MESSAGE FROM THE CHAIR

Welcome to the U of A Department of Music. The faculty and staff of the Department of Music are here to inspire you in your studies and to facilitate opportunities for learning. Students in our programs enjoy excellent professors, a variety of unique courses, small class sizes, ample opportunities for music critique and performance, and above all, everything you need for a first-class undergraduate experience. Edmonton is a lively city, with an abundance of orchestral, operatic, theatrical, and choral activities off campus for you to choose from in your spare time and we sincerely hope you are able to take advantage of what our community as a whole has to offer. On behalf of all the faculty and staff in the Department of Music, I wish you a year of inspiring musical experiences!

-Dr. Mary Ingraham, Acting Chair

CONCERTS

All ensemble concerts and the Mainstage Concert Season events (at the Winspear and Con Hall) are free of charge for music students who present a Concert Pass. Students can acquire a Concert Pass from Stephen at the front desk of the general office (FAB 3-82).

THE BUILDING and FACILITIES

The Department of Drama facilities are currently housed in two University buildings: the Fine Arts Building (FAB) and the Old Arts Building (A).

Geography
Room numbers for the Fine Arts Building are prefixed with the floor number. Hence, rooms starting with “1-“ are on the first floor, with “2-“ are on the second floor, and “3-“ are on the third floor.

Fine Arts Building (FAB):
- General Office for the Department of Music, 3-82
- Faculty and instructor offices and studios are located on the third floor
- Practice rooms are located on the third floor; classrooms and studios are on the first, second, and third floors
- Key rooms in the Fine Arts Building include:
  - FAB 1-23: Orchestra/Band Room
  - FAB 1-29: Choral Room
  - FAB 2-7 (a.k.a. Studio 27): Performance Space (capacity: 70)
  - FAB 2-7D: Electroacoustic Studio
  - FAB 2-8: EA Design Lab
  - FAB 2-9: EA Composition Studio
  - FAB 2-11: Chamber Music
  - FAB 2-15: Classroom
  - FAB 2-26: Classroom
  - FAB 2-28: Classroom
  - FAB 3-46: Chamber Music
  - FAB 3-56: Seminar Room
Arts Building (A):
- Some instructor offices
- folkwaysAlive! and the Canadian Centre for Ethnomusicology
- A 403: Seminar Room
- Convocation Hall: Performance Space

Convocation Hall was opened in 1915 and holds an audience of 426 people. The venue is most suitable for recitals and chamber music ensembles, although larger ensembles can be accommodated.

Other features of Convocation Hall:
- New York Steinway grand piano
- Hamburg Steinway grand piano
- Fortepiano
- Harpsichord
- Casavant organ
- Recording services

Practice Rooms:
For access to practice rooms, students can speak to Stephen at the front desk of the general office (FAB 3-82) to acquire a key. For each key taken out, a student must provide a $40 cash deposit (refunded when the key is returned).

**Under no circumstances should instruments (or electronics) be left unattended in practice rooms (or lockers) with the door unlocked.** There have been instances of instrument theft in the past, so even once you are familiar with those who legitimately belong around the practice rooms and lockers, you must take extra care with your instruments and electronics.

FAB is locked in the evenings (after 6pm), weekends and holidays, however once a student’s ONEcard is encoded he or she can access the facilities at any time. ONEcard encoding happens only twice a year, usually at the end of September and end of January. The specific date for encoding will be announced through email and posters around FAB at least one week prior with details on where to present your card.

Maintenance of Rooms
Room cleanliness is a health and safety issue of major concern. All rooms are to be kept clean by students and faculty, as well as building staff. All food/beverage packaging should be deposited in the large rubbish bins in the hallways for daily removal.
CRITICAL DATES

Fall 2014

September 2: Undergraduate Orientation
September 3: Classes begin
September 16: Add/Drop deadline
September 17: OneCard encoding day
September 30: Fall Term fee payment deadline
October 2: 50% refund deadline (full fees assessed after this date)
October 13: Thanksgiving Day (University Closed)
October 18: Open House
November 10: Fall Term Break (no classes)
November 11: Remembrance Day (University Closed)
November 26: Last day to withdraw with grade of W
December 3: Last day of classes
December 4-5: Juries
December 6-19: Fall term final exam period
December 25-31: Christmas holiday period (University closed)

