Rowan University
Department of Music

Undergraduate Student Handbook
2024-2025



INTRODUCTION **4**

ACADEMIC POLICIES **4**

ABSENCES 4
Attendance *4*
Make-up instruction *4*
Class specific attendance policies *4*
Cancellation of Class *4*
Exceptions to Approved Academic Programs *5*
Additional Applied Study *5*
Recital Attendance *5*

ACADEMIC ADVISING **6**

ADVISING PROCEDURES 6

APPLIED STUDY POLICIES **6**

CHANGING APPLIED TEACHERS 6
DIVISIONAL AND DEPARTMENTAL RECITALS 7
GRADING 7
INITIAL STUDIO PLACEMENT 7
JUNIOR AND SENIOR RECITALS 7
JURIES 8
LEVELS OF APPLIED STUDY 8
RECITAL JURY 8
RECITAL SCHEDULING 9
SENIOR RECITAL ALTERNATIVES 9
SOPHOMORE PROFICIENCY EXAMINATION 9
STUDIO RECITALS AND MASTER CLASSES 9
TIME EXPECTATIONS 9

COMMUNICATION **10**

ENSEMBLES **10**

OVERVIEW 10
MAJOR ENSEMBLES 10
Major Ensemble Designation *10*
Major Ensemble Requirement *11*
ENSEMBLE PLACEMENT 11
INSTRUMENTAL ENSEMBLES 12
Orchestra *12*
Wind Ensemble *12*
Jazz Ensemble *12*
Lab Band *12*
Percussion Ensemble *13*
String Ensemble *13*
Contemporary Music Ensemble *13*
Piano Forum *13*
Clarinet Choir, Flute Choir, and Saxophone Ensemble *13*
Brass Band *13*
Chamber Music III (Small Jazz Ensembles) *14*
VOCAL ENSEMBLES 14
Concert Choir, University Chorus, VOCES *17*
Chamber Choir, Opera Company *18*

EQUIPMENT **15**

PIANOS 15
WIND AND STRING INSTRUMENTS 15

FACILITIES 16

BUILDING USAGE 16
EQUIPMENT USAGE 16
LOCKERS 16
MUSIC LIBRARY 16
Overview 16
Library Hours 17
Library Computer Lab 17
MUSIC LIBRARY CODE OF CONDUCT 17
Unacceptable Conduct 17
Food and Beverages 18
Permitted in the libraries 18
Prohibited in the libraries 18
Waste Containers 19
Cell Phone Use 19
PFLEEGER CONCERT HALL 19
BOYD RECITAL HALL 19
THEATRE-WING ROOMS 19
PHOTOCOPYING 20
SECURITY 20
SMOKING, FOOD, AND BEVERAGES 20
RECORDING STUDIO 20
CONCERT RECORDING 20

SCHOLARSHIPS AND HONORS 20

TUITION WAIVERS 21
MONETARY AWARDS 21
APPLICATION 21
REQUIREMENTS 21
HONORS 21

STUDENT ORGANIZATIONS 22

NAfME(NATIONAL ASSOCIATION FOR MUSIC EDUCATION) 22
PHI MU ALPA 22
SIGMA ALPHA IOTA 22

MUSIC WORK/STUDY OPPORTUNITIES 23

MUSIC LIBRARY 23
MUSIC OFFICE 23

Introduction

Welcome to the Rowan University Department of Music. The Student Handbook has been designed to acquaint you with departmental policies and procedures. The Department of Music Chair and all members of the faculty and staff will be pleased to assist you at all times. Your education is our highest priority.

Academic Policies

Absences

Attendance

Students are expected to be present at each scheduled class for which they are officially registered. Students who are absent for reasons of illness, death in the family, inclement weather, religious observances, official university activities, or for matters of personal conscience should inform each of their instructors, ideally with a written excuse, before the fact or as soon as possible thereafter. Except in cases where classroom experiences cannot be repeated, faculty may provide these students the opportunity to make up written work, tests or other assignments at the earliest possible convenient time.

