COMMUNICATION INFORMATION:

This course is a required elective for certain Performance majors in both undergraduate and graduate degree programs. All other students are enrolled as needed in the chamber music program. Email is an essential form of communication used during this course for coaching and recital bookings. In addition, general information concerning chamber music administration will be posted throughout the year on OWL (site “Chamber Music 2022/23”).

ADDING/DROPPING THIS COURSE
Encouraged Add/Drop Deadline for this course is September 20, 2022.
Official Registrar’s Add/Drop Deadline for this course is November 30th, 2022.

Please register with the Performance Office TC232 should you need an add/drop form. Students taking this course should be registered for credit (regardless of degree requirements) unless special permission has been given by the Chair of Performance.

GENERAL MEETING -
As much as possible, please try to attend a chamber music general meeting held September 13th, 8:30am in Talbot College Rm. 101. This meeting will cover important information pertinent to the requirements of the course.

DESIRED LEARNING OUTCOMES:
Through their participation in this course, we wish for students to gain a deeper understanding of:

- chamber music repertoire involving their instrument
- meaningful ways to rehearse as a group, and prepare individually for their repertoire
- how to perform their repertoire

COACHING:
Following a successful audition, students are assigned to groups and coaches by Professors Starling and Wiebe, in consultation with the Performance Department Chair. Groups receive weekly coachings by the assigned faculty member for a total of 12, 50-minute coachings per semester.

REHEARSING:
Groups are required to rehearse at least twice per week, totaling two hours per week.

CODE OF CONDUCT
All players are equals with different strengths and therefore respectful behavior and communication
between players in a group is required at all times. All members are encouraged and expected to:
- participate with musical ideas and provide suggestions in rehearsal, and in a manner that is not authoritative or belittling. Such examples are: “Can we check the tuning of this chord?
Can we run that section again playing the staccatos shorter to see if it is more together? Can I hear how you are playing this and then we try it together? What part here does everyone think should come out strongest?”
- respectfully and genuinely consider the ideas of all the other members
- be a part of the creation of weekly goals and overall assessment of progress
- respect each other by arriving early punctually and adequately prepared for each rehearsal
- respond to emails chamber music-related communication in a timely manner and contribute to the administration of the group

If the above is not occurring in the group, concerns should be discussed amongst the group and/or brought to the group’s coach as early as possible.

If there are personal conduct concerns, please speak with the group’s coach. Western’s Student Code of Conduct can be found here: https://studentexperience.uwo.ca/student_experience/studentconduct.html

**DESIGNATED GROUP MEMBER (DGM)**

The chamber music coordinators will designate one student from each group to be responsible for administration details and to be the group’s contact person for the chamber music coordinators, chamber music TA, student composer concert TA, and coach. Whatever the DGMs responsibilities, all the members of the group are equally important, and need to be actively and regularly involved in the administration of the group’s activities.

The DGM’s administrative activities include:

- **booking rehearsal and coaching rooms** for the year through Book King (see BOOKING AND REHEARSALS AND COACHINGS below)
- **communicating regarding the Student Composer Concert** with the Student Composer Concert TA, Neda Samavati nsamavat@uwo.ca
- **booking the Graded Recitals and dress rehearsals** for Option A or Option B, described below (see GRADED RECITALS and BOOKING RECITAL DETAILS sections).

**BOOKING REHEARSALS AND COACHINGS**

Shortly after September 12, the designated group member (DGM) will receive an email from Mr. Len Ingrao lingrao@uwo.ca with instructions regarding how to book rehearsal rooms for the year. After consulting with the group and its coach on availability and other needs (space, preferred pianos), the DGM needs to book rooms for:

- **Rehearsals** (2 hours per week)
- **Coachings** (1 hour per week)

*It is imperative for DGMs to book within one week after they hear from Mr. Ingrao, while they are given booking priority. After that week, they are no longer given booking priority.*
PERFORMANCES:

NOVEMBER CHAMBER MUSIC SHOWCASE/THE YOUNG-JA PARK CHAMBER MUSIC AWARD COMPETITION

Normally, each group in its entirety is required to perform repertoire of no more than 10 minutes in length chosen by their coach from their Fall Term repertoire.

