

New Mexico State University

The PRIDE of New Mexico

Marching Band Handbook

2015

Mission Statement: The PRIDE of New Mexico Marching Band's primary goal is to provide an outstanding musical experience for every member of the program. Our purpose is to have educational and musical performances that support our athletic events, our University and our community, building spirit and energy and promoting New Mexico State University.

Guidelines: The following guidelines have been set to provide clarity in our function and process. It is an honor and privilege to be part of The PRIDE of New Mexico Marching Band and it is the responsibility of every member to uphold it's ideals, traditions, and legacy.

Membership: The PRIDE of New Mexico is open to every eligible student in good standing at New Mexico State University. Auditions are held strictly for placement and part assignments within the The PRIDE by the director, faculty, and staff. Membership is considered in good standing as long as the student upholds the guidelines listed in the following sections. If the student is considered in bad standing with the University or The PRIDE, their membership can and will be revoked. All New Mexico State University rules apply at all times. Please make sure to review those guidelines set by the University.

Grading and Attendance Policy:

Attendance, attitude, and performance are the determining factors in earning a grade for The PRIDE of New Mexico Marching Band. Attendance at all marching band rehearsals and performances is expected and mandatory from every member. All members share equal responsibility for the success of The PRIDE and we need everyone there to accomplish our goals.

Attendance: Absences (Rehearsals)

- 1 unexcused absence (rehearsal) = 1 letter grade
- 2 unexcused absences (rehearsals) = 2 letter grade
- 3 unexcused absences (rehearsals) = 3 letter grades
- 4 unexcused absences (rehearsals) = Failure/Dismissal from PRIDE

**** An Unexcused Absence from a Performance will result in a failing grade and your dismissal from the ensemble.**

Tardies

- 1 unexcused tardy (rehearsal) = 0 grade deduction
- 2 unexcused tardies (rehearsals) = 1/2 letter grade
- 3 unexcused tardies (rehearsals) = 1 letter grade
- 4 unexcused tardies (rehearsals) = 2 letter grade
- 5 unexcused tardies (rehearsals) = 3 letter grades
- 6 unexcused tardies (rehearsals) = Failure/Dismissal from PRIDE

****If you are not present when role is taken within 10 minutes, you will be considered absent, unless you have cleared this with the director.**

Class/Lab Conflict Forms: You can pick up a Class Conflict Form from Mrs. Larragoity-Martin, fill out the ENTIRE form, have your professor sign it and return to Mrs. Larragoity-Martin for approval and filing. This **MUST** be done within the first 2 weeks of classes.

Excused Absences: All excused absences must be documented one week before hand on a blue form. The absolute deadline is one week after absence to be considered. It must be turned in and approved by Mrs. Larragoity-Martin to be considered excused (approved or disapproved).

Excused absences are only considered excused for the following reasons:

- illness
- family illness/death
- religious beliefs

****NOT ACCEPTED AS EXCUSED:** Medical appointments (unless an emergency -provide documentation), vacations, exams, work schedules, fraternity/sorority engagements, intramural sports, or homework ARE NOT CONSIDERED EXCUSED ABSENCES!!!!

******Having an unexcused absence during the morning rehearsal of game day will result in your removal from that evening's performance. This could lead to your dismissal from the ensemble as well.**

NOTE: Excusing absences or tardies, whether due to illness or a class/lab conflict, is not the section leader's, band administrative assistant's or TA's responsibility. **Only** the **Director** can excuse an absence or tardy.

Sectionals: Sectionals are considered mandatory and part of your grade!! Section leaders are in charge of organizing weekly sectionals that work with everyone's schedule. It is part of your overall grade and the success of The PRIDE.

UNIFORMS, EQUIPMENT, AND MUSIC:

The uniform is the emblem of the PRIDE of New Mexico Marching Band, and immediately identifies you as a member of New Mexico State University and one of its outstanding musical organizations. This identification and visibility requires that certain standards of dress and conduct be maintained while in uniform, and that the uniform always be worn with the care and pride that is expected of members of the organization that it represents. A complete discussion of the uniform, including its issuance, care, maintenance, and check-in, as well as expected personal appearance concerns and uniform inspections are contained below. All PRIDE members are expected to be familiar with all uniform policies, and to be dressed in top "inspection-ready" condition every time the uniform is worn.

1. The uniform is always to be worn IN ITS ENTIRETY with all buttons and flaps fastened. A PRIDE member should never be seen in public with anything but the FULL uniform of the day on and worn correctly.
2. Students should treat uniforms with proper care. A band uniform is a major investment for the university and every student should make necessary efforts to insure the department gets maximum life from each uniform. Students will be held responsible for damage or loss of the uniform, and billed for cost of any repair or replacement parts. **You are responsible for 1 cleaning during the semester before November 2, Tournament of Bands Day!!** This is mandatory, and must be planned for - further instructions will be given in advance. You will have to present receipt to Mrs. Peel in the Band office for pass off.

