



# **Policies for ISA Instrument Committees including committees in other educational areas where core materials are produced**

Adopted by the ISA Board of Directors on September 11, 1999

Revised September 20, 2013, and October 15, 2018

Recognizing that the Suzuki Method™ is used worldwide, the ISA Board has established International Instrument Committees and other educational program committees covered by the Suzuki Method™ to insure that the core materials used under the name “Suzuki Method™” are of the highest musical and pedagogical quality and are uniform throughout the world. Under the copyright agreement, Zen-On is the publisher for the Suzuki Method materials in Japan, and Alfred Music is the publisher for the materials in the rest of the world. Core materials are defined by the ISA Board as printed music for the Suzuki Method™ books and recordings of these books. Core materials with the same or similar contents published by other technical means including but not limited to DVD, CD-ROM, Internet publishing or any other form of publishing electronic or non-electronic is also included in this definition.

The ISA Instrument Committees are charged with the responsibility of preparing the material for the Suzuki Method books and recordings. This includes selection or revision of repertoire and editing of the music and text for the international edition of the Suzuki core materials.

The following principles apply for the work of all ISA Instrument Committees and committees in other educational areas where core materials are produced:

- This International Edition is to be the only edition published anywhere in the world.
- Alfred and Zen-On must publish the exact same edition to the exclusion of any other edition.
- The International Edition is used worldwide to the exclusion of any other edition.
- No region may use other material under the name "Suzuki Method".
- The International Edition must be used as the basis for teacher training in all regions.

The committees have the right to final say regarding publications and choice of artists for recordings in dialogue with the publisher in question. The ISA board should in general accept the recommendations and decisions of these committees. The Board has the right to intervene and reverse decisions of these committees should these not be consistent with ISA policy or if the board assesses that decisions or recommendations carry a potential danger for unacceptable financial undertakings by the ISA.

Following are guidelines for Instrument Committees and committees in other educational areas where core materials are produced:

1. The ISA should aim at having instrument committees for all instruments and committees for other educational areas which core materials covered by the Suzuki Method™.
2. At the point of adopting these guidelines the following instrument committees are recognized: violin committee, viola committee, cello committee, piano committee, flute committee, guitar committee, bass committee, recorder committee, harp committee, voice committee, organ committee, trumpet committee and early childhood education committee.
3. The ISA board approves new instrument committees or educational area committee if these are established according to the "Policies for New Instrument Areas in the Suzuki Method" approved by the Board of the ISA in April 1999 and revised in October, 2007. A proposal to appoint a new ISA instrument committee or other educational area committee can come from any of the regional Suzuki associations represented on the ISA board.
4. The regional associations have the right to nominate and appoint one representative each to any instrument or educational area committee provided that an active program of that discipline exists in their region. This appointment is subject to the qualification requirement stated in item 5 of this policy.
5. A representative of a region on a particular committee must reflect the opinions of the teacher trainers in that discipline in their region. Representatives of a particular region on an instrument or educational area committee must be resident in that region. A representative must be a teacher trainer in their region or have completed Suzuki teacher training through the highest level of Suzuki core material for that particular discipline. The same requirements apply to a representative's deputy or proxy should such a deputy be appointed by the representative to take part in any one meeting of the instrument committee. The ISA Board may allow exceptions to these requirements in special circumstances.
6. A region or a representative of a region that has either published or been instrumental in publishing Suzuki core material without the approval or input of the relevant ISA instrument committee, or has published or been instrumental in publishing Suzuki core material with editing (for example, fingering and bowings) or recordings that have not been approved by the relevant ISA instrument committee, may not participate or vote in further editing decisions about those books or recordings."

7. Members of a committee may not receive any royalties, fees, commissions or other compensation for materials prepared by the committee and published using the Suzuki name.
8. Each representative committee member is appointed by his/her region for a term set by the region. The term of office is renewable. The ISA Board can refuse the appointment of a representative committee member or unilaterally terminate a representative committee member's term on a particular committee with or without cause and with or without prior notice.
9. Each instrument committee elects its own chairperson. The term of office for the chairperson is decided by majority vote of the committee members. The chairperson is responsible for maintaining contact with publishers on behalf of the committee as well as maintaining contact with the ISA Board through the ISA Chief Executive Officer.
10. If the Chair of a committee is absent from a meeting, a Chair Pro-Tem will be elected by the committee members in attendance. A deputy or proxy cannot serve as Chair of a committee.
11. It is the responsibility of the chairperson of an instrument committee to report annually to the ISA's Board of Directors through the ISA's CEO by September 1 each year or a minimum of six weeks prior to the ISA's scheduled annual board meeting.
12. The ISA Board, may, at its discretion, appoint an ISA Board Liaison to an instrument committee.
13. Decisions by instrument committees should, if at all possible, be made by consensus. Should this not be possible, a simple majority vote of committee members is also acceptable. Should, for some reason, the situation arise that an equal number of votes are in favour and against a particular proposal in a committee meeting, this is to be regarded as a veto for that particular proposal.
14. Committee members may vote by proxy.
15. The expenses incurred by ISA's instrument and educational area committees should be kept at a minimum. Cooperation with publishers and others should be sought in order to cover costs that arise from the work of these committees.