There will be two Showcases, as follows:

STRINGS/PIANO  Wednesday, November 16, 12:30 P.M., von Kuster Hall
WOODWINDS/BRASS/PERCUSSION/PIANO Thursday, November 17, 12:30 P.M. von Kuster Hall.

Coaches are not required to attend the Showcases, should scheduling not permit. Students are normally required to stay for their entire recital to hear the other groups perform.

Attendance for the student's Showcase Concert comprises 3% of the student's grade. An attended concert warrants 3/3. An absence warrants 0/3.

Dress Rehearsal for the Showcase Concerts are Nov. 13, 5-9 p.m. in vKH. The Chamber Music TA, Ivan Li zli2873@uwo.ca will post a signup sheet on the Chamber Ensemble Bulletin Board on the 2nd floor of Talbot College, across from the library, for groups to sign up for a dress rehearsal. Dress rehearsal attendance is normally mandatory for each member of each group. Coaches are not required to attend the dress rehearsal.

The Young-Ja Park Chamber Music Award Competition is an exciting feature of our student chamber music program and will take place during the November Chamber Music Showcase. All groups perform on the Showcase. Groups that qualify for the competition will be considered for the award based, in part, on their performance during the November Showcase Concerts. Every group plays on a Showcase. The DGM will receive a form to provide the program information about 2 weeks prior to the Showcases. This form also asks if the group wishes their performance to be considered for the award competition.

Awarded annually to full-time Don Wright Faculty of Music graduate and/or undergraduate students performing in a Chamber Music group, with a minimum 70% average, who are being recognized as members of the most promising Chamber Music Group, and exemplify excellence in performance and collaborative work throughout the fall term. The recipients will be selected by a committee within the Don Wright Faculty of Music and will perform in a Spring recital at the Don Wright Faculty of Music. This award was established with a generous gift from Mr. Ok-Kyu Park in memory of his wife, Young-Ja Park.

Mrs. Young-Ja Park (née Song) immigrated to London, Ontario, from South Korea in 1969. She had a deep love of classical music and was an ardent supporter of her children’s musical education, inspiring many in the London community to follow suit. This award was created in loving memory of Mrs. Park as a way of celebrating excellence in chamber music.

Mrs. Park died in 2018 at the age of 70.

Terms & Qualifications for the Award Competition

*A group must have at least two members with an average GPA of 70% or over to qualify.
*Any individual recipient in the winning group must have a minimum average of 70%.
A group must have 6 members or less to qualify. 
*Groups must be classical music ensembles 
*Only full-time *DWFOM* students (including those not registered for chamber music but are in the winning group) may receive the award 
*Having a non-music major in the group does not, by itself, disqualify the group from consideration for the award. But only full-time Don Wright Faculty of Music students in the winning group can be recipients of the award. 
*A group still may participate in the competition, and be considered for the award, if a member or members of the group are not taking the chamber music course for credit. But any student not taking the chamber music course for credit may not share in the winning scholarship, should their group win the award. 
*Each group that satisfies the criteria of the Scholarship Audition may play an audition of no more than 10 minutes in duration, chosen by their coach from their Fall Term repertoire. 
*Faculty from the *DWFOM* will judge the competition during the November Showcase Concerts, and choose the group that exemplifies excellence in performance and collaborative work. 
* Groups which have a faculty member participating as player/coach are ineligible to win the award. 

**AWARD:** 
*The winning group receives a total of $3000. 
*In acknowledgement of this award, the winning group must perform a full recital in the spring semester. 
For *Option A* groups, this will be their full Graded Recital and for *Option B* groups, this means the combination of both term Graded Recitals 

**GRADED RECITALS:**

*Option A* 
A group performs one Graded Full Recital, consisting of approximately 40 - 50 minutes of music. The coach makes the final determination regarding the repertoire for the Graded Recital. The Graded Full Recital takes place in February or March of the second semester, during an allocated chamber music date. 

