



MEMORANDUM

To: Julio Frenk, President

From: Tomás A. Salerno
Chair, Faculty Senate

Date: April 24, 2019

Subject: Faculty Senate Legislation #2018-63(B) – Waive the GRE Requirement for Applications Submitted to the Master of Music (MM) in Musicology Degree Program, Frost School of Music

The Faculty Senate, at its April 17, 2019 meeting, had no objections to the proposal from the Frost School of Music to waive the GRE requirement for applications submitted to the Master of Music (MM) in Musicology program. The change is being made because the GRE does not provide an accurate assessment of the skills required to succeed in the MM program. Details are included in the proposal materials enclosed.

The Faculty Senate does not approve budget concepts, therefore no budget information is included here.


This legislation is now forwarded to you for your action.

TAS/rh

Enclosure

cc: Jeffrey Duerk, Provost and Executive Vice President for Academic Affairs
Shelton Berg, Dean, Frost School of Music
Guillermo Prado, Dean, Graduate School
Shannon de l'Etoile, Associate Dean, Graduate Studies, Frost School of Music

CAPSULE: Legislation #2018-63(B) – Waive the GRE Requirement for Applications
Submitted to the Master of Music (MM) in Musicology Degree Program, Frost School
of Music

APPROVED:  DATE: 5/9/19
(President's Signature) Dean Shelton Berg and

OFFICE OR INDIVIDUAL TO IMPLEMENT: Dean Guillermo Prado

EFFECTIVE DATE OF LEGISLATION: IMMEDIATELY
(pending any additional approval by the Board of Trustees)

NOT APPROVED AND REFERRED TO: _____

REMARKS (IF NOT APPROVED): _____



Proposal Submission Checklist

Proposals are to be submitted to the Office of Assessment and Accreditation (OAA), if applicable, the Graduate Council (for graduate programs excluding Law and Medical), if applicable, and the Faculty Senate. Refer to the [Procedures for Program Changes](#) document for information on the approvals and notifications needed for program changes and the [Proposal Submissions Specifications](#) document for an explanation of the process and a list of the materials required.

(Please note that change approvals can take 2 semesters to complete.)

FORM INSTRUCTIONS:

1. Save/download the form as a pdf.
2. After completing the information below, print and scan the form.
3. Insert it with the background materials that are specified, in the order listed, and submit to facsen@miami.edu.

Please note: only scanned versions can be accepted.

Include this checklist at the beginning of each proposal.

KEY CONTACT PERSONNEL INFORMATION

First Name

Shannon

Last Name

de l'Etoile

Proponent's Title

Assoc Dean of Graduate Studies

Department, if applicable

School/College

Frost School of Music

E-mail

sdel@miami.edu

Phone

305.284.6913

Title of Proposal

Proposal to Waive the GRE Requirement for Applications Submitted to the Master of Music Degree Program in Musicology

(-continue to next page-)

MANDATORY MEMORANDA AND FORMAT

Please check that each item listed below is included in the proposal package of materials, in the ORDER as listed. The applicable title (i.e. Letter of Explanation, Memo from the Dean, etc.) is to precede each section in the materials.

Only proposals conforming to this format will be accepted.

1. This completed checklist.

2. Letter of explanation. (2-3 pages only, double spaced, 12 pt font)

Yes No

If no, explain why:

3. A memo from the dean(s) signifying approval of the faculty of the relevant School(s) / Colleges(s).

Yes No

If no, explain why:

4. A memo that all affected or relevant School / College Council(s) have approved.

Yes No

If no, explain why:

5. A memo from the department chair(s) signifying approval of the faculty of the relevant department(s).

Yes No

If no, explain why:

6. A memo from the Office of Accreditation and Assessment (OAA) if the proposal involves academic programs (degrees, certificates, majors, minors, concentrations, specializations, tracks, etc.) such as new programs, closing programs, or program changes (such as changes in requirements, program length, modality, name, location).

(To be submitted by OAA to the Graduate Council or the Faculty Senate, as appropriate.)

Applicable Not applicable.

If not, explain why:

7. A memo from the Graduate School Dean signifying approval of the Graduate Council (for graduate programs only).

(To be submitted to the Faculty Senate by the Graduate Council.)

Applicable Not applicable.

