Opening Announcements & Updates:

- We know that some students do not have access to the computers they need and don’t have the ability to purchase them. Please be aware that there are laptops available in the library for sign out with an extended return deadline of June.

- If you are a first- or second-year student, there is also the possibility of a Bruin technology grant. If you have questions, please reach out to Allison Taka so that we can connect with you with this option.

- An additional 600 laptops have also been ordered by the library and will be available soon. If they have temporarily run out, which I hope they haven’t, we will do our best to assist you.

- The goal of moving toward alternative modalities of instruction is to reduce the density of people on campus, which will reduce the likelihood of transmission. As a reminder, keep a social distance from one another (6-feet away) and wash your hands regularly.

Staffing

- We will be dividing our staff into Team A (Team Blue) and Team B (Team Gold) with each team working onsite for one week and alternating to remote work the next week. This will assure business continuity and avoid a situation in which someone could come into the building and inadvertently expose everyone, forcing us to shut down the school.

- Individuals working remotely will be available by phone, by Zoom, or by email to ensure that we keep business moving forward.

- We have been encouraged to inform staff that if you are caring for someone who is sick or have a child at home because of the school closures or per our Governor, over the age of 65, we encourage you to use your leave balances whether they be sick or vacation time. There was also an emergency bank of leave balances in the system providing 14-days of paid administrative leave to anyone to help supplement that.
Q&A

• Q: I imagine that although it’s not fun to miss two weeks of group rehearsals, there is enough time to recover in the remaining 8-weeks. However, in a worst-case scenario, if the virtual learning period were to extend to the point where performance classes are no longer meeting, will TAs still have jobs, will the courses be canceled or will the TAs and professors still teach the course in the same manner?
A: That’s a great question. First, I just want to assure you that you had a job once you signed your contract and your paycheck will not be interrupted. I know how important that is as I was a graduate student “way back in the last century.” I want to re-affirm that you have a job and not be worried about that. Classes are not going to be canceled and we should not use the word “canceled,” as it endangers financial aid. We are moving to alternative modalities of instruction.

• Q: How will we handle ensemble rehearsals?
A: It’s a bit of a work in progress so I don’t want to convey the impression that we have all of the answers. That would be far from the truth, but we are looking at a variety of possibilities there. Jamkazam is one software possibility. It will require some attention and time to master, but that could be a good possibility for smaller ensembles. For larger ensembles, I’ve heard different ideas from faculty. Instead of actually performing perhaps in an orchestra, maybe it’s time for critical reflection and listening. Instead of playing a certain piece of repertoire, maybe listen to 10 different recordings of it and engaging in comparative thinking. It could also be a chance to learn about other types of music. We talked a lot about cross fertilization across our school. Is this an opportunity to learn about Chinese music for non-majors? We will keep evolving our answers here. I think the most important thing to know is that your faculty are thinking proactively about making sure the ensemble credits needed to graduate will be available in one form or another. We are going to figure it out and, worst case scenario, there are waivers. Most important to know is that people are thinking creatively and this isn’t going to hold up your time-to-degree or graduation.