*OR*  

*Option B*  
A group performs one Graded Half Recital, consisting of approximately 20-25 minutes of music per recital, in *each* semester. The coach makes the final determination regarding the repertoire for each Graded Recital. The Term 1 Graded Half Recital will take place in the latter part of November; the Term 2 Graded Half Recital will take place in February or March. Both Graded Half Recitals take place on allocated chamber music Graded Recital dates. 

**BOOKING RECITAL DETAILS**

*For all groups* - *We strongly recommend that groups book their Graded Recitals and dress rehearsals before any individual in the group books their solo credit recital.* 

Coaches are normally required to attend this concert in order to assign a grade for each individual member of the chamber ensemble. *A change in a coach’s availability does not warrant the rescheduling of a Graded Recital.* Recitals are recorded by the DWFOM recording staff. In the event of a coach’s absence at a Graded Recital, the coach will grade the recital after the fact by recording.
DRESS REHEARSALS: Groups may request 60-minute dress rehearsal time slots (for Option A groups) and 30-minute dress rehearsal time slots (for Option B groups) in von Kuster Hall with Lou D’Alton ljdalton@uwo.ca. We encourage groups to book a dress rehearsal time at the time of booking their recitals or as early as possible, to ensure they receive a time. At the time of booking the recital, the only dress rehearsal times offered are weekdays 9am & 11:30am, 2pm – 3:30pm and 10 -11pm. If a group waits to book the dress rehearsal, they must wait until all solo recitals have been booked for more options to be made available.

For ALL GROUPS requiring piano, the DGM must notify the piano tech department pianoservice@uwo.ca at least two weeks before the Graded Recital dress rehearsal (and both dress rehearsals for Option B) regarding piano details for the recital(s) and dress rehearsal(s)—how many pianos, lid off or on, etc.

**GRADED RECITAL PROGRAMMES**

DWFOM is not making any printed programmes this year (for any concerts). All submitted programmes will be available online for download. They will also be on display outside the concert on a digital screen, if they have been submitted on time.

For their Graded Recitals, all chamber groups must either:

- a) email their programmes (in a finalized, pre-approved PDF format - there will be no editing) a minimum of 3 business days in advance to musicevents@uwo.ca to ensure they are included in the faculty-wide program listing for audience members to download (DWFOM will have signage/QR codes/communications indicating where to find programs online.
- OR
- b) print, copy and distribute their own their hard copy programmes

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<thead>
<tr>
<th>Groups choosing <strong>Option A</strong> - the default option</th>
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<tbody>
<tr>
<td>One full Graded Recital in Term 2.</td>
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<tr>
<td><strong>Term 2 recital date options are:</strong></td>
</tr>
<tr>
<td>Mar 2: 4, 6 &amp; 8p</td>
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<tr>
<td>Mar 3: 6 &amp; 8p</td>
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<tr>
<td>Mar 4: noon, 2, 6 &amp; 8p (Note there will be an opera Performance this day at 3pm, so groups affected should book accordingly)</td>
</tr>
<tr>
<td>Mar 6: 4, 6 &amp; 8p</td>
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<tr>
<td>Mar 8: 6 &amp; 8p</td>
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If a group has not declared itself to be Option B through a confirmation email by **Fri. Sept. 16, 5 p.m., 2022** (see below in **Option B**), it is committed to the Option A Recital. *This commitment is binding.*

The group and coach should decide on mutually available dates for both the Graded Full Recital and its dress rehearsal. Groups may request sixty-minute dress rehearsal time slots with Lou D’Alton ljdalton@uwo.ca.

Between **September 20 and September 23** the DGM should book his/her group’s Graded Full Recital by email with Lou D’Alton, ljdalton@uwo.ca. After that time they can still email Mr. D’Alton but he will only enter chamber group bookings after solo credit recital bookings are completed each day.

<table>
<thead>
<tr>
<th>Groups choosing <strong>Option B</strong> -</th>
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One Half Graded Recital each term.