If not, explain why:

8. Academic Deans Policy Council (ADPC) approval, for interdisciplinary issues and as appropriate. Please consult with the Dean of the Graduate School or the Secretary of the Faculty Senate to check if this is needed.

Yes No

If no, explain why:

9. Additional required documents as listed on the "Proposal Submissions Specifications," i.e. market analysis, budget information, assessment of library collections, etc. as specified.

List additional documents included:

Proposal document, and Department Chair memo.

End form.



Proposal to Waive the GRE Requirement for Applications Submitted to the
Master of Music Degree Program in Musicology

Contact Personnel:

Shannon de l'Etoile, Associate Dean of Graduate Studies
Frost School of Music
305.284.6913
sdel@miami.edu

David Ake, Department Chair
Musicology
305.284.2241
David.ake@miami.edu



MEMO: LETTER OF EXPLANATION

TO: University of Miami, Faculty Senate

FROM: Shannon K. de l'Etoile, Ph.D.
Associate Dean of Graduate Studies, Frost School of Music

DATE: April 1, 2019

RE: Proposal to Waive the GRE Requirement for Applications Submitted to the Master of Music Degree Program in Musicology

A handwritten signature in blue ink, appearing to read "Shannon K. de l'Etoile".

The Frost School of Music wishes to remove the GRE requirement for applications submitted to the the Master of Music Degree Program in Musicology.

Attached please find the following documents:

- Memo from the Associate Dean of Graduate Studies in the Frost School indicating approval of this proposal by the faculty, including approval of the Graduate Committee and Department Chairs of the Frost School.
- Memo from the Speaker of the Frost School Council indicating approval of this proposal by the Frost faculty.
- Memo from the Office of Planning, Institutional Research, and Assessment indicating receipt of the proposal, and further clarifying that SACSCOC notification is not required.
- Memo from the Graduate School Dean signifying approval of the Graduate Council.
- Detailed proposal regarding the recommended changes, including memo from David Ake, Chair of the Department of Musicology (MUSY), signifying approval of the MUSY faculty.





MEMO FROM ASSOCIATE DEAN OF GRADUATE EDUCATION

TO: Guillermo Prado, Ph.D.
Dean, Graduate School

FROM: Shannon K. de l'Etoile, Ph.D.
Associate Dean of Graduate Studies, Frost School of Music

DATE: February 26, 2019

RE: Proposal to Waive the GRE Requirement for Applications to the Master of Music Degree in Musicology

A handwritten signature in blue ink, appearing to read "Shannon K. de l'Etoile".

This memo serves as a request for the Graduate Council to consider the attached proposal to waive the GRE requirement for applications to the Master of Music Degree in Musicology.

The proposal has been approved by the Frost School Graduate Committee, Frost School Department Chairs, Frost School School Council, and Frost School Dean, Shelly Berg.



de l'Etoile, Shannon Kay, Ph.D.

From: Zdzinski, Stephen F
Sent: Friday, February 22, 2019 7:06 PM
To: de l'Etoile, Shannon Kay, Ph.D.
Subject: Frost School Council Approval of the GRE admissions requirement for the MM in Musicology

Dear Dean de l'Etoile,

Today the Frost School Council voted to approve the Proposal to revise the GRE admissions requirement for the Master's degree in Musicology.

Sincerely,

Stephen F. Zdzinski

Professor & Graduate Program Director, Music Education
Speaker, Frost School of Music Council



Department of Music Education & Music Therapy
5501 San Amaro Drive
Coral Gables, FL 33146

t: (305) 284-6658
c: (305) 546-7921
e: szdzinski@miami.edu

www.frost.miami.edu





MEMORANDUM

DATE: March 10, 2019

TO: Shannon de l'Etoile, Associate Dean of Graduate Studies
Frost School of Music

FROM: Patty Murphy, Associate Provost for University Accreditation
Office of Assessment and Accreditation

RE: GRE Waiver for MM in Musicology Program

A handwritten signature in blue ink, appearing to read 'PBM', enclosed in a blue oval.

On March 4, 2019, the Frost School of Music notified my office of its intent to waive the GRE requirement for admission to the Master of Music (MM) in Musicology program (Academic Plan Code: MUSY_MM) effective Fall 2019.

