

Fall 2023

University of Texas at San Antonio



“The Spirit of San Antonio”

Handbook

The UTSA Spirit of San Antonio;

began as diverse group of students from all walks of life and cultures who came together at this dynamic and growing university to form a family and a home for friendships and memories.

Mission Statement

Through hard work, determination and a passion for performing, we encourage pride throughout our campus, our alumni, and our community.

Through our performances, we aspire to show how the beauty and power of the performing arts at UTSA can create better leaders and musicians, enhance our personal growth through cooperation, collegiality and teamwork, as well as spread Roadrunner pride.

When we are together, in those moments, you see and hear future leaders, achievers, doctors, lawyers, civil servants, performers, scientists, and business pioneers who embody the very essence of what it means to be a Roadrunner.

Our spirit is undeniable,
We come from the great state of Texas,
We are Roadrunners,
We are UTSA,

and We are the Spirit of San Antonio.

UTSA SOSA Professional Staff

Director, School Music	Dr. Tracy Cowden
Acting Director, School of Music	Dr. Stacey Davis
Administration	Naomy Ybarra – Senior Admin. Assoc Steven Hill
Director of Instrumental Ensembles	Dr. John Zarco
Band Directors	Prof. Ron Ellis Prof. Hector Garcia Dr. John Zarco
Spirit of San Antonio Director Spirit of San Antonio Assistant Director	Prof. Ron Ellis Prof. Hector Garcia
Athletic Band Percussion Coordinator	Benjamin Pyles
Auxiliary Coordinator	Randi Miles
Athletic Bands Logistics and Admin	Don Marchand
Twirling Coordinator	Mary Ann Srulowitz
UTSA Pom Squad Coordinator	Ashli Kelly
Graduate Assistants	Emilio De Leon - Percussion BM Texas A&M International Meaghan Trevino – Percussion BME Texas A&M Kingsville
Student Assistants	TBA

UTSA Music

Spirit of San Antonio

2023 Student Staff
(Alphabetically)

Graduate Students

Emilio De Leon
Meaghan Trevino

Drum Major

Richard Daul

Assistant Drum Majors

Zach Beesley, Gabriel Perez, Ella Pusey

Rehearsal Coordinator

SOSASA

Twirler

Maddie Brown (L)

Pom Squad

Izmeth Montelongo
Haley Rodriguez

Clarinet

Savanah Montoya (L)
Kaylee Garcia
Katelyn Harlan
Keely Maynard
Jair Pantoja

Trumpet

Alissa Esper (L)
Ronald Garcia (L)
Myles Thornton (L)
Jaclyn Banda
Corey Benedicto
Salvador Cruz
Amber Crile

Baritone

Finley Farrar
Alex Guzman
Joaquin Robles

Colorguard

Sarah Barlow (L)
Anamiek Brooks (L)
Katelyn Schmidt (L)
Kylon Green
Avriella Rendon

Saxophone

Emma Bright A (L)
Adrian Vasquez-Mora T (L)
Ava Carrasco A
Andrew Cropper-Bravenec A
Alejandro Garza A
Tyler Short A
Joseph Navarro T

Mellophone

Johanna Gutierrez (L)
Nicholas Zars (L)
Brooke Burriola
Delaney Cook
Ryan Fletcher
Abbie Henk
Caleb Jones

Tuba

Zach Mascorra (L)
Kenyon McCrary (L)
Noah Pena (L)
Gonzalo Castro
Silvana Galicia
Christian Tapia

Piccolo

Monica Garza (L)
Brandon Davis
Aaliyah Dugat
Kaitlyn Gaddis
Abigail Valadez

Low Reeds (Bari/Bass Cl)

Michael Summers

Trombone

Eva Ayala (L)
Arielle Prentice (L)
Hailey Davis
Nathaniel Duarte - Bass
Renee Jessen
Jakarri Norsworthy

Percussion

TBA

Spirit of San Antonio Student Association

The Spirit of San Antonio Student Association is the official student organization of the UTSA Spirit of San Antonio at the University of Texas at San Antonio. This important organization represents the UTSA Band Program to UTSA Administration and the UTSA Student Government Association (SGA). Membership in SOSASA is open to all SOSA members as well as any student at the University of Texas at San Antonio.

Executive Board

Abbie Henk – President
Johanna Gutierrez – Vice President
Bethany Arancelovic – Secretary
TBA – Treasurer
Richard Daul – Drum Major (ex officio)

Band Member Responsibilities

Rank and File Member

- Present and punctual for all rehearsals and performances, there will be no discussion regarding tardiness or absences.
- Learn all music and chart positions.
- Openly receive instruction while maintaining a **positive attitude**.
- Prepared with all necessary materials; this includes all music, drill, and appropriate attire (athletic shoes, and comfortable clothing).
- **Athletic shoes must be worn at all times while in rehearsal.**

Staff Members

- Present and punctual for all rehearsals and performances.
- Learn and memorize all music and chart positions.
- Openly receive instruction while maintaining a **positive attitude**.
- Conduct section rehearsals and warm-ups as required.
- Assist directors with part placement.
- Provide leadership to respective section and assist the Director in any way possible.
- Serve as spokesperson for respective section.
- As per Director, has final word in all section decisions and image on and off the field.
- Answer any/all questions and assist members in all situations.
- Assist director and staff in teaching marching fundamentals and instrumental proficiency.
- Make sure that uniforms and instruments are well taken care of.
- First to arrive/last to leave

Drum Majors

- Includes all staff member responsibilities.
- Highest ranking performing members of SOSA.
- Work with Director in leading rehearsals and performances.
- Answer any question that student staff may not be able to answer.
- Assist Director and Professional Staff in the proper teaching of marching fundamentals and other techniques to aid rehearsals and performances.
- First to arrive/last to leave

Policies and Procedures

Alcohol/Drug Policy

All members of SOSA have a sense of pride and devotion to the University of Texas at San Antonio and the history of SOSA. We depend on 100% of the membership being able to perform to their full potential at all times.