**Term 1 recital date options** are:

- **Nov 21:** 4 p.m. and 6 p.m. (note opera does not finish until Nov 20)
- **Nov 22:** 6p
- **Nov 23:** 4 p.m. and 6 p.m.
- **Nov 24:** 6p
- **Nov 25:** 4 & 6p
- **Nov 28:** 4 & 6p
- **Nov 29:** 4p
- **Nov 30:** 4p & 6p
- **Dec 1:** 4p
- **Dec 2:** 4 & 6p

**Term 2 recital date options** are:

- **Mar 2:** 4, 6 & 8p
- **Mar 3:** 6 & 8p
- **Mar 4:** noon, 2, 6 & 8p (Note there will be an opera Performance this day at 3pm, so groups affected should book accordingly)
- **Mar 6:** 4, 6 & 8p
- **Mar 8:** 6 & 8p

Groups and coaches must collectively determine all Half Graded Recital possible dates/times available to them for Term 1 and Term 2. After consulting as a group and with their coach, each member of a group should email the **confirmation of Option B**, to his/her coach, in the following manner:

“I, ________________, confirm that I choose Option B (2 Half Recitals) for my group’s Graded Recital option.”

This confirmation email is binding for the entire year and acts as an addendum to the course outline. DGM’s need to email all date/time availabilities, including indication of preferred date/times, to the coach. Once the coach has received these emails from all members of the group, the coach emails a copy of the confirmation emails and dates to the Chamber Music TA, Ivan Li zli2873@uwo.ca by **FRIDAY SEPT. 16, 5:00pm**. The Chamber Music TA will book the recital with Lou D’Alton and re-confirm the booking with the group’s coach and DGM within a few days via email.

Recital Deferrals:
Please consult [https://music.uwo.ca/departments/music-performance/handbook/deferrals.html](https://music.uwo.ca/departments/music-performance/handbook/deferrals.html) under “Deferral of a Graded Chamber Music Recital” regarding the policy for deferring chamber music recitals. Please note that, while the Affected Student (the chamber music student whose illness/injury or circumstance requiring compassion are the grounds for their request to defer their Graded Chamber Music Recital) and Designated Group Member bear certain responsibilities described in the MPS handbook, in requesting and rescheduling a deferred Graded Chamber Music Recital, all group members need to communicate in a timely and responsible manner to facilitate any deferral request a group may make for a Graded Recital.

**STUDENT COMPOSER CONCERT**

In addition, each group will normally incorporate into the weekly rehearsal/coaching schedule the preparation of a 6-8-minute work written by a UWO student composer chosen by the instructor of the
composition course.

By early October, faculty will assign student composers to write for student chamber music groups. The DGM and the group’s composer must arrange for the composer and group to have two *encounters* before the end of the first term: a rehearsal and then a workshop. The *rehearsal*, which must be held before the **October 28**, allows the composition student to hear the ensemble rehearse and for the student to ask questions related (but not limited) to instrumental and ensemble performance practice. The *workshop* is an opportunity for the composer to hear reading of excerpts of their “work in progress.” The workshop will occur sometime during the last three weeks of the first term. It is designed to facilitate discussion of performance-specific issues, and allows for an experiential component to the collaboration. Although the compositions will be in an unfinished state, the composer must take care to present readable, detailed excerpts for the ensembles to play.

Professor Wiebe will monitor student performances of these works on the Student Composer Concert in April. Attendance for the Student Composer Concert comprises 3% of the student's grade. An attended concert warrants 3/3. An absence warrants 0/3. Coaches are not required to attend this concert, should scheduling not permit.

The student composer concert will be held **Wednesday, April 5, at 7:30 p.m. (not 8 p.m.!) in von Kuster Hall.** This performance is normally mandatory for all students registered in the chamber music program. Dress rehearsals for this concert will take place **March 25 between 9 a.m. and 1:30 p.m. in vKH, and April 1, also between 9 a.m. and 1:30 p.m. in vKH.** Each group will be allotted a thirty-minute dress rehearsal time slot within one of the above dress rehearsal dates. The composer for each group is responsible for booking a dress rehearsal time, once they have consulted with everyone from their chamber group. The sign-up sheet for the student composer concert dress rehearsal will be posted on the Chamber Ensemble Bulletin Board on the 2nd floor of Talbot College, across from the library.