• Q: I’m wondering if the school’s practice rooms will be cleaned since that is what students are using most right now?
A: We’ve implemented more frequent and targeted cleaning of high touch surface areas in the building. In addition, facilities has invested in electronic sprayer systems to sanitize the whole building, so that’s also being done. Alex has been amazing in terms of ordering and installing extra hand sanitizer stations throughout building entrances with more coming soon. There is a backlog due to a supply chain shortage now, but as soon as more are available, they’ll be installed. Our piano technician team has been sanitizing the school’s keyboard instruments this week. They continue to do that on a daily basis on the panels in the practice rooms. A couple of really clear points there: Please be sure to wash your hands before you play an instrument. That will reduce the likelihood of any issues. Don’t use hand wipes for other objects and don’t use on the ivories of the piano – it will damage them. The best is rubbing alcohol. Please be careful with the pianos themselves. We want to be as clean as possible, but we also don’t want to damage our valuable instruments. Again, the number one safety thing you can do is wash your hands, wash your hands, and when you have a chance – wash your hands.
• Q: Is there a plan such as opening up the availability of Ostin and Lani Hall to ensure that students, particularly graduating students, are able to complete their final recitals?
  A: We’re trying to think creatively about the final recital piece. I don’t know that we have a final definitive answer. That’s something we were discussing this morning. I will say that there is an emerging consensus-I won’t say a definitive one - that although we won’t be allowed to have public recitals and have a lot of folks in the building, that something may be arranged for degree bearing graduation recitals only. For performances and recitals that are degree bearing for solo instruments, not ensembles - we would think about a situation where you would sign out the hall and present your recital to an empty hall – say for your teacher who may be 60 feet away or listening via live stream. And if necessary if you were a singer, with a piano that would be six feet away. An important caveat is that we can’t have anyone feel compelled to come to campus. We are open to alternatives for that if you are or have returned home and are doing a recital offsite. Guidance is still emerging here and there is nothing definitive.

• Q: Do performance evaluations need to be filled in by today?
  A: I think you can work with your supervisor. Obviously, we are dealing with a crisis mode at the moment so if you require additional time, now would be the time to request it. But please discuss this directly with your supervisor.

• Q. Will the bathrooms be cleaned more regularly for staff? If so, how often since they are the epicenter of contamination and that’s concerning?
  A: Bathrooms are cleaned every single day. That’s something where we can certainly consider adding an additional cleaning during the day. I think that’s a reasonable request given the situation in which we find ourselves. Again, we’re hoping that I think two things are going to happen – that many folks will be leaving campus. But now, with the anticipation of Monday going to an A/B staffing structure, there will be a smaller number of folks in the building each day. We’re going to try to work out sanitation and cleanliness issue on a variety of front, and increasing the frequency of cleaning is certainly something we can look into.

• Q: How often will we be doing these kinds of live streams?
  A: Right now, in this kind of shifting crazy world in which we find ourselves, I would say probably every seven to ten days would be a good timeframe. I can’t reiterate how important it is to keep the lines of communication open. We can’t help you unless we know what your questions and concerns are – and there’s a certain aggregate knowledge that comes from all of that. I’m also a very direct person. So, as I’m hearing things like I just did this morning about the A/B staff structure, I’m going to share that with you. We’re a very unique school and what works for biology or business or law may not work for all of us. I think every 10 days would be my best guess. Now that we’re suddenly in an era of social distancing, I think it’s especially important for us to be kind and for us to think of ways of fostering virtual community. It’s like I was teasing someone yesterday - it's time for your cat videos! Don’t underestimate the power of humor or just sending along a little cartoon or a GIF to someone because it can be a gift to just keep us all maintaining a connection to levity, to joy, to laughter. All those things are antidotes to the stress that we’re all feeling.

  And if it gets too much, and we have no questions, then we’ll know that we can shift to a different cadence where these are once a month. But with so many questions, I’d rather have us all hearing the same information. I would rather you hear it directly from Shannon and me. And if we don’t know the answer, and in many cases we don’t - we’ll be able go back and figure out what an answer
might be either with a staff group, with folks in academic personnel, with the Dean's cabinet or with faculty senate. Wherever the question is, you know we'll consult with the folks who can help us find an answer.

- **Q: Will honoraria promised to invited guests for spring quarter remain valid if the guests are Skyping or Zooming in their presentations?**
  A: I think it's actually incredibly important to support financially, as well as emotionally, our artists and scholars during this time, and more than ever. So of course, yes, they're helping out, they're Skyping and their payment agreement will still be honored, including if they choose to postpone or reschedule for another time. There was a moving article this morning on NPR about the impact that this is having on our broad artistic community and I took that segment to heart. I urge you to think of any other ways that are feasible to really continue to support ourselves, our artists and scholars. It might be a great way for us to reconnect to our alumni and think about that virtual community that we were talking about this morning. Out of challenges can come opportunities and I'm hoping that ultimately, that's what this one can be.