Therefore, the use of any drugs, alcohol, or cigarettes will not be tolerated while in uniform, in transit, on a bus or airplane, or in any other capacity of official representation of the University of Texas at San Antonio. This includes all rehearsals, and the immediate rehearsal areas.

The Director will have the final say on these items/situations, so it is in your best interest to not test the limits of the previous statement. Our public image is of vital concern and should be treated as such. Do your part to enhance the image of SOSA's and your rewards will be far greater than the momentary pleasure of being intoxicated.

If you are found to be in violation of the Alcohol/Drug policy, you will be dismissed from the band with a failing grade, and your name will be forwarded to the UTSA Office of Student Affairs for consideration under violation of the UTSA Alcohol/Drug policy.

Music

You will receive 2 flip folders, one for pre-game music and stand tunes as well as one for half-time music. All music, charts, coordinate sheets, etc., will be issued during rehearsals.

YOU ARE RESPONSIBLE FOR YOUR ISSUED MUSIC.... KEEP IT SAFE.

If you need extra parts, please contact your section's student staff member or obtain a copy from another member of your section. If you lose or misplace your flip folder, you may replace it for \$20 each. Flip folders are to be turned in during equipment check-in.

Instrument Policy

UTSA has purchased a matched set of instruments for SOSA. This will enable us to blend and tune in a relatively consistent manner. We encourage all members to utilize these instruments so they do not damage their personal instruments. If you take your instrument out of the storage facility (other than to practice on the field) you must take the case with you, no matter what the instrument is. If an individual is found to be in possession of an instrument without a case that is not associated with a rehearsal, it will lower one's final grade by 2 letters.

**No instrument may go into an automobile without a case at any time.
Do not leave instruments unattended in a vehicle at any point**

All percussion equipment will be issued at the conclusion of Percussion Camp. All wind instruments will be issued during the first couple days of band camp. Also, all instruments must be returned in good condition following the last performance of the season. You are responsible for all damages beyond normal usage and wear.

Normal maintenance will be required on your part (oil valves, grease slides, clean horn, etc.); however, if emergency repairs are needed, we will send the instrument out as soon as possible. Please inform your staff member or a Student Assistant ASAP so that your instrument can be sent in for repairs. If another instrument is available, you will be issued that one until your instrument is back from the shop.

Note – Any maintenance or repairs that are deemed to be beyond normal wear and tear will be the responsibility of the student possessing that instrument or equipment. Until these items are clear, a financial hold of double the estimated amount will be placed on the students record.

University Equipment

All university equipment should be turned in at the designated time and place following the last performance of the marching season. Failure to return equipment in satisfactory condition (as determined by the Director) will result in failure of the course. A financial and academic "Hold" will be imposed until all costs/fines are settled. Check-in for the Fall 2022 will be posted after the last home game, pending the Bowl Schedule.

Uniform Policy

Uniforms will be fitted during band camp. Uniforms will be altered to ensure proper fitting. SOSA uniforms must be worn properly in their entirety at all times. The uniform will be cleaned several times during the season when needed. It is your responsibility to keep us aware of any problems with your uniform. If we do not hear of the things that need fixing, we will assume that your uniform is up to standards.

Note – Any maintenance or repairs that are deemed to be beyond normal wear and tear will be the responsibility of the student possessing that uniform or uniform part. Until these items are clear, a financial hold of double the estimated amount will be placed on the students record.

Auxiliaries

Uniforms will be collected at a time designated by the Director. An academic “Hold” will be imposed until you return your uniform after the return date. It is your responsibility to keep us aware of any problems with your uniform. If we do not hear of the things that need fixing, we will assume that your uniform is up to standards.

Uniform

Each band member must supply the following:

- All white crew socks (mid-calf) for winds and percussion (no short/ankle socks are permitted, if a performer is wearing short socks or a color other than white, they will be given an administrative absence from the performance).
- white or flesh colored shorts/spunks type undergarment
- Auxiliaries may have other responsibilities and will be informed by their staff.

Performance/Game Day Wear

- **Game-Day Rehearsal/Team-Walk/Pep Rally/Extra Performance Uniform-**
- SOSA Warm-up Suit (including jacket), current Orange SOSA “Property Of” shirt, all white crew socks, and white polished/clean band shoes
- Auxiliaries may have other responsibilities and will be informed by their staff.

- **Full Uniform** - current Orange SOSA “Property Of” shirt, white or flesh colored shorts/spunks type undergarment, bibbers, jackets, gloves, gauntlets, hats, and plumes, all white crew socks, and white polished band shoes.

- **Note** - Each member is required to wear the current Orange SOSA “Property Of” shirt and white or flesh colored shorts/spunks type undergarment when in Full-Uniform.

- **In the Stands**
Jackets on or off is determined by directors, staff and drum majors
Only a UTSA hat is permitted in the stands while in uniform. (bill forward)
Eating and drinking is permitted in uniform, but with extreme caution.

- **Performance Dress** – each member will receive a travel bag, 2 orange property-of shirts, and 1 SOSA Warm-up Suit (Jacket and Pants). Winds and Percussion will also receive a pair of white marching shoes.

- **For Pep Band gigs** (Not on game-day) – Dress is Orange “Property of” shirt and Warm-Up Jacket and Pants, white socks and marching shoes.

- **For football gameday or full marching band performance days** – Dress is Orange “Property of” shirt and Warm-Up Jacket and Pants, and white marching band shoes with white socks. Members will be given gloves to keep in their bag and use with the full uniform.

SOSA Storage Facilities

This space must be kept clean, organized, and accessible at all times. Instruments must be stored IN CASES to avoid damage. This space is for storage of SOSA equipment only. Therefore, leaving personal belongings is prohibited.

It is imperative that this space be kept organized and clean at all times. Any university equipment (instruments, uniforms, etc) NOT stored properly will result in 2 absence points assigned to the responsible student.

