



**UNIVERSITY OF CALGARY**  
FACULTY OF ARTS  
School of Creative and Performing Arts

Updated: August 2023

# **GRADUATE MUSIC**

**MA  
MMus  
PHD**

**HANDBOOK  
2023-24**

## INTRODUCTION

### SCHOOL OF CREATIVE AND PERFORMING ARTS (SCPA)

The [School of Creative and Performing Arts graduate webpage](#) is your primary link to program information, upcoming events, contact information, and resources!

You can also connect via our [online bulletin board](#), [Instagram](#) and [Facebook](#) accounts.

### MASTER OF ARTS IN MUSIC

A thesis-based MA in Music allows you to deepen your skills through intensive study in aspects of music, including history, theory, and musicology.

### MASTER OF MUSIC

A thesis- or performance-based MMus allows you to specialize and deepen the mastery of disciplines within either composition, music education, performance, electroacoustic media, multimedia, sound spatialization or sonic arts.

### DOCTOR OF PHILOSOPHY

This is a specialized thesis-based PhD in music education.

### HANDBOOK OVERVIEW

This handbook provides information about the policies, requirements, and procedures of the MA, MMus, and PhD programs in Music. It supplements the policies and procedures of the [Faculty of Graduate Studies](#).

Faculty and graduate students should be familiar with the following Faculty of Graduate Studies documents:

- Calendar: [ucalgary.ca/pubs/calendar/current/gs.html](http://ucalgary.ca/pubs/calendar/current/gs.html)
- Academic Regulations: [ucalgary.ca/pubs/calendar/grad/current/gs-academic-regulations.html](http://ucalgary.ca/pubs/calendar/grad/current/gs-academic-regulations.html)
- Graduate Assistants: [ucalgary.ca/pubs/calendar/grad/current/gs-b-1.html](http://ucalgary.ca/pubs/calendar/grad/current/gs-b-1.html)
- Guide for Current Graduate Students: <https://grad.ucalgary.ca/current-students>

Advising and inquiries may be made to the Graduate Program Advisor at [aschmal@ucalgary.ca](mailto:aschmal@ucalgary.ca) or to the Graduate Program Director, Dr. Laurie Radford at [lradford@ucalgary.ca](mailto:lradford@ucalgary.ca).

### ARTS GRADUATE STUDENTS' CENTRE (AGSC)

For more information on graduate programs in the Faculty of Arts or for general inquiries contact [AGSC](#).

### GRADUATE STUDENTS' ASSOCIATION (GSA)

The GSA is the voice of University of Calgary graduate students at UCalgary and to all levels of government. The GSA supports UCalgary graduate students to succeed academically and socially through valued programs and services and responsive communication channels: <https://gsa.ucalgary.ca/>

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## SECTION I - FACULTY AND STAFF

### DIRECTOR

Bruce Barton

### DIVISION LEAD, MUSIC

Jeremy Brown

### ASSOCIATE DIRECTOR

Allan Bell

### GRADUATE PROGRAM DIRECTOR

Laurie Radford

### FACULTY MEMBERS – MAJOR AREA OF TEACHING AND RESEARCH

Faculty Member	Major area of Teaching and Research	Email
Allan Bell	Composition	agbell@ucalgary.ca
Edmond Agopian	Violin Pedagogy, Conductor, Composer/Arranger, Chamber and Orchestra Music	agopian@ucalgary.ca
Jani Parsons	Music Performance, Chamber Music, Piano Pedagogy and Education	jani.parsons@ucalgary.ca
Jeremy Brown	Saxophone, Woodwind doubler, Composer, Conductor, Author, Jazz	jbrown@ucalgary.ca
Kenneth DeLong	Musicology	delong@ucalgary.ca
Laura Hynes	Classical voice, Interdisciplinary collaboration, Performer	lhynes@ucalgary.ca
Laurie Radford	Composition and Sonic Arts	lrادford@ucalgary.ca
Rod Squance	Music Performance, Ethnomusicology	rsquance@ucalgary.ca

### ADMINISTRATIVE STAFF

Staff member	Position	Email
Alexandra Lyons	Administrative Assistant	scpa@ucalgary.ca
Alida Lowe	Performance & Artist Coordinator	alida.lowe@ucalgary.ca
Alison Schmal	Graduate Program Advisor	aschmal@ucalgary.ca
Constantina Caldis Roberts	Academic Program Specialist	constantina.caldisro@ucalgary.ca
General Advising	Graduate Program Advisors	artsgradsc@ucalgary.ca
Mary Lou Mendyk	Manager, Operations	mmendyk@ucalgary.ca
Rosabel Choi	Academic Program Specialist	rosabel.choi2@ucalgary.ca

## SECTION II – PROGRAM REQUIREMENTS / SPECIALIZATIONS

Music graduate programs offer opportunities to specialize in composition, music education, performance, sonic arts, musicology, music history, music theory and our newest program in Interdisciplinary Computational Media Design. In addition to [Faculties of Graduate Studies requirements](#), the School of Creative and Performing Arts, Music Division has additional requirements specific to the various specializations within its graduate programs.

