

Salem State University Music Department General Facilities Policies

General Policies

The music department at Salem State University strives for excellence in teaching, coaching and performance. To that end, the facilities of the department have been designed to guarantee the optimum setting for these activities.

The practice rooms are designed for warm up, practice and performance preparation. The recital hall is designed for performance. The following order of priority shall be observed in the scheduling of activity in the recital hall:

- Music department performances
- CCPA Performances
- Department ensemble rehearsals
- Department instruction/classes
- University functions
- Non-University affiliates

The recording studio access is limited to music department activity only.

Policy Regarding Use and Scheduling of Salem State University Music Facilities

Persons who desire to use music department facilities at Salem State University must be registered students of Salem State University enrolled in music department courses, or Salem State Faculty or Staff. Students, faculty and staff who desire to use the recital hall must contact the music department staff assistant for availability 978.542.6689. Only students affiliated with a Salem State sanctioned student group, or an approved faculty advisor may reserve the recital hall. Non-Salem State affiliated individuals wishing to use the department's facilities other than the recital hall may inquire about availability and associated fees by contacting the department secretary at 978.542.6296.