The proposed change is being made because the GRE does not provide an accurate assessment of the skills required to succeed in the MM program. In their review of comparable programs at peer institutions, several have eliminated the GRE requirement. The GRE requirement has also been a deterrent to recruitment, especially of low-income and international applicants.

No other changes are being made to the program. Consequently, this proposed change does not "represent a significant departure, either in content or in method of delivery" from what we are currently approved by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to offer. SACSCOC only requires notification of program changes that represent a significant departure from our current programs. Therefore, no notification or approval is required for this change.

Please contact me if you have any questions at pattymurphy@miami.edu or (305) 284-3276.

cc: Faculty Senate
Guillermo Prado, Dean of the Graduate School
Shelton Berg, Dean of the Frost School of Music
Karen Beckett, University Registrar
Carrie Glass, Executive Director of Student Financial Assistance and Employment

UNIVERSITY OF MIAMI
GRADUATE SCHOOL



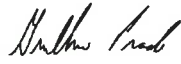
Graduate School
P.O. Box 248125
Coral Gables, FL 33124-3220

Phone: 305-284-4154
Fax: 305-284-5441
graduateschool@miami.edu

MEMORANDUM

DATE: April 1, 2019

TO: Tomas Salerno Chair,
Faculty Senate

FROM: Guillermo (Willy) Prado 
Dean, Graduate School

SUBJECT: Proposal – GRE Waiver for Master of Music in Musicology Program

The Frost School of Music submitted a proposal to waive the GRE requirement for admission to the Master of Music in Musicology program. The proposal was discussed at the meeting of the Graduate Council on Tuesday, March 19, 2019, and was approved by all those present.

CC: Shelton Berg, Dean, Frost School of Music
Shannon de l'Etoile, Associate Dean of Graduate Studies, Frost School of Music
Reynaldo Sanchez, Professor, Frost School of Music
Tiffany Plantan, Director of Education, Graduate School
Patty Murphy, Associate Provost for University Accreditation, Office of
Assessment and Accreditation

Department of Musicology Proposal to waive GRE requirement for applicants to the Masters of Music degree in Musicology program in the Frost School of Music

Documents:

- Proposal from Department of Musicology (MCY)
- Appendix A: Overall Evaluation Rubric
- Appendix B: Writing Sample Evaluation Rubric
- Appendix C: Interview Evaluation Rubric
- Memo from Department Chair, David Ake

Proposal: Eliminate the GRE requirement for applicants to the Master's of Music program in musicology.

Rationale:

1. The GRE does not provide an accurate assessment of the research and writing skills required to be admitted into or succeed in the graduate degree program in the Department of Musicology.
2. Similar programs in peer institutions, such as Hunter College at CUNY and the Department of Folklore and Ethnomusicology at Indiana University, have also waived the GRE requirement for graduate program applicants.
3. Potential applicants have declined to apply to our program because of the GRE requirement.
4. The Department of Musicology faculty have devised our own process for evaluating applicants' writing and research skills that is relevant to our program and disciplines.
5. GRE scores do not accurately predict academic performance in graduate school. Replicated studies show that Q,V, & AGRE scores explain only 4.4-7.8% of graduate GPA variance.¹
6. Studies reveal that GRE scores *under-predict* academic performance of women and minority students.²
7. The cost of taking the test (\$205 plus the non-waivable \$27 fee per school after the first 4 schools for delivery) is prohibitive for some students who are already incurring graduate application fees for each program to which they apply. The costs put low-income students at an unfair disadvantage compared to wealthy students.
8. Because the locations and times of testing facilities outside the United States are limited and the relative cost of the test is higher due to weak currencies in most foreign countries, international applicants face additional logistical and financial burdens when they are required to take the GRE test.
9. By eliminating the GRE requirement, the Department of Musicology would attract a larger and more diverse pool of applicants. Eliminating the GRE requirement would make the application process less burdensome on low-income students and applicants from countries outside the United States. Continuing to use an outdated, biased, and expensive tool for measuring "academic aptitude" contradicts the University's roadmap to our new century, which emphasizes a hemispheric focus and inclusivity.

¹ Sternberg, Robert J., and Wendy M. Williams. 1997. "Does the Graduate Record Examination Predict Meaningful Success in the Graduate Training of Psychology? A Case Study." *American Psychologist* 52 (6): 630-41.

