

2019-2020 HEADS Data Survey Printable Version

GENERAL INFORMATION

For more information about completing this section, please [click here](#).

Name of Music Executive/Representative to NASM	Darla Hanley Dr
Title of Music Executive/Representative to NASM	Dean, Professional Education Division
Name of Institution (please do not abbreviate)	Berklee College of Music (Music Therapy)
Name of Unit (please use full designation)	Music Therapy
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State	Massachusetts
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CONFIDENTIALITY

Individual institutional financial information provided in the HEADS Data Survey is held in confidant by HEADS. HEADS will release non-institution specific financial data in the aggregate and subsets of the aggregate through HEADS Data Summaries and HEADS Special Reports. Information pertaining to a specific institution should be sought from the institution directly.

Section I: GENERAL INSTITUTIONAL INFORMATION

1. Please check all that apply:

- | | |
|--|--|
| <input checked="" type="checkbox"/> a. Private | <input type="checkbox"/> f. Land-Grant |
| <input type="checkbox"/> b. Public | <input type="checkbox"/> g. Research |
| <input type="checkbox"/> c. Proprietary | <input type="checkbox"/> h. Community/Junior College |
| <input checked="" type="checkbox"/> d. Not-for-Profit | <input checked="" type="checkbox"/> i. Degree-Granting |
| <input checked="" type="checkbox"/> e. Free-Standing/Independent | <input type="checkbox"/> j. Non-Degree-Granting |

2. What is the TOTAL institutional enrollment (number of individuals, i.e., headcount) for Fall 2019? Include only local campus, not system-wide, enrollment. (Please check only one.)

- | | |
|--|--|
| <input type="radio"/> a. 1 - 500 | <input type="radio"/> g. 15,001 - 20,000 |
| <input type="radio"/> b. 501 - 1,000 | <input type="radio"/> h. 20,001 - 25,000 |
| <input type="radio"/> c. 1,001 - 2,500 | <input type="radio"/> i. 25,001 - 30,000 |
| <input type="radio"/> d. 2,501 - 5,000 | <input type="radio"/> j. 30,001 - 35,000 |
| <input checked="" type="radio"/> e. 5,001 - 10,000 | <input type="radio"/> k. 35,001 - 40,000 |
| <input type="radio"/> f. 10,001 - 15,000 | <input type="radio"/> l. 40,001 plus |

3. What is the highest program level offered IN MUSIC at your institution? (Please check only one.)

- | | |
|---|---|
| <input type="radio"/> a. Associate Degree | <input checked="" type="radio"/> c. Master's Degree |
| <input type="radio"/> b. Baccalaureate Degree | <input type="radio"/> d. Doctoral Degree |

4. What is the highest program level offered IN ANY UNIT at your institution? (Please check only one.)

- | | |
|---|--|
| <input type="radio"/> a. Associate Degree | <input type="radio"/> d. Post-Master's Degree (Not Doctoral) |
| <input type="radio"/> b. Baccalaureate Degree | <input type="radio"/> e. Doctoral Degree |
| <input checked="" type="radio"/> c. Master's Degree | |

5. Is your institution an accredited institutional member of NASM? (Please check only one.)

- | | |
|---------------------------------|--|
| <input type="radio"/> a. Member | <input checked="" type="radio"/> b. Non-Member |
|---------------------------------|--|

6. Is your institution involved with either of the following during the 2019-2020 academic year? (Check all that apply. If your institution is not involved with either, please leave blank.)

- | | |
|---|---|
| <input type="checkbox"/> a. Building a new music facility | <input type="checkbox"/> b. Renovating the music facility |
|---|---|

7. Does your institution offer any programs IN MUSIC in which more than forty percent (40%) of the curricular requirements are fulfilled through distance learning mechanisms?

- | | |
|--------------------------------------|--------------------------|
| <input checked="" type="radio"/> Yes | <input type="radio"/> No |
|--------------------------------------|--------------------------|

Section II.A: ASSOCIATE DEGREES - Enrollment by Major Area

For more information about completing this section, please [click here](#).