Winter 2015

January 1: New Year’s Day (University closed)
January 5: Winter Term classes begin
January 16: Add/Drop deadline
February 1: Last day to apply for convocation (Bear Tracks)
February 4: 50% refund deadline (full fees assessed after this date)
February 13: Spring registration opens
February 16: Family Day (University closed)
February 17-20: Reading week (no classes)
February 25-27: Undergraduate Auditions
March 2: 12-1pm, SU Election Forum (no classes)
April 1: Submission deadline for Beryl Barns Memorial Undergraduate Award
April 1: Last day to withdraw with grade of W
April 3: Good Friday (University closed)
April 6: Easter Monday (University closed)
April 10: Last day of Winter Term classes
April 11-12: Juries
April 13-25: Winter term final exam period
KEY CONTACTS

University
University Switchboard 492-3111
Campus Security 492-5555

Department of Music
Department Main Office 492-3263 music@ualberta.ca
Department Fax 492-9246
Mary Ingraham Acting Department Chair 248-1717 mary.ingraham@ualberta.ca
Morgan Gauthier Assistant Chair 492-0606 morgan.gauthier@ualberta.ca
David Gramit Undergraduate Chair 492-4009 dgramit@ualberta.ca
Twilla MacLeod Grad Program Advisor 492-0603 musicgs@ualberta.ca
Guillaume Tardif Graduate Chair 492-8112 gtardif@ualberta.ca
Carol LeRose Undergrad Advisor 492-2271 musicug@ualberta.ca
Stephen Tchir Administrative Assistant 492-0601 stchir@ualberta.ca
Rachel Robertson Executive Assistant 492-1320 rmr2@ualberta.ca
Russell Baker Audio-Visual Technician 492-2247 rbaker@ualberta.ca
Patrick Strain Audio-Visual Technical Assistant 492-2247 patrick.strain@ualberta.ca
Bruce Hettinger Piano Technician 492-2788 bruce.hettinger@ualberta.ca

Area Coordinators:
Michael Frishkopf Academic michaelf@ualberta.ca
TBA Choral
TBA Composition
Patricia Tao Keyboard ptao@ualberta.ca
Guillaume Tardif Strings gtardif@ualberta.ca
John Tessier Voice & Opera jtessier@ualberta.ca
Angela Schroeder Wind & Percussion angela4@ualberta.ca
Jacques Despres Performance jdespres@ualberta.ca

BMus PROGRAM INFORMATION

ROUTES:
Students may pursue one of five routes in their BMus Degree:

- General Route (all students share a common first year in General Route)
- Performance Route
- Composition and Theory Route
ROUTE TRANSFERS:
Students wishing to transfer routes may apply to do so after completing their second and third academic years, depending on the program.

To apply for transfer to the Performance Route, let the Undergraduate Advisor know at the time of your jury.

To transfer into all other routes, please submit a portfolio to the area coordinator.

GRADING and ASSESSMENT

Promotion (All Routes)
To be eligible to continue in the BMus program, students must achieve a minimum GPA of 2.3 each Fall/Winter semester. To successfully complete the program, students must achieve a cumulative GPA of 2.3 on all the courses completed in the program.

The average course load per year is between 30 and 33 credits a year depending on the route and the year of study. Students must be registered in a minimum of 24 credits each year to continue. If you are taking fewer than 24 credits per year, please see the Undergraduate Advisor.

Students who fail to meet these requirements for promotion will be required to withdraw from the BMus program. Students will receive letters from the Faculty of Arts Undergraduate Student Services with the conditions outlining the decision and instructions on how to appeal. If the student decides not to appeal, he or she may transfer to another program in the Faculty of Arts or to another Faculty if the entrance and promotion requirements for such a program are met. After transferring, all requirements for the new program must be met.

Students who fail to meet the fourth-year requirements in the program will be permitted to fulfil those requirements only with the approval of the Dean of Arts on Departmental recommendation. Otherwise, students must withdraw from the program and, if so desired, transfer to another program in the Faculty of Arts for which they are able to meet entrance and promotion requirements.