- **Q: Performance grad students are worried if the school extends remote instruction through graduation, as performers they would be losing nearly 20% of our performances and lessons, thoughts?**
  A: You will hopefully not be losing your lessons and we're really working carefully to assure that. We have a professional Zoom license, which is different than the free version you can get online. We should all use the institutional license. This is important because it is significantly better. Don't rely on the free, commercially available one. Instead, use the professional university license – it reduces the delay and increases the sound quality. Again, this situation is not ideal and I'm not pretending that it’s ideal, but we know that every other person is finding themselves in exactly the same place. At this time, think and work with your teacher, and, in a different way, ultimately this time will also prove of deep value. I think all these combinations, different creative ways of thinking about our learning might not be exactly what any of us were planning on for this quarter. But hopefully, at the end of the day, we will help continue you on your educational journey in a way that continues to be profound. Our faculty have been amazing, intentional and inspiringly creative in the ways that they're trying to look at all of this with you.

- **Q: How do we handle office supplies for remote work?**
  A: A few moments ago, Dean Strempel announced that our teams will be breaking up into two groups – in an A/B structure, with one week on and one week off campus. In this changing landscape, I would encourage you to gather supplies before you head to remote work. I would also encourage you to read the work from home agreements that are online and I will send out the link following this livestream. If you think ahead about things that you would need as your working offsite, let folks know so they can be purchased for you.

- **Q: After the in-person class suspension ends, will recitals be able to occur with audiences and other musicians?**
  A: At this point - until the Center for Disease Control has given some very clear guidance to the greater public about the size of gatherings, given the proximity of our halls, the transmission of the virus (and we want to minimize contact and maximize social distancing), there will be no audiences for recitals. I'm sorry, but that really is a Center for Disease Control item. That’s why we're not having NBA games. That’s why Broadway is closed. We're not any different. I know it’s not ideal, and it actually physically pains me because I know how much recitals mean to people. I'm
a recitalist myself, so I understand the sense of loss. But no, there will not be audiences until further notice.

• **Q: As we move to the A/B model of work, will you be taking into consideration the fact that some people are considered part of the vulnerable groups?**
  A: Yes, of course, we will need to be doing that. So, if there is a personal situation that you have, I urge you to work directly with your supervisor to let that supervisor know so he or she can work with us. As we’re forming teams, we’re also thinking with care about individuals who might have specific circumstances that we need to be more sensitive to in terms of their working arrangements. Thank you.

• **Q: Do you have a plan in place for what might change if someone in the school is identified as having the virus?**
  A: There is, believe it or not, an entire team of folks at the University monitoring this. One of the great benefits of being at UCLA is that every morning we have an hour and a half conversation with other deans and with senior leadership and the Provost. Those meeting include the dean of the medical school, the dean of the college public health, the dean of nursing. The knowledge level around the table is really incredible. Please do know that. If an individual is identified as having been diagnosed with COVID-19, we’ll be working closely with our health intervention team. We’re working in close tandem with all the folks who know a lot more about it than poor musicians like me. I don’t want to imply that I will have the answers in that situation. But I will be working closely with a team of specialists who do.

• **Q: How will you decide who works at UCLA and who works from home next week? Some may not be prepared technologically yet to work at home and may need more help and preparation.**
  A: Yes, we’ll work with everyone to help make sure they are prepared. As we form the teams today, I’m sure we won’t get it 100% right the first time and I can almost guarantee that as a matter of fact. So, if you’re feeling that you need more time and you want to request to be on Team B, please be proactive and let us help you. We’re all in it together. if you want a little more time to be on campus and to make sure all software is loaded onto your computer or that you have other equipment that you need, we’re happy to work with you.