	(a) Music Major Enrollment Summer 2019	(b) Music Major Enrollment Fall 2019	(c) Number of Degrees Awarded to Music Majors July 1, 2018 - June 30, 2019
1. <u>Associate of Fine Arts Degree Programs or Equivalent</u> (Enter only number of major students enrolled in music programs with at least 65% music content.)			
Brass			
Horn Performance	_____	_____	_____
Trumpet Performance	_____	_____	_____
Trombone Performance	_____	_____	_____
Euphonium Performance	_____	_____	_____
Tuba Performance	_____	_____	_____
Guitar Performance	_____	_____	_____
Harp Performance	_____	_____	_____
Harpsichord Performance	_____	_____	_____
Jazz Studies	_____	_____	_____
Music History/Literature	_____	_____	_____
Organ Performance	_____	_____	_____
Percussion Performance	_____	_____	_____
Piano Performance	_____	_____	_____
Strings			
Violin Performance	_____	_____	_____
Viola Performance	_____	_____	_____
Cello Performance	_____	_____	_____
Double Bass Performance	_____	_____	_____
Voice Performance - Female			
Soprano	_____	_____	_____
Alto	_____	_____	_____
Voice Performance - Male			
Tenor	_____	_____	_____
Bass	_____	_____	_____
Woodwinds			
Flute Performance	_____	_____	_____
Oboe Performance	_____	_____	_____
Clarinet Performance	_____	_____	_____
Bassoon Performance	_____	_____	_____
Saxophone Performance	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Total (Section II.A.1 only)	_____	_____	_____
2. <u>Associate Degree Programs in Music Education, Music/Business and Music Combined with an Outside Field</u> (Enter only number of major students enrolled in music programs with at least 50% music content.)			
Music Education			
Choral	_____	_____	_____
Instrumental	_____	_____	_____
General	_____	_____	_____
Combined tracks	_____	_____	_____
No tracks specified	_____	_____	_____
Music Industry/Music Business	_____	_____	_____
Music Technology	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Total (Section II.A.2 only)	_____	_____	_____
3. <u>Associate Liberal Arts Degree Programs in Music</u> (Enter only number of major students enrolled in music programs with 30-45% music content.)			
Liberal Arts Degree	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Total (Section II.A.3 only)	_____	_____	_____

Section II.B: BACCALAUREATE DEGREES - Enrollment by Major Area

For more information about completing this section, please [click here](#).

	(a) Music Major Enrollment Summer 2019	(b) Music Major Enrollment Fall 2019	(c) Number of Degrees Awarded to Music Majors July 1, 2018 - June 30, 2019
1. Bachelor of Music Degree Programs or Other Professional Degree Program (Enter only number of major students enrolled in music programs with at least 65% music content.)			
Accompanying	_____	_____	_____
<i>Brass</i>			
Horn Performance	_____	_____	_____
Trumpet Performance	_____	_____	_____
Trombone Performance	_____	_____	_____
Euphonium Performance	_____	_____	_____
Tuba Performance	_____	_____	_____
Composition	_____	_____	_____
Guitar Performance	_____	_____	_____
Harp Performance	_____	_____	_____
Harpsichord Performance	_____	_____	_____
Jazz Studies	_____	_____	_____
Literature	_____	_____	_____
Music History	_____	_____	_____
Organ Performance	_____	_____	_____
Percussion Performance	_____	_____	_____
Piano Performance	_____	_____	_____
Pedagogy	_____	_____	_____
Sacred Music/Worship Studies	_____	_____	_____
<i>Strings</i>			
Violin Performance	_____	_____	_____
Viola Performance	_____	_____	_____
Cello Performance	_____	_____	_____
Double Bass Performance	_____	_____	_____
Theory	_____	_____	_____
Theory/Composition	_____	_____	_____
<i>Voice Performance - Female</i>			
Soprano	_____	_____	_____
Alto	_____	_____	_____
<i>Voice Performance - Male</i>			
Tenor	_____	_____	_____
Bass	_____	_____	_____
<i>Woodwinds</i>			
Flute Performance	_____	_____	_____
Oboe Performance	_____	_____	_____
Clarinet Performance	_____	_____	_____
Bassoon Performance	_____	_____	_____
Saxophone Performance	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Total (Section II.B.1 only)	_____	_____	_____

2. Baccalaureate Degree Programs in Music Education, Music Therapy, Musical Arts, and Music Combined with an Outside Field

(Enter only number of major students enrolled in music programs with at least 50% music content.)

<i>Music Education</i>			
Choral	_____	_____	_____
Instrumental	_____	_____	_____
General	_____	_____	_____
Combined tracks	_____	_____	_____
No tracks specified	_____	_____	_____
Music Therapy	62	132	43
Music/Arts Administration	_____	_____	_____
Music/Engineering	_____	_____	_____
Music Industry/Music Business	_____	_____	_____
Music Technology	_____	_____	_____
Musical Arts	_____	_____	_____
Musical Theatre	_____	_____	_____
Other (please specify): _____	_____	_____	_____
Other (please specify): _____	_____	_____	_____

Total (Section II.B.2 only)	<u>62</u>	<u>132</u>	<u>43</u>
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3. **Baccalaureate Liberal Arts Degree Programs in Music (B.A., B.S.)**
 (Enter only **number of major students enrolled** in music programs with 30-45% music content.)