Any questions, please see any Drum Major or Student Assistant.

Rehearsal Procedures

Materials

The following materials are required at each rehearsal:

Winds: Instrument in good working order, any materials needed for proper instrument function and maintenance (reeds, valve oil, etc), a pencil, music, lyre, flip folders, and appropriate clothing and running/tennis shoes.

Percussion: Appropriate sticks and mallets, music, clothing, and running/tennis shoes.

Auxiliaries: All practice visual equipment required for current shows and pre-game, appropriate rehearsal uniform and footwear.

All: Minimum size ½ gallon water jug or camelback recommended at all rehearsals.

Attire

Dress in a manner conducive to the physical demands of the activity. Wear shoes that enable you to accurately execute our marching style (athletic shoes strongly recommended). **Sandals or open toed shoes of any type are not allowed.** Wear clothes appropriate to weather conditions, which may include rain or cold weather.

Schedule

The SOSA rehearses on Mondays, Wednesdays, and Fridays 7:00 - 9:30PM. Percussion and Auxiliary members also rehearse on Mondays and Wednesdays from 6:00 - 7:00PM. Please check your **UTSA email account** each rehearsal day by 1 PM for any announcements and reconfirm, if possible, by 4 PM for updates.

Inclement Weather

Decisions to change rehearsal due to inclement weather are made by the Director only at the scheduled rehearsal time. Do not call, email, or message the Band Office, Music Office, or faculty. Unless told specifically to the contrary by a Student/Professional Staff member, or Director, **always assume that regular rehearsal will occur in the expected location. Professional staff will be at the rehearsal site to make sure everyone receives updated information.**

Beginning of Rehearsal

On regular rehearsal days you may park only in parking spaces designated by your decal. Please park legally. University Bands will neither pay nor dispute any parking ticket you receive. Attendance will be taken promptly at 7:00 PM.

During Rehearsal

All necessary materials must be easily accessible to you throughout rehearsal. Winds will have music, charts, flip folders, and pencils throughout each rehearsal. Your complete concentration and committed work are expected at all times. All directions will come from the tower first, with “field time” to follow. After each segment, members will have time to “check” and “fix” with tower comments to follow.

Ending Rehearsal

Your attention to announcements is essential, as they will be from the director and drum majors only. This is our only form of face-to-face communication between games. No one is to leave the field until the Drum Major gives the official SOSA dismissal. After announcements, please assist with policing the practice field and surrounding areas for trash. All members are responsible for keeping practice areas trash free.

Points to Remember

1. Each person in the band is given a set of charts and/or coordinate sheet.
2. Each person is assigned a charting number or symbol.
3. Mark your music with the counts and holds from your drill chart.
4. Water is crucial! Please drink plenty and have it come rehearsals!

Harassment/Hazing Policy

The Spirit of San Antonio is committed to providing a bias-free, collegial and professional marching band environment in which every member is entitled to be treated with respect as an individual:

Our policy does not permit discriminatory harassment or hazing of any form.

Any unwelcome behavior, physical or verbal, or conduct that creates an intimidating, hostile or offensive environment is prohibited.

Abusing the dignity of any individual through racial, sexual, ethnic, or religious harassment will result in disciplinary action ranging from reprimand to discharge.

Game Day Procedures

Band members must be in full uniform by the time designated on the game day itinerary, unless the Director has established an alternate uniform. There are NO EXCEPTIONS to this policy. Failure to do so will result in an administrative absence. Uniform standards are specified in the handbook.

Game day rehearsals

Dress for game day rehearsals is as followed for all SOSA drum majors, winds, and percussion members: current SOSA “Property Of” t-shirt, SOSA Warm-up Suits (jackets not optional), all white crew socks, and polished white marching shoes.

Their respective coordinators will determine auxiliary Game-Day uniforms.

SOSA Pre-game Activity

The entire band will assemble at the Alamodome at a time specified by the Director. SOSA will warm-up in sectionals and perform for the team walk as well as in small pep bands throughout the tailgating area. A detailed game day schedule will be distributed to all members during each game-week.

Stadium Entry

SOSA will be in the Alamodome tunnel 30 minutes prior to kickoff. Attention will be called, the cadence will begin, and the band will march into the stadium. Each member of the ensemble will participate in all approved vocals and motions in the cadence. All members must maintain dignity at all times. Each member of the band will exhibit posture, horn carriage, and marching style consistent with our fundamental technique program. No member of the band will step out of the formation or stop to talk to a fan during stadium entry. Pay attention, have a good time, and maintain the traditions of our organization.

In the Stands

Each member of the band will sit in his or her section’s assigned area. There will be water available for you in the stands. Pay attention to the drum major at all times. The auxiliaries will perform the appropriate routine with the winds. While the ball is in play, **you must stand**; you may not stand on the seats.

While the band is in the stands, all members will play throughout the entire game when called by a Drum Major or Director.

All members will stand at all times when playing, no exceptions.

We understand that many wind instrumentalists must protect their chops; we remind you that the best way to do that is to play consistently within your capable range with control and quality tone. You are not in the band to be a spectator only, nor to be a soloist.

Although participation in the marching band is a worthy social activity, we have higher priorities, which at times may curtail your ability to socialize.

- No standing in the aisle.
- Conversing with someone standing in the aisle is strictly prohibited.
- Allowing non-band members to stand or sit in the band section is also prohibited.
- Members may leave the stands to use the restroom at the discretion of their staff member (make sure to take off gloves, gauntlets, and hats).
- No more than two per section may leave at a time.
- If you don't return in a reasonable amount of time, a staff member will be sent to find you. Please do not exploit this time.
- **Cell-Phones** – this is a difficult item to discuss. What would we want on national TV? This is how we need to start this discussion. Talking and Texting should be non-existent. Pictures and Posting should be done in between band activities. Excessive or distracting use of cell-phones will may result in an absence being assigned.
If a staff member or director deems that an individual's use of a cell phone is interfering with their performance at any time, the following will occur;
 - 1) warning to put cell phone away by a Drum Major
 - 2) if a second incidence occurs – phone will be taken away and returned after performance, **2 absence points assigned**
- Eating while band is playing – just don't be this person



We expect your assistance with these important policies.

