

# WKU Collaborative Pianist Policies & Procedures

## Fall 2023

### **CONTACT**

Dr. Rebecca Golub

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### **MISSION**

Collaborating with other people is one of the most rewarding musical experiences. The development of this process takes understanding, flexibility, communication, organization, and mutual respect. The policies and procedures outlined below are enforced to ensure the best educational experience and professional preparation for music students at WKU.

### **WHAT TO EXPECT**

As the term “collaborative piano” suggests, these shared musical experiences will be truly equal collaborations. The rehearsal room is a safe space for creative musical expression and for trying out new ideas. Students are invited to engage in meaningful musical dialogue and bounce ideas around.

### **PIANIST REQUESTS**

Dr. Golub's services are available to WKU music students for:

- Degree & Non-Degree Recitals
- Recital Labs
- Juries
- Master-Classes
- Lessons
- Other requests as workload allows

Accompanying services will prioritize:

- Performance majors, seniors, juniors, master's students
- Repertoire of a high difficulty

Additional collaborative services will be allocated to student and community pianists as needed.

You can find a link to the collaborative pianist request form at the bottom of this document.

### **SCORES**

PDFs of music should be emailed to Dr. Golub immediately after submitting the collaborative pianist request form. Requests **will not be considered** until the music is received. While digital copies of music are **strongly preferred**, students may also drop off hard copies at Dr. Golub's studio, FAC 322. Ensure that all music is **clear and legible**.

## **DEADLINES**

Requests must be submitted within the following time frames, **at a minimum**. Earlier submissions are strongly encouraged. This is considered professional courtesy, and is to allow for adequate preparation time. Requests received after these deadlines **will not** be accepted.

- Degree & non-degree recitals: **6 weeks in advance**
- Juries: **5 weeks in advance**
- Recital lab: **4 weeks in advance**

## **CONTACT HOURS**

- Degree & non-degree recitals: **10 hours** per student
- Juries: **4 hours** per student
- Recital lab: **4 hours** per student
- Additional requests: **TBD**

## **REHEARSALS**

All rehearsals will occur in Dr. Golub's studio, FAC 322, and will be booked in either 30-minute or hour-long sessions. Rehearsals must be scheduled via email, a minimum of **3 days in advance**. In the event of a cancellation (excepting last-minute emergency or illness), a minimum of **24-hour** notice is expected to be given.

## **EXPECTATIONS OF STUDENTS**

- Mutual respect and professionalism at all times and in all forms of communication
- Punctuality for scheduled rehearsals—plan to arrive 5-10 minutes early
- Thorough musical preparation and a receptive attitude for every rehearsal
- Voice students are expected to bring text translations and IPA to ensure productive sessions

## **COMMUNICATION**

Open communication is essential to a positive working relationship. Students should never assume Dr. Golub's availability for lessons, studio classes, and/or other performances without first confirming the dates and times.

## **AGREEMENT**

By checking the box on the Collaborative Pianist Request Form, you acknowledge your agreement to these policies and procedures.