

Italics = Students must purchase upon arrival (Polo will be around \$35, gloves are around \$5, cinch bag is around \$20. For veteran members-- last year's cinch bags were too small, so we will be buying new ones this year)

Regular = Provided by the band

* Pants must have belt loops, and a belt must be worn when in uniform. Pants must be loose fitting (i.e. no spandex-based material), nothing tight fitting or snug (remember, we have to do intricate and fast-paced marching and visual maneuvers!), no black jeans or denim of any kind, no capris, quarter-length pants, or similar. What we do on the field will be exciting enough. Your pants and belt **SHOULD** be boring! Do not draw attention to yourself through your uniform. We are a team and must act/dress as such.

Unreturned Uniform Parts or Instruments

At the end of the year, students will return their school-owned uniform parts and instruments. Students' accounts will be charged the full replacement cost for any uniform items, instrument, flag, etc. not returned and a hold will be placed on students' registration and records until payment is received.

Seating in the Stands

Students will be expected to maintain their uniform while in the stands at football and basketball games. We represent our college and the band program at all times, and it is necessary that we look polished and professional.

Only Cardinal Athletic Band members are permitted to sit in the band's area of the stands. Do NOT invite friends, significant others, family members, etc. to sit with you. We must stay focused on our mission throughout the event. Prospective students who register through Admissions may sit with and play with the band.

Students will be provided with a minimum of 15 minutes between pregame activities and the national anthem performance in order to take care of any personal concerns, including eating a snack, using the restroom, etc. Please make sure that you have taken care of all of these issues prior to kickoff/tipoff.

Professionalism

Members of the Cardinal Athletic Band represent this organization and North Central College at all times, but especially when in uniform at performances. Please be aware that everything you say and do while in uniform is a representation of the entire Cardinal Athletic Band. Have fun, but always be respectful! Profanity, rude behavior/language, taunting or unsportsmanlike conduct of any kind will not be tolerated.

REQUIRED MATERIALS- Football Season

Band Camp Materials

Band Camp is an intense but fun week of rehearsals that takes place before Fall Term classes begin. The purpose of Band Camp is to learn the field show and stand tunes, as well as to bond as a group. Participation in Band Camp is a mandatory requirement for all members of the Cardinal Athletic Band. Below is a checklist of items to make sure you have with you by the time you move in:

- _____ **Instrument and any necessary accessories** (valve oil, reeds, extra drum sticks, etc.)
- _____ **Comfortable clothes** (Preferably shorts and t-shirts-- wicking fabrics such as Under Armor and Nike Dri-fit are recommended)
- _____ **Athletic shoes** (MUST have a back – neither sandals nor marching barefoot are acceptable)
- _____ **Insulated water jug, Camelbak, etc.**
- _____ **Hat and/or sunglasses**
- _____ **Sunscreen** (SPF 50 or higher)
- _____ **Pencil**
- _____ **1" 3-ring binder*** (purchase one labeled "heavy duty"—economy or mid-range ones will not last!)
- _____ **Clear 8.5 x 11 sheet protectors for drill*** (Around 20 sheets)
- _____ **A pair of thick shoestrings*** (used to create a shoulder strap for your music/drill book)
- _____ **Lyre (You must purchase and have on-hand by Move-In. Each individual instrument is too different for the band to provide all models)**
- _____ **Flip Folder (You may either purchase and have on-hand by Move In or purchase one from the band upon arrival. Exact cost will be communicated about 2 weeks before Move-In)**
- _____ **A one-time \$30 Activity Fee** (to help offset the cost of band camp expenses such as field paint, pre-Sept.1 meals at Kaufman, etc. Checks should be made out to North Central College.

**These items are used to create your drill book. Please see addendum for assembly instructions.*

Materials Required at All Regular Season Rehearsals

- _____ **Drill Book** with all show music and drill
- _____ **Lyre**
- _____ **Flip Folder** with all stand tunes, including national anthem, fight song, and alma mater
- _____ **Appropriate Athletic Shoes**
- _____ **Pencil**
- _____ **Working Instrument** including plenty of unchipped/uncracked reeds (woodwinds) and appropriate sized mouthpieces (brass)

Game Day Rehearsals

Every home football game day will begin with a mandatory rehearsal. Usually two hours in length, these rehearsals typically begin 4 to 4.5 hours before kickoff in order to allow students enough time in between rehearsal and the game to rest, eat, clean up, change into uniform, and then reassemble to perform our traditional pregame festivities. For 1:00 pm kickoffs, plan on rehearsals beginning around 8:30 am or 9:00 am. For 2:00 kickoffs, rehearsals will most likely begin at 9:30 am or 10:00 pm. For 6 pm or 7 pm kickoffs, rehearsals will most likely begin at 2:00 pm or 3:00 pm.

