

**NEW GRADUATE DEGREE OR GRADUATE CERTIFICATE FORM D**

**UNIT PREPARES IN QUADRUPPLICATE**  
Route as indicated below under approvals. Return to the Registrar's Office once all signatures have been obtained.

Date: 10/31/18

KEVIN VIGNEAU  
(Name of individual initiating Graduate Degree or Graduate Certificate)

Graduate Coordinator, Dept. of Music  
(Title, position, telephone number)

kvign@unm.edu  
(Email address)

MUSIC  
(Department/Division/Program)

**\*Allow up to one year for the process to be completed for a certificate, and 18 months for a degree.**

Note: Proposals for new graduate degrees or graduate certificates need to follow an approved format. Please call the Office of Graduate Studies and ask for an outline. Revisions of graduate degrees and some new certificates also may need state approval, depending on the extent of changes proposed. Please consult the Office of the Provost for advice prior to initiating this form.

Attach the following required documents:

1. Executive Summary.
2. Program Proposal (in the approved format).
3. Catalog Description (to include program curriculum).
4. Graduate Program Projected Costs (only for new degrees).
5. Library Impact Statement.

Does this new degree affect any existing program? Yes  No  If yes, attach statement.

Proposed date to admit new students: Term FALL Year 19

**Required Signatures:**

Department Chair	<u>[Signature]</u>	Date	<u>10/31/18</u>
College Curricula Committee	<u>R Carlson</u>	Date	<u>11/1/18</u>
College or School Dean	<u>Kimberly Pinder</u>	Date	<u>NOV 01 2018</u>
Dean of Library Services	<u>Rick Clever</u>	Date	<u>11/12/18</u>
Office of the Registrar—Catalog	<u>[Signature]</u>	Date	<u>1/9/19</u>
FS Graduate Committee	<u>Vicki Ferguson/Rob</u>	Date	<u>02/21/19</u>
Dean of Graduate Studies	<u>[Signature] Coomod</u>	Date	<u>02/21/19</u>
FS Curricula Committee	<u>[Signature]</u>	Date	<u>4-12-19</u>
Office of the Provost	<u>[Signature]</u>	Date	<u>4-15-19</u>
Faculty Senate	_____	Date	_____
Board of Regents	_____	Date	_____

**Additional Approvals for Degrees:**

Board of Regents	_____	Date	_____
Council of Graduate Deans	_____	Date	_____
Academic Council of Higher Education	_____	Date	_____
Higher Education Department	_____	Date	_____
State Board of Finance	_____	Date	_____

Entered Banner

Entered Catalog

For Registrar's Office ONLY:

Copies Mailed



From: Pamela Cheek, Assoc. Provost for Curriculum & Assessment

A handwritten signature in blue ink, appearing to read 'Pamela Cheek', is positioned above the recipient information.

To: Dr. Eric Lau, Chair, Department of Music

cc: Regina Carlow, Dean, College of Fine Arts

Julie Coonrod, Dean, Graduate Studies

Michael Raine, Associate Registrar

Re: Graduate Music Performance Certificate

Date: April 6, 2019

Academic Affairs has reviewed your description of the proposed Graduate Music Performance Certificate (Form D). This certificate has the potential to be an important asset to the department and college and we look forward to seeing the fully developed proposal. As you develop it, please consult with Dean of Graduate Studies Julie Coonrod on using the new Higher Education Department criteria for full Form D development.

Thank you for your work on meeting the needs of music students and community members.

## Michael Raine

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**From:** Kevin Vigneau  
**Sent:** Monday, December 3, 2018 9:43 AM  
**To:** Michael Raine; Eric Lau; Regina Carlow  
**Subject:** Re: Question on Cert Proposal  
**Attachments:** GMPC Catalog Description (Edited).docx

Dear Michael,

Thank you for catching that mistake. I am submitting the Catalog submission without the language which referred to the conducting concentration preview as attached here.

Please let me know if there are any other issues.

