

MICHIGAN STATE UNIVERSITY

March 12, 2020

Dear College of Music Students,

Thank you for your cooperation as we navigate the challenges associated with COVID-19. We understand that this situation imposes extra burdens and increased anxiety on faculty, staff, and students.

In the coming days, important information will be communicated to you via email. Please check your MSU email address frequently and carefully.

The following document contains essential information outlining how we will move forward as we transition to on-line instruction. It will also be posted on the College website and will be updated as needed.

We very much appreciate your patience with this transition to online instruction. We have requested that each faculty member submit their plans for continuity of instruction. If you encounter any challenges with these plans please contact me or Associate Deans Kroth and Rayl.

Academic Classes will transition to online instruction by early next week. Your teachers will be reaching out to let you know about delivery of instruction.



College of Music

Office of the Dean

Music Building
333 W. Circle Dr. Room 105
East Lansing, MI
48824

James Forger

Dean
forger@msu.edu
Phone: 517/355-4583
Fax: 517/432-7081
www.music.msu.edu

Music Events Line
517/355-3345

Applied lessons, like academic classes, can be delivered via Zoom <https://msu.zoom.us> or other remote platforms. This will be necessary for the many students who are no longer on campus.

- **In-person lessons** are possible only if both the faculty member and student agree to do so. You should not in any way feel coerced or pressured to have an in-person lesson. If you experience any issues with this, please contact either Associate Dean Kroth or Associate Dean Rayl. Lessons should be conducted in a space large enough to ensure appropriate social distancing (6 feet minimum). If needed, faculty will reserve a larger space such as a classroom, rehearsal room, or performance space through the main office. Given these circumstances, it is possible that assigned collaborative pianists may not be available for in-person lessons. Under no circumstances should any collaborative artist be pressured to participate in an in-person lesson.
- Faculty have been instructed to keep track of each lesson and how it was offered to ensure that students receive the required instruction.

Studio Class cannot be offered in-person, but may be offered remotely at the discretion of the instructor.

Juries: Each area has been instructed to modify jury requirements appropriate for this situation (amount of repertoire, student lack of access to accompaniment, etc.). Please consult your applied teacher for details.

Practice rooms, classrooms, and computer lab will remain available to students. Please bring disinfecting wipes or sprays.

Large ensemble rehearsals and performances will be suspended until April 20, 2020, possibly through the end of the semester. Each conductor will determine additional assignments and the basis on which grades will be assigned for the semester.

All performances, guest lectures, masterclasses, etc., with the exception of required degree recitals are canceled through April 20, 2020. It is unclear at this time whether any performances will occur after that date.

All **non-degree recitals** will be canceled.

Required degree recitals may be performed in Cook, Hollander, and Murray halls. We will attempt to reschedule those recitals currently scheduled in Fairchild. Because all classes are being offered remotely, there are many open times in Cook and Hollander.

- Required degree recitals are not open to the public. Only family members and teachers may attend. Recitals will be livestreamed if at all possible. More information on livestreaming recitals will follow.
- Required undergraduate recitals: the teacher may attend in person, view the livestream, or ask the student to record the performance. Signed programs are still required.
- Required graduate recitals: our recommendation is that areas omit the pre-recital hearing, allow the student to perform the recital if the faculty member feels they are prepared, and require the student to submit a recording of the recital to the hearing committee for approval. Committee members must email their approval to Anne Simon at musgrad@msu.edu.

MM Orals/DMA/PhD Defenses may be administered in-person, via Zoom or remote platform, or in a combination of those. If administered in person, they should not take place in faculty studios, but should be administered in a classroom space that allows for appropriate social distancing. Under no circumstances should any student be pressured to participate in an in-person orals or defense.

Advising: In person advising will NOT be done. Students have the option for advising via phone or Zoom. Please refer to the email messages sent earlier today from Ms. Wimberly and Ms. Hoekstra.

Library Hours: Please check the MSU Libraries main page for hours of operation and area closures <https://lib.msu.edu>. Please note that the Music Library area will be closed until April 20, 2020 but that music materials can be retrieved as long as the Library remains open. Please see the Reference Desk if you need assistance.

It is quite possible that this document does not address all of your questions or concerns. Please consider it a work in progress. And please know that resources are available to assist you in this challenging environment. Do not hesitate to contact me or Associate Deans Kroth and Rayl.

We are grateful for your willingness to adapt to this unprecedented situation.

Sincerely,

A handwritten signature in black ink, appearing to read "James Forger". The signature is fluid and cursive, with a long horizontal stroke at the end.

James Forger
Dean