Sample Game Day Itinerary

The following is a sample of the typical game day with a 1:00 pm kickoff. **ALWAYS KEEP YOUR GAME DAY CLEAR OF OBLIGATIONS/COMMITMENTS. Work, homework, family events, etc. are not acceptable excuses. Plan ahead! Be proactive! Be responsible!**

Time	Location	Event	Facilitator
8:30 am	Practice Field	Stretching	Student Leader
8:35 am	Practice Field	Basics Review	Kelley
8:50 am	Practice Field	Music Warmup/Review	Kelley
9:10 am	Practice Field	Review Show Song 1	Kelley/DMs
9:35 am	Practice Field	Review Show Song 2	Kelley/DMs
9:50 am	Practice Field	Review Show Song 3	Kelley/DMs
10:05 am	Practice Field	Run-Through	Kelley/DMs
10:15 am	Practice Field	Review Cheers/Stand Tunes/Your Song	DMs
10:30 am		Break	
12:00 pm	Jefferson Plaza	Reassemble- Tuning/Rewarm	DMs
12:05 pm	Chicago & Brainard	Parade Step-Off	
12:30 pm	Stadium	Arrive at Stadium, Set up, Water break, etc.	Kelley
12:45 pm	Stadium	All personnel back in the stands	
12:55 pm	Stadium	Pregame: Play National Anthem	Kelley
1:00 pm	Stadium	KICKOFF: GIVE 4 QUARTERS OF RELENTLESS ENERGY!	DMs
2:30 pm (ish)	Stadium	Halftime Performance: LET'S DO IT AGAIN! DEMONSTRATE WHAT THE 2015 CAB IS ALL ABOUT!	DMs
4:30 pm (ish)	Championship Plaza	Play "Your Song" at Cousin Tito Statue	DMs
4:45 pm (ish)		Dismissal	DMs/Kelley

Football Playoffs

Playoff games are an important part of the schedule. In NCAA Division III, playoff games are played at the team's home stadiums, with the team with the best record serving as host. Because the football team's participation in the games is dependent on their performance throughout the season, we will not know any information (including whether the games will be away or at home) until the end of the regular season. In previous years we have hosted numerous playoff games. In other years, we have hosted very few. Please be open and flexible during this time, and realize that the band will be expected to play if there is a home playoff game.

The end of the Fall Term is November 23RD. Thanksgiving is Nov. 24th. IF THERE IS A PLAYOFF GAME ON NOVEMBER 26th, THE BAND WILL BE EXPECTED TO PLAY. PLAN ACCORDINGLY!

The end of the fall term is a very busy one for the CAB. The end of term, the football playoff schedule, and the beginning of basketball season all coincide at the end of November. Please keep this in mind as you prepare for finals, plan for Thanksgiving, and make plans for D-term.

Basketball Season

The band plays at all men's and women's home basketball games. In order to ease the schedule burden, the overall membership splits into 2 bands, the **Red Band** and the **White Band**.

These bands will alternate each game following the schedule. ***Students are required to play all of their assigned games.*** Students are also welcome to play at any unassigned games. The band typically does not play during D-Term, but members may be required to move in a day or so early if a major conference game occurs right before Winter Term begins. For those living on campus for D-term or who are from the area, please plan on playing for those games.

At the beginning of basketball season, a directory with the contact info for each member will be emailed. **If you cannot attend a particular game, you MUST find a sub to cover your part.** This means that they must be of the same instrument and must be capable of successfully playing your part (i.e. second trumpet, etc.).

All games are in Merner Field House. The band is housed in the east end bleachers behind the basket.

REQUIRED MATERIALS- Basketball Season

_____ Lyre

_____ Pencil

_____ Flip Folder with all music*

_____ Uniform

_____ Instrument

**Basketball band flip folders are different than those used in football season. The band provides basketball season flip folders.*

Basketball Season Performance Schedule

Unavailable at publication time. This will be communicated as a supplement as soon as possible.

Scholarships

The Office of Financial Aid offers up to \$2,000 yearly scholarships for involvement in the Cardinal Athletic Bands. All wind and percussion players are eligible, regardless of major. These scholarships must be offered in the Spring or Summer Term and are sometimes unavailable if other scholarships or aid are offered. All students must audition, as these scholarships are now talent-based.

Any student who wishes to receive an athletic band scholarship must set up an audition with Dr. Kelley prior to the beginning of Fall Term. Once the school year begins, scholarships are no longer available.

