

# COURSE SYLLABUS

MUSB 2305 (3:3:0)

## **Music Publishing**

Commercial Music Program  
Entertainment Business Certificate

Creative Arts Department

Technical Education Division

Levelland Campus

SOUTH PLAINS COLLEGE

**COURSE TITLE:** MUSB 2305-Music Publishing (3:3:0)  
**INSTRUCTOR:** Brian Tate  
**OFFICE LOCATION:** CA 157  
**PHONE/E-MAIL:** 806-716-2290 btate@southplainscollege.edu  
**OFFICE HOURS:** As Posted and by Appointment

## **SOUTH PLAINS COLLEGE IMPROVES EACH STUDENT'S LIFE**

---

### **I. GENERAL COURSE INFORMATION**

A. Course Description: The administrative and marketing aspects of music publishing including the application of current copyright law, developing songwriters, rights exploration, and royalty collection.

B. End-of-Course Outcomes: Develop a fundamental knowledge of music publishing an administration including performing rights, clearances, domestic and foreign licensing/royalties (mechanical, digital, sync, print, performance), commercial, jingle, and works made for hire.

C. Academic Integrity: As stated in the General Catalog - "As it is the aim of the faculty of South Plains College to foster a spirit of complete *honesty* and a high standard of *integrity*, the attempt of any student to present as his or her own work that which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension.

Cheating: Dishonesty of any kind on examinations or written assignments, illegal possession of examinations, the use of unauthorized notes during the examination, obtaining information during an exam from a textbook or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in an office are examples of cheating. Complete honesty is required of the student in the presentation of any and all phases of course work. This applies to quizzes of any length as well as to any examinations, daily assignments, reports, papers, and artistic projects.

Plagiarism: Offering the work of another as one's own, without proper acknowledgment, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identical expression of material taken from books, encyclopedias, magazines and other reference works, or from themes, reports or other writings of a fellow student, is guilty of plagiarism.

Scans and Foundation Skills:

**SCAN COMPETENCIES: C-1, 2, 6, 10, 15.**

**FOUNDATION SKILLS: F-1, 2, 5, 8, 16, 17.**

- D. Verification of Workplace Competencies: Successful completion of this course will equip the student with many of the skills necessary to complete part of the capstone experience presented at the end of the second semester of study for certificate candidates and at the end of the fourth semester of study for degree candidates.

## II. SPECIFIC COURSE/INSTRUCTOR REQUIREMENTS

Textbook and Other Materials: *The Music Copyright Manual* by Jim Jesse

Handouts and additional texts may be used during the course of the semester. This course will examine various aspects of the music publishing industry including:

The legal, artistic and practical fundamentals of song writing and publishing; including copyright law and payment mechanisms

- Performance rights Organizations, including BMI , ASCAP, SESAC and foreign organizations
- The flow process and personnel in music publishing and production, including basic song forms, musical notations, songwriting and song plugging techniques
- The flow process and personnel in music distribution, including Mechanical, print, internet, television, radio, film, industrial, business, and any and all venues related to public performance
- The workings and construction of and how to establish a music publishing company
- How to read, understand and apply information related to music and entertainment magazines, websites and organizations.
- Royalties/collections and disbursements
- The basic principles of publishing deals/contracts

### ATTENDANCE POLICY

Students are expected to attend all classes in order to be successful in a course.

The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus.

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first class meeting.

Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible

for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy.

It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

**Grading Procedures / Policy / Methods of Evaluation:** The Music Publishing class is designed to be very pro-active. Students will be required to participate in listening, reading, writing, interviewing, critiquing, group projects and music production. Grades will be calculated based on the following criteria.

Quizzes & Assignments	20%
Midterm	20%
Attendance & Participation	10%
Final Project	30%
Final Exam	20%

Instructor will determine, on a case by case basis, whether or not to allow any make up of missed quizzes, midterm, or late assignment or project deadlines.

Instructor will be available meet with students concerning any aspect of this course, any time during the semester. However, the student will take responsibility to arrange meeting times during the instructors posted office hour times.

**Electronic devices regulations:** ALL electronic devices, including cell phones and computers, will be turned off or silenced during classes and projects unless there is prior approval by the instructor. Any violation of the above electronic devices regulation will result in the student receiving a "0" grade for that class period and the student may be asked to leave the class. Repeated offenses of this regulation may be grounds for the instructor to drop the student from the class.

### III. ACCOMODATIONS

South Plains College strives to accommodate the individual needs of all students in order to enhance their opportunities for success in the context of a comprehensive community college setting. It is the policy of South Plains College to offer all educational and employment opportunities without regard to race, color, national origin, religion, gender, disability or age (SPC Equal Opportunity Policy—General Catalog).

**A student who enrolls in this class that may need classroom accommodations is strongly encouraged to schedule an intake interview with the special services department before enrolling in this class or prior to the add/drop date for this semester.**

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made.

In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland Student Health & Wellness Center 806-716-2577, Reese Center (also covers ATC) Building 8: 806-716-4675, Plainview Center Main Office: 806-716-4302 or 806-296-9611, or the Health and Wellness main number at 806-716-2529.

### **Title IX Pregnancy Accommodations Statement**

If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Director of Health and Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact Chris Straface, Director of Health and Wellness at 806-716-2362 or email [cstraface@southplainscollege.edu](mailto:cstraface@southplainscollege.edu) for assistance.

### **Campus Concealed Carry Statement**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations and Frequently Asked Questions, please refer to the Campus Carry page at:

<http://www.southplainscollege.edu/campuscarry.php>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

### **Face Covering Course Statement–Rev. 1/4/2021**

It is the policy of South Plains College for the Spring 2021 semester that as a condition of on-campus enrollment, all students are required to engage in safe behaviors to avoid the spread of COVID-19 in the SPC community. Such behaviors specifically include the requirement that all students properly wear CDC-compliant face coverings while in SPC buildings including in classrooms, labs, hallways, and restrooms. Failure to comply with this policy may result in dismissal from the current class session. If the student refuses to leave the classroom or lab after being dismissed, the student may be referred to the Dean of Students on the Levelland campus or the Dean/Director of external centers for Student Code of Conduct Violation. Students who believe they have been exposed or may be COVID-19 positive, must contact Health Services, DeEtte Edens, BSN, RN at (806) 716-2376 or [dedens@southplainscollege.edu](mailto:dedens@southplainscollege.edu).