3. Keep close tabs on your uniform. Leaving the uniform unattended is the quickest way to lose pieces. Never allow the uniform or any part of it to be worn by anyone else. Please report any and all lost uniform parts immediately to Mrs. Peel.
4. Smoking, drinking, or any type of behavior that would bring negative comment on the university or PRIDE are expressively forbidden, and will cause dismissal from PRIDE.
5. Allow time during the week to clean your shoes and gloves before any performance. This is a point of pride and respect. Keep the uniforms clean and pressed to look crisp and clean at all performances.
6. Students are NOT to tailor uniform on their own. All alterations and hemming will be done by the PRIDE seamstress.

INSPECTION: The goal for any organization of this sort is uniformity in style and appearance. The policies that have been established are in place to insure that all students do their part to meet this goal.

1. All officers will be inspected by Drum majors.
2. Officers will then inspect their sections and report to the Graduate Assistant any issues.
3. If the uniform infraction is not resolved before the game, the student will NOT perform that day and therefore will be marked as an unexcused absence from a performance.

Check Points:

- Uniform clean and pressed
- Black Socks (crew socks!!! not ankle socks!)
- Black MTX Shoes (CLEANED and POLISHED)
- BLACK Gloves in good condition
- Issued PRIDE T-Shirt (underneath uniform)
- Black Bibbers
- PRIDE Baseball cap
- PRIDE Hat
- Long hair NEATLY braided and tucked
- Clean shaven (all beards or mustaches must be well kept and groomed)
- Jewelry other than wedding/engagement rings or class rings are not allowed (BOTH Genders)
- Stud earrings allowed
- No face decoration unless discussed
- No unapproved buttons, pins, or other attachments on the uniform

EQUIPMENT:

- All parts of instrument functional
- Valves, keys, and slides lubricated and smoothly working
- Instruments polished and shined
- Mouthpiece clean, reeds in good working condition
- Drums and cymbals polished, clean heads and sticks
- Guard equipment taped appropriately
- FLIP FOLDERS and MUSIC!!
- Lyres
- Percussionists MUST wear EARPLUGS

Emergency Medical Forms: Everyone **MUST** have a medical form on file with the PRIDE office. Make certain you have filled one out in the band office with Mrs. Peel during Band Camp registration. If your information changes it is imperative that you update your health information with Mrs. Peel.

General Rules and Procedures:

Daily Operations

1. Rehearsals are Monday, Wednesday, and Friday 4:30-6:30 p.m.
 - *Come prepared to brave the weather (sunscreen, water, raincoat, jacket, etc.)
 - *Check your school (NMSU) email often for news, new music or announcements.
2. Proper preparation for rehearsal includes having a pencil, your music, drill charts, and your instrument with lyre and flip folder at EVERY REHEARSAL.
 - *please take care of your music and drill charts
 - *have everything all the time
3. Please keep the PRIDE field and any/all rooms we use clean and neat - we are not the only ones using these facilities. Show our PRIDE!
4. Proper rehearsal attire is a must.
 - *good marching shoes and socks (NO FLIPFLOPS or SANDALS)
 - *wear ear-plugs to protect your hearing (especially for indoor rehearsals)
5. If you need music or drill please address the proper officer in a timely fashion.
6. Smoking, drinking, or any type of behavior that would bring negative comment on the university or PRIDE are expressively forbidden, and will cause dismissal from PRIDE.
7. All students who use University instruments or equipment must fill out a rental form with Mrs. Peel in the band office.

Anti-Hazing Policy

Hazing means forcing or requiring another person, regardless of that person's consent, to perform and act that:

- *creates a substantial risk of physical harm
- *substantially or seriously demeans or degrades any person; or
- *interferes with an person's scholastic activities

Any hazing allegation against a student organization will be investigated by the University. If found guilty in a disciplinary action, the student organization may incur a penalty. University action occurs whether or not civil or criminal actions take place.

In addition to action taken against a student organization, the University may take action against students for hazing in congruence with NMSU policy.

In addition:

*Inappropriate behavior will not be tolerated by the PRIDE and NMSU. It is the responsibility and expectation that all band students intercede, within reason, if hazing is suspected and report the incident to a faculty or staff member immediately.

*Allowing one self to be hazed is as unacceptable as doing it to others.

*This policy covers activities which might involve band students both on and off campus.

*Consequences for the violation of hazing policies may be severe. Incidents will be reported immediately to university police and the Dean of students Office for investigation and action. Sanctions on behalf of the band department may include suspension from the band program or removal from the band program.

*Students with knowledge of hazing who choose not to report the incident will also be subject to university discipline.

All PRIDE members, directors, and staff have a responsibility to act as role models for the greater university community. Language, behavior, and actions of our band students, its' directors and staff must reflect a strong commitment to the mission of the PRIDE and New Mexico State University.

THE PRIDE OF NEW MEXICO 2015 HANDBOOK CONTRACT

I have read all the policies, rules, and obligations set forth in the PRIDE of New Mexico Handbook. I understand the commitment and expectations of this semester and accept the responsibilities that come with being a member of PRIDE. I will inform the director if I become unable to fulfill my responsibilities as a member. I also understand that violation of policies herein will result in consequences detailed in this handbook. Consequences may include but are not limited to: dismissal from the program, suspension from the program, changes in performance status, and/or grade reduction.

First Name

Last Name

Signature

Date