A BMus program may be interrupted only with Departmental consent, and continuation will be subject to any conditions, including re-auditioning and new program requirements, that may be specified by the Department.

PROGRAM ADVISING

Please note that it is your responsibility as a student to stay on top of your program and register in the correct courses from semester to semester. If at any time you have a question or any uncertainties about your program please contact the Undergraduate Advisor in person or via email for assistance. You may also choose to request a program check from the Undergraduate Student Services (USS) office in the Faculty of Arts at any time (done in the USS office on the 6th floor of Humanities).
ASSESSMENT PROCEDURES

Juries
Juries typically take place between the last day of classes and the start of final exams. Students will work with their Applied Music instructors to determine the requirements for the area of study including type and amount of repertoire. Jury requirements and lengths vary according to which course a student is registered in. Please see Appendix A in the Applied Music syllabus for details.

Note: Juries and exams are not open to the public unless otherwise specified. All undergraduate applied music students will provide their own accompanists for lessons, juries and performances. Cancellations or postponements of juried recitals must be reported to the Music Office.

Grading System
The University of Alberta uses a Letter Grading System. Instructors at the end of terms or the end of courses, submit Letter Grades only as final grades in courses. The Office of the Registrar will compute numeric means for GPAs using the Grade Point Values listed below.

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Point Value</th>
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<tbody>
<tr>
<td>A+</td>
<td>4.0</td>
</tr>
<tr>
<td>A</td>
<td>4.0</td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
</tr>
<tr>
<td>B+</td>
<td>3.3</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
</tr>
<tr>
<td>B-</td>
<td>2.7</td>
</tr>
<tr>
<td>C+</td>
<td>2.3</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
</tr>
<tr>
<td>C-</td>
<td>1.7</td>
</tr>
<tr>
<td>D+</td>
<td>1.3</td>
</tr>
<tr>
<td>D</td>
<td>1.0</td>
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<tr>
<td>F</td>
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Undergraduate Performance Course Grading System

<table>
<thead>
<tr>
<th>Score</th>
<th>Grade</th>
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<tbody>
<tr>
<td>Excellent</td>
<td>Failure</td>
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<tr>
<td>97-100</td>
<td>A+</td>
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<tr>
<td>93-96</td>
<td>A</td>
</tr>
<tr>
<td>90-92</td>
<td>A-</td>
</tr>
<tr>
<td>83-86</td>
<td>B-</td>
</tr>
<tr>
<td>80-82</td>
<td>B-</td>
</tr>
<tr>
<td>77-79</td>
<td>C+</td>
</tr>
<tr>
<td>73-76</td>
<td>C</td>
</tr>
<tr>
<td>70-72</td>
<td>C-</td>
</tr>
<tr>
<td>67-69</td>
<td>D+</td>
</tr>
<tr>
<td>63-66</td>
<td>D</td>
</tr>
<tr>
<td>0-62</td>
<td>F</td>
</tr>
<tr>
<td>Minimal Pass</td>
<td>Failure</td>
</tr>
</tbody>
</table>
EXPECTATIONS FOR SUCCESSFUL STUDY IN THE DEPARTMENT OF MUSIC

The Department of Music provides both musical education and training to its students. The student cohort is relatively small but extremely interactive. This affects the way you are expected to conduct yourself as a musician and colleague while studying here.

1. You have the privilege of one-on-one teaching on a regular basis. This occurs very rarely in the usual university setting. Regular attendance at lessons is mandatory. Make sure that you are properly prepared for these lessons. At the beginning of Fall term, your teacher will give you a syllabus that outlines what is entailed for your year of lessons. Keep it and consult it, as it has important information that will help you.