When you leave the stands prior to half-time, all members should put all personal belongings under the seats and slide them near the middle of the section so that wandering hands cannot reach over and take your belongings. Leave the stands in full uniform, including gauntlets and gloves. Please move quickly and leave in order. Make sure you know before leaving the stands whether the show is being performed to the home or away stands.

Halftime

Move quickly to the field from the stands. In the event of a visiting band, find your approximate position for the show and move away from the sideline in order not to detract attention from your guests' performance. Be very appreciative of the visiting bands' performance while concentrating on what you are about to do. At the end of your guests' show, move quickly to your sideline position and await the attention command. At the conclusion of your show, pick up any props, uniform parts, or music that has fallen to the ground; then move quickly back into the stands. Everyone should return to the band section in the stands immediately after half-time.

Note: There is no third quarter break. Members who abuse a restroom or food break will receive 3 absence points in their attendance record.

After the Game

At the conclusion of the fourth quarter, we will perform for the remaining fans. This is a very important part of the game day experience; therefore, no member of SOSA may leave the game before the official SOSA dismissal without approval from the Director. This must be arranged in advance of the game day. The length of this concert will vary; it will include much of our traditional stands repertoire and some half-time material. The band is required to remain in full uniform throughout this performance.

Away Trips/Bowl Games

All policies and procedures apply on away trips including attendance. Repercussions for disregard of policies and procedures on an away trip may be greater than normal at the discretion of the Director. If SOSA is selected to represent the University in this manner, updated information will be provided prior to departure. Members will be held to all policies made known in this handbook during the course of the trip as well as any additional set policies.

Show Spots

Pre-game is written for a specific number of members, but every member of SOSA (with the exception of pit percussionists), have a spot in pregame and march every game. The “main block” pregame spots are assigned based on physical attendance during band camp.

Pregame will be written for the number of performers who are registered and in attendance on the first full day of camp and Prelude from the 2nd day of camp. All other shows will be designed for the most up to date number of performers available.

All members regardless of section or seniority, should be ready to adjust spots for pregame each game week to ensure that all formations, letters, etc look correct for the performance.

PREGAME SPOTS ARE ADJUSTED, IF NECESSARY, THE WEDNESDAY NIGHT REHERASAL BEFORE EACH HOME GAME. IF YOU ARE ABSENT, IN ADDITION TO THE MAKE-UP PROTOCOLS, YOU WILL NOT MARCH YOUR NORMAL SPOT DURING PREGAME FOR THE REST OF THE SEASON, OR UNTIL ANOTHER SPOT NEEDS TO BE FILLED THE FOLLOWING GAMEWEEK.

Cell Phones

We live in a technological society. Cell phones have become commonplace in people’s everyday lives and are used to document, preserve, communicate, search the web, as well as all forms of entertainment. The Spirit of San Antonio organization does not prohibit the use of cell phones for picture taking during a rehearsal or game time atmosphere. Cell phones should NOT be used for texting or calling friends of family during a rehearsal or a game time performance. If a member is witnessed using a cell phone for texting or phone calls **while the band is playing or marching**, it will be recorded as an absence in the member’s attendance record.

SOSA Uniform Washing and Handling

Will be passed out week of first game

Attendance

Full Band Rehearsal downbeat is at 7:00PM (**Auxiliary** Sectionals at 6:00pm Mondays and Wednesdays, **Percussion** 5pm Monday OR Wednesday). You are expected to be in your circle warm-up position at this time. Those who are not checked in to circles are tardy for that rehearsal. There are no excuses for tardiness, nor is there discussion.

Also, Leaving rehearsal before 8:45pm, for any reason, is considered an absence.

Leaving from rehearsal after 8:45p and before the conclusion of dismissal is considered a tardy.

Normal life events are taken into account in this attendance system. If you are suffering from a serious illness or personal issues, please make an appointment with the Director during his office hours. Absences and tardiness will not be discussed before, during, or immediately after rehearsals due to the time constraints of our show preparations.

If you are too sick to rehearse, go home, go to the clinic, and turn in all paperwork associated with those absences. DO NOT MAKE YOURSELF MORE SUSCEPTIBLE TO EVEN MORE HEALTH ISSUES.

As a courtesy, if you foresee an absence/tardy, please make every attempt to email the Director **before** 3:00 PM on the day of rehearsal. Emailing the director does not mean the absence is excused, it is simply a courtesy to allow the director and staff to better plan your rehearsals.

AT REHEARSAL TIME, TARDINESS IS NEITHER EXCUSABLE NOR DEBATABLE.

Auxiliary and Percussion

Members of SOSA Auxiliary and Percussion are required to attend the sectional on Auxiliaries Monday and Wednesday from 6:00pm - 7:00pm (sectional), 7:00pm-9:30pm (full band).

Percussion – Monday – Battery 5:00pm – 7:00pm – Full Band 7-9:30pm
Wednesday – Pit 5:00pm – 7:00pm – Full Band 7-9:30pm

Percussion and Auxiliary attendance will be taken promptly at 6:00pm on these days.