Kevin Vigneau  
Graduate Coordinator  
Music  
277-3025

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**From:** Michael Raine  
**Sent:** Monday, November 19, 2018 1:56:27 PM  
**To:** Kevin Vigneau  
**Subject:** Question on Cert Proposal

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**From:** Michael Raine  
**Sent:** Monday, November 19, 2018 1:21 PM  
**To:** 'kvigu@unm.edu' <kvigu@unm.edu>  
**Cc:** Regina Carlow <rcarlow@unm.edu>  
**Subject:** Question on Cert Proposal  
**Importance:** High

Good afternoon,

I'm reviewing your Form D: Graduate Music Performance Certificate. Under Recital requirements, there is this line: "A student pursuing the Concentration in Conducting must give a preview performance...." Since there can't be a concentration in the Certificate, and this section seems to be a cut-and-paste from the M.Mu degree, it's not really clear, and certainly confusing, what is meant here. I understand that a student can pursue this certificate simultaneously with the master degree, but it is also a stand-alone certificate. Can you rewrite this section to be clearer, or, more general even?

If you find my comments sensible, you can send me the 2 pages of "Graduate Music Performance Certificate, Catalog Submission" and I will replace them for you. As it stands, I don't think I can include the recital section without changes to the Concentration reference.

Regards,

Michael Raine, M.A.  
Associate Registrar

November 13, 2018

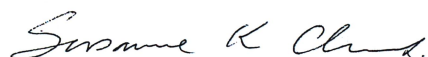
Kevin Vigneau  
Graduate Coordinator  
Department of Music

Dear Mr. Vigneau,

The University Libraries has reviewed the Department of Music's Graduate Music Performance Certificate proposal. Since the library is already supporting the teaching and research needs of the faculty and students in classes that will be part of the course requirements for this new certificate, we do not need to add any new resources to continue to support these classes.

If any new courses are added to the curriculum or new faculty is added to support this certificate, it is possible that new or additional library resources will be needed to support the teaching and research needs of students and faculty. Since the University Libraries operate with limited resources, we may have to cancel some existing to meet any future needs for new information resources.

Sincerely,



Susanne K. Clement  
Associate Professor  
Director of Collections  
University Libraries  
[sclement@unm.edu](mailto:sclement@unm.edu)  
505-277-5176

cc:

Richard Clement, Dean of Libraries  
Dr. Mark Emmons, Associate Dean of Public Services, University Libraries

## **Executive Summary for Graduate Music Performance Certificate**

### **1. Program Description and Purpose**

The Graduate Music Performance Certificate (GMPC) is a specialized, one year, post-baccalaureate program designed for musicians seeking careers as professional performing musicians. The Graduate Music Performance Certificate is designed to provide students with intensive and focused additional instruction with our expert faculty beyond either the Bachelor's Degree or the Master's Degree. Our Masters Degrees in music are broad based, comprehensive degrees in music. The GMPC will feature a more specialized, focused, performance-based curriculum. Students can choose to enter before completing a Master's degree or can stay an additional year at the end of their Master's degree in order to take advantage of this program.

The goal of the GMPC is to enable advanced students to attain greater mastery of their craft as they work to emerge as professionals in the very competitive fields of classical or jazz music.

The proposed Graduate Music Performance Certificate will assist the Department of Music as it works to recruit new students to the University of New Mexico. In addition, it will provide additional advanced students to fill needed spots in musical ensembles. In this way it will improve our ability to make a substantial contribution to the cultural life of our region. It will also allow us to continue our work at recruiting international students, thus expanding UNM's global reputation.

The students who enroll in this program will contribute to New Mexicans' quality of life through musical performances throughout the state and the region. While the GMPC does not fit into the general model of academic research, it certainly will expand creative output in the Department of Music and the College of Fine Arts.

The program does not overlap or duplicate existing programs within UNM. While it draws from similar courses in the Masters of Music in Performance degree, it provides additional focus to meet the career goals of the students enrolled.

No other Graduate Performance Certificate is offered in music in the state of New Mexico. Similar programs do exist at Colorado University Boulder, Northern Arizona University, and several large schools in Texas.

The governance structure of the Graduate Music Performance Certificate will be the same as the for the Masters degree in music.

### **2. Student Impact**

We anticipate that 25 students will enroll in the early years of this Graduate Performance Certificate. The students will be recruited from across the United State and abroad. The target student for the Graduate Music Performance Certificate would be seeking to win a position in a symphony orchestra, successfully audition for operatic roles with opera companies, to win auditions for jazz groups, to work in chamber music ensembles, or to be gainfully employed as a freelance musician.

