



## SCHOOL OF MUSIC

*Illinois State University*

The ISU School of Music is committed to providing a safe environment for all of our students, faculty, and staff while continuing our educational and creative mission. The following information provides a list of new policies and procedures for the School of Music specific to learning during the Coronavirus pandemic, based on our current understanding of CDC and Illinois public health guidelines, University guidelines, and industry-specific research findings. We remain committed to fostering a spirit of learning and scholarship, individualized attention, respect, collaboration, and inclusion during this time.

For the most up-to-date university Coronavirus information, please visit:  
<https://coronavirus.illinoisstate.edu>.

### **General initiatives and guidelines**

- Face coverings are required in all common indoor spaces at ISU, including during School of Music classes and activities. Face coverings are also required in outdoor spaces where it is difficult to maintain a 6-foot physical distance.
- Everyone should wash their hands often with soap and water for at least 20 seconds, or use hand sanitizer when soap and water are not available.
- Lingering in common School of Music spaces is discouraged. Physical distance must be maintained in areas such as the Cook Hall and CPA lobbies, and when waiting to enter a classroom.
- Cook Hall traffic flow will be easier to manage if students and faculty use the quad-side stairwell for going up, and the parking-side stairwell for going down. Each of the large rehearsal rooms will have one door for entering and one door for exiting; please follow posted signs.
- All woodwind and brass students will be expected to use bell covers and modified masks. Check with your applied studio instructor on possible solutions and materials.
- Until further notice, all School of Music outreach programs involving minors (such as String Project, private lessons) are not permitted to take place on campus. Online formats will continue. All private students must register through Community School for the Arts and can be taught remotely.
- Flexibility will be given to individuals seeking a 100% learning environment to the extent possible. We will support remote/online instruction to ensure that we are providing a reasonable accommodation for individuals with such needs provided the learning outcomes of the course will not be diminished.
- Each member of the School of Music must appreciate that they play a role in preventing the spread of COVID-19 and that acting in ways contrary to the University's required mitigation efforts puts themselves and others at risk.

## **Lessons and Studios**

- In the School of Music, lessons will be conducted utilizing both online platforms (Zoom, Flipgrid, etc) as well as in-person lessons conducted in large, well-ventilated or outdoor spaces. Some lessons where masks may be worn by student and instructor for the duration of the lesson may occur in a Cook Hall studio. For in-person lessons, there will be a “buffer” time between students to allow for sufficient air circulation and disinfecting; the length of the buffer time will be no less than 20 minutes, but will depend on the activity and the space. 100% online lessons can be accommodated, provided the student has all needed equipment/instruments.
- Faculty and students should expect to be flexible with in-person lesson scheduling, as we may utilize evening and weekend times when feasible.
- Commonly touched surfaces such as chairs and stands need to be wiped down by the student before and after the lesson. Specialized equipment (pianos, percussion) must be cleaned with the appropriate provided cleaning materials; do not use Clorox wipes on pianos as they will damage the finish. Faculty will be expected to keep high-touch surfaces clean in their individual studios.

## **Classes**

- In the School of Music, classes will be conducted utilizing both online, hybrid, and in-person formats. The modality of each class is listed on Course Finder. For in-person class sessions, students will be responsible for wiping down their desks/chairs/stands before and after use.
- Classrooms and rehearsal rooms will be stocked with hand sanitizer as well as wipes for cleaning desks/chairs/stands. Every piano in the School of Music is stocked with a special alcohol-spray solution that is safe to use on the keys and on the wood frame. Do not use Clorox wipes on pianos as they will damage the finish. Follow posted instructions for keeping the pianos clean.
- Students will be expected to wear face coverings for the duration of in-person classes.
- Faculty members may elect to wear a face shield rather than a face mask so that he/she may be heard more clearly, provided a distance of 6-feet is kept. However, a face mask must be readily available for the faculty member to put on quickly should a student need to approach the faculty member.
- All singing elements of a lecture class (such as sight-singing or general music) will occur only via online platforms, as space limitations do not allow for in-person class members to appropriately spread out for singing.

