

Purpose of the GPC

The Graduate Professional Curriculum Committee (GPC) is a standing committee of the faculty of the Eastman School of Music, created for the purpose of exercising the faculty responsibility for the Master of Music and Doctor of Musical Arts degrees, as well as the Advanced Diploma program, within the graduate curriculum. It is chaired by the Associate Dean of Graduate Studies. The regular business of the committee will include:

- Academic Plan approvals
- Requests for extension of time
- New course proposals; minor revisions to existing degrees/majors
- Major revisions to existing degrees/majors; new degree/major proposals

Relationship to the Faculty: Authority of the GPC

As a standing committee of the faculty, the GPC is expected to report its discussions and decisions to the full faculty on an “as needed” basis. GPC recommendations can be approved or rejected by a simple majority vote of the faculty members present at a regular or specially called faculty meeting.

The GPC may also advise the faculty on any other matters that pertain to the graduate professional curricula, such as admission, scheduling, advising, evaluation (grading), assessment, and the School’s Academic Policy Handbook. Individual faculty members should advise the GPC of any issues that need to be discussed or resolved by the GPC. Such messages should be communicated to the Associate Dean of Graduate Studies in order to be considered for inclusion on the agenda.

A large number of issues that come before the GPC are smaller issues that can be decided by the committee and then simply reported to the faculty through emailed minutes and become immediately binding (generally the first three items listed above). Other larger issues will go through the same process of approval by the GPC but then be passed on to the full faculty for ratification or rejection (generally the fourth item listed above). The GPC itself will normally invite the faculty to consider larger decisions, but the proposal to review any GPC decision may come from any member of the faculty (as defined above).

Proposals impacting curriculum, whether changes, additions or deletions, should come from the faculty responsible for the curriculum in question, or from a group of faculty, where the change may expand across areas.

Internal organization of the GPC

The GPC consists of 11 voting members: one faculty representative from each of the School’s departments that offers a graduate degree (Composition; Conducting and Ensembles; Jazz Studies and Contemporary Media; Music Teaching and Learning; Musicology; Music Theory; Organ, Sacred Music and Historical Keyboards; Piano; Strings, Harp and Guitar; Voice, Opera and Vocal Coaching; and Woodwinds, Brass and Percussion). Non-voting *ex officio* members include the Dean, the Associate Dean of Graduate Studies, the Associate Director of Graduate Advising and Services, the faculty member overseeing English for Academic Purpose, and the Registrar; the faculty member overseeing English for Academic Purposes is an additional non-voting member, and provides the perspective of students who

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are non-native English speakers. Minutes are taken by the Graduate Administrator. Faculty representatives are selected by the chair of each department in consultation with the Associate Dean of Graduate Studies, the Associate Dean of Faculty, and the Senior Associate Dean of Academic and Student Affairs. The term is for three years, and is renewable. Other faculty may be invited to discuss their proposals and/or represent their programs on an as-needed basis.

The Associate Dean of Graduate Studies will chair the GPC and will configure sub-committees as necessary. Voting on any issue can take place when a minimum of nine faculty representatives are present. Votes will be determined by simple majority of the members present and voting. New course proposals will generally be presented in one meeting and voted on in the next, to allow time for the committee members to discuss the details of the proposals with the group or department they represent. A proposal may be put to a vote in two successive meetings when any proposal has been presented on short notice or has been heavily amended just before the vote.