Find out more by observing the [Music specific requirements](#) featuring the following information and more:

- Degrees and Specializations offered
- Admission Requirements
- Program/Course Requirements
- Additional Requirements
- Required Examinations

You can also contact your Graduate Program Advisor ([artsgradsc@ucalgary.ca](mailto:artsgradsc@ucalgary.ca)) for program-related questions including degree requirements, program funding, assistantships, and degree audits before your final term.

### INDEPENDENT STUDIES

To gain credit for a special project that does not fall under an assigned course name you can apply for An Independent Study credit. You must have a faculty member who will supervise you. Completed forms must be submitted to [artsgradsc@ucalgary.ca](mailto:artsgradsc@ucalgary.ca) by the end of the first week of lectures. View the [Graduate resources webpage](#) for more details on Independent studies.

### ENSEMBLES

Graduate students in the MMus Performance program are required to participate in one of the large ensembles for the duration of their degree. Instrumentalists who do not play an orchestral instrument are required to participate in a choir, the new music ensemble or the world music ensemble. Pianists may accompany two hours per week in a vocal or instrumental studio, or accompany one Junior or Senior recital, in lieu of ensemble participation. Students should consult with their studio instructors and/or supervisors to determine the most appropriate activity to satisfy this requirement. This requirement is in addition to GAT, GANT or GAR related work; it does not apply to graduate programs other than Performance.

### PERFORMANCE PRACTICUM

Students pursuing a MMus performance degree will take MUSI 621 and 623 which provide private lessons during the first year of study towards preparation for the First Graduate Recital. A second year of private lessons will also be provided towards preparation for the Second Graduate recital, though there is no associated course registration for this second year of lessons.

MMus Performance students taking MUSI 621 are required to sit a December jury. No jury is required at the completion of MUSI 623 if the first recital is performed during that semester; otherwise, a jury will be required upon completion of MUSI 623. The student's supervisor has the prerogative to require the student to sit an additional jury if progress in the program is deemed unsatisfactory, or if such a jury is deemed beneficial to the student's progress. Juries require 15 minutes of music to be performed.

## **SECTION III – SUPERVISORY ARRANGEMENTS**

Supervisory arrangements in the SCPA, Music Division are based on the Faculty of Graduate Studies supervisory regulations: [ucalgary.ca/pubs/calendar/grad/current/gs-j.html](http://ucalgary.ca/pubs/calendar/grad/current/gs-j.html)

Students will be assigned an interim supervisor to start with and must discuss and declare their supervisor of record within 8 months of starting the program (usually by mid-April for September starts).

## **SECTION IV – EVALUATION PROCEDURES AND STANDARDS**

### **ANNUAL PROGRESS REPORT**

Once per year each student must complete an Annual Progress Report (APR). The Faculty of Graduate Studies will email the student the on-line form on the first business day of May. The student must complete their portion of the form before May 15<sup>th</sup>, after which it is forwarded to the Supervisor and Co-Supervisor (if applicable) before the Graduate Program Director signs off. The student will receive an online copy of the report after the Supervisor and the Graduate Program Director have completed their sections and will acknowledge the final APR.

### **ANNUAL REGISTRATION INITIALIZATION**

Every year, after your first year and before your annual registration term (in most cases September 1st) students must complete the registration initialization in their Student Centre. This allows for continued course registration and, if you have completed course work, it updates your file to confirm you are continuing your studies and/or thesis work. At the same time, we ask all students to ensure that we have your current email, phone number, and mailing address, along with your emergency contact information.

### **DEGREE AUDITS**

It is recommended that before the last term of your courses you make an appointment with the Graduate Program Advisor for a degree audit, ensuring you have completed all necessary course work and understand the necessary steps to complete your degree.

### **DEADLINE DATES**

Graduate students should be aware of all deadline dates as listed in the current Faculty of Graduate Studies Calendar: <https://www.ucalgary.ca/pubs/calendar/grad/current/academic-schedule.html>

## SECTION V - THESIS REQUIREMENTS

### COPY OF THESIS

Please refer to the UCalgary Faculty of [Graduate Studies Calendar](#) for complete and up-to-date information regarding program requirements, thesis examinations, etc.