Make-up instruction

Faculty members are under no obligation to provide make-up instruction to students who have chosen not to attend a class or classes.

Class specific attendance policies

Faculty may establish additional attendance criteria that are consistent with the above paragraphs. In learning communities, where attendance is critical to the functioning of the group, the rationale and justification for additional attendance requirements must be part of the syllabus provided for students prior to the end of the drop/add period.

Cancellation of Class

If faculty find it necessary to cancel one or more classes, they will do so after full consultation with the Department Chair and with the students affected. Provision will be made for making up the instruction that would normally have been given.

Exceptions to Approved Academic Programs

All exceptions to approved academic programs (other than waivers or credit by examination) must be recommended by the Departmental Academic Policies and Procedures Committee to the Department Chair in writing, with copies sent by the Department Chair to the student and any affected faculty. The committee should receive input in any decision from affected faculty.

Additional Applied Study

Students wishing to study an additional instrument within the department must successfully audition on both instruments. The professors in each of the two applied areas must write letters of recommendation to the Department Chair indicating their belief that the student is adequately prepared and exceptionally motivated and that the student, in the judgment of the professor, is capable of assuming the rigors of a double curriculum. The Department Chair will then allow the student to register for two applied instruments each semester.

The student must maintain a 3.0 grade point average to be accepted into the double studio program. Entering first year students must have maintained a B average in their high school work.

Recital Attendance

It is expected that all music students will attend recitals and concerts given by their peers. In addition, the Student Recitals requirement includes mandatory attendance at the monthly Student Recital (Wednesdays at 2:00) where attendance is taken.

In normal (Non-COVID-19) years, Recital Cards (for Art and Theatre/Dance attendance documentation) are to be obtained from a Department Secretary in the Music Office. For more information refer to the Student Recital Course Syllabus.

Academic Advising

Advising Procedures

University policy stipulates that all faculty may give career and personal advising, as appropriate, and in the Department of Music, applied teachers most frequently fulfill this need. Academic advising in the Department of Music is mandatory for all music students, according to University policy,

Department of Music Academic Advisement for all music students may occur at any time during the semester but most often occurs each semester conveniently following publication of the Master Schedule of Classes for the next semester. Students are required to meet with their advisor(s) to select courses for the following semester and complete the advising record for their permanent file.

The Department Chair and the Department Advisor review and sign seniors' applications for graduation, attesting to the fact that seniors have met the curricular requirements for graduation.

Students are responsible for reading email sent to their Rowan University student email account as this is the primary method of communication utilized by the University. Students are also responsible for understanding course registration information and deadlines, including specific drop/add and withdrawal deadlines when adjustment to semester course schedules may be needed.

Applied Study Policies

Changing Applied Teachers

Students who wish to change applied teachers should talk to their current teacher before instituting any other action. If it is not possible to do so, students should then schedule a meeting with the head of the division/area and department chair.

All changes of teachers will be contingent upon the availability of space on an alternative faculty member's workload and at the discretion of the department chair. Under no circumstances should the second faculty member be approached about lessons until the current

teacher has been granted the courtesies mentioned in the preceding paragraph.

Grading

The procedures for the assignment of grades are detailed in the syllabus for each studio and academic course.

Initial Studio Placement

Student studio placement is determined by the department chair in consultation with studio teachers and division heads.
The level of applied study at which transfer students are admitted is determined by the studio teacher.

Junior and Senior Recitals

Students enrolled in the Professional Applied and Jazz Studies curricula present a Junior and Senior Recital (50 minute program). Students enrolled in the Music Education curriculum present a Senior Recital (30 minute program), and students enrolled in the Composition curriculum present a recital of original works or produce an appropriate portfolio of works. Full recitals may not exceed 60 minutes playing time. The recital is recorded for the records of the department and the students. Students required to present a junior recital must successfully complete the recital before taking Professional Applied VII. At the end of semester VIII (or Semester VII for Music Education majors), the senior recital must be played or an incomplete grade is assigned. Music Education majors may not present their senior recital while in Student Teaching Residency II.