Liberal Arts Degree	<u> </u>	<u> </u>	<u> </u>
Other (please specify):	<u> </u>	<u> </u>	<u> </u>
Other (please specify):	<u> </u>	<u> </u>	<u> </u>
Other (please specify):	<u> </u>	<u> </u>	<u> </u>
Total (Section II.B.3 only)	<u> </u>	<u> </u>	<u> </u>

Section II.C: MASTER'S DEGREES - Enrollment by Major Area

For more information about completing this section, please [click here](#).

	(a) Music Major Enrollment Summer 2019	(b) Music Major Enrollment Fall 2019	(c) Number of Degrees Awarded to Music Majors July 1, 2018 - June 30, 2019
1. Specific Master's Degree Programs (M.M.) (Enter only number of major students enrolled in music degree programs.)			
Accompanying			
Arts Administration			
Brass			
Horn Performance			
Trumpet Performance			
Trombone Performance			
Euphonium Performance			
Tuba Performance			
Composition			
Conducting			
Ethnomusicology			
Guitar Performance			
Harp Performance			
Harpichord Performance			
Jazz Studies			
Music Education			
Choral			
Instrumental			
General			
Combined tracks			
No tracks specified			
Music History/Musicology			
Music Therapy	0	0	9
Opera			
Organ Performance			
Pedagogy			
Percussion Performance			
Piano Performance			
Sacred Music/Worship Studies			
Strings			
Violin Performance			
Viola Performance			
Cello Performance			
Double Bass Performance			
Theory			
Voice Performance - Female			
Soprano			
Alto			
Voice Performance - Male			
Tenor			
Bass			
Woodwinds			
Flute Performance			
Oboe Performance			
Clarinet Performance			
Bassoon Performance			
Saxophone Performance			
Other (please specify):			
Other (please specify):			
Total (Section II.C.1 only)	0	0	9
2. General Master's Degree Programs (M.A., or M.S.) (Enter only number of major students enrolled in music degree programs.)			
General Master's in Music			
Other (please specify):			
Other (please specify):			
Other (please specify):			
Total (Section II.C.2 only)			

Section II.D: DOCTORAL DEGREES - Enrollment by Major Area

For more information about completing this section, please [click here](#).

	(a) Music Major Enrollment Summer 2019	(b) Music Major Enrollment Fall 2019	(c) Number of Degrees Awarded to Music Majors July 1, 2018 - June 30, 2019
Doctoral Degree Programs in Music (Enter only number of major students enrolled in music degree programs.)			
Accompanying			
Brass			
Horn Performance			
Trumpet Performance			
Trombone Performance			
Euphonium Performance			
Tuba Performance			
Composition			
Conducting			
Ethnomusicology			
Guitar Performance			
Harp Performance			
Harpsichord Performance			
Jazz Studies			
Music Education			
Choral			
Instrumental			
General			
Combined tracks			
No tracks specified			
Musicology			
Opera			
Organ Performance			
Pedagogy			
Percussion Performance			
Piano Performance			
Sacred Music/Worship Studies			
Strings			
Violin Performance			
Viola Performance			
Cello Performance			
Double Bass Performance			
Theory			
Voice Performance - Female			
Soprano			
Alto			
Voice Performance - Male			
Tenor			
Bass			
Woodwinds			
Flute Performance			
Oboe Performance			
Clarinet Performance			
Bassoon Performance			
Saxophone Performance			
Other (please specify):			
Other (please specify):			
Total (Section II.D only)			

Section II.E: NON-DEGREE PROGRAMS - Enrollment by Program

	(a) Enrollment Summer 2019	(b) Enrollment Fall 2019	(c) Number of Students Completing Program July 1, 2018 - June 30, 2019
1. <u>Undergraduate Level Non-Degree-Granting Programs (Certificate, Diploma, etc.)</u>			
Enter only the programs that require at least 30 semester hours/45 quarter hours (or the equivalent).			
Program Title:			
Program Title:			
Program Title:			
Program Title:			
Program Title:			
Total (Section II.E.1 only)			

	(a) Enrollment Summer 2019	(b) Enrollment Fall 2019	(c) Number of Students Completing Program July 1, 2018 - June 30, 2019
2. <u>Graduate Level Non-Degree-Granting Programs (Certificate, Diploma, etc.)</u>			
Enter only the programs that require at least 15 semester hours/22 quarter hours (or the equivalent).			
Program Title:			
Program Title:			
Program Title:			
Program Title:			
Program Title:			
Total (Section II.E.2 only)			

Section II.F: GRAND TOTAL MUSIC MAJOR ENROLLMENT - By Major Area and Program

The grand total music major enrollment by major area and program figures are derived by adding the answers from sections II.A, II.B, II.C, II.D., and II.E. You do not have to enter the figure; it has been completed for you.