### **3. Curricular Plan**

The Graduate Music Performance Certificate will be a 12 credit hour program, which can be completed in two semesters. There will be 8 required credits and 4 free credits as follows:

4 credits of applied lessons in the major instrument from APMS 501 and APMS 502

2 credits of Recital in the major instrument from APMS 591

2 credits of ensembles from sections of MUS 560.

4 free electives, which may include any graduate academic class in music theory, music history, musicology, additional applied lessons, conducting, chamber music, music repertoire and pedagogy and additional ensembles.

Applied lessons and Recital will be delivered in a traditional conservatory instructional method with one-on-one hourly instruction per week with UNM music department applied faculty and weekly studio class. Ensembles will be structured in 2-3 rehearsals per week under the instruction of the faculty conductor for that ensemble. Any academic classes will be given in a variety of instructional models which may include lectures, web-enhanced instruction, readings, paper writing, attendance of live performances and other assignments and class discussion. This broader degree prepares students to teach as well as to begin doctoral studies in music. Outcomes will be measured at the end-of-term juried performance, and at the capstone recital.

### **4. Budget Impact**

The total number of faculty to implement this program would be 23 (4 brass, 5 woodwind, 4 string, 4 voice, 2 piano, 4 ensemble conductors). All of these faculty members would have either terminal degrees in music (DMA or Ph.D.) or demonstrated tested experience that is equivalent to a terminal degree. This program will not significantly impact the workload of the current faculty and staff because our program is an auditioned program. An audition is required by our accrediting body, NASM. In addition, enrollments in our studio are determined by departmental need so the faculty in collaboration with the department can control enrollments. No additional faculty or staff are needed. Everything is already in place to implement this program. No faculty or staff development will be needed. There will be no impact on student support. There are no technology, media, equipment, and instructional supplies are needed. The implementation of this program will have no impact on the needs for additional or renovated spaces. No additional student support services are likely to be needed. There will be no additional course fees or other expenses for students who enroll in this program. The music department already has course fees for the classes that these students would take and these students.

### **5. Accreditation Plan**

This program has no impact on accreditation and no new accreditation is needed or will need to be paid for.

## **6. Additional Information**

### **Shared Credit Hours Between Graduate Certificates and Degrees**

The Graduate Music Performance Certificate is a stand-alone program. Enrollment in conjunction with the MMU is not allowed, however 100% of courses taken to complete the certificate can count toward a future MMU at UNM. No more than 50% of the courses for the certificate can come from a completed MMU at UNM.

## **Program Proposal, Graduate Music Performance Certificate**

### **1. Program Description and Purpose**

*a. What is the program and why should we offer it? Include the program's major goals.*

The Graduate Music Performance Certificate (GMPC) is a specialized, one year, post-baccalaureate program designed for musicians seeking careers as professional performing musicians. The Graduate Music Performance Certificate is designed to provide students with intensive and focused additional instruction with our expert faculty beyond either the Bachelor's Degree or the Master's Degree. Our Masters Degrees in music are broad based, comprehensive degrees in music. The GMPC will feature a more specialized, focused, performance based curriculum. Students can chose to enter before completing a Master's degree or can stay an additional year at the end of their Master's degree in order to take advantage of this program.

The goal of the GMPC is to enable advanced students to attain greater mastery of their craft as they work to emerge as professionals in the very competitive fields of classical or jazz music.

*a. How does the program fit within the participating unit's future plans?*

Our Department's mission statement is as follows: The University of New Mexico Department of Music aims to provide the highest quality musical education, in order to make a substantial contribution to the cultural life of its region and the world by reinforcing the integral value of music in society.

We strive to give each student a first-rate musical education under the guidance of our dynamic artist faculty, and a well-balanced program among the disciplines of performance, music education, theory and composition, jazz studies, string pedagogy, conducting and musicology.

The proposed Graduate Music Performance Certificate will assist the Department of Music as it works to recruit new students to the University of New Mexico. In addition, it will provide additional advanced students to fill needed spots in musical ensembles. In this way it will improve our ability to make a substantial contribution to the cultural life of our region. It will also allow us to continue our work at recruiting international students, thus expanding UNM's global reputation.