On **Thursday, February 16, 2023, between 2:50 p.m. and 3:20 p.m.,** Student Composer Concert TA, Neda Samavati nsamavat@uwo.ca will meet with each DGM to hand them a finished set of parts, and one score, for the DGM to immediately disperse to their group. Neda will also leave a score for each faculty coach in their TC210 mailbox. In addition, on February 16, Neda will email scores and parts to each member of each group, and email one score to each coach.

Following the submission of final scores and parts, the group should incorporate the work into their weekly rehearsals and coachings in preparation for the student composer concert. The group must invite the student composer, and the student composer is required to attend, at least one rehearsal of the student composer’s work by **March 24.**

**EVALUATION:**
Coaching Sessions: 48%
Graded Recitals:
Option A: 44% for the full-length Graded Recital
OR
Option B 22% and 22% for two half-length Graded Recitals
Attendance for Showcase Concert 3%
Attendance for Student Composer Concert 3%

Evaluation of the studio coaching sessions and the recital is based on the development of the student's ensemble playing as assessed by his/her faculty coach. This involves the individual preparation necessary for the successful command of the repertoire. Evaluation also draws on the development of interpretive communication skills with colleagues during the course of the year along with the ability to execute concepts in a performance setting.

Coaches are expected to advise in the choice of repertoire and are solely responsible for the term reports and the final recital grade. Each student will be evaluated individually on a Progress Report issued at the end of term one. This mark is an unofficial progress report form for your coach. A Final Grade Report will be issued in April following the completion of all course requirements. This is the mark that will be entered in your transcript. Attendance is required at all rehearsals, coachings and performances.

NOTE:
Chamber ensembles formed for chamber music credit cannot be used for solo credit recitals. If chamber music is used on a solo (studio) recital, personnel and repertoire within the recital chamber ensemble must be a departure from the existing chamber music credit ensemble.

We hope that you enjoy your chamber music experience and wish you a successful year.

Prof. Starling and Wiebe

Statement on Academic Offences
- Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic offence, as found at https://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_grad.pdf

• Statement on Health and Wellness
- Students who are in emotional or mental distress should refer to Health and Wellness for a complete list of options about how to obtain help.

• Statement on Accommodation for Medical Illness (adapted from the Senate policy on Academic Consideration for Student Absences—Undergraduates) at https://www.uwo.ca/univsec/pdf/academic_policies/appeals/accommodation_medical.pdf
- The Graduate Program in Music recognizes that a student’s ability to fulfill academic responsibilities may, on occasion, be impaired by illness or injury. To ensure fairness and consistency for all students, academic accommodation for work representing 10% or more of the student’s course grade shall be granted only in cases where there is documentation indicating that the student could not reasonably be expected to meet the academic responsibilities. Documentation shall be submitted, as soon as possible, to the office of the Associate Dean (Graduate Studies), not to the course instructor.
- Students with special learning needs or other circumstances are asked to inform the instructor as soon as possible so that necessary accommodations can be considered.

• Accessible Education Western
Western is committed to achieving barrier-free accessibility for all its members, including graduate students. As part of this commitment, Western provides a variety of services devoted to promoting, advocating, and accommodating persons with disabilities in their respective graduate program. Graduate students with disabilities (for example, chronic illnesses, mental health conditions, mobility impairments) are strongly encouraged to register with Accessible Education Western (AEW), a confidential service designed to support graduate and undergraduate students through their academic program. With the appropriate documentation, the student will work with both AEW and their graduate programs (normally their Graduate Chair and/or Course instructor) to ensure that appropriate academic accommodations to program requirements are arranged. These accommodations include individual counselling, alternative formatted literature, accessible campus transportation, learning strategy instruction, writing exams and assistive technology instruction.

**Statement on Gender-Based and Sexual Violence**
Western is committed to reducing incidents of gender-based and sexual violence and providing compassionate support to anyone who has gone through these traumatic events. If you have experienced sexual or gender-based violence, either recently or in the past, you will find information about support services for survivors, including emergency contacts at [https://www.uwo.ca/health/student_support/survivor_support/get-help.html](https://www.uwo.ca/health/student_support/survivor_support/get-help.html). To connect with a case manager or set up an appointment, please contact support@uwo.ca or call 519-661-3568.