Keys to Success

- Be the first—never the last—to rehearsals
- Always have the needed and required rehearsal equipment
- Wear appropriate rehearsal attire
- Prepare and master your part well before you have to perform it in front of an audience
- Do not talk during rehearsal. If you have a question, ask your section leader
- Listen to instructions THE FIRST TIME—use high intensity listening
- Stop immediately when a release is given or when the drum major stops conducting
- If you experience failure, analyze why you failed, and make a plan to improve and succeed the next time
- Enjoy rehearsing, regardless of the weather conditions. Try to learn something new every day
- Demonstrate a first class attitude at all times
- Leave all outside/personal issues outside of the rehearsal. NO DRAMA.
- Be prepared to learn music and drill very quickly
- Plan on arriving 15 minutes before the rehearsal begins in order to fully set up and mentally prepare
- Be flexible. Changes will occur daily to improve our performance and effectiveness
- Be respectful and courteous to one another at all times
- Understand that excellence in music, as in ANYTHING, is a result of preparation, time, energy, and effort

Grading & Attendance

Attendance is the backbone of any successful music ensemble; it is, therefore, the backbone of your grade.

Each student is expected to attend every class session for the entirety of the event. 100% ATTENDANCE IS THE NORM.

- If a class required for a student's major is only offered at a time that overlaps with a Cardinal Athletic Band rehearsal, they may be permitted to come late/leave early. Students are limited to one late arrival/early release for class purposes per week. In this situation, a meeting with Dr. Kelley and documentation of this conflict is required before the end of the first week of classes in Fall Term.
- Work schedules are expected to be set around your class schedule. Missing a class session due to work is not excusable.
- Students are expected to manage their time, responsibilities, and energy. Missing class to complete coursework for other classes is not excusable, nor is missing to catch up on sleep.
- Students required to take the ACT should schedule it on non-home game weekends.
- If a student misses due to illness, a doctor's note must be submitted to Dr. Kelley by the next rehearsal in order to excuse the absence.
- Unforeseen emergencies will be handled on a case-by-case basis.
- Pre-scheduled significant major events will be considered on a case-by-case basis
(missing to: 1) attend sporting events as a spectator, 2) visit friends at other colleges, 3) visit potential graduate schools, or 4) attend any other events that are not major life events and are able to be worked around the class schedule will never be excused—don't ask!).

If you have an illness or emergency and must miss a class:

- If you are ill, you must email Dr. Kelley at last one hour before class begins if you're your illness keeps you from attending class (spkelley@noctrl.edu). If you have an emergency, please email before rehearsal if able.

The attendance grading policy is as follows:

Number of Unexcused Absences	Resulting Grade
1	A-
2	B
3	B-
4	C
5	D
6	F

- Two late arrivals = one missed class
- Leaving class early = late arrival
- An unexcused missed performance will result in a failing grade. You will not be allowed to rehearse or perform with the band for the remainder of the term. Check performance dates **now** and submit them to employers, coaches, etc.
- More than one unexcused absence may result in the revocation of your scholarship

Faculty, Staff, and Leadership Contact Information

If you have any questions, please feel free to reach out. We are all here to help! Listed in alphabetical order:

Name	Position	E-Mail	Phone
Dr. Sean Kelley	Director	spkelley@noctrl.edu	630-637-5358
Ms. Cathrine Savino	Assistant Director	cathrinesavino@gmail.com	630-415-5541
Mr. Mark Baglione	Percussion Instructor	olchschoirs.baglione@gmail.com	708-715-0245
Marlyn Ayala	Librarian, Asst. Flute Section Leader	mayala@noctrl.edu	630-313-0665
Tanner Cassidy	Drum Major	tcassidy@noctrl.edu	630-551-5877
Megan Crawford	Jr. Guard Captain- Choreography	mlcrawford@noctrl.edu	630-272-5872
Joe Duffy	Saxophone Section Leader	jtduffy@noctrl.edu	630-806-5446
Rachel Finnes	Flute Section Leader	refines@noctrl.edu	815-347-0155
Natalia Flores	Uniform Chair, Asst. Clarinet Section Leader	ndflores@noctrl.edu	847-527-7699
Eric Galvan	Equipment and Logistics Chair, Asst. Percussion Section Leader	eeegalvan@noctrl.edu	331-980-8335
Nate Marcus	Band Relations Chair, Asst. Trumpet Section Leader	namarcus@noctrl.edu	708-712-7851
Katie Mayer	Clarinet Section Leader	kjmayer@noctrl.edu	630-991-3153
Ross McWethy	Low Brass Section Leader (Trombone, Baritone, and Tuba)	ramcwethy@noctrl.edu	630-777-6964
Zach Murphy	High Brass Section Leader (Trumpet and Mellophone)	zsmurphy@noctrl.edu	309-853-7564
Tricia O'Donnell	Jr. Guard Captain- Administrative	peodonnell@noctrl.edu	630-945-6597
Dacia Sands	Color Guard Captain	dlsands@noctrl.edu	630-220-7332
Sarah Steffen	Percussion Section Leader	slsteffen@noctrl.edu	630-835-8566
Evangeline Tuohy	Drum Major	emtuoehy@noctrl.edu	630-842-9903