Department of Music Ethics Requirements for Graduate Students

A. Overview

Ethics training is a mandatory requirement for all University of Alberta graduate students.

For music students, the requirement is fulfilled by completing BOTH of the following:
1. Faculty of Graduate Studies and Research online *Graduate Ethics Training (GET) Course*
2. Department of Music *Graduate Ethics Training (GET)*

(details of each are on the following pages)

B. Deadlines and Proof of Completion

Students are encouraged to complete the ethics component as early in their program as possible. BOTH of these components must be completed by the following deadlines:

MMus applied routes:	Before the final graduate recital
MMus Composition:	Before the final oral defense
MMus Choral Conducting:	Before the final graduate recital
MA (thesis-based):	Before the final oral defense
MA (course-based):	Before presentation of the capping essay
PhD:	Before the final oral exam
DMus applied routes:	Before the final graduate recital(s) (the last recital)
DMus Composition:	Before the final oral defense
DMus Choral Conducting:	Before the second graduate recital

*The final exam/recital/presentation will not be scheduled until the Ethics Requirements are met.

Proof of Completion: Students must supply both their supervisor and the graduate administrator with proof of completion of the ethics requirements on or before the above deadlines as follows:

> i. For the FGSR portion of the training, students must supply a printed confirmation of the completion of the online course. This is available once you log-in to your online course in the "My Grades" area.

> ii. For the Department of Music portion, please submit the online student response form and essay to you supervisor who will then evaluate and sign it. Either the student or supervisor should ensure this gets to the graduate administrator.

Help and Questions? You can ask:

- Your Supervisor
- The Graduate Administrator
- FGSR (for the FGSR online course only)

PART ONE: Faculty of Graduate Studies Online *Graduate Ethics Training Course*

Please go to the following website and enroll yourself in the GET course (at the bottom of the page under "How to Access the GET Course"): FGSR Academic Integrity and Ethics Training Requirement

All instructions will be online. Questions should be directed to the Faculty of Graduate Studies and Research.

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PART TWO: Department of Music *Graduate Ethics Training (GET)*

The Department of Music's 3-hour component of the required Graduate Ethics Training is in two parts:
        A.   a list of online required readings
        B.   a written response

A. Online Required Readings: Of the four categories of online readings listed below, Category 1 (pertaining to teaching issues) is required for all students. Besides Category 1, please choose **one additional category** based on your specific research interests, and/or the advice of your supervisor.

      1) Studio and Classroom Teaching (required of all students)
             i) Website: American Musicological Society
                 Read: Section III

      2) Research Involving Human Participants and Archiving
             i) Website Link: Department of Anthropology - Ethics Proposal Guidelines
                 Read: all

             ii) Examine the U of A ethics website: Research Ethics Office

      3) Ethical Issues in Academic Research and Publication
             i) Website Link: American Musicological Society
                 Read: Sections I and II

      4) Copyright, Intellectual Property, Public Performances and Recordings
             i) University of Alberta, Copyright and Licensing Office: Copyright Office
                 Read: Graduate Students: Copyright Office - Guide for Graduate Students
                 Read: Instructors: Copyright Office - Guide for Instructors

             ii) Website: SOCAN (Society of Composers, Authors and Music Publishers of Canada)
                 Read: About SOCAN licensing: SOCAN - Licensing
                  Read: About copyright law: SOCAN - Rights Management

              iii) Website: CMRRA (The Canadian Musical Reproduction Rights Agency Ltd.)
                 Read: under FAQ on "Musical Publishing" and
                 "Mechanical Licensing"

              iv) Canadian League of Composers: Canadian League of Composers

Read: "Grand Rights" Canadian League of Composers - Grant Rights

v) Optional Reading 1: Copyright Government of Canada Website: Government of Canada - Justice Laws Website

vi. Optional Reading 2: Website for the Canadian Federation of Musicians Canadian Federation of Musicians

B. Written Requirement (~500-750 words)
After completing the required readings, discuss instances of their relevance for:

(1) Your own teaching experiences and/or preparations to teach;
(2) Your own academic and research experiences and/or plans.

For each instance, please discuss what research/professional ethics issues are involved? What practices do the readings suggest or require? (You can discuss one or several of your own research or teaching situations, as long as you show the relevance of the various readings.)

Your completed response will be 2-3 double-spaced, typed pages (500- 750 words). Please use the Student Response Form on the Department of Music Ethics Training webpage and return it directly to your program supervisor for assessment (hard-copy only). Once approved, the Departmental portion of the GET will be kept on file.

*Due to its necessarily limited scope, the Department of Music's Graduate Ethics Training requirement can only introduce basic ethical issues in music teaching, research, and performance. Students remain responsible for familiarizing themselves with ethics issues and guidelines related to their own ongoing activities, and for complying with all relevant policies.