Grading

Grading Scale

<u>Grade</u>	<u>Rehearsal/ Disc. Absences</u>	<u>Tardies</u>	<u>Perf. Abs. Exc</u>	<u>Unex.</u>
A	0-2 Absence Points	OR 0-4		
B	3 Absence Points	OR 5-6	1	
C	4 Absence Points	OR 7-8		
D	5 Absence Points	OR 9-10		
F	6 or more Absence Points	OR 11-12		1

2 Tardy's = 1 Absence

Grading and Absence Points for this class is based upon the following criteria:

1. Attitude and effectiveness; being on time and working as part of a team, having your drill charts/coordinate sheet and music at every rehearsal, fulfilling the role of an exemplary performer for this organization, & representing UTSA in an acceptable manner.
2. Attendance

Absence points are assigned based on the following:

Tardy to rehearsal = .5 absence point

Missing a rehearsal = 1 absence point

Leave rehearsal before 8:45pm = 1 absence point

Leave rehearsal AFTER 8:45pm and before the completion of dismissal = .5 absence point

Missing a Friday rehearsal of a gameweek = 3 absence points

Missing any assigned service performance = 3 absence points

Missing any gameday (rehearsal and performance combined)= 9 absence points

3. Be aware that accruing points DETRACTS from the final grade. The more points, the LOWER the grade.

Other Attendance Items that will incur Absence Points

1. The absence of music or drill charts/coordinate sheet will count as an additional absence point (1) per infraction. Come prepared every day. Always be prepared for a coordinate sheet and music check.
2. Proper rehearsal attire (no sandals or open toed shoes during rehearsals). Those who attend rehearsal in open toed shoes or sandals will receive 1 absence point and possibly be asked to leave the rehearsal area for their own safety.
3. Two tardies will be considered equal to a rehearsal absence.
4. Missing more than half of any regular rehearsal will change a tardy to an absence. (arriving after 8:15 or leaving before 8:15)
5. An absence from a Friday Continuity/Dress Rehearsal and/or game day rehearsal will count as 3 absences points (each) and lower the student's grade by the cumulative result one of these absences.
6. Not having your instrument at a rehearsal or sitting on the sideline is considered 1 absence point. If you are sick, go home and rest and make an appt with a doctor.
7. The Directors may assign an administrative absence or absences in any circumstance where the student is unprepared or disruptive in a rehearsal or performance environment (As outlined throughout this handbook). The director can only give administrative absences. The student will be informed at the time the administrative absence is given or through blackboard.
8. A gameday consists of a walkthrough/continuity rehearsal and a performance
9. **Any member accruing 6 rehearsal absences, 2 Performance absences, or 13 Absence Points, in any combination and for any reason, will be dropped from the course** with financial responsibilities occurring based on the date of drop, and financial holds for double the amount of any equipment in the student's possession placed until said equipment is returned. If you have extenuating circumstances, it is YOUR responsibility to email and, if necessary, make an appointment with the director to discuss a solution, if possible.

Performance Absences

An unexcused performance absence warrants a failing grade and possible dismissal from SOSA at the Director's discretion. Unexcused Full-Band performance absences CAN NOT be made up. Very little leeway is given for performance absences. Work is not an excuse, as you should plan your schedule accordingly.

PERFORMANCES IN THE PERFORMANCE CALENDAR ARE NOT OPTIONAL, THIS INCLUDES ALL BOWL GAMES.

**** NOTE - Having an absence excuse does not guarantee the absence is excused.** The Director has final discretion.

For an absence to be considered for excusal, turn in all verifiable paperwork (doctors notes, etc) in PDF form in an email to the instructor of your section (Winds, Percussion – Prof. Ellis, Auxilairies – Prof. Miles). **Medical forms and paperwork will only be accepted up to one full day (24 hrs) after the initial absence and only cover the date(s) listed on the paperwork. If there are extenuating factors around dates on paperwork, please include these in the email for consideration.**

Please check your attendance in Canva for the status of your excusal request.

Please Note – Tardies are not excusable

The first 2 absence points are not excusable, for any circumstances.

Students should only turn in an absence form when they incur their 3rd absence point. Students cannot “bank” an absences.

NOTE – LEAVING A PERFORMANCE BEFORE DISSMISSAL OR WITHOUT LETTING YOUR STAFF KNOW WILL INCURE A PERFORMANCE ABSENCE

Away Trips/Bowl Games

BOWL GAMES ARE INCLUDED IN GRADING. EVEN IF THEY ARE AFTER CLASSES END.

All policies and procedures apply on away trips including attendance. Repercussions for disregard of policies and procedures on an away trip may be greater than normal at the discretion of the Director. If SOSA is selected to represent the University in this manner, updated information will be provided prior to departure. Members will be held to all policies made known in this handbook during the course of the trip as well as any additional set policies.

Service Performances

Each Member of the ensemble will be assigned a pep band letter/name at registration. This letter signifies the small pep ensemble that they are assigned to for the semester.

Service Performances – Each Member of the UTSA SOSA will be required to perform “Service” Performances during the Fall Semester. These performances are listed in the fall schedule so members may plan their schedule. A service absence counts as 3 absence points (lowers grade by one letter). Members may attend as many of the extra performances as they wish, but the assigned services will count towards the final grade. **Service Subs** – if a member cannot attend their assigned service performance, they may send a substitute from another pep-band group and **same instrument** in their place and they will not be counted as absent.

A member CANNOT sub for another member for a performance they were originally assigned to attend.

Note – If two members wish to switch pep bands, they must both meet with the Graduate Students to make the switch official.

Pre-Excused Performance Absences

Pre-Excused Performance Absences are those absences that are known ahead of time to conflict with a performance. If you know of a performance that you will miss during the season you must contact the Director through email, **no later than the Friday of Band Camp** – August 18th, 2023. Requests will be reviewed by the Director and decisions will be made before the end of Census week so that if the absence is not excused the student will be able to drop SOSA class at that time.

Note – Only 1 performance is pre-excusable for the semester. If the absence is excused, 6 absence points will be assigned for the student to make up during the semester through service performances. These “make-up” performances are in addition to their previous assigned service performances.

Students who elect to request a performance absence could lose their Bowl-Show slot and trip (should UTSA go to a bowl)

If there are other conflicts, the student should drop the class.

Excused performance absences still impact the final grading for the student.

Though a failing grade may not be assessed, the Director may still assign a lower grade at his or her discretion.

