

**SAFER STETSON TIER ONE Policies and Protocols for music students, faculty and staff**  
**Effective: November 5, 2020 with updates provided as necessary**

The School of Music is committed to teaching students to...

- become critical thinkers, effective leaders and literate, competent musicians;
- exhibit significant proficiency in areas of specialization, developed through individualized study;
- work collaboratively with faculty and peers in experiences centered on student needs, goals and aspirations;
- embrace enriching life values and ethical practices; and
- practice individual responsibility for lifelong learning and for supporting and participating in the arts, artistic endeavors and artistic entities.

**CORE SAFETY PROTOCOLS**

1. Masks are required in all facilities at all times. Masks may be removed in “single-student” 3<sup>rd</sup> floor practice rooms.
2. Physical distance of a minimum of 6 feet is required in hallways, offices, and classrooms. Vocalists, winds, and brass players are required to be distanced at a minimum of 10 feet in any office, classroom, or performance space.
3. Personal hygiene is strongly encouraged with frequent 20 second hand washing.
4. Practice rooms require personal “wipe-downs” prior and following one-hour maximum usage with provided PPE materials including 30-minute breaks as denoted on the posted sign-up sheet on each practice room door.
5. All students should have their own folding music stand and should bring this stand to any room that is not a third-floor practice room. School of Music stands will not be used in the larger rooms in an effort to reduce contact with surfaces. This policy does not apply to percussionists. Percussion students are permitted to use the school’s stands with proper wiping down after use.

**MUSIC COURSEWORK GENERAL POLICIES AND PROTOCOLS**

1. Online courses are a combination of synchronous and asynchronous meetings and assignments. Direct communication between faculty and students is required throughout the semester regarding clarity of class meetings and expectations.
2. Hybrid courses are delivered in a combination of F2F classes and virtual meetings in Lee Chapel, Presser Hall, and McMahan Hall adhering to the approved daily class schedule. Direct communication between faculty and students is required throughout the semester regarding clarity of class meetings and expectations. OUTSIDE class meeting is strongly encouraged, when possible.
3. Room capacities are determined by the number of “pre-placed” chairs/desks in each classroom. Chairs/desks are NOT to be moved in any environment, either during class times or open times later in the day. OUTSIDE class meeting is strongly encouraged, when possible.

## **WOODWINDS & BRASS SPECIFIC POLICIES AND PROTOCOLS**

1. Woodwind & Brass instruments create moisture. All woodwind and brass players are required to appropriately contain this moisture. No moisture should be deposited directly on the floor or in a room's wastebasket.
2. Woodwinds instruments need to have a large, thick bath towel to capture moisture that may drip or leak from the instrument. Students should have a sufficient supply of towels for their needs. Towels should be laundered after one use.
3. Brass instruments produce more moisture and will require more effort to contain the moisture. A "self-absorbent diaper" or a "puppy pad" is recommended. A large, thick bath towel may be substituted for this purpose if the recommended items are not available. Students should have a sufficient supply of towels for their needs. Towels should be laundered after one use.
4. Reed soaking containers filled with water (typically used by double reed players) should be handled & used with extra care and attention. Applied studio professors should be consulted for any specific recommendations.
5. Based on results from recent scientific studies, it is recommended that all woodwind & brass players place a bell cover on their instrument to minimize aerosols. These covers can be created in a simple, inexpensive manner. Applied studio professors should be consulted for any specific recommendations.

## **APPLIED PRIVATE LESSONS POLICIES AND PROTOCOLS**

1. Faculty and student agency is the primary determinant in safely engaging in lessons.
2. Lessons offered F2F are limited to 30 minutes with a 30-minute break between lessons; faculty should remain masked or vacate the teaching space between lessons.
3. F2F lessons require a *minimum* of 10 feet distance for vocalists, winds, and brass players, with a maximum of two (2) individuals in a teaching space.
4. Lessons involving keyboard collaboration require designated larger rooms (see below) when available and synchronous "limited latency" technology when possible.
  - a. Lee Chapel
  - b. Tinsley Rehearsal Room
  - c. Room 112
  - d. Room 113
  - e. Room 202
  - f. Room 349
  - g. Room 352
  - h. Feasel Rehearsal Room

## **LARGE MUSIC ENSEMBLE POLICIES AND PROTOCOLS**

1. Following TIER ONE guidelines, all large music ensembles will function at the discretion of the director. OUTSIDE rehearsals are recommended. Maximum of 25 for indoor rehearsals with proper physical distancing and masks required.
2. Faculty and students will continue to be in close communication regarding syllabi and class expectations with synchronous meetings, and asynchronous assignments and projects.
3. Music ensembles will be following the approved daily class schedule set by the Registrar's Office.

## CHAMBER MUSIC POLICIES AND PROTOCOLS

1. All chamber ensembles are to follow guidelines with a maximum of 30-minute rehearsal times in predetermined available spaces. Strings, percussion, guitar, and keyboard musicians must remain physically distanced at a minimum of 6 feet, wearing masks at all times. Vocalists, winds, and brass players must remain physically distanced at a minimum of 10 feet, with all musicians facing the same direction (not in a curved position or facing each other).
2. Chamber ensembles must sign-out rooms, when available. Chairs/desks must remain accurately counted in each room, and remain in place. 30-minute breaks between new musicians is required.
3. Chamber music students and faculty coaches must remain in close communication regarding agency of safely providing chamber opportunities, using remote “low latency” technologies, when necessary and agreed upon.
4. Chamber ensembles are limited to five (5) musicians, with the option of special requests granted by the Office of the Dean.

## CONCERTS and RECITALS POLICIES AND PROTOCOLS

1. During TIER ONE status, only registered Stetson students, approved faculty, and approved and registered immediate family members may attend Junior and Senior Recitals. Immediate family list/names must be submitted to Sara Scarpelli 48 hours prior to the day of the scheduled recital. Family members must check in at public safety on weekends prior to arrival in Lee Chapel.
2. Live performances (which will be recorded) will be held in Lee Chapel, Tinsley Rehearsal Room and Feasel Rehearsal Room, with physical distanced protocols mirroring the 6 feet and 10 feet physical distancing. 30-minute room breaks between new performances will be required.
3. Hatter Heritage performances and newly produced recitals and concerts will be posted online for audience inclusion.
4. Thursday student recitals will include student soloists submitting recorded performances using Lee Chapel and other spaces deemed safe and accessible regarding on-campus students and virtual recordings for online learners.

## FACILITY TRAFFIC FLOW PROTOCOLS

### **Presser Hall**

*Entrance Only:* Main eastside entrance for all students, staff, and faculty

*Exit Only:* North and south doors will be exit only for all students, staff, and faculty

*Direction Flow:* Clockwise flow on all levels (ie: enter the building and turn left)

*Student Stairwell Up:* South door stairwell (closest to McMahan) is UP for students

*Student Stairwell Down:* North door stairwell (closest to Lee Chapel) is DOWN for students

*Faculty Stairway:* East main stairway up and down for faculty only

*Elevator Usage:* Reserved only for individuals up/down that require accommodated accessibility

*Tinsley Entrance:* NE corner

*Tinsley Exit:* NW corner

### **McMahan Hall**

*Entrance Only:* North Door (closest to Presser)

*Exit Only:* South Door (facing LBC)

*Entrance and Exit for Feasel: As marked with appropriate signage*

**Elizabeth Hall-Lee Chapel**

*Entrance Only: Main center hallway entrance for all staff, faculty, and students*

*Exit Only: Stage right backstage door; Green Room level exit only door*