For more information about completing this section, please [click here](#).

	(a) Music Major Enrollment Summer 2019	(b) Music Major Enrollment Fall 2019	(c) Number of Degrees/Certificates/Degrees Awarded to Music Majors July 1, 2018 - June 30, 2019
Grand Total	<u>62</u>	<u>132</u>	<u>52</u>

Section II.G: ETHNIC BREAKDOWN OF STUDENTS

For more information about completing this section, please [click here](#).

	Black/ African- American		American Indian/ Alaska Native		Asian		Hispanic (of any race)		Native Hawaiian/ Pacific Islander		White		Other/ Ethnicity Unknown		Total:
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
Associate Degrees:															
Professional															
Liberal Arts															
Baccalaureate Degrees:															
Professional	2	4	0	0	1	8	5	12	0	0	17	45	6	32	132
Liberal Arts															
Master's Degrees:															
Specific															
General															
Doctoral Degrees:															
Specific															
General															
Non-Degree Programs															
Undergraduate															
Graduate															
Total:	2	4	0	0	1	8	5	12	0	0	17	45	6	32	132

Section II.H: BACCALAUREATE MUSIC MAJOR ENROLLMENT BY INSTRUMENT

For more information about completing this section, please [click here](#).

Section II.H seeks additional, more specific information pertaining to baccalaureate music majors. Please note that Section II.H is an extension of Sections II.B and II.E.1 and, therefore, may necessarily duplicate information reported in those sections.

	(a) Music Major Enrollment Summer 2019	(b) Music Major Enrollment Fall 2019
1. <u>Bachelor of Music Degree Programs or Other Professional Degree Programs which require at least 65% music content</u>		
Brass		
Horn	1	1
Trumpet		1
Trombone		1
Euphonium		
Tuba		
Guitar	5	13
Harp		1
Harpsichord		
Organ		
Percussion	2	3
Piano	10	17
Strings		
Violin	2	2
Viola		
Cello	2	2
Double Bass		2
Voice - Female		
Soprano		
Alto		
Voice - Male		
Tenor		
Bass		
Woodwinds		
Flute	2	3
Oboe		1
Clarinet	1	1
Bassoon		
Saxophone	1	1
Other (please specify): <u>Other strings (electric bass)</u>	2	2
Other (please specify): <u>Voice</u>	34	81
Total (Section II.H.1 only)	62	132
2. <u>Baccalaureate Degree Programs in Music Education, Music Therapy, Musical Arts, and Music Combined with an Outside Field which require at least 50% music content</u>		
Brass		
Horn		
Trumpet		
Trombone		
Euphonium		
Tuba		
Guitar		
Harp		
Harpsichord		
Organ		
Percussion		
Piano		
Strings		
Violin		
Viola		
Cello		
Double Bass		
Voice - Female		
Soprano		
Alto		
Voice - Male		
Tenor		
Bass		
Woodwinds		
Flute		
Oboe		
Clarinet		
Bassoon		

Saxophone	_____	_____
Other (please specify):	_____	_____
Other (please specify):	_____	_____
Total (Section II.H.2 only)	_____	_____

3. Baccalaureate Liberal Arts Degree Programs in Music (B.A., B.S.) which require 30-45% music content

<i>Brass</i>		
Horn	_____	_____
Trumpet	_____	_____
Trombone	_____	_____
Euphonium	_____	_____
Tuba	_____	_____
Guitar	_____	_____
Harp	_____	_____
Harpsichord	_____	_____
Organ	_____	_____
Percussion	_____	_____
Piano	_____	_____
<i>Strings</i>		
Violin	_____	_____
Viola	_____	_____
Cello	_____	_____
Double Bass	_____	_____
<i>Voice - Female</i>		
Soprano	_____	_____
Alto	_____	_____
<i>Voice - Male</i>		
Tenor	_____	_____
Bass	_____	_____
<i>Woodwinds</i>		
Flute	_____	_____
Oboe	_____	_____
Clarinet	_____	_____
Bassoon	_____	_____
Saxophone	_____	_____
Other (please specify):	_____	_____
Other (please specify):	_____	_____
Total (Section II.H.3 only)	_____	_____

4. Undergraduate Level Non-Degree Granting Programs

<i>Brass</i>		
Horn	_____	_____
Trumpet	_____	_____
Trombone	_____	_____
Euphonium	_____	_____
Tuba	_____	_____
Guitar	_____	_____
Harp	_____	_____
Harpsichord	_____	_____
Organ	_____	_____
Percussion	_____	_____
Piano	_____	_____
<i>Strings</i>		
Violin	_____	_____
Viola	_____	_____
Cello	_____	_____
Double Bass	_____	_____
<i>Voice - Female</i>		
Soprano	_____	_____
Alto	_____	_____
<i>Voice - Male</i>		
Tenor	_____	_____
Bass	_____	_____
<i>Woodwinds</i>		
Flute	_____	_____
Oboe	_____	_____
Clarinet	_____	_____
Bassoon	_____	_____
Saxophone	_____	_____
Other (please specify):	_____	_____
Other (please specify):	_____	_____

Total (Section II.H.4 only)

5. **Grand Total Baccalaureate Music Major Enrollment by Instrument**

The grand total baccalaureate music major enrollment by instrument figures are derived by adding the answers from Section II.H.1.,2.,3., and 4. You do not have to enter the figure; it has been completed for you.
For more information about completing this section, please [click here](#).