Please refer to the [Faculty of Graduate Studies thesis webpage](#) for assistance with your thesis preparation and submission. Topics on this website include:

1. Creating a thesis
2. Academic integrity
3. Ethics and intellectual property
4. Submitting your thesis.

Dare to be Different: consider a non-traditional thesis: <https://grad.ucalgary.ca/current-students/thesis-based-students/thesis/non-traditional-thesis>

For support with writing, please consult the Writing Support Services at the Student Success Centre: <https://ucalgary.ca/student-services/student-success/writing-support>

### COPYRIGHT PERMISSIONS / COPYEDITING

For any questions regarding copyright, please refer to <https://library.ucalgary.ca/copyright>.

Permission must be given by the student's supervisor if [copyediting](#) is to be allowed.

Music requires all students who have submitted their thesis to the vault/prism to produce one bound copy of their thesis to Music for archival purposes.

## SECTION VI – FINANCIAL ASSISTANCE & TEACHING OPPORTUNITIES

Full-time students registered in a graduate degree program at the University of Calgary are eligible for awards and financial assistance. [Scholarship](#) information, application forms and instructions are found on the graduate award website and through the searchable awards database at [grad.ucalgary.ca/awards](https://grad.ucalgary.ca/awards). In addition to internal university awards, awards are available through external agencies and Canadian and international governments. If you are an international student, check with your home government for funding options.

There are also several funding opportunities available for Indigenous graduate applicants available through the Faculty of Graduate Studies. Please visit <https://grad.ucalgary.ca/awards/award-opportunities/indigenous-external-awards> for more information.

Students are encouraged to research awards in the graduate calendar and the **Graduate Students' Association** for eligibility requirements: <https://gsa.ucalgary.ca/financial-support/awards/>

Many graduate students receive funding from the Music Division through [Graduate Assistantships](#), either teaching (GAT) or non-teaching (GANT) positions. All aspects of graduate assistantships are based on a [Collective Agreement](#) between the Governors of the University of Calgary and the Graduate Students' Association.

Government student assistance programs (student loans) are also available to Canadian citizens, permanent residents, protected persons, and American citizens. Please see [student loans](#) for more details.

## SECTION VII - FACILITIES

Visit [ucalgary.ca/map](http://ucalgary.ca/map) for a campus map or to use the interactive room finder. Rooms on campus use the first two or three letters to designate the building and the number to designate the room. A room with a number in the 100s is on the main floor, in the 200s is on the second floor and a room such as 004 or 012 is in the basement. For example: the main office for the SCPA is CHD 100. It's located on the main floor of Craigie Hall, Block D.

### **Studios, Classrooms & Performance spaces**

Rehearsal studios for Dance, Drama, and Music are located in Craigie Hall in blocks D, E and F and vary in size from small practice rooms to large studios. The majority of classes in the SCPA are taught in Craigie Hall in blocks D, E and F with a few lecture classes booked in campus lecture halls and large dance classes hosted in Kinesiology.

The SCPA has a number of performance spaces that support our work. These spaces are all close or connected to Craigie Hall and can be found in the creative block, which includes the Rozsa Centre Eckhardt- Gramatté Hall, the Boris Roubakine Recital Hall, The F.R. Matthews Theatre (CHF101), Joyce and Quentin Doolittle (CHF206), Reeve, and University Theatres as well as several other smaller performance spaces.

### **Room Bookings**

For more information on booking a SCPA Facility you can speak to our Administrative Assistant located in Craigie hall block CHD 100 or by email at [scpa@ucalgary.ca](mailto:scpa@ucalgary.ca), or go to the [Facilities and room bookings](#) webpage.

### **Graduate Student office assignments**

The Music graduate student offices are in CHF 217/214. Keys will be provided to each student in August/September by the Administrative Assistant located in Craigie Hall CHD 100. Desk assignments within the space are made by the graduate music society who manage this space. It is your responsibility to keep your office clean and safe during the time you are assigned the space. Please do not leave food or drinks in your office or decorate in any way that can damage the office or create a fire hazard.

### **Music Practice Rooms**

Music practice rooms are intended for use in preparation of materials for classes (instrumental study, ensemble preparation, musicianship preparation etc.). All Music students have access to the practice rooms. Access to the practice room suite is gained by swiping your campus card on the proximity pad outside of the doors. If you cannot access the space, please speak to the Administrative Assistant located in Craigie Hall CHD 100.

