

NORTH CENTRAL COLLEGE

CARDINAL MARCHING BAND

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BANDS

SYLLABUS AND HANDBOOK

2023 SEASON

CONGRATULATIONS!

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

North Central College is one of a small 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 2023 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!

Instructional Leadership

Drum Majors: **Dorian Chase & Olivia Wegner**
High Woodwinds Section Leader: **TBD**
Saxophone Section Leader: **Lauren Gradle**
High Brass Section Leader: **Liliana Saucedo**
Low Brass Section Leader: **TBD**
Percussion Section Leader: **Grace Shelly**
Percussion Assistant Section Leader: **Stella Bank**
Color Guard Co-Captain: **Alyssa Marcelain**
Color Guard Co-Captain: **Gabriela Sorriento**

Organizational Leadership

Band Relations Chair: **TBD**
Media Relations Chair: **Matthew Worster**
Uniform Chair: **Laura Krambeer**
Music Chair: **Shannon Blonski**
Equipment & Logistics Chair: **Lauren Gradle**



COURSE INFORMATION

Instructors

Dr. Sean Kelley, Supervisor of Athletic Bands
Ms. Meghan Kats, Athletic Bands Director
Mr. Joseph LaPalomente, Instructor of Percussion
Ms. Lindsay Mandra, Instructor of Color Guards

Registration Information

All participating students must register for the course, which is in the “Music Ensembles” tab in the online course catalog. For incoming first year students, your academic advisors typically register for you. This is usually done in your summer orientation.

Course Number: MUEN 110, Section 1

Contact Information

Email: spkelley@noctrl.edu Phone: 630-637-5358 Office: FAC 125

Course Description and Objectives

Open to all students with woodwind, brass, percussion, or color guard experience, the Cardinal Marching 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.

Cardinal Marching Band Requirement Overview

- 1) Members must attend band camp, which typically begins two weeks before the start of Fall Semester classes (more info on next page)
- 2) Once classes begin, the class meets twice per week (Monday and Wednesday), two hours per rehearsal. Attendance is mandatory.
- 3) Color Guard and Drumline hold weekly sectionals outside of listed rehearsal hours
- 4) The CMB instrumentalists perform in the stands at all home football games and playoff games, and the guard performs routines on the track
- 5) All CMB members march halftime field shows at all home games and at other community events, such as local marching band competitions as an exhibition group
- 6) All CMB members are expected to participate in NCC pep rallies, parades, and other campus events

Rehearsal Schedule

Band Camp

Percussion/Color Guard/Leadership Move-In (for NCC residents) & Retreat

Tuesday, August 8, 2023 (NOTE THE DATE CHANGE) through Thursday, August 10, 2023

Registration/move-in for NCC residents: 10:00 am to 11:00 am

Rehearsals begin in early afternoon

Detailed itineraries will be posted/emailed at least two weeks prior to the events

Non-Leadership Winds Registration, Move-In (for NCC Residents) & Team-Building Day for ALL Members

Friday, August 11, 2023

Registration/move-in Time for NCC residents: 9:00 am to 10:00 am

Registration/report time for commuters: 1:00 pm

Detailed itineraries will be posted/emailed at least two weeks prior to the events

Full Ensemble Rehearsals

Saturday, August 12, 2023, through/including Friday, August 18, 2023

Rehearsals begin daily at 8:00 am and end at 5:00 pm, with evening rehearsals (6:00 pm to 8:30 pm) also on Saturday, Tuesday, and Thursday.

Evening social activities will follow on certain days.

Sunday, August 13, 2023- Fun Day at Centennial Beach, Downtown Naperville (no rehearsals)

Regular Fall Semester Rehearsal Schedule

Mondays and Wednesdays, 6:30 to 8:30 pm

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

Performance Schedule

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

CLEAR GAME DAYS OF CONFLICTS FOR THE ENTIRE DAY, AS KICKOFF TIMES OFTEN CHANGE

Friday, August 18, 2023 Red & White Night Call Time TBA Event Begins: 8:00 pm	Saturday, October 21, 2023 Opponent: Wash. U. St. Louis Rehearsal: TBA Kickoff: 1 pm	Saturday, December 9, 2023 NCAA Playoff Semifinals Rehearsal: TBA Kickoff: TBA
Date: TBA The Huddle Call Time: TBA (Late Morning) Event Begins: TBA (Late Morning)	Saturday, November 4, 2023 Opponent: Illinois Wesleyan (Senior Day) Rehearsal: TBA Kickoff: 1 pm	December 14-16, 2023 NCAA National Championship Salem, MA
Saturday, September 16, 2023 Opponent: Carthage College Rehearsal: TBA Kickoff: 1 pm	Saturday, November 18, 2023 NCAA Playoff Round 1 Rehearsal: TBA Kickoff: TBA	
Saturday, October 7, 2023 Opponent: Carroll University Rehearsal: TBA Kickoff: 6 pm	Saturday, November 25, 2023 NCAA Playoff Round 2 Rehearsal: TBA Kickoff: TBA	
Saturday, October 14, 2023 Exhibition Performance at Naperville Central Marching Classic Rehearsal: TBA Performance: TBA pm	Saturday, December 2, 2023 NCAA Playoff Quarterfinals Rehearsal: TBA Kickoff: TBA	