Brass

Horn	<u>1</u>	<u>1</u>
Trumpet	<u></u>	<u>1</u>
Trombone	<u></u>	<u>1</u>
Euphonium	<u></u>	<u></u>
Tuba	<u></u>	<u></u>

Guitar	<u>5</u>	<u>13</u>
Harp	<u></u>	<u>1</u>
Harpsichord	<u></u>	<u></u>
Organ	<u></u>	<u></u>
Percussion	<u>2</u>	<u>3</u>
Piano	<u>10</u>	<u>17</u>

Strings

Violin	<u>2</u>	<u>2</u>
Viola	<u></u>	<u></u>
Cello	<u>2</u>	<u>2</u>
Double Bass	<u></u>	<u>2</u>

Voice - Female

Soprano	<u></u>	<u></u>
Alto	<u></u>	<u></u>

Voice - Male

Tenor	<u></u>	<u></u>
Bass	<u></u>	<u></u>

Woodwinds

Flute	<u>2</u>	<u>3</u>
Oboe	<u></u>	<u>1</u>
Clarinet	<u>1</u>	<u>1</u>
Bassoon	<u></u>	<u></u>
Saxophone	<u>1</u>	<u>1</u>

Other	<u>2</u>	<u>2</u>
Other	<u>34</u>	<u>81</u>

Total (Section II.H.5 only)

<u>62</u>	<u>132</u>
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Section III: TOTAL INSTRUCTIONAL SERVICE (IN QUARTER OR SEMESTER CREDIT HOURS)

For more information about completing this section, please [click here](#).

A. What is the projected total number of quarter credit hours OR semester credit hours generated in music courses offered during the 2019-2020 academic year (excluding summer) **by non-music major students**?

Quarter Hours (a) _____ OR Semester Hours (b) 0

B. What is the projected total number of quarter credit hours OR semester credit hours generated in music courses offered during the 2019-2020 academic year (excluding summer) **by music major students**?

Quarter Hours (a) _____ OR Semester Hours (b) 1392

C. What is the projected total number of quarter credit hours OR semester credit hours generated in music courses offered during the 2019-2020 academic year (excluding summer).

Quarter Hours (a) _____ OR Semester Hours (b) 1392

D. What is the projected number of students (nonduplicated headcount) involved in any curricular aspect of the music unit during the 2019-2020 academic year (excluding summer)?

230 students

[illegible]

Professors														
Assistant											1			
Professors														
Instructors														
Lecturers														
Unranked														
Visiting														
Total					1						1	4		

Section IV: MUSIC FACULTY AND INSTRUCTIONAL STAFF

B. MUSIC FACULTY/INSTRUCTORS TEACHING LESS THAN A FULL-TIME LOAD

For more information about completing this section, please [click here](#).

1. Male (2019-2020 Data Only)

Check here, if appropriate: ☐ We are unable to provide faculty data by gender and are providing combined faculty data.
This is recorded in the "Part-Time Faculty: Male" chart only.

	(a) Actual Number of Individuals	(b) Full-Time Faculty Equivalence	(c) Total Salaries
i. With Faculty Status	<u>1</u>	<u>0.83</u>	\$ <u>106555</u>
ii. Adjunct Faculty and Teaching Associates	<u> </u>	<u> </u>	\$ <u> </u>
iii. Graduate Teaching Assistants/Associates	<u> </u>	<u> </u>	\$ <u> </u>

2. Female (2019-2020 Data Only)

	(a) Actual Number of Individuals	(b) Full-Time Faculty Equivalence	(c) Total Salaries
i. With Faculty Status	<u>5</u>	<u>2.22</u>	\$ <u>387453</u>
ii. Adjunct Faculty and Teaching Associates	<u> </u>	<u> </u>	\$ <u> </u>
iii. Graduate Teaching Assistants/Associates	<u> </u>	<u> </u>	\$ <u> </u>

Section IV: MUSIC FACULTY AND INSTRUCTIONAL STAFF

C. MUSIC PERFORMANCE FACULTY/INSTRUCTORS TEACHING LESS THAN A FULL-TIME LOAD

For more information about completing this section, please [click here](#).