### **Integrated Arts Media Labs**

The [Integrated Arts Media Labs \(IAML\)](#) are a dedicated digital arts education and production environment located on the 6th floor of the Art Building (Parkade), created specifically for students in the Department of Art and Art History (DAAH), Dance, Drama, and Music. The IAML consists of the Main Lab (AB 659, 22 stations) and the Small



Lab (AB 605, 10 stations). Each station is equipped with a Mac computer, MIDI keyboard, and a color-calibrated display(s). It offers a full range of creative software, including video editing, 2D graphics and animation, 3D modeling and animation, CAD, music/audio sequencing, music notation, and interaction design and authoring. Equipment for short-term loan (e.g., audio recorder, DSLR) and printing services are also available for DAAH and SCPA students.

#### **Sonic Arts Lab (AB 657)**

The Sonic Arts Lab, located beside the Integrated Arts Media Lab, is a multi-channel digital audio studio designed for teaching, creation and research involving sound and technology. Students and faculty realize projects in electroacoustic music, soundscape composition, computer music, multi-channel sound spatialization, and interactive music involving instruments with computer, and sound design for video, film, and stage production. For more information about the lab and access to it, please contact Laurie Radford by email at [lradford@ucalgary.ca](mailto:lradford@ucalgary.ca).

#### **Telemedia Arts Lab (AB 655)**

Telearts experiments with real-time artistic and musical collaboration over high-speed research networks. The Telemedia Arts Lab is directly connected to Canada's research network backbone (CANet) via Alberta's cyberinfrastructure provider, Cybera. The lab is home to Syneme, established under a Canada Research Chair in Telemedia Arts. It serves as a point of multidisciplinary collaboration at the University of Calgary, offering high-definition cameras, projectors, low latency audio and expertise to facilitate creative projects. Contact Laurie Radford by email at [lradford@ucalgary.ca](mailto:lradford@ucalgary.ca) for more information about the lab and how to access it.

#### **University Theatre Services**

[University Theatre Services](#) (UTS) is a support service unit within the SCPA whose primary function is to support the academic programs of the SCPA. UTS also provides a wide variety of production, publicity, box-office and management support services to all users of the University Theatre, the Reeve Theatre, and the Rozsa Centre, including the Eckhardt-Gramatté Hall, the Boris Roubakine Recital Hall, and the Mezzanine Gallery, for both on-campus and off-campus customers. UTS offices are in Craigie Hall D Block.

## **SECTION VIII – OTHER RESOURCES**

#### **Music Graduate Society (GMS)**

The [Graduate Music Society](#) is a group of dedicated members who create a cohesive and supportive structure for graduate studies in music at UCalgary. We promote communication and interaction between all graduate students in music. We welcome all new graduate students to join the GMS.

#### **School of Creative and Performing Arts Graduate Society (SCPAGS)**

The School of Creative and Performing Arts Graduate Society (SCPAGS) represents graduate Music and Drama students at the University of Calgary. We advocate on behalf of students and stand up for their interests at the SCPA and at other levels of the University administration. SCPAGS represents graduate students at monthly meetings of the University's Graduate Student Association (GSA). SCPAGS is also responsible for encouraging open communication between graduate Music and Drama students, which will include organizing social gatherings and programming activities. We welcome all new graduate students to join SCPAGS.

**Office of Equity, Diversity, and Inclusion (OEDI)**

We are committed to achieving equitable, diverse, inclusive, and accessible employment practices and workplaces. We must measure where we are now, how we are doing compared to the diverse make-up of our wider community and evaluate progress. The [OEDI](#) is committed to establishing an equitable, diverse, and inclusive campus that is accessible to all and free from harassment, bullying, and discrimination.

**SCPA Peer Support Program**

The [SCPA Peer Support Program](#) commenced in the Fall of 2021 and is designed to provide our students with the opportunity to share their questions, issues, and situations of need with carefully selected, qualified and trained peers. The program is an all-inclusive safe space which welcomes lesbian, gay, bisexual, transgender, transsexual, and queer individuals, as well as anyone else in need of assistance.

**Taylor Family Digital Library (TFDL)**

The University of Calgary [Libraries and Cultural Resources](#) supports the Drama and Music programs with extensive collections and services, including research advice and accessing materials (audio/visual, books, periodicals, online databases). These collections and services are a valuable resource for students and faculty so please make good use of them. View [Library Research guides](#) for both Drama and Music. For additional support contact Laura Reid ([laura.reid1@ucalgary.ca](mailto:laura.reid1@ucalgary.ca)).

**UNICARD**

The [Unicard](#) is the official campus identification for students, faculty, and staff. Your Unicard acts as an access card, a pass to transit, the libraries, and Active Living facilities.