

GRADUATE RECITAL POLICY & PROCEDURE

NON-DEGREE RECITALS

A student requesting to perform a non-degree recital requires the approval of the Graduate Office and the student's performance professor. The student must be registered for at least one credit hour for the semester in which the non-degree recital will be performed.

MASTER'S DEGREE RECITAL

A performance area student should enroll for master's level lessons (480; 480J for Jazz emphasis, 380 for Lit/Ped majors, 480V for Collaborative Piano majors and 280 for Opera majors) in the first two semesters of their degree program. Before enrolling in MUS 698RA (master's recital), a student must not only complete these two semesters of lessons, but also complete and pass a jury examination in each of those two semesters. The registration for master's recital involves six semester hours of credit typically taken in the student's third and fourth long semesters of study. Registration for MUS 698RA must precede registration for MUS 698RB. The official master's degree recital is typically given in the spring semester of the student's second year of study, but may, with the approval of the student's studio teacher, be given in the fall of the second year, i.e. while registered in MUS 698RA. The master's recital must be graded by 3 faculty members from the student's performance area, including their primary studio teacher, and the student's teacher must attend the performance. All grades given are essentially pass ("Credit") or fail ("No Credit"). The master's recital grades must consist of more Credits than No Credits from the faculty graders.

DOCTORAL DISSERTATION RECITALS

For a doctoral major in performance, the dissertation includes three or four public DMA degree recitals (three recitals for Treatise program students, four recitals for Non-Treatise program students). The public recitals include two solo recitals, one lecture recital, and one chamber recital (the chamber recital is not required for Treatise program students). The second solo recital (DMA 2) should be prepared without the assistance of the supervising professor.

The DMA I and chamber recitals can only be performed after the completion of two semesters of lessons and the corresponding juries, but may be performed at any point afterward, including while in candidacy. Students must enroll in chamber music (MUS 281) the semester they perform the chamber recital. However, if a Conducting major obtained their MM from UT-Austin, they may perform their DMA and/or Chamber recitals before completing two semesters of CON 290/490; **this rule is only applicable to Conducting majors.**

Students can perform DMA II and DMA Lecture recitals only after being approved for doctoral candidacy. Both DMA II and DMA Lecture may be performed in the same semester. **Please note: the lecture recital and final oral examination (defense) may not be scheduled for the same day.**

GRADING THE DOCTORAL RECITALS

The DMA I solo recital and DMA Chamber recital are graded by 3 faculty members of the student's division including their primary studio teacher, and their studio teacher must attend the performance. The DMA II solo recital is graded by the 3 performance members of the student's doctoral committee, and the student's performance co-supervisor must attend the performance. The DMA Lecture Recital is graded by the members of the student's dissertation committee; both co-supervisors and at least two other committee members (four members in total) must attend the lecture recital.

Outside committee members are not required to grade or attend dissertation recitals; however, please encourage the outside member(s) to attend. The final grade reported to the Registrar's Office for dissertation is the average of all grades for the required performances.

DMA LECTURE RECITAL

For Treatise students, the primary purpose of the lecture recital requirement for the DMA degree in performance is to demonstrate the candidate's ability to communicate to an audience or class an in-depth understanding of some facet of the literature, performance, or pedagogy of the candidate's major instrument. Consequently, the amount of performance included may vary considerably according to the nature of the topic and the medium (the Piano Division requires at least one-half hour of performance); the principal consideration is that the performance illustrates the content of the "lecture." The subject of the lecture recital will usually be closely related to the topic of the candidate's treatise, although this is not a requirement. It is, therefore, recommended that the student consult with their treatise supervising professor when preparing for a lecture recital.

For Non-Treatise program students, the lecture recital is a recital presentation of the lecture recital document, which is later defended by the student to his/her doctoral committee in the last semester of study. More information about the Non-Treatise program is provided further on in this handbook.

REGISTRATION FOR THE DOCTORAL RECITALS

After admission to candidacy, doctoral performance students register for MUS 399R Dissertation for the first semester. MUS 399W Dissertation must be taken the semester the student intends to graduate. The grade symbol submitted for MUS 399R is an asterisk (*), which indicates continuing study; this same symbol will appear for each semester MUS 399W is taken, until the last semester, when the final grade of Credit (CR) or No Credit (NC) for all of the recitals is submitted for both MUS 399R and MUS 399W, assuming the successful completion of the final oral examination (defense).

Upon reaching candidacy, students who have entered the Treatise program upon reaching candidacy should register for MUS 399 Treatise in semesters when they are working on the treatise with their academic co-supervisor.

Upon reaching candidacy, students who are in the Non-Treatise program upon reaching candidacy should register for MUS 399N Non-Treatise Lecture Recital Document with their academic co-supervisor as instructor of record in the semester that they will be presenting their Lecture Recital. Please check with the Graduate Coordinator for assistance in determining the appropriate course for registration.