After passing the recital jury, a maximum of six hours rehearsal time in the Recital Hall is allocated to juniors and seniors preparing for recitals. Exceptions are made only with the written approval of the department chair.

Students are responsible for providing their own recital programs. These programs must conform to the department template (available on the department web page) and be approved at the time of the recital jury.

Recital Jury

The quality of the recital program is approved at the Recital Jury Hearing (attended by three (3) Dept of Music Faculty: the studio teacher, the division head, and one (1) other faculty member) not less than three weeks before the recital date. At the time of the jury, the student must present the adjudicators a typed copy of their program. The student must be prepared to demonstrate every piece listed. (Recital forms are obtained from Kathy O'Leary, Theater Arts Manager.) It is up to the faculty to determine how much of any given piece they want to hear. No pieces may be added or deleted without approval by the jury panel. The faculty members must sign the recital program upon completion of the jury. Upon successfully completing the recital jury, the student gives the signed program AND PINK FORM back to Kathy O'Leary and then the recital date is confirmed.

CUGS: The Certificate of Undergraduate Study

Students wishing to complete a CUGS must meet with the Area/Division Head for approval and to initiate the CUGS registration process. The availability of faculty to teach any particular student is not guaranteed for CUGS students. Once the Area Head has approved the CUGS you must meet with your advisor and do the paperwork to add it to your transcript. Students will only be permitted to complete one (1) CUGS. For more than one CUGS, students must petition the Dept. Chair and have a corroborating letter from The Division Head. Students do not need to audition for a CUGS.

Recital Scheduling

The procedure for scheduling a degree recital is for the student to see Kathy O'Leary in Theatre Arts Management to inquire about the availability of dates. Degree Recitals are scheduled Saturdays and Sundays at 3, 5 and 7, and in some cases M-F @ 7:30pm. After the available dates are discussed with the studio teacher, the student will ask Kathy to hold a specific date/time for the recital. The student will then schedule with the studio teacher for the recital jury to take place three full weeks prior to the recital date. A date being held by Kathy is a good faith gesture on her part and does not mean that the date is confirmed in the calendar until the completion of a successful recital jury. The recital juries are to be scheduled by the student three weeks prior to the recital date. Upon completion of the Recital Jury, the student must fill out the required paperwork Music Education majors may not schedule their senior recital during their semester of student teaching. (The scheduling timeline is under review by Dept. Faculty)

Senior Recital Alternatives

Occasionally, a music education student may, with the consent and recommendation of his/her teacher, elect not to give a public recital, or may be prohibited from doing so. Therefore, two other forms of recitals are possible. The student may present a closed recital with faculty, parents, spouses, and selected friends in attendance, or the student may perform a closed recital with only the applied faculty present.

Juries

In all cases, applied students must take a final jury exam in applied music before a committee made up of their applied teacher and related applied faculty at the end of each semester. The faculty has adopted a written evaluation form, which may be adapted to meet the needs of each division/area. A simple written evaluation of the student's performance in the jury will be indicated on the form provided, with one copy for the student and one for the student's file. The applied teacher may use the written evaluation by the related applied faculty for whatever purposes deemed necessary according to the procedures determined by the division.

At the applied jury exam, the applied instructor must collect from the students a repertoire sheet showing his/her entire repertoire for the semester. The instructor must turn in one copy of each repertoire sheet to the office for the student's file.

Levels of Applied Study

Proficiency levels for students in applied music will be determined by the appropriate applied faculty. This decision determines placement in the correct Applied Music semester.