2. Many of your performance courses involve large and small ensemble training. The word ‘ensemble’ is an important one. These courses teach you how to function as a musician in large and small groups. Over the years you are here, these ensemble courses present the tools that are needed to function as a professional musician. It is important to understand that the quality of the work you do affects the ability of your colleagues to do similarly excellent work. For this reason:
   • Attendance is paramount for rehearsals, coachings, performance classes, and concerts. If you aren’t there, your part is missing and your colleagues and professors can’t do their work properly. Keep a calendar so that you know exactly when you are expected to be there for classes, rehearsals, and concerts.
   • Be punctual. Things can’t progress properly if you aren’t there to do your part.
   • Be properly prepared for rehearsal, coachings, classes and performances. Your colleagues depend on you to do your part well so that they can play or sing their best. We make music together.
   • Bring a pencil! You will be expected to remember a lot of information and to be able to act on instructions from conductors or on decisions that are made by you and your colleagues in small ensembles.

3. Stay on top of your academic courses. Consistent attendance is the first step to doing good work. Make note of deadlines at the beginning of term and get started early on big projects. No one will remind you to get these things done. If you are having trouble, ask for help.

4. Attitude matters here. This is a small department and we interact in countless ways every day. Work hard and take care to be a supportive and dependable colleague. Your fellow students are going to be your musical companions for a long time to come.
Audio Recordings
Our technicians are committed to provision of support at a professional level. Our approach in audio recording is based upon traditional radio broadcast techniques, using pro-grade equipment and with plentiful experience with a variety of situations in many performance venues, in particular our own Convocation Hall.

Many performances are recorded as routine, such as the MACH concert series, department ensemble concerts, visiting artists, competitions, graduate (MMus, DMus, etc.) compulsory performances and lecture-recitals. The recordings are archived at the Music Library (Rutherford), and represent the achievements and history of our department’s performance activities.

Many other student performances are recorded as well. Such recordings are optional, and fees apply:
- Undergraduate Senior compulsory recitals
- Undergraduate Junior compulsory recitals
- Non-compulsory recitals at all levels
- Off-campus recordings
- Recording sessions for auditions or other submissions

How to arrange for recordings and other technical support:
First and foremost, it's best to book well in advance:

1) When booking your recital (see related section) - indicate you wish to have audio and/or video recording. It will be noted in the booking system, and this provides us with an early indication that we'll need to allocate resources. You will be contacted closer to the date to establish details. Fees, if applicable, are collected following the recital. Or...

2) Contact the Production Coordinator directly any time throughout the year, at least 3 weeks in advance.

Video recordings
Video recordings are often done in conjunction with audio recording, however require more resources, therefore allocated in priority dependent upon other department needs.

For certain types of events, such as those which include student conducting, we have dedicated video recording systems.
Recording delivery: This is constantly evolving, but generally audio delivered on CD, video on DVD, or either delivered via an online hosting service.

Sound reinforcement and other technical support is provided similarly, sometimes with fees applicable.

Fees
For a complete schedule of fees applicable to the various elective technical services please contact the front desk or Russell Baker directly.

**UNIVERSITY SERVICES**

<table>
<thead>
<tr>
<th>Service</th>
<th>Phone</th>
<th>Location</th>
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<tbody>
<tr>
<td>Health Services</td>
<td>492-2612</td>
<td>2nd floor, Student’s Union Building</td>
</tr>
<tr>
<td>Medical Emergencies</td>
<td>492-5555</td>
<td></td>
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<tr>
<td>Campus Safe Walk</td>
<td>492-5563</td>
<td></td>
</tr>
<tr>
<td>Sexual Assault Centre</td>
<td>492-9771</td>
<td>2-600 SUB</td>
</tr>
<tr>
<td>Campus Security</td>
<td>492-5050</td>
<td>Education Building Car Park</td>
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<tr>
<td>Abusive persons</td>
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<tr>
<td>Harassment/Threats</td>
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<tr>
<td>Personal Safety</td>
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<tr>
<td>Escort Services</td>
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<tr>
<td>Lost and Found</td>
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<tr>
<td>Theft: Report any theft to Security and the Police.</td>
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<tr>
<td>Bicycles are prime targets for theft; LOCK THEM!</td>
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<tr>
<td>A Campus Security office is located at the South end of HUB Mall</td>
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<tr>
<td>Counseling Services</td>
<td>492-5205</td>
<td>2-600 SUB</td>
</tr>
<tr>
<td>Office of Human Rights</td>
<td>492-7325</td>
<td>252 Athabasca</td>
</tr>
<tr>
<td>Campus Food Bank</td>
<td>492-2175</td>
<td>SUB 1-81</td>
</tr>
<tr>
<td>Registrar’s Office</td>
<td>492-3113</td>
<td>(switchboard)</td>
</tr>
<tr>
<td>Scholarship and Awards</td>
<td>492-3221</td>
<td>Director, Student Awards, Administration Building</td>
</tr>
<tr>
<td>Tuition Fee Payment</td>
<td>492-3389</td>
<td>Office of the Comptroller, 3rd Fl., Administration Building</td>
</tr>
<tr>
<td>Faculty of Arts</td>
<td>492-4295</td>
<td>Arts Faculty Student Programs Office</td>
</tr>
</tbody>
</table>
LIBRARY RESOURCES