NOTE

Tardies and absences are additive; in other words, if a member has absences as well as tardies, he/she should expect his/her grade to be lowered a cumulative total in relation to the chart above.

If you are too sick to rehearse, go home, go to the clinic, and turn in all paperwork associated with those absences. **DO NOT MAKE YOURSELF OR THE REST OF THE ENSEMBLE MORE SUSCEPTIBLE TO EVEN MORE HEALTH ISSUES.**

EXCUSED/UNEXCUSED

All absences incur some sort of absence point or points regardless of their nature. An excused absence means a member can eliminate those points through extra performances or activities. An unexcused absence means the points cannot be eliminated.

Extra Performances/Absence Relief

Occasionally, during the semester, extra performance opportunities may be requested. These will be assigned on a volunteer basis. The administration will ensure the performers are treated professionally and collegially during the performance. This usually includes all transportation, food (if performance window is longer than 4 hrs) and break rooms etc.

Absence Make Up –If a student has unexcused absences during the semester, **taking part in one of these extra performances will eliminate 3 absences points from their attendance record.** A member may not do an extra performance for a later absence. Absences are only credited AFTER the absence has taken place.

SCHEDULED SERVICE PERFORMANCES DO NOT ERASE ABSENCES, BUT SUBSTITUTING and performing in ABSENCE RELIEF PERFORMANCES DOES

Members, who sign up for a service performance and do not attend the performance, will have an additional absence assigned to their attendance record. For extra performances, SOSA will utilize the web-based sign-in software, Sign-Up Genius.

Social Media

UTSA Spirit of San Antonio Social Media Policy

Members of the UTSA Spirit of San Antonio serve as representatives of the SOSA organization, The UTSA Department of Music, The UTSA Athletic Department, and the University of Texas at San Antonio.

Members are encouraged to conduct themselves with this principal in mind when engaging in social media and all other forms of media.

Some actions or commentary may necessitate action from the administration through the Office of Student Affairs, or other areas of the UTSA Administration.

SOSA Website

<http://www.utsabands.org/sosa>

FACEBOOK

It is recommended that members follow our Facebook page as information is also posted there. The percussion, Colorguard and Pom Squad each have their own Facebook groups.

EACH MEMBER SHOULD ALSO JOIN THE MEMBERS ONLY GROUP.

<https://www.facebook.com/groups/UTSA.SOSA/>

Check your UTSA and personal email accounts daily, all announcements will be sent to this account. Please make sure that the administration has your most reliable email on file.

Helpful Reminders

Financial Obligations

As part of SOSA, each member is required to:

- Register and pay for the class
- Winds and Percussion must purchase approved white socks
- Purchase a UTSA Parking Pass from Parking Services (if applicable)
- Auxiliary members may be asked to purchase small uniform items

Music and Drill Charts

Put your music in your flip folders, and bring both your flip folders and coordinate sheets to EVERY rehearsal. Members who do not have these items at rehearsal will be marked absent for that class.

End Of Semester Instrument/Equipment Check-in

End of semester check-in is mandatory for all members and cannot be done by proxy. Those choosing not to turn in their equipment during the assigned time(s) will receive 6 absence points and have a hold placed on their records for double the amount of equipment and items assigned to them. As members of the ensemble are issued items that are State-Owned property, the Spirit of San Antonio is required to notify law-enforcement at the end of each semester for any property that has yet to be returned. Check-in for Fall 2022 will be announced and posted during the semester.

Overrides for SOSA Class

Overrides will be given at the Director's discretion. Overrides will **only** be given to those members of SOSA who are going into their 3rd year and higher or for those who have an extreme conflict or a class required for their major at the scheduled time that SOSA meet (7:00pm - 9:30pm.) The procedure for obtaining an override is as follows:

- Must submit written letter of request to the Director no later than the Friday of band camp
- Approved requests will be submitted to the Music Department office for processing
- Approved overrides will be delivered to the band office and then will be distributed to the individual students
- Students must take approved overrides to the proper location for final processing.

The Director has final discretion on all overrides.

2023 Shows

- Show 1 – Sing-A-Long Spectacular w/Tx. St.
- Show 2 Styx and Stones
- Show 3 – Hispanic Heritage – Designed by Hector Garcia
- Show 4 – Homecoming – Homecoming Court
- Show 5 – Salute to the Armed Forces
- Show 6 – HouseParty 13.0SA

Spirit of San Antonio

Summer Band/Pre-Season Camp Schedule

(Some blocks may be adjusted for weather or as band needs)

Check-in Weekend

Fri 8/11

All members

10am-5pm Check-in/Register (anytime in this block)

10-5p Dorm Check-in

Full Band All Winds/Percussion/Auxiliaries

6:30pm Full Band Meeting – UTSA Recital Hall

Camp

Saturday 8/12

	New Winds/Staff	Percussion	Auxiliaries	Old Winds
10a-12p	Full Winds/RH Warm/Ups, Chorales	TBA/Ind. Practice	Sectionals	Off
12-2:00pm	Lunch (on own)	Lunch (on own)	Lunch (on own)	
2:00-5:00p	Sectionals/TBA Warm/Ups, Chorales	TBA/Ind. Practice	Sectionals	Off
5:00-7:00p	Dinner (on own)	Dinner (on own)	Dinner (on own)	
7:00-9:30pm	Field Marching	Field Marching	TBA	Off

Sunday 8/13

2:00-5:00p	New Winds - RH Warm/Ups, Chorales	TBA/Ind. Practice	Sectionals	Off
7:00-10pm	Recital Hall Warm-ups Chorales Pregame Cheers Stand Tunes (old)	TBA/Ind. Practice	Sectionals	Recital Hall

MAKE SURE TO HAVE WATER EVERYDAY!