² Ibid.

Department of Musicology Master in Music Mission Statement

Faculty and students of the Department of Musicology in the Frost School of Music at the University of Miami advance the interdisciplinary study of music by examining how, when, where, and why people create, experience, and understand music. Coursework in the program is designed to enable students to acquire in-depth knowledge of music history and culture and to develop students' abilities to write and talk effectively about relevant issues within musicology and related disciplines.

Department of Musicology Master in Music Applicant Evaluation Criteria:

Electronic Submission: [See Appendix A for Evaluation Rubric.]

1. College Transcripts
2. Three letters of recommendation
3. Applicant's Letter of Intent
4. Writing Sample: 12 to 20-page research projects in which applicants demonstrate their critical thinking skills as well as writing proficiency in the English language. [See Appendix B for Writing Evaluation Rubric.]
 - a. clarity and style of their writing,
 - b. their familiarity with current music scholarship, and
 - c. their knowledge and application of formatting and citation guidelines
5. On-campus or Skype Interview: [See Appendix C for Interview Evaluation Rubric]

The Department of Musicology faculty holds in-person or Skype interviews with applicants, where we ask the applicants questions about their research projects. Through this process we are able to ascertain whether the applicant produced the writing sample they submitted and also evaluate their English communication and interpersonal skills.

The Department of Musicology's standards of English language writing in these documents and our interviews are more rigorous and better reflect the methods of our discipline than the writing evaluation component of the GRE.

Other resources:

Moneta-Koehler L, Brown AM, Petrie KA, Evans BJ, Chalkley R (2017) "The Limitations of the GRE in Predicting Success in Biomedical Graduate School." *PLoS ONE* 12(1): e0166742.
<https://doi.org/10.1371/journal.pone.0166742>

"President's Column: Rethinking the Role of the GRE." December 9, 2015 American Astronomical Society. <https://aas.org/posts/news/2015/12/presidents-column-rethinking-role-gre#statement>
Accessed February 7, 2019.

Mille, Casey and Keivan Stassun. "A Test that Fails." *Nature* 510 (June 2014): 303-304.

Appendix A: Overall Evaluation Rubric (this Rubric is used in the preliminary stages of the evaluation process in order to determine if a candidate advances to the interview stage of our evaluation process, in which we use a third and final "Interview Evaluation Rubric.")

MM Musicology Applicants

Rubric:

Personal Statement:

3 - Expresses genuine interest in musicology/ethnomusicology, clear understanding of the fields of musicology and/or ethnomusicology, knows the scope, strengths, and goals of the department and demonstrates interests that coincide with department, strong writing

2 - Expresses interest in musicology, some understanding of the fields of musicology and/or ethnomusicology, some knowledge of the department, good writing

1 - Limited understanding of musicology, little or no knowledge of the department, writing demonstrates errors

0 - No interest in musicology, no knowledge of department, poor writing

Writing sample: (The Writing Sample Evaluation Rubric will aid the admissions committee to determine where, within the Overall Evaluation Rubric. A score of 25 in the writing rubric results in a 3, 20-24=2, 15-19=1, and less than 15 would result in a 0.)

3 - Original research, well written and organized, good citations

2 - Original idea, or well organized with citations, some writing problems

1 - Musicology paper with citations, could have many writing problems

0 - Not a musicology paper, serious difficulty with English

GPA/Transcript:

3 - 3.8 or higher, solid musicology background (1 class or more)

2 - 3.5-3.8, some musicology background (1 class or more)

1 - 3-3.5, some music background

0 - below 3, little music background

Letters of Recommendation:

3 - Highly enthusiastic, mention both exceptional academic and personal qualities,

2 - Recommend student without reservation

1 - Ambivalent but lists some good qualities

0 - Negative impressions of students or exceptionally short

Applicants with an average score of 2-3 are then invited to a campus or online (Skype) interview with Department of Musicology faculty. All applicants must submit a writing score regardless of whether or not they take the GRE and submit their GRE scores. The Department of Musicology faculty will not take into account GRE scores submitted by any applicant.

Appendix B: Writing Sample Evaluation Rubric. Applicants with a score between 20 and 25 points are invited to a campus or online (Skype) interview with Department of Musicology faculty.