GRADING THE DOCTORAL TREATISE

The final grade for treatise is submitted by the supervising professor and is distinct from the dissertation grade, which is the average of all grades given for the three dissertation performances (i.e DMA I, Chamber & DMA II). The final grade for MUS 399N is submitted by the academic co-supervisor of the Lecture Recital. As with the 399R and 399N courses, in the rare cases that 399 Treatise or 399N Non-Treatise Lecture Recital course is taken before the student's final semester, an asterisk (*) will be assigned until the student successfully defends and graduates.

SCHEDULING RECITALS

Recital scheduling is based on a lottery system administered via the web twice a semester; you may enter the lottery for a recital date either the semester before or at the beginning of the semester in which you plan to perform. Students will be emailed with instructions for entering the lottery prior to each round. Students who miss the lottery may schedule a degree recital individually, but only after the last lottery for a given semester is completed.

DMA Lecture Recitals should be scheduled in person with Scheduling Office and can be scheduled at any time – early scheduling is encouraged.

The Butler School of Music requires that students pay a \$150 for each recital to cover event support. All students are required to pay the recital fee.

In order for a student recital to be fully approved and publicized on the school's web calendar, all pertinent faculty advisors must approve the recital and the recital fee must be paid by the student.

All correspondence regarding policies and procedures for scheduling degree recitals occurs via email – students should pay close attention to emails from scheduling@mail.music.utexas.edu and heed deadlines.

Recital Time/Length

Consult with your performance instructor; recital must not be longer than 90 minutes, including any intermission time (unless you are using a pre-existing performance for recital credit).

Dress Rehearsal

Dress rehearsals should be requested as early as possible. Requests should be emailed to scheduling@mail.music.utexas.edu. Each student is allotted two hours of time in the scheduled performance hall. More time may be scheduled if, within two weeks of the recital date, the hall is still available.

Canceling or Postponing a Recital

A student must perform the scheduled recital unless there is an acceptable reason for cancellation, such as injury or emergency of the recitalist or a critical collaborative partner. Inadequate preparation or problems with assisting performers are not considered valid reasons for cancellation. In the event that a recital must be canceled or postponed, the performer must notify the Scheduling Office as soon as possible. All requests for recital fee refunds are reviewed by an anonymous appeals committee – decisions made by this committee are final.

RECITAL PROGRAMS

The Butler School of Music will print up to 50 programs on students' behalf, **as long as the recital program staff receives program content 4 weeks in advance**. Programs can be submitted to studentrecitalprograms@mail.music.utexas.edu four weeks prior to the recital date for formatting and printing.

If you choose to print a program yourself, please include which degree recital is taking place, and which specific degree the recital will count toward completing.

RECORDING

All degree recitals in Bates Recital Hall, Jessen, the Recital Studio, and Lecture Recital Hall 2.614 are automatically scheduled to be recorded. Any recitals held in a room other than these spaces or an off-campus location will not be recorded by Butler school staff. Please see the section on Off-Campus Recitals for important policies. Recordings of recitals are shared with students digitally in the week after a performance and are archived.

RECITALS HELD OFF CAMPUS

Students are permitted to hold an MM, DMA I, DMA Chamber, DMA II, or AD degree recital off campus, as long as the following procedures are followed:

- The student's supervising professor must attend the recital at the student's expense.
- The student is required to video record the recital and provide the video (unedited) to all faculty members grading the recital if they are not able to attend.
- The student must notify the scheduling office of any off-campus degree recital at least 6 weeks in advance; there will be no retroactive approval for off-campus recitals performed.
- Student will also be required to submit stereo, 44.1 kHz, 16-bit audio files of the off-campus performance and three copies of the recital program to the Recording Studio for archiving purposes.

DMA Lecture Recitals may not be held off campus.

STRING DIVISION PRE-RECITAL JURIES

The PRJ (Pre-Recital Jury) committee consists of the student's performance instructor and two other string faculty members. A PRJ must be 20 minutes in duration, and the faculty committee may hear any part of the recital program. Passing this jury permits the student the privilege to perform their degree recital in public and to be evaluated by the student's performance instructor. If the student fails this jury, they must cancel the proposed recital date and repeat the PRJ the following semester.

Pre-Recital Juries (PRJ) are to be performed approximately one month before a scheduled recital date and this must be taken into consideration when deciding on a date. Up to three days will be scheduled by the string faculty each semester when a PRJ may be performed. Students will select the most appropriate date based upon when the actual recital is scheduled. Information on PRJ dates is available from the student's teacher. In the event of an early fall or summer recital a special committee can be appointed to hear the PRJ.