*b. How does the program fit within the UNM mission and strategic plan? Does the program address particular research priorities?*

The Graduate Music Performance Certificate will provide students the values, habits of mind, knowledge, and skills that they need to be enlightened citizens, to contribute to the state and national economies, and to lead satisfying lives. The students who enroll in this program will contribute to New Mexicans' quality of life through musical performances throughout the state and the region. While the GMPC does not fit into the general model of academic research, it certainly will expand creative output in the Department of Music and the College of Fine Arts.



- c. Does the program overlap or duplicate any existing program within UNM? In the state and/or region?*

The program does not overlap or duplicate existing programs within UNM. While it draws from similar courses in the Masters of Music in Performance degree, it provides additional focus to meet the career goals of the students enrolled. (see section 2.d. regarding career goals)

No other Graduate Performance Certificate is offered in music in the state of New Mexico. Similar programs do exist at Colorado University Boulder, Northern Arizona University, and several large schools in Texas.

- d. What is the governance structure of the program*

The governance structure of the Graduate Music Performance Certificate will be the same as the for the Masters degree in music. Students will work directly with and will be mentored by the faculty member in their instrument/area of study. The Coordinator of Graduate Studies in the Department of Music (currently Dr. Kevin Vigneau) will serve as the point of contact for prospective students who are applying. The governance structure beyond this in our Department of Music includes the Graduate Committee, Administrative Committee, Associate Chair of the Department of Music, and the Chair of the Department of Music.

## **2. Student Impact**

- a. How many students are projected to enroll?*

We anticipate that 25 students will enroll in the early years of this Graduate Performance Certificate. We plan to work to continue to expand this number, alongside our undergraduate and graduate populations.

- b. From where will these students be drawn?*

The students will be recruited from across the United State and abroad. Our Department regularly draws students from Mexico, Brazil, and China.

- c. What are the demographic characteristics and educational goals of the target students?*

The target student for the Graduate Music Performance Certificate is one who is seeking to focus exclusively on musical performance. Our current Masters of Music degree in Performance is a broad based degree that combines performance with academic subjects including musicology, music theory, and pedagogy. This broader degree prepares students to teach as well as to begin doctoral studies in music. This GMPC removes the academic courses to enable the student to focus on the skills need to emerge from UNM and enter the workforce as a professional musician in the fields of jazz or classical music.

- d. What are the employment goals of the typical target student?*

The target student for the Graduate Music Performance Certificate would be seeking to win a position in a symphony orchestra, successfully audition for operatic roles with opera companies,

to win auditions for jazz groups, to work in chamber music ensembles, or to be gainfully employed as a freelance musician.

### **3. Curricular Plan**

*a) Describe the curriculum and its impact on existing courses, including courses in other departments*

The Graduate Music Performance Certificate will be a 12 credit hour program, which can be completed in two semesters. There will be 8 required credits and 4 free credits as follows:

4 credits of applied lessons in the major instrument from APMS 501 and APMS 502

2 credits of Recital in the major instrument from APMS 591

2 credits of ensembles from sections of MUS 560.

4 free electives, which may include any graduate academic class in music theory, music history, musicology, additional applied lessons, conducting, chamber music, music repertoire and pedagogy and additional ensembles.

As this program will use existing graduate course work, there will not be an impact in terms of the need for additional instructors or newly developed courses. As this program will focus on music performance, there will not be an impact on courses outside of the department of music.

*b) What instructional models will be used in delivering the program?*

Applied lessons and Recital will be delivered in a traditional conservatory instructional method with one-on-one hourly instruction per week with UNM music department applied faculty and weekly studio class (weekly meeting of the entire applied studio and instructor in a performance practicum.) Ensembles will be structured in 2-3 rehearsals per week under the instruction of the faculty conductor for that ensemble. Any academic classes will be given in a variety of instructional models which may include lectures, web-enhanced instruction, readings, paper writing, attendance of live performances and other assignments and class discussion.

*c) What are the expected student learning outcomes for the program? How will the learning outcomes be measured?*

This broader degree prepares students to teach as well as to begin doctoral studies in music. This GMPC removes the academic courses to enable the student to focus on the skills need to emerge from UNM and enter the workforce as a professional musician in the fields of jazz or classical music. Outcomes will be measured at the end-of-term juried performance, and at the capstone recital.

