

STUDENT RECITAL POLICIES
MUSA 1091
Fall 2017

F 1:30-2:50 PM

Dr. Oscar Macchioni, omacchioni@utep.edu

ATTENDANCE

Who is required to attend?

1. All undergraduate music majors
2. All official music minors who are taking MUSA 1195 and 3391 courses.
3. All who want to be able to perform during the semester including graduate students.

Absences and Make-Ups

When a single area recital is cancelled, students will need to replace the cancelled recital by either going to a different area recital held at the same time or turning in a make-up recital.

At the end of the semester, all students will have the same number of expected recitals.

1. Only two absences are allowed each semester.
2. Make-up absences are accomplished by attending UTEP Music Department concerts and recitals. Non-University recitals such as El Paso Music Forum, El Paso Symphony, El Paso Wind Symphony, and Pro-Musica as well as any other chamber performances given by our faculty will be accepted.
3. To receive credit for the make-up, you must attend a music event **within one month** of the absence. The program must be signed by a music faculty member who attended the same event. The program must be brought to the Music Office to record the attendance. Your name and ID# must be on the program. Without this information you will not receive credit.
4. It is your responsibility to turn in the signed programs to **Kevin Smith**, no later than **Friday, December 15, 5 p.m.** There are no exceptions.
5. Please sign the make-up sheet every time you turn in a program. At the end, we must have both, the program with your info and your signature matching the date. There are no exceptions.

How is attendance taken?

1. Attendance is taken at every recital. Before entering the recital hall, you will receive an attendance card with your program. Please print your name, UTEP ID#, date, and area (strings, voice, guitar, piano, winds & percussion). Then sign your name.
2. If your name cannot be read you are absent.
3. At the end of your recital, not before, please hand in your card to the staff member at the door. Only one card per person is accepted; if more than one is handed in, (both yours and the added persons) will not be counted.
4. Show up on time.
5. No attendance cards will be accepted after the first piece is performed or 10 minutes after the recital begins.
6. An attendance card must be filled out if you are performing or not. If there is no card, you are considered absent.

Who may perform?

1. Music Majors and Minors recommended by private teachers.
2. Non-Majors studying in the University studios if recommended by instructor and if attending the Friday recitals.

Priority when recital is full

1. Music Majors who have not already performed that semester and whose absence record is satisfactory
2. Music Majors who have performed and have a satisfactory absence record.
3. Non-Majors who have instructor recommendation and have a satisfactory absence record.

Time Limit

Eight minutes is the maximum length.

Required number of performances

No more than two. The choice is up to your applied professor.

Dress code performances

1. Men- Coat & Tie, Slacks, Dress Shoes
2. Women; Long dress or Long skirt & Blouse, Stockings, Dress Shoes.

Requesting a Performance

1. Your applied lessons professor should complete the online form.
2. Your request does not mean that you will perform on recital. All requests are subject to availability.
3. Make your request early.

BEHAVIOR

Do not enter the hall during a performance.

Wait until the performance has ended.

Keep your feet off the chair backs.

Do not talk, phone or text message during any performance.

Links: Academic Integrity <http://sa.utep.edu/osccr/academic-integrity/>

Center for Accommodations and Support Services <http://sa.utep.edu/cass/>

Concealed Carry: <http://sa.utep.edu/campuscarry/>

The Texas Department of Public Safety defines a concealed handgun as a handgun, **the presence of which is not openly discernible** to the ordinary observation of a reasonable person. This same definition is utilized at UTEP. At all times, the handgun must be on or about the license holder's body or secured and concealed safely. An individual's right to carry a concealed handgun is governed by specific legislative and institutional requirements.

If you see any individual on campus with a handgun or other type of weapon, call the University Police at 747-5611 or dial 911 University Police will respond and resolve the situation appropriately.

Violations of the concealed carry policy will be adjudicated through the campus conduct process and/or the legal system.