Band Camp Evening Activities

Rehearsals run each day from 8:00 am to 5:00 pm. Evening activities are as follows:

Friday, August 11: Team-Building Day

After an all-member organizational meeting, students will participate in an afternoon and evening full day of social, ice-breaking and team building activities.

Saturday, August 12: Evening Rehearsal

6:30 to 8:30 pm at the practice field

Saturday, August 12: Game Night/Mixer

9:00 pm to 11:00 pm in the Ward Hall Basement

Sunday, August 13: Centennial Beach & Section Bonding Night

After a day of soaking up the sun at Centennial Beach, sections will gather for a relaxing, fun evening of bonding.

Monday, August 14: Bonfire Night

Held in Jefferson Plaza, the band hosts a bonfire complete with snacks and refreshments. Students often play Ultimate Frisbee, break out the guitar, and otherwise hang out together and have a great time.

Tuesday, August 15: Evening Rehearsal

6:30 to 8:30 pm at the practice field

Wednesday, August 16: Bowling Night

All members are treated to an evening of bowling and food at Bowlero in Naperville.

Thursday, August 17: Performance of National Anthem at Kane County Cougars Game

Times TBA

Friday, August 18: Red & White Night

A North Central College tradition, this event signifies the closing of the high school years and the beginning of the college era for our new students. It is a fun, raucous, and celebratory event and the band plays an enormous part in making it memorable.

Regular Season Team Building and Morale Boosters

Due to the hectic schedules, our focus during the Fall Semester centers on morale. Each Wednesday, we dedicate part of our rehearsal to taking a few moments to appreciate our time together through purposeful fun games and activities. These activities are led by our Band Relations committee.



Financial Preparations

All members will be required to purchase uniform parts, which are listed on page 7. Returning members would only be required to purchase items that they have lost, outgrown, or that are worn out/stained/damaged. New members must purchase all items. Please review the price list and plan your finances accordingly. No money will be collected until the band camp, giving the student/family all summer to secure funds. If finances are an issue, please email Dr. Kelley so that a payment plan can be arranged. No student should withdraw from participation due to money.

A one-time course \$90 fee is necessary to offset the expenses of maintaining our program.

Band Camp Meals
Paint and Field Equipment
Practice Field Lighting Rental
Uniform Cleaning, Repairs, Replacement, and Upkeep
Instrument and Field Equipment Maintenance, Repair, and Replacement
Instructional Fees

Payment is not due until band camp registration. Only cash and checks (made out to North Central College) are accepted.

Additionally, some uniform, rehearsal, and band camp supplies are the responsibility of the student to provide. See lists on pages 8-10.

NCC-Owned Instrument and Equipment Checkout

Some instruments and color guard equipment are available to check out for the season. There is no fee. These include:

Instruments

- 1) Tenor Saxophone
- 2) Baritone Saxophone
- 3) Mellophone
- 4) Baritone
- 5) Sousaphone
- 6) All Drumline Instruments (snare, tenors, bass, cymbals)

Color Guard Equipment

- 1) Flags
- 2) Poles

Storage is provided in the Merner Field House band storage room. If the instrument is stored elsewhere, the user assumes all responsibility for the security of the instrument/equipment. Regular maintenance of the instrument/equipment is the student's responsibility.

Damaged, Destroyed, or Unreturned Instruments

If, at any point during the season, the instrument is damaged beyond normal wear, the student may (depending on the circumstances, but primarily centering on incidence involving negligence, carelessness, horseplay, etc.) be billed the cost of repairing the instrument back to checkout day condition. If the instrument is damaged beyond repair, the full replacement cost may be billed to the student. Likewise, if an instrument is not returned, the full replacement cost will be billed to the student. A hold may be placed on the student's registration and records until full payment is received.

Damaged, Destroyed, or Unreturned Guard Equipment

If, at any point during the season, a flag or pole is damaged beyond normal wear, the student may (depending on the circumstances, but primarily centering on incidence involving negligence, carelessness, horseplay, etc.) be billed the cost of repairing the equipment back to checkout day condition. If the equipment is damaged beyond repair, the full replacement cost may be billed to the student. Likewise, if equipment is not returned, the full replacement cost will be billed to the student. A hold may be placed on the student's registration and records until full payment is received.

