The CC Music Department protocols for Fall 2020 are as follows. They are based on the current guidelines of Colorado College and supplemented by best practices for social distancing for musicians as recommended by The Peabody Institute, Johns Hopkins University, CU Boulder, Kansas City Voice Center, and University of Michigan. The Music Department will continue to monitor local, county, state, and national guidelines/recommendations and may adjust these protocols accordingly.

**Current version: August 5, 2020**

**Teaching Faculty:**

- Faculty have the choice to teach face to face or online, and most will offer a flex version. In Block one, in-person teaching is limited to first year students authorized to be on campus. All other instruction is remote.
- If an enrolled student is off-campus, online lessons will be offered.
- If a student is on campus, but does not want to meet with the teacher, online will also be offered.
- Faculty may only work with current registered CC students.
- Lessons, if face to face, will be scheduled by the music office depending on the teacher’s and student’s availability.
- All teaching facilities will be equipped with disinfection kit, and teachers will wear masks at all times.

**Students:**

- CC protocols for being on campus (masks, health check, distancing, etc.) must be followed at all times.
- All students must swipe into Packard Hall. Do not prop doors open.
- Please be aware of the specific guidelines provided by your instructor on when you will be in Packard Hall and how you will enter and exit the building. In general, Music students will enter/exit from the East Entrance and Art Students from the Courtyard studio doors or West entrance.
- No one should come to Packard Hall if they are showing any signs of illness.
- Students are required to use an external USB microphone for online lessons and ensemble participation. Financial assistance toward the purchase of a microphone is available, if needed, by contacting the Music department at musiclessons@coloradocollege.edu.
**Private Lessons:**

- Registration for lessons will be online only (see Music Department webpage) and runs August 14 to September 4.
- Hands should be washed before and after each lesson.
- Larger Packard classrooms (8, 9, 12, 16, 17, 20), Performance Hall, Flex room and studios (105, 106, 108, all with windows that open) can be used for face to face instruction.

  o **Vocal Lessons:**
    - Distance between student and teacher should be 10-15 feet without masks.
    - If instruction takes place indoors, the room should be vacated between lessons for at least 20 minutes to allow aerosols to settle and for HVAC circulation. Portable HEPA filters will be available.
    - Masks will be worn by instructor at all times; student will wear mask anytime they are not singing.

  o **Piano:**
    - Masks and hand washing prior to the lesson are required.
    - Distance between the pianos (if 2 in the room) should be 4-5 feet apart with clear plastic shower curtain placed in-between. If only one piano in the room social distancing should be 8 feet.
    - Student must disinfect piano keys and shower curtain at end of lesson.
    - Room does not need to be vacated by instructor between lessons.

  o **Strings:**
    - Masks at all times, and handwashing prior to the lesson are required.
    - Distance between student and teacher should be at least 8 feet.
    - Room does not need to be vacated by instructor between lessons.

  o **Winds and Brass:**
    - Masks are recommended when possible and/or bell covers for trombone and trumpet.
    - Distance between student and teacher when indoors should be 10-15 feet, with flute, oboe, and trumpet at further end of social distancing.
- Students will have a chair and stand by entrance to classroom, and faculty will be located at opposite end of room.
- Student must disinfect stand and chair at the end of the lesson.
- Room should be vacated for at least 20 minutes to allow aerosols to settle and for HVAC circulation.

  - Percussion:
    - Masks are required.
    - Instruction will take place in Packard Room 7, with students positioned nearest the entrance and faculty located at the opposite end of the room.
    - Student must disinfect instrument(s) used at the end of the lesson; same instrument(s) should not be used in the lesson immediately following to allow additional time for viral dissipation.

**Ensembles:**

- Auditions will only take place via video submission (YouTube/Dropbox/OneDrive). Ensemble directors will send instructions.
- Community members may not participate.
- Large ensembles cannot meet in full, but smaller subgroups within those ensembles (maximum of 8 individuals) may if proper distancing protocols are followed within the size of the room.
- Students must disinfect their individual chair and stand at end of rehearsal.
- Room should be vacated for at least 20 minutes between group rehearsals to allow aerosols to settle and for HVAC circulation.

  - Instrumental ensembles:
    - Distance between musicians should be 7.5 feet from center of one body to the next.
    - Winds should not be mixed in with strings, but remain segregated from others and themselves.
    - Instruments may not be shared, except piano, which must be disinfected with each use.
    - Plexiglass shields can be used between wind students for further protection.
o Vocal ensembles:
  ▪ Outdoor spaces are recommended.
  ▪ If indoors, masks should be worn at all times with a distance of 10-15 feet between individuals.

Spaces:

- Only academic classes (blocks) and students enrolled in an ensemble or private lessons (adjuncts) are allowed to use Packard Hall spaces.
- Classrooms can only be used by music faculty and music students and must be scheduled through the main office; unscheduled use of any spaces is not allowed due to the heightened need to monitor usage.
- Each instructor/student is responsible for wiping down all high-touch surfaces before and after use.
- Adjustable plexiglass barriers will be available for placement between musicians working in a small group setting.

o Practice rooms:
  ▪ Rooms are only for individual music majors, minors, or other students enrolled in lessons and/or ensembles and are only available by reservation through the front office.
  ▪ Practice rooms will be pre-assigned at one-hour intervals and have requisite HEPA filters, but must be vacated for at least 15 minutes after each use to allow aerosols to settle and for HVAC circulation.
  ▪ Students must wipe down all surfaces before and after use.

o Packard Recording Studio & Mixing Suite
  ▪ Only one person at a time may be in either the main control room, the main live room, or the satellite mixing room; individuals should not be moving between the two spaces during a session.
  ▪ Use of the space is limited to music majors and minors, with preference given to senior majors working on capstone/thesis projects.
  ▪ Spaces are only available by reservation with the Technical Director, Justin Maike.
  ▪ Individual users must wipe down all surfaces and equipment after use following the specific protocols provided for each of these spaces.
Seay Music Library

- The Seay Music Library offers limited student study spaces, by appointment only. All other services (including checkout of materials) are handled, principally, online. Contact Daryll Stevens or Dave Dymek for assistance.