Library and Archival Facilities
The University of Alberta Library system is composed of a number of libraries housed in various facilities across campus. The Music Collection is housed in Rutherford Library North.

The Music Collection includes:
More than 30,000 CDs
More than 30,000 LPs (many not listed in the Library Catalogue; please ask a library service desk person for assistance)
53,000 volumes of printed music
More than 30,000 books about music
420 printed journal titles. Many are available online
About 800 videos (DVD, VHS, and laser discs)

The collection is housed on the 2nd floor of the Rutherford Library. There are also listening rooms and a quiet study area available to students.

To request material from the Music Collection, please talk to a library service desk person on the first floor of Rutherford North. Some of the collection resides in the BARD (Book and Record Depository) and requires advanced notice to access.

EDMONTON BEYOND U of A

Edmonton’s Cultural/Community Life

Music:
- The University Department of Music offers showcase concerts at Convocation Hall and the Winspear Centre for Music
- There are a multitude of venues around the city for music of all kinds, including the new Winspear Centre for Music; the new home of the Edmonton Symphony Orchestra; and the Jubilee Auditorium, the home of the Edmonton Opera and touring shows and concerts.
- The Edmonton Opera Explorers program offers those between the ages of 18 and 29 a special membership for only $25/season. Members may purchase up to 2 tickets per performance for $20 each. For information please visit [www.edmontonopera.com/discover/explorers](http://www.edmontonopera.com/discover/explorers).
- Vue Weekly Magazine lists local musical acts in a free street paper available every Thursday or online: [http://www.vueweekly.com/](http://www.vueweekly.com/).

Festivals:
- Street Performers’ Festival
- The Works; Visual Arts Festival
- Jazz City Festival
- Edmonton Folk Festival
• Edmonton International Fringe Festival
• International Children’s Theatre Festival in St. Albert
• Heritage Festival
• Theatre Network’s NeXt Fest
• The River City Shakespeare Festival

**Distinctive Neighbourhoods:**
• 124th Street North of Stony Plain Road, the Avenue of Nations in the central core, Whyte Avenue, and Old Strathcona are emerging as vital and interesting neighborhoods of the city with interesting galleries, restaurants, bookstores, and festival sites.

**Facilities:**
• Rexall Place (home of the Oilers)
• Commonwealth Stadium (home of the Eskimos)
• Edmonton Northlands Race Track and Exhibition Grounds
• Kinsmen Centre, just below the campus is a central recreation and training facility

**Parks:**
• The parks system throughout the city includes over 40 miles of trails along the river valley; these are utilized by pedestrian, cycling, and cross-country traffic
• The river valley is a protected green space and one of Edmonton’s fine assets

**Markets:**
• Strathcona Bus Barns Farmers’ Market at 103 Street and 83 Avenue. Saturday morning. Year round.
• 104 Street Farmer’s Market. Saturday morning. Summers only; in the winter this market moves into City Hall.
• Callingwood Mall Farmers’ Market at 178 Street and 67 Avenue. Sunday and Wednesday until Thanksgiving Sunday.
• 124 Grand Market on 124th street. Thursday evenings. May until October.
• Night Market Edmonton on Jasper Avenue and 104th Street. Fridays. Summer only.