Monday 8/14**WIND PREGAME SPOTS SET AT THE END OF MONDAY**

	All Winds	Percussion	Auxiliaries	
10a-12p	Full Winds - RH Warm-ups Chorales Pregame Cheers Stand Tunes (old)	Sectionals Finalize Assignments	Sectionals	
12-2:00pm	Lunch	Lunch	Lunch	
2:00-5:00p	Sectionals/TBA Warm/Ups, Chorales Pregame Old Cheers Lead Tpt Hearings	Sectionals Line set Technique Block Pregame Prelude	Sectionals	
5:00-7:00p	Dinner (on own)	Dinner (on own)	Dinner (on own)	
7:00-9:30pm	Field Marching	Field Marching	Field Marching	Off

Tuesday 8/15

	All Winds	Percussion	Auxiliaries	
10a-12p	Full Winds - RH Warm-ups Chorales Pregame Prelude Show 1	Sectionals Technique Block Pregame Prelude	Sectionals	
12-2:00pm	Lunch	Lunch	Lunch	
2:00-5:00p	Sectionals/TBA Warm-ups Chorales Pregame Prelude Show 1	Sectionals Technique Block Pregame Prelude	Sectionals	
5:00-7:00p	Dinner (on own)	Dinner (on own)	Dinner (on own)	
7:00-9:30pm	Field Marching review slides Reading Coordinate Sheets full block Start Pregame Drill	Field (if ready) Marching	Field Marching	

Wednesday 8/16

	All Winds	Percussion	Auxiliaries
10a-12p	Full Winds/RH Warm-ups Chorales Pregame Prelude Show 1 Show 2 Stand Tunes/Cheers (new)	Sectionals Technique Block Pregame Prelude show 1(?)	Sectionals
12-2:00pm	Lunch	Lunch	Lunch
2:00-5:00p	Sectionals/RH Warm-ups Chorales Pregame Prelude Show 1 Show 2 Stand Tunes/Cheers (new)	Sectionals Technique Block Pregame Prelude show 1(?)	Sectionals
7:00-9:30pm	Field Learn/Finish Pregame	Field Learn/Finish Pregame	Field Learn/Finish Pregame

Thursday 8/17

	All Winds	Percussion	Auxiliaries
10a-12p	Full Winds - RH Warm-ups Chorales Pregame Prelude Show 1 & 2	Sectionals Technique Block Pregame Prelude	Sectionals
12-2:00pm	Lunch	Lunch	Lunch
2:00-5:00p	Sectionals/TBA Warm-ups Chorales Pregame Prelude Show 1 & 2	Sectionals Technique Block Pregame Prelude	Sectionals
5:00-7:00p	Dinner (on own)	Dinner (on own)	Dinner (on own)
7:00-9:30pm	Field Circles Block Music reh of Pregame Music reh of Prelude Begin Learning Prelude Pregame reh	Field (if ready) Circles Block Music reh of Pregame Music reh of Prelude Begin Learning Prelude Pregame reh	Field Circles Block Music reh of Pregame Music reh of Prelude Begin Learning Prelude Pregame reh

Friday 8/18 – SWAG DAY/Sombrilla Concert – No Marching Today

	All Winds	Percussion	Auxiliaries
10a-12p	Sectionals All	Sectionals All	Sectionals Al
12-2:00pm	Lunch	Lunch	Lunch
2:00-4:30p	Sectionals All	Sectionals All	Sectionals All
6:30pm	RH SWAG/WU Sequence 7:30p Sombrilla Perf	RH SWAG/WU Sequence 7:30p Sombrilla Perf	RH SWAG/WU Sequence 7:30p Sombrilla Perf

Saturday 8/19 – Final Day!!!! SWAG REHEARSAL – Property of Shirts

	All Winds	Percussion	Auxiliaries
10a-12p	Field Regular Reh Prelude Reh 1 st Pregame Run	Field Regular Reh Prelude Reh 1 st Pregame Run	Field Regular Reh Prelude Reh 1 st Pregame Run

12p – BBQ by Smoke Shack – Fieldhouse

Sunday 8/20

Light up UTSA Event – Full Band - – Pep Band Outfit

Dress – SOSA SWAG And SOSA SHOES
 10:30p – Fieldhouse Opens
 11:00p – Fieldhouse Closes
 11:30p – Set in arcs at stage in front of campus

Monday 8/22 – First Day of Class/Regular Rehearsals Begin

Percussion and Auxiliary Sectionals – Per Schedule
 7:00pm – 9:30p – Full Band Rehearsal on SOSA Field
 Review Pregame
 Review Prelude
 Begin Show 1

MAKE SURE TO HAVE WATER EVERYDAY!

UTSA Bands

Spirit of San Antonio

2023 TENTATIVE Rehearsal/Performance Schedule (will be finalized Aug. 21st)

Pep Bands – A – Orange, B – Blue, C – White, D - Rowdy
3rd Quarter Fiesta Band – Student Staff

Week 1

8/21	Mon.	Normal Rehearsal	Pregame/Show 1
8/23	Wed.	Normal Rehearsal	Pregame/Show 1
8/25	Fri	UTSA Football Kickoff Luncheon 9:30a – 2:30p	
		Pep Band – A Orange	
8/25	Fri.	<i>No Rehearsal - Howdy Rowdy Bash @ Fiesta Texas</i>	

Week 2

8/28	Mon	Normal Rehearsal	Pregame/Show 1 & 2
8/30	Wed.	Normal Rehearsal	Pregame/Show 1 & 2
9/1	Fri.	Normal Rehearsal	Pregame/Show 1 & 2
9/2	Sat.	Away Vs Houston - TBA	
		Pep Band – Student Staff	
9/2	Sat.	UTSA Vs. HOUSTON Watch Party 6:00p	Student Union
		Pep Band B Blue	

Week 3

Game Week 1 – Show 1 – UTSA/TX St. Combined Halftime

9/4	Mon	<i>NO REHEARSAL – Labor Day</i>	
9/6	Wed	Normal Rehearsal	Pregame/Show 1 & 2/Rowdy Rush
9/8	Fri.	Normal Rehearsal	Pregame/1
9/9	Sat	Home Game Vs. Texas State	Pregame/Show 1