GRADUATE COMPOSITION RECITALS

All graduate students in composition must present one recital as part of their degree program. This recital, whether for a Masters or Doctoral level student, must be approximately 30 minutes in length, must consist of works approved by the student's composition instructor, and must be performed no later than the student's last semester in residence. The student must receive from the jury more grades of "Credit" than "No Credit" for the recital; if more No Credits are received than Credits, the student, upon approval of the Music Theory and Composition faculty, must present another recital. The recital will be scheduled as either a MM or DMA I recital, and will be graded by 3 faculty members in the Composition division. The recital will be recorded by the Recording Studio. Students are welcome to have a joint recital with another composition student.

GRADUATE CONDUCTING RECITALS

Master Conducting Recitals

Masters' conducting recitals have the same requirements and options as Doctoral recitals taking place prior to candidacy.

Doctoral Conducting Recitals

Before Candidacy

1. DMA I Recital – Rehearsal Format Recital
 - a. Not required to be scheduled through Scheduling Office.
 - b. Must be videotaped by the Conducting division for grading purposes, but will not be archived in the Fine Arts Library.
 - c. Butler School of Music Recording Studio **does not** record this recital.
 - d. Graded by 3 faculty members of the Conducting division.
2. DMA Chamber Recital – Compilation Recital*

- a. Required to be scheduled through the Scheduling Office (i.e. inform Scheduling Office which Ensemble performance will be used as part of your compilation recital). Possible to do a full-length conducting recital as one performance, instead of a compilation of many small performances.
- b. Recording Studio records the independent pieces conducted, and a recording is compiled at the end of the last set of pieces conducted.
- c. Graded by 3 faculty members of the Conducting division.

In Candidacy

3. DMA II – Compilation Recital*

- Same requirements as the DMA Chamber Compilation Recital, with the exception of grading; this recital will be graded by the 3 conducting/ensemble division dissertation committee members
- On rare occasions, a doctoral conducting student will be permitted to perform the DMA II recital before advancing to candidacy. Only conducting students who hold an assistantship as the primary conductor of a performing group will be eligible for special consideration. Students seeking permission to perform the DMA II early must have completed all course work and have been approved to take comprehensive exams.

4. DMA Lecture Recital

- a. Required to be scheduled through the Scheduling Office – preferably in MRH 2.614 or Recital Studio 2.608, where Audio/Visual and recording technology is readily available.
- b. Recording Studio records the recital.
- c. Graded by dissertation committee

*Guidelines for Conducting Recitals that are compiled:

1. The student plans, with their faculty supervisor, which selections they will conduct on Butler School of Music ensemble performances during the academic year.
2. Before the final performance, the student “schedules” the final performance date as a “DMA Chamber Recital” concurrent with an ensemble performance on the calendar.
3. After the final performance, the student prepares a compilation containing the selections that they conducted during the year. The selections must be in chronological order. Please consult with the Recording Studio regarding the appropriate media for the compilation.
4. The student creates a “Compiled DMA Recital” program, including all selections.
5. The student brings the compilation and 7 copies of the program to the Recording Studio.
6. The Recording Studio will submit the audio files and program to be archived.

GRADUATE OPERA RECITALS

MM, DMA I, DMA Chamber, and DMA II Recitals in Opera Performance

A major operatic role may be used as the MM, DMA I, and/or DMA Chamber degree recital credits, with the approval of the Director of the Butler Opera Center and the student's primary voice teacher. The student must notify the Scheduling Office at least four weeks ahead of the

performance if a role is to be used as a recital credit. The performance used must be one of the scheduled performances to be recorded by the Recording Studio (normally two out of four shows). Three Faculty members from the vocal division will grade the performance.

The same is true for a DMA II Recital, however, Doctoral Opera students are supposed to be in candidacy prior to performing a DMA II recital; grading for this recital is done by the 3 performance faculty members on the student's dissertation committee. On rare occasions, an opera student will be permitted to perform the DMA II recital before advancing to candidacy. Permission must be received from the Director of Graduate Studies. Students seeking permission to perform the DMA II early must have completed all course work and have been approved to take comprehensive exams.

MM, DMA I, DMA Chamber, and DMA II Recitals in Opera Directing

A graduate directing student will work with the Director of the Butler Opera Center to decide which directing projects will count as MM, DMA I, and DMA Chamber degree recitals. The student must notify the Scheduling Office at least 6 weeks ahead of time, identifying which performances will count as recitals.

The same is true for a DMA II Recital, however, Doctoral opera directing students are supposed to be in candidacy prior to performing a DMA II recital; grading for this recital is done by the 3 faculty members on the student's dissertation committee. On rare occasions, an opera student will be permitted to perform the DMA II recital before advancing to candidacy. Permission must be received from the Director of Graduate Studies. Students seeking permission to perform the DMA II early must have completed all course work and have been approved to take comprehensive exams.

DMA Lecture Recital in Opera Performance or Opera Directing

The DMA Lecture Recital for doctoral opera students is the same as for all other students. See information at the beginning of the Recital Section of this handbook.