The meeting was called to order at 3:32 p.m. in MC 320. Present were Melina Esse, Robert Morris, Alden Snell, David Temperley, and Olga K. Shupyatskaya, Director of Graduate Advising and Services. Terry Magee, Registrar, was also present. Elizabeth West Marvin, Acting Associate Dean of Graduate Studies, presided.

Absent: James VanDemark

Ms Marvin welcomed Mr. Snell and Ms Esse to the committee. She reviewed the minutes from April, and mentioned that a discussion on the meaning of “audit” will be added to the next agenda. Members should discuss what this term means to faculty in their departments, and bring the responses to the next meeting. Ms Marvin also mentioned that since the Cambridge Program will not begin until January, we will revisit this topic at a future meeting in the spring. The minutes were approved.

**Approved Programs of Study:**

Baker, Benjamin (TH) – Approved.

Lustig, Ethan (TH) – The Graduate Office will fix the colloquium credit from ½ to 1 credit. Also TH 581 should be TH 582 – Approved.

Klossner, Heather (MUE) – Approved.

VanderStel, Joseph (TH) – The Graduate Office will change the ALC 412 course to JCM 261, so Mr. VanderStel can count this towards his degree. He will retroactively register for the correct course. Approved.

**Approved Changes to Programs of Study:**

Vanzalen, Alexis (MUY) – Approved.

**Request for Extension of Time:**

Hutchings, Katy (PHD/MUY & DMA/PRC)

Ms Esse explained that Ms Hutchings has had many previous extensions due to her double degree and previous employment. She recently lost her job and is back in Rochester, teaching Music History classes and finishing up her degree requirements for the DMA and PHD. She has been making progress on her dissertation, which is confirmed by her advisor, Mr. Macey. Due to Mr. Macey’s recent retirement, she has one more year to complete her dissertation. Ms Marvin will meet with Ms Hutchings to create a strategy for completing within the allotted time. Approved.

**Other Business:**

Announcements:

Art of Improvisation Program – Ms Marvin announced that Mr. Terefenko is now accepting applications into the Art of Improvisation Program.

MA MUY – The MA MUY has been officially approved by NYSED/NYS. The new MA in MUY is accepting applications for fall 2017.
CND 223/224, 423/424/ 523/524 update – Mr. Weinert recently updated the course descriptions to reflect a more accurate description of these course, and for consistency with the instrumental conducting courses.

ALP Certificate Requirement –A grading policy requirement was added to align with the requirements of the new online Arts Leadership Program.

Proposal for Diploma in Early Music
Over the past twenty-five years or more, students have been taking numerous Early Music courses which have not been recognized collectively on their transcript. This Diploma is a way of acknowledging these students’ specialized study on their CVs, in addition to encouraging more participation in Early Music. Mr. O’Dette explained that in 2008/09 this proposal was passed by the GRC, GPC, and UCC, but never moved because the Dean’s Office had concerns about expenses. The original proposal included a sentence stating that if we did not have an in-house expert to teach secondary lessons, we would make arrangements for the lessons, such as bring visiting faculty. The Dean’s office felt that the sentence about secondary lessons could legally bind us to hire faculty. Ms Rolf recently revived the proposal, and worked with Mr. O’Dette to address the secondary lesson issue. Mr. O’Dette explained that his way of thinking about secondary lessons has changed, as he realizes it is not critical to study with a person that plays that specific instrument. If students understand the stylistic principles, they can get quite advanced coaching by the resident faculty, supplemented by masterclasses with visiting faculty. As evidence, Mr. O’Dette and Ms Thielmann have placed 10 students into the early music program at Juilliard on instruments that they do not teach. No additional courses are needed to run this program. The main components of the Diploma include two semesters of historical performance practice, at least three semesters of secondary lessons on an early instrument, and four semesters of participation in one of the school’s two early music ensembles. Ms Esse said that the Musicology Department will be very happy to see this go forward. Approved.

MA in Music Leadership-proposal –Mr. Doser and Mr. Anderson joined the committee to discuss how the MA in Music Leadership degree was created and to answer any questions. Mr. Anderson said that in 2013 a committee of 9 faculty members explored the possibility of this degree and tried to imagine how it would work at Eastman. The committee created the core concepts that would guide the degree, but waited until new director of IML was appointed to formulate a proposal. After Mr. Doser’s hire, another committee met to flesh out the degree. Mr. Doser explained that the MA in Music Leadership is proposed as a research degree with intensive writing and entrepreneurial training. The program will use our ESM alumni networks to set up internship and mentorships. The internships and mentorship will provide our students with connections when they leave this program. The programs will also have guest lecturers via Skype. There will be one new hire for the degree.

This program is designed for musicians who want to be leaders. Mr. Doser mentioned that the competing programs are Arts Management rather than Music Management, which distinguishes us from other degrees. The committee asked about the difficulty of finding mentors/internships and about costs to run the program. Mr. Doser responded that we have so many alumni throughout the country willing to help, and they received positive feedback when they reach out to alumni in the early stages of creating the proposal. He said Eastman would pay the mentor an hourly rate, and the student would get a small stipend around $2,000, to help get them to their internship. This degree is designed as a money-making venture; stipend funding would come from tuition. Mr. Doser reinforced the five concepts of the program: communication and advocacy skills, creativity, critical thinking skills, development of comprehensive musical knowledge, and artistic excellence. It is a one-year program including two summers, and there is a tangible final project following the internship/mentorship. The internship/mentorship takes the place of a thesis. There is a possibility of continuing to an MBA at the University of Rochester, if interested. The home of this degree will be in the Arts Leadership Program.
The committee asked whether the Institute for Music Leadership could serve as the departmental home, since it is not an academic department, does not give degrees, and all of their courses are not vetted by academic committees. The Provost said nothing prohibits IML from housing the new degree even if it is not a department. Ms Marvin asked about competing schools and where their degrees are housed. Mr. Doser said some schools offer their programs within their business schools. He said it does vary by school, but some are also housed in other programs similar to IML. Ms Marvin will confirm that it is ok for the degree to be housed in IML.

Students accepted into the program would take the same placement exams as other masters’ students, and remedial courses if required. The interview process would involve performing a piece. Ms Marvin asked the committee to take the information back to their departments for feedback/input. She also asked them to be prepared to vote on each course at the next meeting. Ms Esse asked about staffing, and Ms Marvin replied that the new hire would teach 4-5 new courses, but current ESM faculty will be teaching as well.

**PHD proposal approval process**
Each department shared their process for approving PhD dissertation proposals and getting the approval to the Graduate Studies Office. Mr. Morris was not aware that approved proposal had to be submitted to Graduate Office, as he is new at working with PhDs. Mr. Temperley said that Theory students defend their proposal, but he is not sure how it gets to the Graduate Office. Ms Esse said that the Musicology students have a special field exam, and at the end of exam the proposal is approved. Students are often asked to make small editing changes and sometimes the proposal never makes it to our office. Mr. Snell will look into the procedure for the Music Education Department. Mr. Temperley asked if we could add wording to the title page stating the student is responsible to submit the signed title page and proposal to the Graduate Office. Ms Phillips will add the new wording to the title page.

Meeting adjourned 4:50 p.m.