Section IV.C. seeks additional, more specific information pertaining to music performance faculty/instructors teaching less than a full-time load. Please note that Section IV.C. is an extension of Section IV.B. and, therefore, may necessarily duplicate information reported in that section.

NOTE: For the purposes of this survey, "hourly" refers to clock hours. Please report music performance faculty/instructors' wages per clock hour. Though the majority of institutions use a semester/quarter credit hour basis for the purpose of calculating part-time performance staff compensation, each institution uses a slightly different formula. By reporting hourly wages using clock hours, data may be compared on a consistent basis among institutions.

	Highest Degree Earned					Length of Service at Institution					LOWEST Individual Hourly Wage	HIGHEST Individual Hourly Wage	AVERAGE Hourly Wage
	Total Number	Doct.	Mast.	Bacc.	Assoc.	Cert. or Dipl.	No Deg.	1-4 yrs.	5-9 yrs.	10+ yrs.			
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)
Total	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	\$ _____	\$ _____	\$ _____

A. MUSIC EXECUTIVES

Information provided in Section V.A. must not be duplicated in Section IV.A.1. or IV.A.2. of "Music Faculty and Instructional Staff."

4. How often is the music executive subject to formal review by faculty?

5. What percentage (estimate) of the music executive's time is assigned to the following duties? (Percentages must total 100%. The figure is not assigned F.T.E., but actual time spent.)

6. What is the music executive's title?

7. What is the music executive's salary for 2019-2020?
(exclusive of benefits)

9. What is the gender of the music executive?		(a)	(b)	(c)	(d)	(e)	(f)
Male		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Female		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

10. Please enter the music executive's teaching load in full-time equivalence:

(a) 0.15 F.T.E. (b) _____ F.T.E. (c) _____ F.T.E.

(d) _____ F.T.E. (e) _____ F.T.E. (f) _____ F.T.E.

Section V: MUSIC ADMINISTRATIVE PERSONNEL AND PROCEDURES

B. ASSISTANT OR ASSOCIATE MUSIC EXECUTIVES

For more information about completing this section, please [click here](#).

Information provided in Section V.B. must not be duplicated in Section IV.A.1. or IV.A.2. of "Music Faculty and Instructional Staff." Please ensure that all individuals are counted only once.

1. Does your institution have an assistant or associate music executive? ☒ No ☐ Yes
If no, proceed to Section C. If yes, answer questions 2 through 7.

2. What is the title of the assistant or associate music executive?
(a) _____ (b) _____ (c) _____
(d) _____ (e) _____ (f) _____

3. What percentage (estimate) of the assistant or associate music executive's time is assigned to the following duties?
(Percentages must total 100%. The figure is not assigned F.T.E., but actual time spent.)

	(a)	(b)	(c)	(d)	(e)	(f)
a. Teaching	_____ %	_____ %	_____ %	_____ %	_____ %	_____ %
b. Research/Creative Activities	_____ %	_____ %	_____ %	_____ %	_____ %	_____ %
c. Administrative Matters	_____ %	_____ %	_____ %	_____ %	_____ %	_____ %
d. Service (to professional organizations and community)	_____ %	_____ %	_____ %	_____ %	_____ %	_____ %
e. Fundraising	_____ %	_____ %	_____ %	_____ %	_____ %	_____ %
TOTAL (Must Equal 100%)	_____ %	_____ %	_____ %	_____ %	_____ %	_____ %

4. What is the assistant or associate music executive's salary for 2019-2020 (exclusive of benefits)?
(a) \$ _____ (b) \$ _____ (c) \$ _____
(d) \$ _____ (e) \$ _____ (f) \$ _____

5. Upon how many months is the assistant or associate executive's salary based?

	(a)	(b)	(c)	(d)	(e)	(f)
9 or 10	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11 or 12	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

6. What is the gender of the assistant or associate music executive?

	(a)	(b)	(c)	(d)	(e)	(f)
Male	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Female	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

7. Please enter the assistant or associate music executive's teaching load in full-time equivalence:

(a)	(b)	(c)
_____ F.T.E.	_____ F.T.E.	_____ F.T.E.
(d)	(e)	(f)
_____ F.T.E.	_____ F.T.E.	_____ F.T.E.

Section V: MUSIC ADMINISTRATIVE PERSONNEL AND PROCEDURES

C. OTHER PERSONNEL ASSIGNMENTS (including student help)

For more information about completing this section, please [click here](#).

1. Secretarial/Clerical Assistance

- a. How much staff time in the music unit is allotted for secretarial and clerical assistance?