#### **4. Budget Impact**

- a. The total number of faculty to implement this program would be 23 (4 brass, 5 woodwind, 4 string, 4 voice, 2 piano, 4 ensemble conductors). All of these faculty members would have either terminal degrees in music (DMA or Ph.D.) or demonstrated tested experience that is equivalent to a terminal degree.
- b. This program will not significantly impact the workload of the current faculty and staff because our program is an auditioned program. An audition is required by our accrediting body, NASM. In addition, enrollments in our studio are determined by departmental need so the faculty in collaboration with the department can control enrollments.
- c. No additional faculty or staff are needed. Everything is in place to implement this program.
- d. No faculty or staff development will be needed.
- e. There will be no impact on student support.
- f. There are no technology, media, equipment, and instructional supplies are needed.
- g. The implementation of this program will have no impact on the needs for additional or renovated spaces.
- h. No additional student support services are likely to be needed.
- i. There will be no additional course fees or other expenses for students who enroll in this program. The music department already has course fees on the classes that these students would take and these students would pay these fees as well.

#### **5. Accreditation Plan**

- a. *How does the program affect any existing accreditation and licensure requirements?*

This program has no impact on accreditation

- b. *If new accreditation is required, describe the accreditation process and expense involved*

Not applicable to this program

#### **6. Additional Information N/A**

## **Graduate Music Performance Certificate , Catalog Submission**

The Graduate Music Performance Certificate (GMPC) is a specialized, one year, post-baccalaureate program designed for musicians seeking careers as professional performing musicians. The Graduate Music Performance Certificate is designed to provide students with intensive and focused additional instruction with our expert faculty beyond either the Bachelor's Degree or the Master's Degree. The GMPC is a performance-based curriculum. Students can choose to enter before completing a Master's degree or can stay an additional year at the end of their Master's degree in order to take advantage of this program.

### **Application Submission requirements:**

- A letter of interest explaining your reasons for seeking admission to the program, and your expected time line for completion of the certificate, and noting the criteria above that you satisfy, and your social security number, mailing address and email address;
- Two letters of recommendation from people who know your educational or work accomplishments and abilities;
- A resume;
- Academic transcripts for all higher education coursework.

To insure consideration for a Fall semester admission, completed applications are due no later than March 1; for a Spring semester admission, no later than November. Depending on space availability, applications received after those dates may be considered.

. An audition for the appropriate applied music faculty, either in-person or via video or video posting.

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4 credits of applied lessons in the major instrument from APMS 501 and APMS 502

2 credits of Recital in the major instrument from APMS 591

2 credits of ensembles from sections of MUS 560.

4 free electives, which may include any graduate academic class in music theory, music history, musicology, additional applied lessons, conducting, chamber music, music repertoire and pedagogy and additional ensembles.

## **Share Credit Hours Between Graduate Certificates and Degrees**

The Graduate Music Performance Certificate is a stand-alone program. Enrollment in conjunction with the MMU is not allowed, however 100% of courses taken to complete the certificate can count toward a future MMU at UNM. No more than 50% of the courses for the certificate can come from a completed MMU at UNM.

### **Recital requirements:**

- **Recital Preview.** A student pursuing the GMPC must give a preview performance of the recital program for the approval of the appropriate area faculty no less than two weeks before the proposed recital date.
- **Recital Recording.** The GMPC Recital must be recorded by the Department of Music Recording Engineer and a copy of the recital recording must be deposited with the Department of Music. Arrangements for the recording of the GMPC must be made at least two months in advance of the recital date. Refer to the *Department of Music Graduate Student Handbook* for further information and requirements.

## **Graduate Program Projected Costs for the Graduate Music Performance Certificate**

The Department of Music does not anticipate any new costs associated with the implementation of the Graduate Music Performance Certificate, including new faculty salary lines, facilities upgrades, technology or instructional costs.

### **Library Impact Statement for Graduate Music Performance Certificate**

The music department does not anticipate a significant impact for UNM Libraries which will result from the implementation of the Graduate Music Performance Certificate Program. The students in this new certificate program will use the same library resources currently used by undergraduate and graduate students in the music program, including music scores, audio and video recordings and theoretical and musicological research. It is likely that the number of new students to the music department will not exceed 25 in any given year.