Sophomore Proficiency Examination

A Sophomore Proficiency Examination for applied music is given at the end of the sophomore year on the Friday of Exam Week. Students cannot move into Applied Level 5 until they have passed this exam. The Music Faculty evaluates the performance using standard performance evaluation forms and criteria. The evaluation forms are available for view, on the Dept of Music Website. Students must perform 5 minutes of music and pass all sections of the evaluation form. If a student does not pass the Sophomore Proficiency they are permitted to retake the exam at the beginning of the following semester. For the fall semester the Retake Day is Wednesday of WEEK 2. In the spring semester, Retake Day is the first Wednesday of the semester, following the Welcome Back meeting. Failing the SoPro a second time requires that the student repeat semester IV of lessons. At the conclusion of that semester, the student is permitted one final chance to pass the Sophomore Proficiency. Failure to pass this 3rd attempt will result in dismissal from the major.

Studio Recitals and Master Classes

Studio Recitals and Master Classes, usually scheduled weekly by the applied teachers, provide opportunities for students to perform frequently for a limited audience within their instructional domain. All students are required to attend their Studio Recitals as the laboratory portion of their applied music courses. Most of these recitals/master classes are on Wednesdays at 2:00.

Time Expectations

Professional/Performance Applied study will consist of one-hour lessons per week, with the expectation of a minimum of three hours of daily practice. Please note that the amount of practice needed to be prepared for weekly lessons may vary between individual students.

Major Applied study will consist of one-hour lessons per week, with the expectation of a minimum of two hours of daily practice. Please note that the amount

of practice needed to be prepared for weekly lessons may vary between individual students.

Secondary Applied study will consist of half hour lessons per week, with the expectation of a minimum of one hour of daily practice. Please note that the amount of practice needed to be prepared for weekly lessons may vary between individual students.

Communication

Students should read the Bulletin Boards in the main hall near the Music Office for messages and announcements on a regular basis. Students may leave messages for faculty in the faculty-staff mailroom, which is across the hall from the Music Office. Students must use Rowan email for messages to and from faculty concerning grades, assignments, canceled classes and other pertinent information.

If you need help, have suggestions/critical comments, or have academic/grade concerns, please do these things in order:
1-see your studio teacher or the course professor
2-see your Academic Advisor
3-make an appointment to see the Department Chair
4-make an appointment to see the Associate Dean
5-make an appointment to see the Dean

The Student Advisory Group
This group was elected Fall 2023. The primary function of this group of students from each major within the Department of Music, is to advise the Department Chairperson about student concerns and the functioning of the various programs within The Department of Music.

Ensembles

The Department of Music offers a multitude of ensemble options for music majors and the university community at large. For audition requirements, please contact the ensemble director.

Major Ensembles

Major Ensemble Designation

The major ensembles are Concert Choir, Jazz Band, Orchestra, Concert Band, and Wind Ensemble.

Marching Band may also serve as a major ensemble for instrumental music majors (only once per student); however, students must be enrolled concurrently in another major ensemble. With the approval of the ensemble committee and in conjunction with studio teachers and advisors, other ensembles can, in special cases, serve as major ensembles for students.

Students perform in major ensembles relative to their respective performance specialty. Education majors must perform in an ensemble that emphasizes the art of conducting, as this will be an important aspect upon graduation and involvement in the educational workforce. Jazz studies students perform in at least one of the university jazz ensembles.

Major Ensemble Requirement

Participation in a major ensemble is mandatory when registered for applied studio lessons (usually 8-semesters). Performance majors must participate in at least two major ensembles per semester. Scholarship students can expect to be placed into more than their required number of ensembles.

Note: Marching Band does not fulfill the "major ensemble requirement" for students enrolled in applied studio lessons and should, therefore, be taken concurrently with another major ensemble.

Ensemble Placement

All students audition for ensemble placement during the beginning of each semester. Placements are made by the ensemble directors and committee based upon the results of auditions. Students who play instruments that are needed in major ensembles may be asked to perform beyond their requirement although participation in these instances is not mandatory. Students who perform in multiple major ensembles must receive a passing grade in all of them in order to fulfill the major ensemble requirement for the

semester.

Music department scholarship recipients can be expected to perform in multiple major ensembles regardless of their major, as awards are commonly based on the need of their particular instruments in the department. Percussionists are rotated in classical ensembles by the Director of Percussion Studies but still need to audition for these ensembles. (Percussionists are not assigned to Jazz Band and therefore must also audition for this ensemble.)