1.75 F.T.E.
- b. What are the total salary expenditures (exclusive of benefits) for secretarial and clerical assistance?

\$

87000

2. Library Staff

- a. How much staff time is allotted for library personnel dealing with music holdings, regardless of budget source?
- Branch Music Library

F.T.E.
- Main Library

F.T.E.
- Other Library

F.T.E.
- b. What are the total salary expenditures (exclusive of benefits) for music library staff?

\$

3. Technical Staff

- a. How much staff time in the music unit is allotted for technical/production staff?

F.T.E.
- b. What are the total salary expenditures (exclusive of benefits) for technical/production staff?

\$

4. Professional and Miscellaneous Staff

- a. How much staff time in the music unit is allotted for professional/miscellaneous staff? This section should include admissions staff, and all other staff not accounted for.

1.57 F.T.E.
- b. What are the total salary expenditures (exclusive of benefits) for professional/miscellaneous staff?

\$

134280

Section VI.A: SPECIFIC INSTRUCTIONAL, OPERATIONAL AND PERFORMANCE BUDGET FOR 2019-2020

For more information about completing this section, please [click here](#).

Instructional, Operational, and Performance Budget Figures Administered by the Music Unit (for the entire fiscal year related to the 2019-2020 academic year)

	BUDGET 2019-2020	N/I
a. Faculty and Professional Travel (to meetings, etc.)	\$ 3275	<input type="checkbox"/>
b. Graduate Scholarships (administered by music unit) including fellowships/assistantships/tuition remission/discounts not already reported in a previous section	\$	<input type="checkbox"/>
c. Guest Artists	\$ 3000	<input type="checkbox"/>
d. Instructional Supplies	\$ 2000	<input type="checkbox"/>
e. Library (collection development other than performance materials)	\$	<input type="checkbox"/>
f. Library (performance scores and parts only)	\$	<input type="checkbox"/>
g. Office Supplies	\$ 3270	<input type="checkbox"/>
h. Operating Services	\$	<input type="checkbox"/>
i. Postage	\$	<input type="checkbox"/>
j. Printing/Duplication	\$ 900	<input type="checkbox"/>
k. Public Relations and Fundraising	\$	<input type="checkbox"/>
l. Short-Term Visiting Artists/Lecturers, etc. (less than one semester)	\$ 9000	<input type="checkbox"/>
m. Student Recruitment	\$	<input type="checkbox"/>
n. Student Travel (i.e., ensemble tours -- includes funds raised and administered by the music unit.)	\$ 6000	<input type="checkbox"/>
o. Student Wages	\$ 33000	<input type="checkbox"/>
p. Technical Services (instrument maintenance, office equipment, repair, piano tuning, etc.)	\$	<input type="checkbox"/>
q. Technology Services (electronic media, software, fees, etc.)	\$ 4500	<input type="checkbox"/>
r. Telephone/Fax/Electronic Communications	\$	<input type="checkbox"/>
s. Undergraduate Scholarships (administered by music unit) including tuition remission/discounts	\$	<input type="checkbox"/>
t. All Other Expenses	\$ 109000	<input type="checkbox"/>
TOTAL INSTRUCTIONAL, OPERATIONAL AND PERFORMANCE BUDGET FOR 2019-2020	\$ 173945	

Section VI.B: BENEFITS

For more information about completing this section, please [click here](#).

Please provide a total figure for benefits to all individuals recorded in Sections IV (faculty), and V (administration) of this survey form regardless of budget source. (If you do not know this figure, please estimate based on the benefits package at your institutions.) Benefits include, but are not limited to, FICA, Health Insurance, Disability Insurance, Life Insurance, Retirement Plans, etc., paid for by the institution.

\$ 230432

Section VI.C: GRAND TOTAL ANNUAL BUDGET OF THE MUSIC UNIT IN 2019-2020 IN 2019-2020

For more information about completing this section, please [click here](#).

This figure will include monies that are directly controlled by the music unit. It will include faculty and staff salaries (including benefits), and operational budgets (sum of expenses from Sections IV, V, and VI). \$ 1926925

Section VI.D: EQUIPMENT AND BUILDING BUDGET

For more information about completing this section, please [click here](#).

		2019-2020 Academic Year	N/I
1.	Equipment		
	a. Purchases	\$ 0	<input type="checkbox"/>
	b. Leases and Rentals	\$ 0	<input type="checkbox"/>
	c. Repairs	\$ 0	<input type="checkbox"/>
2.	Building		
	a. Renovation and Repair	\$ 0	<input type="checkbox"/>
	b. Leases and Rentals	\$ 0	<input type="checkbox"/>
	c. New Construction (Please describe below)	\$ 0	<input type="checkbox"/>

TOTAL EQUIPMENT AND BUILDING BUDGET (Total of VI.D.1. a.-c. and VI.D.2. a.-c. above only)	\$ 0
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Section VI.E: SPECIFIC SOURCES OF INCOME/ENDOWMENT FOR THE MUSIC UNIT IN 2018-2019

For more information about completing this section, please [click here](#).