NCC Resident Move-In

Cardinal Marching Band (CMB) members living in NCC-owned student housing will move into their residence hall early in order to take part in band camp. **After checking in at FAC 114, students must pick up their key/get ID card programmed at the Campus Safety Office, 451 S. Brainard St., Naperville, IL 60540.**

CMB Color Guard, Percussion, & Leadership

Tuesday, August 8, 10:00 am to 11:00 am, Fine Arts Center (FAC) Room 114 (Band Room)
171 E. Chicago Ave., Naperville, IL 60540

CMB Non-Leadership Wind Players

Friday, August 11, 9:00 am to 10:00 am, Fine Arts Center (FAC) Room 114 (Band Room)
171 E. Chicago Ave., Naperville, IL 60540

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

Specific meals are covered by the CMB budget during retreat/camp rehearsal days.

Please read the following information very carefully:

<p><u>August 8 through August 10</u> Leadership, Percussion, and Color Guard Retreats</p>	<p>Leaders, color guard, and percussion will be provided lunch and dinner at Kaufman Dining Hall out of the CMB budget. Breakfast is "on your own."</p> <p>Kaufman's policies change yearly. Students may be required to swipe or sign in at the front counter.</p>
<p><u>August 11</u> Leadership, Percussion, and Color Guard Retreats</p> <p>Non-Leadership Wind Player Move-In Day</p> <p>ALL-CMB Team-Building Retreat</p>	<p>All students will be provided with dinner at Kaufman out of the CAB budget.</p> <p>Leaders, color guard, and percussion will be provided with lunch at Kaufman out of the CMB budget. Breakfast is "on your own."</p> <p>Kaufman's policies change yearly. Students may be required to swipe or sign in at the front counter.</p>
<p><u>August 12 through August 18</u> Band Camp Rehearsal Days</p>	<p>All students will need to provide their own breakfast and dinner throughout camp.</p> <p>All students will be provided with <u>LUNCH ONLY</u> at Kaufman out of the CMB Budget. Kaufman's policies change yearly. Students may be required to swipe or sign in at the front counter.</p>

Uniforms

INSTRUMENTALIST FORMAL AND INFORMAL UNIFORM PARTS

CMB instrumentalists have two uniforms: 1) a formal uniform for all major performances and 2) an informal uniform for more casual events. The list below details what uniform parts: 1) are provided by NCC; 1) must be ordered prior to arriving at band camp; and 3) must be brought from home.

Provided by NCC

All of these items are the property of NCC and must be returned

- Uniform Jacket (formal uniform)
- Pants/"Bibbers" (formal uniform)
- Shako (i.e. hat) (formal uniform)
- Plume (formal uniform)
- CMB rain jacket (used for both formal and informal uniforms)
- Garment Bag (formal uniform)
- Shako storage box (formal uniform)

Ordered via Webform and Purchased/Picked Up Upon Arrival at Move-In Day Registration

All of these items are the property of the student and are theirs to keep

- Marching shoes (used for both formal and informal uniforms)- \$35.00
- Gloves (used for both formal and informal uniforms)- \$5.00
- CMB ball cap (used for both formal and informal uniforms)- \$10.00
- CMB Game Day Cinch Bag (used for both formal and informal uniforms)- \$15.00
- CMB Winter Hat (used for both formal and informal uniforms)- \$15.00
- CMB Nike Drifit uniform undershirt (use for both formal and informal uniforms)- \$20.00
- CMB Nike Polo (informal uniform)- \$36

Student Responsibility- Bring from Home

All of these items are property of the student and are theirs to keep

- Long black socks (no ankle-length) (used for both formal and informal uniforms)
- Black pants* (informal uniform)
- Solid back belt with modest black or silver buckle (informal uniform)

Optional Purchase

- Member Jacket- \$66

**Pants must have belt loops and a modest, solid black belt must be worn when in the informal uniform (no studs, rivets, spikes, grommets, etc.). Pants must be loose sitting (i.e. no spandex-based material, yoga pants, skinny pants/jeans, capris, quarter-length, or similar), nothing tight fitting or snug, no black jeans or denim of any kind. Your pants and belt SHOULD be boring! Do not draw attention to yourself through the uniform.*