Registering for the "Zero-Credit" Section of an Ensemble

Ensembles are traditionally taken as 1-credit courses. Under certain circumstances, students may request to instead take the "zero-credit" section. If you believe that you meet the following criteria and would like to be registered for a zero-credit ensemble course, please contact the appropriate ensemble instructor directly. Students who are approved for zero-credit will then be overridden into the correct section.

> The "zero-credit option" may be made available for students in a music degree program who: 1) have already registered for at least one major ensemble at the 1-credit level in the same semester; or 2) have already fulfilled all ensemble requirements for their degree program.
>
> Ensembles must not be taken at the zero-credit level to fulfill the "assigned ensemble" requirements for music degrees. For example, a student in the instrumental music education program is still expected to take 8 assigned ensembles for 1 credit each.
>
> The "zero-credit option" is also available for non-music majors who make an individual appeal to the ensemble instructor. These students may be granted zero-credit registration at the discretion of the instructor.

Instrumental Ensembles

Orchestra

This full-sized symphony orchestra performs outstanding literature, including standard repertoire, contemporary works, opera productions, holiday concerts, and more. Each season, the Rowan University Symphony Orchestra sponsors a Concerto Competition for all music students. Membership is open to both music majors and talented students from across our campus, via successful audition at the beginning of each academic year.

Wind Ensemble

The Wind Ensemble is the premier band of the College of Performing Arts at Rowan University. Its members are advanced and versatile musicians who perform the finest large ensemble and chamber music literature, including world premiere performances from today's most innovative and exceptional composers. Collaborative programming showcases our student-musicians interacting with Rowan's outstanding faculty and visiting guest artists from around the world. With each unique performance, audiences join the Wind Ensemble on a journey that uses music to explore a theme, idea, or place. The ensemble was recently invited to perform at the prestigious 2020 CBDNA Eastern Division Conference. Rehearsals are held on Mondays (12:30-1:45pm), Tuesdays & Thursdays (2:00-3:15pm).

Concert Band (aka "College Band")

The Rowan University Concert Band is comprised of music majors as well as talented students from many other disciplines (AND faculty members from all campus colleges). Exploring a variety works for band, the ensemble prides itself in achieving a consistently high level of performance. Student-musicians share in the excitement of the creative process as they prepare two concerts each semester. All interested students are encouraged to contact the conductor for more information. Rehearsals are held each Tuesday and Thursday from 5:00-6:15pm. No audition required!

Pep Band

The Rowan University Pep Band is a high-energy and wildly popular ensemble of brass, saxes, rhythm section instrumentalists. This group performs at men's and women's basketball games in the Fall/Winter Season, and can be heard at special events throughout the year. Membership is selected by audition. For information about Pep Band or to inquire about auditions, please contact the Marching Band Director, Professor Megan Cooney: cooneym@rowan.edu

Jazz Band

This is the premier jazz ensemble on campus and has flexible instrumentation including the traditional big band setup. This group has performed in Denmark, England, France, Rumania, Yugoslavia, Holland, Germany, Austria and the Czech Republic. It also sponsors the Rowan Jazz Festival.

Percussion Ensemble

Consisting of percussion majors, this is one of the most active organizations on campus. Recent tours have included the Eastman School of Music, University of Delaware, West Chester State University and Penn State University, with frequent visits to local public schools. The group has recorded two CDs and regularly commissions new works.

String Ensemble

The String Ensemble offers a specialized performing opportunity for string players. No audition is necessary, and all Rowan students and members of the community who have had any string experience are encouraged to participate.

Contemporary Music Ensemble

This ensemble performs selections ranging from experimental concepts on the "cutting edge" of new music to more traditional contemporary repertoire, as well as improvisation. Premieres of works by Rowan student composers are featured.

Piano Forum

The Piano Forum sponsors guest artists for occasional recitals throughout the year.