		Income	Endowment
1. Public Grants (special grants to the music unit from national, state, or local governmental arts funding sources)	\$ _____	<input type="radio"/>	<input type="radio"/>
2. Foundation/Corporation Support (special grants to the music unit from private foundations or corporations)	\$ _____	<input type="radio"/>	<input type="radio"/>
3. Private Gifts (gifts from individuals given directly to the music unit)	\$ _____ 275000	<input type="radio"/>	<input checked="" type="radio"/>
4. Ticket Sales, Commissions, Rentals, Etc. (income earned by the music unit related to performance)	\$ _____ 0	<input checked="" type="radio"/>	<input type="radio"/>
5. Fund Raising (monies allocated to and controlled by the music unit)	\$ _____ 0	<input checked="" type="radio"/>	<input type="radio"/>
6. Tuition (monies allocated to and controlled by the music unit)	\$ _____	<input type="radio"/>	<input type="radio"/>
7. Student Fees (monies allocated to and controlled by the music unit)	\$ _____	<input type="radio"/>	<input type="radio"/>
8. Income from Endowment (monies allocated to and controlled by the music unit)	\$ _____	<input type="radio"/>	<input type="radio"/>
TOTAL SPECIFIC SOURCES OF INCOME/ENDOWMENT FOR THE MUSIC UNIT IN 2018-2019 <i>(Total of VI.E. 1. through 8. above)</i>	\$ _____ 275000		

Section VI.F: TOTAL ENDOWMENT

For more information about completing this section, please [click here](#).

Provide the total endowment of the music unit restricted for use by the music unit. Include endowment principal for items such as music professorships, music scholarships, music library, music operating funds, concert series, and musical activities. \$ 356061885

Section VI.G: TUITION REMISSION FOR GRADUATE STUDENTS FOR 2019-2020

For more information about completing this section, please [click here](#).

1.How many full-time graduate students are receiving full tuition remission? _____0

2.What is the total dollar value of all full-time graduate student tuition remissions? \$ _____0

3.How many part-time graduate students are receiving full tuition remission? _____0

4.What is the total value of all part-time graduate student tuition remissions? \$ _____0

Addendum: ACTUAL INSTRUCTIONAL, OPERATIONAL AND PERFORMANCE EXPENSES FOR 2018-2019

For more information about completing this section, please [click here](#).

	EXPENSES 2018-2019	N/I
1. Faculty and Professional Travel (to meetings, etc.)	\$ <u>8000</u>	<input type="checkbox"/>
2. Graduate Scholarships (administered by music unit) including fellowships/assistantships/tuition remission/discounts not already reported in a previous section	\$ _____	<input type="checkbox"/>
3. Guest Artists	\$ <u>2800</u>	<input type="checkbox"/>
4. Instructional Supplies	\$ <u>9900</u>	<input type="checkbox"/>
5. Library (collection development other than performance materials)	\$ _____	<input type="checkbox"/>
6. Library (performance scores and parts only)	\$ _____	<input type="checkbox"/>
7. Office Supplies	\$ <u>3100</u>	<input type="checkbox"/>
8. Operating Services	\$ _____	<input type="checkbox"/>
9. Postage	\$ _____	<input type="checkbox"/>
10. Printing/Duplication	\$ <u>900</u>	<input type="checkbox"/>
11. Public Relations and Fundraising	\$ _____	<input type="checkbox"/>
12. Short-Term Visiting Artists/Lecturers, etc. (less than one semester)	\$ <u>6800</u>	<input type="checkbox"/>
13. Student Recruitment	\$ _____	<input type="checkbox"/>
14. Student Travel (i.e., ensemble tours -- includes funds raised and administered by the music unit.)	\$ <u>2000</u>	<input type="checkbox"/>
15. Student Wages	\$ <u>29000</u>	<input type="checkbox"/>
16. Technical Services (instrument maintenance, office equipment, repair, piano tuning, etc.)	\$ _____	<input type="checkbox"/>
17. Technology Services (electronic media, software, fees, etc.)	\$ <u>4000</u>	<input type="checkbox"/>
18. Telephone/Fax/Electronic Communications	\$ _____	<input type="checkbox"/>
19. Undergraduate Scholarships (administered by music unit) including tuition remission/discounts	\$ _____	<input type="checkbox"/>
20. All Other Expenses	\$ <u>97040</u>	<input type="checkbox"/>
TOTAL INSTRUCTIONAL, OPERATIONAL AND PERFORMANCE EXPENSES FOR 2018-2019	\$ <u>163540</u>	