## **Ensemble rehearsals**

- Our in-person ensembles will be divided into smaller groups of students with appropriate repertoire. Rehearsal times will occur in shorter blocks with longer breaks (example: 30- minute rehearsal followed by a 20-minute break to allow for air circulation).
- Strings, keyboard, and percussion will rehearse with masks on for the duration of the rehearsal.

- Wind/brass will rehearse with modified masks and bell covers. All members will be spaced a minimum of 6-feet apart, with 9 feet in front of trombone players.
- Students will wipe down chairs/stands before and after rehearsal.
- Brass players will need to empty spit valves into designated sanitizing stations (such as on a “puppy pad” or personal towel that will be washed frequently), not on the floor.
- Woodwind players should utilize a swab for their instrument rather than blowing through the holes.
- Choral ensembles may be permitted to sing indoors at the discretion of ensemble directors, provided the following criteria are met: 1) Rehearsals will occur in a large, well ventilated space, such as the CPA; 2) All members will be spaced a minimum of 12 feet apart in all directions; 3) All members will wear a mask while singing; 4) Rehearsal length will not exceed 30 minutes; 5) Students not wishing to participate in-person can follow along online.

### **Practice Rooms**

- Use of practice rooms must be scheduled in advance. Practice rooms include Wenger practice modules (CH, OU) and designated classroom spaces. Specific practice modules/practice spaces may be designated for specific activities, based on the size of the room and the air circulation of the room. It is imperative that students adhere to the schedule. Practice room scheduling will have a 1-hour “buffer” time of no use between scheduled blocks, to allow time for sufficient air circulation.
- Only one student may use a practice room at a time.
- Students will be required to wipe down chairs/stands/equipment (keyboards, percussion) when entering and exiting a room. Brass players will need to empty spit valves into designated sanitizing stations (such as on a “puppy pad” or personal towel that will be washed frequently), not on the floor.
- Students are encouraged to practice at home when possible. Talk to your applied instructor if you have at-home practice issues and we will help to find a solution. Students may wish to acquire a practice mute when feasible for your instrument.

### **Performances/Recitals**

- Ensemble performances will be determined by ensemble directors as the semester unfolds, and will be responsive to the current health situation at any given time.
- For student degree recitals, members of the studio and up to five guests will be allowed to attend the recital in person if we are in Phase 4 of *Restore Illinois*. A live audience will not be possible when public gatherings are limited to 10 people or fewer.
- Masks will be required of all audience members when live audiences are permitted.

### **Recital Attendance**

- Recital Attendance will be conducted virtually, either through “attendance” at live-stream events or through watching posted videos. The course syllabus will detail all recital attendance policies for fall.

## **Excused Student Absences due to communicable disease**

- If a student is required to be absent from class because of a required self-isolation or quarantine based on the directive of a public health official or health provider for a reason related to a communicable disease, the absence from class will be considered excused.
- Instructors will provide reasonable modifications/extensions for completing missed exams, quizzes, and other required work.
- For the absence to be excused the student must provide appropriate documentation of a required quarantine/self-isolation to Student Health Services within 5 business days of notification of the directive and arrange to complete missed classroom work as soon as possible.
- More information can be found at: <https://deanofstudents.illinoisstate.edu/contact/absence/>
- We expect and encourage students to “learn from home” if they are not feeling well. Classroom technology has been updated so that students can “attend” in-person classes remotely.

## **COVID testing/positive testing**

- The University will provide specific information to all students regarding what to do if you are not feeling well or if you test positive for COVID. Contact tracing is handled by the public health department, and ISU and the School of Music will follow all directives from the public health department.

Thank you for your attention to these policies to help support a safe learning environment this spring.

\*Information is up to date as of January 12<sup>th</sup>, 2021, and is subject to change based on the current situation.