

## **Music Education D.M.A. Dissertation: Information for Students**

### **1. Introduction**

The D.M.A. dissertation must (1) focus on inquiry that applies principles in music teaching and learning, (2) be an original research investigation that synthesizes the student's performance area with music education issues, and (3) be a scholarly document in tone and presentation. The D.M.A. dissertation process is governed exclusively through the Eastman School of Music. Nevertheless, to ensure consistency of format and presentation during preparation and submission of the dissertation, candidates should consult the official handbook, "The Preparation of Doctoral Theses," available on the website of the University of Rochester Graduate Studies at: <http://www.rochester.edu/Theses>

### **2. Registration**

The Music Education D.M.A. dissertation carries 12 credits, which may be divided into various increments towards this total number. Once the student has completed 12 dissertation credits, he/she must be enrolled continuously in either ESM 999 (Continuation in Residence) or ESM 995 (Continuation in Absentia). If a student is not working actively on the dissertation, he/she may request a leave of absence from the Graduate Studies Office. This registration ESM 985 (Inactive Status = Leave of Absence) carries a small charge for maintenance of student records and e-mail.

### **3. Concept Paper (Dissertation Proposal) and Oral Exam**

After completing coursework and passing the written portion of the D.M.A. comprehensive examination, the D.M.A. student will sit for the oral portion of the comprehensive examination, which also functions as the summative doctoral review in music education. The oral examination committee comprises five members: two Music Education faculty members, the applied studio teacher, one faculty member from Musicology and one from Music Theory. The student can expect to answer questions from the committee on all aspects of performance, teaching, leadership, and scholarship during the examination.

The student also must bring to this meeting a prepared concept paper describing plans for his/her intended dissertation research study. In the concept paper the student (1) should set the context for the dissertation, (2) review the professional literature relevant to the topic of the dissertation, and (3) describe the scholarly method(s) and procedures that will be employed. To acclimate the student, the oral examination committee may choose to allow him/her to begin the examination with a presentation of the concept paper. Committee members will discuss the concept paper at the oral exam, and make recommendations for revision.

Typically, at least three members of the oral examination committee will form the D.M.A dissertation committee; one music education faculty member will serve as dissertation advisor. Following the successful completion of the oral exam, the dissertation advisor consults with the student to revise the concept paper. Signatures of the dissertation committee and department chair on the title page indicate the approval of the concept paper, and then the paper is submitted to the Graduate Professional Committee for their review and approval.

### **3. Human Subjects**

For research studies involving human subjects, a student is required to submit an application to the University of Rochester Research Subjects Review Board (RSRB) for approval. As part of the course requirements in *MUE 403 Introduction to Research in Music Education*, a student must pass the Ethical Principles in Research Program (EPRP); subsequently, s/he is issued an EPRP researcher number and must obtain an RSRB account.

Graduate students at the University of Rochester are allowed to serve as Principal Investigators (PIs) only those studies exempt from full board review. Typically, studies exempt from full board review are conducted in commonly accepted educational settings and involve normal educational practices, or involve use of educational tests, survey procedures, interview procedures or observation of public behavior. Proposed participants in such studies must not be vulnerable subjects. For all other studies, the dissertation advisor serves as PI. Investigator guidance is available at: <http://www.urmc.rochester.edu/rsrb/handbook.htm>

After the application to the RSRB is complete, the student must wait until s/he has received notice of study approval from RSRB before beginning data collection.

### **4. From Fair to Final Copy**

A *fair copy* version of the dissertation is the full draft of the document, including table of contents, abstract, and appendix material. This version must be in final draft form, typed and easily readable by the reading committee. Deadlines for presentation of *fair copy* to the dissertation committee are posted on the Graduate Calendar; students must adhere to the printed schedule to allow time for committee reading and student revision. Specific dates for each academic year are posted on the Eastman Graduate Studies web page: <http://www.esm.rochester.edu/grad/>

The committee will read the *fair copy* and provide written and/or verbal feedback to the student. The usual period of time for this to occur is approximately 3-4 weeks of the academic semester. The dissertation advisor is responsible for communicating this information from the committee to the student. If the revisions to the *fair copy* are substantial, the committee may be asked to read the document a second time. The student incorporates all required revisions from the committee, and prepares a *final copy* for review.

## **5. Dissertation Completion**

The D.M.A. dissertation does not require a defense; however, in the Music Education Department, the dissertation committee meets with the D.M.A. student to discuss the *final copy* of the dissertation. Minor revisions may be suggested as a result of this meeting. After these revisions are made and approved by the dissertation advisor, two copies of the dissertation are to be presented for permanent deposit in the Sibley Music Library of the Eastman School of Music, and a third copy is to be presented to the department of the student's major. The student should also prepare an additional copy for personal use.

## **6. Conferral of Degrees**

All degrees are officially conferred by the University Board of Trustees, which meets three times during the academic year: October, March, and May. Students should file a degree application card in the Registrar's Office as soon as they know their anticipated degree-conferral date. Candidates unable to attend the graduation ceremony may receive their diplomas by mail.

The University awards D.M.A. diplomas only at the May doctoral ceremony, usually held on Saturday morning preceding the Sunday commencement ceremony. New Eastman doctoral graduates also participate as members of the stage party at the Sunday Eastman commencement, where they are introduced individually by the Graduate Dean.