Criteria	Points				Total 0-25
	5	4	3	2-1	
Thesis	This is clearly stated, genuinely interesting, focused, specific, and arguable	This is clear but may have shifting focus and/or specificity (i.e. it covers too much)	Thesis not immediately apparent or emerges during the course of the paper; thesis is vague, cumbersome, or self-evident, provides something to argue, but lacks focus and/or specificity	Thesis can't be found, or it is really unclear, too obvious (i.e. not something that anyone can genuinely debate), inconsistent, or lacks focus.	
Logic & Organization	Develops ideas cogently, organizes them logically within paragraphs, connects them with highly effective transitions; clear and logically consistent organization relating all ideas together;	Develops unified and coherent ideas within paragraphs, using adequate transitions; clear overall organization relating most ideas together	Develops and organizes ideas in paragraphs that are not necessarily connected with transitions; some overall organization, but some ideas may seem illogical; some of the information does not directly relate to the topic	Lots of extra information that does not directly relate to the topic (i.e. padding); Ideas remain undeveloped and unorganized; abrupt and illogical transitions between paragraphs; no conclusion	
Evidence	Ample, relevant, concrete evidence and persuasive support for every debatable assertion; wide range of sources used, and are assessed critically	Relevant, concrete evidence and persuasive support for most assertions; uses sources for support but they are not always assessed critically (i.e. the assertion of an author is taken at face value without examining the validity of their argument)	Merely adequate support for most assertions; uses few or single source, which may be used uncritically; borrows examples from sources without going beyond (i.e. cuts and pastes from secondary sources); evidence does not support thesis	Weak evidence and persuasive support; uses few sources and/or relies predominantly on sweeping generalizations or summary, without critical engagement with material;	
Citations	Evidence is correctly quoted, paraphrased, and cited in both footnotes and bibliography.	Evidence is adequately quoted, paraphrased, and cited. Some minor formatting mistakes.	Evidence is incorrectly quoted, paraphrased, or cited; some important formatting mistakes. Uses parenthetical citation instead of footnotes.	Evidence incorrectly quoted, paraphrased, and cited; Does not cite evidence in footnotes and/or bibliography. Many formatting mistakes.	
Control of Language	Outstanding control of language, including effective word choice and sentence variety; superior facility with the conventions of standard written English	Clear and effective control of language, including word choice and sentence variety; competence with the conventions of standard written English	Intermittent control of language, including word choice and sentence variety; occasional major or frequent minor errors in standard written English	Poor control of language, including problems with word choice and sentence structure; frequent errors in standard written English	

Appendix C: Interview Evaluation Rubric

Department of Musicology

Name of Applicant _____

- 5] excellent
- 4] very good
- 3] acceptable
- 2] poor

Confident, engaging, and professional use of language

-] excellent
-] very good
-] acceptable
-] poor

Comments _____

Understanding of the field of Musicology and Ethnomusicology

-] excellent
-] very good
-] acceptable
-] poor

Comments _____

Ability to expand upon the topic of the previously submitted writing sample

-] excellent
-] very good
-] acceptable
-] poor

Comments _____

Demonstrates knowledge of the strengths, scope, and goals of the Department of Musicology and the Frost School

-] excellent
-] very good
-] acceptable
-] poor

Comments _____

Self-awareness of strengths and challenges

- excellent
- very good
- acceptable
- poor

Comments _____

Motivation for graduate studies in musicology

- excellent
- very good
- acceptable
- poor

Comments _____

Strengths

Comments _____

Weaknesses

Comments _____

Overall Ranking

- excellent
- very good
- acceptable
- poor


Comments _____

Applicants with an average score of 3.5 to 5 are considered for admission into the master's program in musicology. Applicants with the highest scores are considered for teaching assistantships.



MEMORANDUM

TO: Shannon de l'Etoile, Associate Dean of Graduate Studies

FROM: David Ake, Chair, Department of Musicology 

DATE: January 25, 2019

SUBJECT: Proposal to eliminate GRE requirement for Master in Music degree in Musicology applicants

All members of the Department of Musicology faculty discussed and helped draft the proposal to eliminate the GRE requirement for applicants to the Master in Music in Musicology program. Department of Musicology faculty members unanimously support this proposal.

**UNIVERSITY
OF MIAMI**



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Professor and Chair

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