**Accommodation on Medical or Compassionate Grounds**
According to Senate policy, it is the instructor’s responsibility to determine if and how work missed due to medical or compassionate grounds will be accommodated. Whether or not medical documentation is required when the work is worth less than 10% of the final grade is at the discretion of the instructor. If work missed because of medical or non-medical reasons is worth more than 10% of the final grade, documentation is required. Any documentation, when required, is processed through the Office of the Associate Dean (Graduate Studies), and should be sent directly to this office, not to the instructor. Instructors are encouraged to contact the Associate Dean (Graduate Studies) if they have concerns about student absences or other matters that may be affecting a student’s academic progress.

**Support Services for Students with Disabilities**
The University accommodates students with disabilities, subject to not compromising the academic integrity of the course or program. Students with disabilities work with Accessible Education (AEW), which provides recommendations for accommodation based on disability documentation and other considerations. Support Services for graduate students with disabilities can be found here: [https://grad.uwo.ca/resources/regulations/15.html](https://grad.uwo.ca/resources/regulations/15.html). Instructors are invited to speak to the Associate Dean (Graduate Studies) if they have questions or concerns about accommodation for graduate students with disabilities.

**Religious Accommodation**
When scheduling of course requirements conflicts with religious holidays that require absence from the University or that prohibit or require certain activities on the part of the student, the student will not be penalized for absence because of religious reasons. If a suitable arrangement involving a graduate course cannot be worked out between the student and instructor involved, they should consult the Associate Dean (Graduate Studies). Further information can be found here: [https://www.uwo.ca/univsec/pdf/academic_policies/appeals/accommodation_religious.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/accommodation_religious.pdf)
Appeals of Academic Decisions

Graduate students may appeal a mark on a particular piece of work, an examination, or final standing in a course. The first step is for the student to initiate informal consultation with the course instructor. If a resolution is not reached the student may the appeal to the Associate Dean (Graduate Studies) in writing.

Students may also appeal the ruling of an instructor, a program, or an administrator in any academic matter. Grounds for appeal include: medical or compassionate circumstances; extenuating circumstances beyond the student’s control; bias; inaccuracy; and unfairness. Further information about appeals of grades in graduate courses may be found at: https://grad.uwo.ca/resources/regulations/14.html

Scholastic Offences

The University has a Scholastic Discipline policy that regulates procedures in the event that a graduate student is suspected of a scholastic offence, most commonly plagiarism or cheating, but also violations of research ethics. It is important to note that while the course instructor will likely investigate the offence, possibly meeting with the student to clarify the issue, it is the Associate Dean (Graduate Studies) who, in consultation with the instructor, assesses penalties for scholastic offences in graduate courses. The Scholastic Discipline policy for graduate students may be found at http://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_grad.pdf

The School of Graduate and Postdoctoral Studies has developed a mandatory Academic Integrity Module that is designed to help students understand and abide by principles of academic integrity. Further information about this module can be found at: https://grad.uwo.ca/life_community/study/index.html New doctoral students in Music are required to complete the TCPS 2: CORE-2022 (Course on Research Ethics) in their first term.

Grading Guidelines for Graduate Courses

Below is the grading scale for all programs in the School of Graduate and Postdoctoral Studies. Note that final grades must be numeric.

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<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A</td>
<td>80-100%</td>
</tr>
<tr>
<td>B</td>
<td>70-79%</td>
</tr>
<tr>
<td>C</td>
<td>60-69%</td>
</tr>
<tr>
<td>F</td>
<td>00-59%</td>
</tr>
</tbody>
</table>

Please consult the Associate Dean (Graduate Studies) if you have questions about student averages in relation to progression and funding status.

A grade of INC (incomplete) may be used in exceptional circumstances if a student is unable on medical or compassionate grounds to complete the course requirements within the normal time. Grades of INC must be approved by the Associate Dean (Graduate Studies).

Instructors assigning a grade of INC are asked to determine with the student a timeline for completion of the course requirements. A grade of INC will be changed to a numeric grade if the work is completed by the grade submission deadline for the term following the one in which the INC
was awarded. If a numeric grade is not submitted by this deadline, the INC automatically becomes a Failure.