Clarinet Ensemble, Flute Choir, and Saxophone Ensemble

These ensembles may be required of all students studying applied music in these instruments.

Brass Band

The Rowan University Brass Band performs outstanding works from the brass band repertory as well as new commissions. The ensemble is a non-credit ensemble that performs 2 concerts a year as well as participating in the annual Mid-Atlantic Brass Band Festival as part of The Rowan Festival of Brass.

Chamber Music III (Small Jazz Ensembles)

The small jazz ensembles serve as the performance vehicle for jazz majors to study the combo styles of the jazz masters. The ensembles range in size of 3 to 8 players and play classic to contemporary jazz. Students are also encouraged to compose and arrange for their ensembles. The small jazz ensembles are open to all music majors and are required of jazz performance majors. Non-music majors may audition for the small jazz ensembles.

Vocal Ensembles

Concert Choir

The Rowan University Concert Choir is Rowan University's flagship choral ensemble dedicated to performing the pillars of historical repertoire in addition to presenting programs that seek to broaden awareness of music's ability to evoke response to an issue, concept, culture, or event. The Concert Choir was selected to perform at the 2020 Eastern Division ACDA Conference in Rochester, NY and in 2016 as part of the Together We Sing Program at the Eastern Division Conference in Boston, MA. Past performances of the Concert Choir have included Requiem masses of Verdi, Mozart, Howells, and Duruflé, masses of Mozart, Haydn, and Rheinberger, and significant works by Britten, Finzi, Orff, and Ramírez. In addition to historical repertoire, the choir has also performed contemporary works including *To the Hands* by Caroline Shaw, *Circulo de tiempo* by David Martynuik, *Song of the Schulamite* by Donald McCullough, and the world premiere of *Open Minds* by Rob Redei. Past conductors of the choir have included Clarence Miller, Eugene Simpson, Robert Page, Lourin Plant, and Z. Randall Stroope.

University Chorus

University Chorus is a mixed-voice ensemble that is open—by audition—to all majors from the entire campus community. Literature is varied and representative of all periods of Western music including contemporary compositions and non-western genres. Performances are scheduled throughout each semester and may include collaborations with other ensembles. In addition to performance, there is an emphasis on improving sight-singing, diction, and ensemble skills.

VOCES

Voces, Latin for voices, is one of Rowan University's most prestigious chamber ensembles. Comprised of ten to twelve of the Department's most flexible and strongest singers, the group often collaborates with professional musicians and ensembles through a range of standard and experimental

projects. Past performances have included historical presentations of seventeenth and eighteenth century oratorios accompanied on period instruments, improvised Jazz recitals, lightly-staged madrigal presentations, samba singing with jazz ensembles, and standard performances of traditional Western motets of all time periods.

Chamber Choir

Chamber Choir, referred to as Cantati Tutti, is Rowan University's newest Open-Access Choir! This choir is open to music majors, non-music majors, and ALL members of the University community including faculty, staff, alumni, and other community members. This inclusive non-auditioned ensemble includes members of all musical skill levels.

Opera Company

This ensemble performs a fully staged opera each spring accompanied by our Rowan Opera Orchestra. The fall semester offers an evening of staged opera scenes featuring members of the ensemble. Any student can participate in the opera chorus without audition, however some prior choral experience is recommended. The undergraduate students who wish to continue performing on the stage can gain valuable experience singing voice appropriate roles. Solo roles are cast by audition at the beginning of each semester. Opera has a long tradition at Rowan and the quality of the productions has received numerous accolades.

Former Rowan Opera Productions include…

La Clemenza di Tito, Cosi fan tutte, *Amahl and the Night Visitors, Yeomen of the Guard*, *The Magic Flute*, *Carmen*, *Suor Angelica*, *Le Nozze di Figaro* , *Die Fledermaus*, *Albert Herring, Dido and Aeneas, Countess* Maritza, *The Merry Widow* and *The Happy Prince*

Time Expectations

Major ensembles will rehearse between three and four hours per week, while other ensembles will rehearse between one and three hours per week. Please note that this amount may vary through the concert cycle and for special events (ensemble retreats, dress rehearsals, etc.). Students will be expected to allocate 30 minutes daily to preparing for ensemble rehearsal. Please note that the amount of needed preparation will vary during the concert cycle and between individual students.