COLOR GUARD UNIFORM PARTS

Provided by NCC

This item is the property of NCC and must be returned

- Color guard uniform

Ordered through Color Guard Captains

These items are the property of the student and are theirs to keep

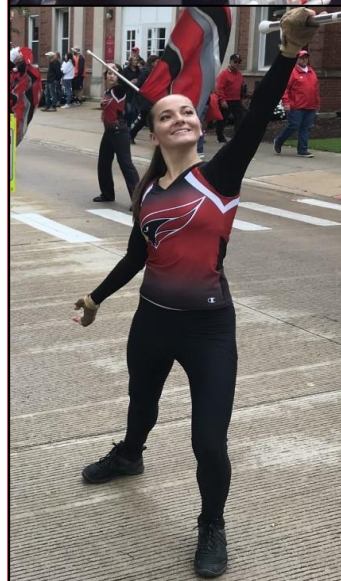
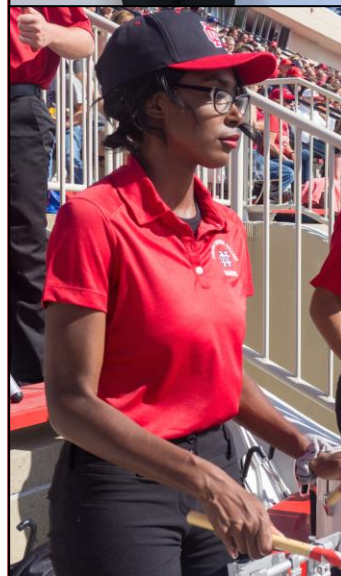
- CCG (Cardinal Color Guard) Duffel Bag
- CCG Track Suit
- Ribbons, bows, and uniform accessories

Optional Purchase

- Member Jacket- \$66

Damaged, Destroyed, or Unreturned Instruments

If, at any point during the season, the instrument is damaged beyond normal wear, the student may (depending on the circumstances, but primarily centering on incidence involving negligence, carelessness, horseplay, etc.) be billed the cost of repairing the instrument back to checkout day condition. If the instrument is damaged beyond repair, the full replacement cost may be billed to the student. Likewise, if an instrument is not returned, the full replacement cost will be billed to the student. A hold may be placed on the student's registration and records until full payment is received.



Top to Bottom: Formal Instrumental Uniform, Informal Instrumental Uniform, Color Guard Uniform

Seating in the Stands

Students will be expected to maintain their uniform while in the stands at all performances. We always represent our college and the band program, 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 the announced report time.



CMB Member Jacket

Professionalism

Members of the Cardinal Athletic Band always represent this organization and North Central College, 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 Marching Band. Have fun, but always be respectful! Profanity, rude behavior/language, taunting, or unsportsmanlike conduct of any kind will not be tolerated.



REQUIRED MATERIALS

Band Camp Materials

Band Camp is an intense but fun week of rehearsals that takes place before Fall Semester 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 Marching 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 or 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)

___ **One-time \$90 Course Fee** (see breakdown on page 6) Checks should be made out to North Central College.

___ **Payment for all student-owned uniform parts** (see pg. 8 for parts list).

**These items are used to create your drill book. Please see separate attachment 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 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 starting at 8:00 am. For 2:00 kickoffs, rehearsals will begin at 9:00 am. For 6 pm or 7 pm kickoffs, rehearsals will begin at 2:00 pm or 3:00 pm, respectively.

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	DMs
8:35 am	Practice Field	Basics Review	DMs
8:50 am	Practice Field	Music Warmup/Review	Kats
9:10 am	Practice Field	Review Show Song 1	Kats/DMs
9:35 am	Practice Field	Review Show Song 2	Kats/DMs
9:50 am	Practice Field	Review Show Song 3	Kats /DMs
10:05 am	Practice Field	Run-Through	Kats/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.	Kats
12:45 pm	Stadium	All personnel back in the stands	
12:55 pm	Stadium	Pregame: Play National Anthem	Kats
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 2021 CMB IS ALL ABOUT!	DMs
4:30 pm (ish)	Championship Plaza	Closing Ceremony at Shatzer Statue	DMs/ Kats
4:45 pm (ish)		Dismissal	DMs/ Kats

Scholarships

The Office of Financial Aid offers generous scholarships for involvement in the Cardinal Athletic Bands. All wind and percussion players are eligible, regardless of major. These scholarships must be offered before the end of Spring Semester of the prior academic year and are sometimes unavailable if other scholarships or aid are offered.

Any student who wishes to receive an athletic band scholarship must set up an audition with Dr. Kelley prior to the beginning of Fall Semester. 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 Ms. Kats and documentation off this conflict is required before the end of the first week of classes in Fall Semester.
- 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 Ms. Kats 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 Ms. Kats at last one hour before class begins if you're your illness keeps you from attending class (mmkats@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 Semester. Check the concert dates now and submit them to employers, coaches, etc.
- More than one unexcused absence may result in the revocation of your scholarship