Week 4

Game Week 2 – Show 2 – Styx and Stones- FRIDAY GAME

9/11	Mon	Normal Rehearsal	Show 2
9/13	Wed	Normal Rehearsal	Show 2
9/15	Fri	Home Game Vs. Army	Pregame/Show 2

Week 5

Festival Week – Boerne Champion Marching Festival

9/18	Mon	Normal Rehearsal	Pregame/Show 2
9/20	Wed	Normal Rehearsal	Pregame/Show 2
9/22	Fri	Normal Rehearsal	Pregame/Show 2
9/23	Sat.	Boerne Champion Festival Performance	TBA
		<i>(Football Away Vs. UTennessee)</i>	

Week 6

9/25	Mon.	Normal Rehearsal	Show 3 Hispanic Heritage
9/27	Wed	Normal Rehearsal	Show 3
9/28	Thu	Women’s Soccer Vs. UNT – 7p	
		Pep Band C White	
9/29	Fri.	Normal Rehearsal	Show 3
9/30	Sat.	Football Open Weekend	

Week 7

10/2	Mon	Normal Rehearsal	Show 3
10/3	Tue	National Night Out Event – 5p Pep Band – D – Rowdy	
10/4	Wed	Normal Rehearsal	Show 3
10/6	Fri.	Normal Rehearsal	Show 3
10/7	Sat.	(Football away Vs. Temple)	
10/8	Sun	Women’s Volleyball Pep Band D Rowdy	

Week 8 **Game Week 3 – Show 3 – Hispanic Heritage**

10/9	Mon.	Normal Rehearsal	Show 3
10/11	Wed.	Normal Rehearsal	Pregame/Show 3
10/13	Fri.	Normal Rehearsal	Pregame/Show 3
10/14	Sat.	Home Game Vs. UAB	Pregame/Show 3

Week 9

10/16	Mon.	Normal Rehearsal	Show 4 Homecoming
10/18	Wed.	Normal Rehearsal	Show 4
10/19	Thu	Women’s Soccer Vs. FAU – 7p Pep Band C White	
10/20	Fri.	Normal Rehearsal	Pregame/Show 4
10/21	Sat	Women’s Volleyball – 2p Pep Band B Blue	
10/21	Sat.	(Football away at FAU)	
10/22	Sun.	Women’s Soccer Vs. USF - 1p Pep Band A Orange	

Week 10 **Game Week 4 – Show 4 – Homecoming**

10/23	Mon.	Normal Rehearsal	Show 4/5 (Houseparty)
10/25	Wed.	Student Organizations Event - TBA Pep Band B Blue	
10/25	Wed.	Normal Rehearsal	Pregame/Show 4/6
10/27	Fri.	Normal Rehearsal	Pregame/Show 4/6
10/28	Sat.	Home Game Vs. ECU	Pregame/Show 4

Week 11

10/30	Mon.	Normal Rehearsal	Show 5 Military/6
11/1	Wed	Normal Rehearsal	Show 5/6
11/3	Fri	Normal Rehearsal	Show 5/6
11/4	Sat	Football Away Vs UNT Pep Band A Orange	
11/4	Sat	Women’s Volleyball – 2p Pep Band D White	

Week 12 **Game Week 5 – Military Appreciation**

11/6	Mon.	Normal Rehearsal	Show 5/6
11/8	Wed.	UTSA Military Salute - TBA Pep Band C White and Student Staff	
11/8	Wed.	Normal Rehearsal	Pregame/Show 5/6
11/10	Fri.	Normal Rehearsal	Pegame/Show 5/6
11/11	Sat.	Home Game Vs. Rice	Pregame/Show 5

Week 13		Game Week 6 – SOSA HOF Week – Show 6 - FRIDAY GAME	
11/13	Mon.	Normal Rehearsal	Show 6
11/15	Wed.	Normal Rehearsal	Show 6
11/17	Fri.	Home Game Vs. USF	Pregame/Show 6

Week 14			
11/20	Mon.	Normal Rehearsal	Pregame/Show 6
11/22	Wed.	<i>No Rehearsal – Thanksgiving Break</i>	
11/24 OR 11/25		UTSA Vs. Tulane	
		Pep Band – Sign Up Oct. 23 rd	
		This is an overnight trip	

Week 15 – Bowl Prep-AAC Championship Week/Banquet Week			
11/27	Mon	Bowl Rehearsal	Drum Major Aud
11/29	Wed	Bowl Rehearsal or Banquet	Drum Major Aud
11/30	Thu	Women’s Basketball Vs. Texas State – 5p	
		Pep Band A, C, ½ Student Staff	
11/30	Thu	Men’s Basketball Vs. Lamar – 7:30p	
		Pep Band B, D, ½ Student Staff	
12/1	Fri.	Possible Rehearsal/Travel for AAC Championship Game	
12/2	Sat.	AAC Championship Game	TBA

Alternate Instrument and Uniform Check-in – During Exam Time pending Bowl Status

2023-24 Possible Bowl Games

Fenway Bowl – NYC

Armed Forces Bowl – Ft. Worth

Hawaii Bowl

Military Bowl – Annapolis

Cure Bowl – Orlando

Frisco Bowl

Myrtle Beach Bowl

Boca Raton Bowl

First Responder Bowl - Dallas

Birmingham Bowl

Gasparilla Bowl – Tampa, Fl

New Mexico Bowl

New Years Bowl Game Tie-In

The Highest Ranked Conference Champion from the AAC, C-USA, MAC, Mountain West, and Sun Belt get one spot in either the Fiesta, Cotton, or Peach Bowl (if that team is NOT in the BCS for that year)

In addition, ALL BCS Bowl Games are a possibility, please check the schedules and be aware.