EQUIPMENT

Pianos

Any irregularities in the conditions of the Practice Room pianos should be reported to Professor Veda Zuponcic by placing a note in her mailbox in the Faculty-Staff Mailroom, which is across the hall from the Music Office. The use of concert grand pianos, which are often locked, is permitted for those persons who receive permission from the department chair or the piano faculty. Grand pianos in rooms 127, 128, 229, 230 and 234 are reserved for practice use by piano majors; these rooms are to be locked when not in use. These rooms are not available for amplified band rehearsals.

Wind and String Instruments

The University maintains a limited inventory of instruments, which may be rented by students for class use. Semester rentals of violin, viola, cello, bass and percussion kits are $30. All other instruments, rented for quarter instrument classes, are $15 per quarter. The fee for instruments played in an ensemble will be waived upon presentation of a signed statement from the conductor. Rentals are handled by the Lou Hall, in the Music Office. You are financially responsible for returning the instruments in good playing condition and replacing any instrument lost or stolen while rented in your name.

Building Usage

Facilities

Students and alumni may not use Wilson Hall to teach lessons unless it is a part of a department sanctioned activity or part of the Rowan Community Music School.

Equipment Usage

All Sound and recording equipment usage must be arranged with Studio Manager Jeff Hiatt, hiatt@rowan.edu

Lockers

Lockers lining the halls of Wilson Music Building are available to part-time and full-time music majors, minors and coordinate majors only. Locker combinations are changed annually, and the lockers must be cleaned out at the end of each school year. Instrument lockers in Room 155 are available for both school and personal instruments. See Lou Hall in the Music Office for a locker assignment. Each student should supply a personal padlock for security; the school does not assume responsibility for loss or damage. Contents of lockers that have not been registered with the Mr. Hall will be removed.

Music Library

Performing Arts Collection

Overview

The Performing Arts Collection is located on the second floor of Campbell Library and houses reference materials, scores, videos, CDs, and books supporting the curriculum of the Music Department. All physical and electronic materials can be searched from any computer on or off campus from the Campbell Library website: https://www.lib.rowan.edu/campbell. Access to subscribed electronic databases of audio resources, journal articles, and other significant reference resources in music is also available from the Campbell Library website:https://libguides.rowan.edu/music_research_sources.

Circulation of library materials to Rowan students, faculty, alumni, and staff requires use of the Rowan ID. Borrowing privileges vary for each of these patron groups and for different types of books or media. Research assistance is available from librarians on the premises and virtually: https://www.lib.rowan.edu/campbell/services/research-services

Computer Lab

The Computer Labs in Wilson include Apple Computers. The Macs are installed with MIDI keyboards and various music software needed to complete classroom assignments.

Pfleeger Concert Hall

The Concert Hall is normally not available for individual student use. Request permission from Kathy O'Leary by phone (Ext. 4549) or email oleary@rowan.edu. The Concert Hall organ (currently being refurbished) is used for departmental organ instruction and practice only.

Boyd Recital Hall

Use of the Recital Hall (Room 101) must be scheduled in advance with Kathy O'leary, Theatre Arts Manager.

Theatre-Wing Rooms

Rooms 153, 156, and 164 may be reserved with the Theatre Arts Manager for ensemble rehearsals. A lead-time of two weeks is requested to schedule rehearsals on weekends or weekdays after 8 p.m. Availability of facilities cannot be guaranteed without advance reservation. These rooms are not to be used for individual practice. Admittance is gained by showing proper identification and authorization.

Photocopying

Photocopy machines are available in the mailroom and in the campus Library. Copyright laws and fair use guidelines should be observed at all times.

Security

Any incident, suspicious behavior, or damage occurring within the building should be reported to Security (256-4922), the Dean's Office (256-4550), and the Music Office (256-4651 or 4557).

Smoking, Food, and Beverages

Smoking is prohibited in Wilson Hall. Food and beverages are permitted only in the first and second floor lobby arcades. Please dispose of your trash with care and recycle, using the appropriate containers.

Recording Studio

The Department of Music has a recording facility from which CD copies of departmental events may be ordered and purchased. Concert playback of organizational events is by prior arrangement with the Audio Technician. Students and faculty may rent the studio for recordings or demos by contacting the studio (256-4500, ext.3564). Students who qualify for work-study are encouraged to apply for audio training positions within the studio.

Concert Recording

Please advise your relatives and friends that the use of photographic and recording equipment during formal concerts violates the federal laws of the American Society of Composers and Publishers.

Scholarships and Honors

The Department of Music Strategic Enrollment Management (SEM) Committee, consisting of faculty members representing all student disciplines, awards available scholarships biannually. Two types of awards exist: *tuition waiver* awards and *monetary* awards from The Rowan Foundation (applied to bursar’s billing) that are awarded prior to the fall and spring semesters.

Tuition Waivers

Tuition waiver awards given to incoming students are usually four-year, reoccurring awards, and are based solely on talent and the results of the incoming audition. Upon review of the highest audition results and the instrumental needs of the department, the scholarship committee makes recommendations to the Dean for approval of awards.

Honors

An annual competition is held to select the Presser Scholar. Students are eligible during their junior year to audition for the distinction, which comes with a financial aware. The faculty scholarship committee also reviews academic records and recommends students for honors and medallion awards. These are honors and distinctions based on recommendations made by the faculty. Such awards include: the Presser Scholar, membership in the Pi Kappa Lambda Honor Society, Ann B. Ward Medallion, the and the W. Clarke Pfleeger Medallion, and the Dr. Barbara Chamberlain Medallions in Music Industry, and the Dr. Barbara Chamberlain Medallions in Arts Education.

Student Organizations

NAfME(National Association for Music Education)

NAfME is the leading organization for music educators in the United States. The student chapter at Rowan is open to all music education majors. The chapter meets regularly to hear guest speakers, plan service activities, and to support local and regional music education organizations. Members regularly attend the NJMEA conference as well as regional music education conferences.

Phi Mu Alpha

Phi Mu Alpha Sinfonia is a national fraternity of music. Rowan's chapter of Phi Mu Alpha is the Zeta Alpha Chapter. The chapter strives to display the values of the fraternity in our studies, musicianship, and even in our daily lives. The Zeta Alpha chapter is active in musical performance both on campus and in the community. We often perform for elderly and group homes to help lift the spirits of those living there. Our goal is to promote the advancement of music in America and to be loyal to our alma mater. The members of Rowan's chapter of Phi Mu Alpha would be eager to meet anyone with a love for music.

Sigma Alpha Iota

Sigma Alpha Iota is an International Music Fraternity for Women that works to further the development of music in America and throughout the world, uphold the highest standards of music, and to give inspiration and aid to its members. The Kappa Alpha Chapter here at Rowan University focuses on creating a desire and appreciation for musical growth, increasing the interest in music throughout the campus and community, supporting the music department in its endeavors, encouraging academic integrity from its members, and giving back to the community and campus with service and monetary contributions. Members include undergraduate and graduate music students, alumnae, professional musicians and outstanding music patrons. For information about Rush or the chapter, please visit our website at:

http://www.geocities.com/sigma_alpha_iota_ka or visit the SAI Bulletin Board in the main hallway of Wilson Hal

Music Work/Study Opportunities

Music Office

Student eligible for work-study positions and interested in working in the Music Office should direct inquiries about the availability of positions to Lou Hall and Jessi Meisel in the Department of Music Office.

Theatre Arts Management:

Students eligible and interested in the Federal Work Study position of Technician or House Manager should direct inquiries to the Theatre Arts office in Wilson 161, backstage of Pfleeger Concert Hall.