

THE **RED** BOOK

Academic Year 2025-2026

(As of September 2, 2025)

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2025–26 Calendar

<https://www.montclair.edu/academics/academic-calendar/academic-calendar-2025-2026/>

Dates are subject to change.

Fall 2025

August 28: Opening Day (No classes)

August 29: First Day of Session A – Classes meet on a Monday schedule, First Day of Session B – Classes meet on a Monday schedule

September 1: Labor Day

October 17: Last Day of Session B

October 18 – 26: Fall Break

October 27: First Day of Session C

November 26 – 30: Thanksgiving Break (No Classes)

December 15: Classes meet on a Thursday schedule

December 16: Classes meet on a Friday schedule

December 17: Last day of Session A, Last day of Session C

Winter 2026

Session A: Monday, 12/22/2025 – Wednesday, 1/14/2026

December 22: First day of Session A

January 14: Last day of Session A

Spring 2026

14-Week Session

Session A: Friday, 1/16/2026 – Monday, 5/4/2026

7-Week Sessions

Session B: Friday, 1/16/2026 – Friday, 3/6/2026

Session C: Monday, 3/16/2026 – Monday, 5/4/2026

January 16:

First day of Session A – *Classes meet on a Monday schedule*

First day of Session B – *Classes meet on a Monday schedule*

January 19: Dr. Martin Luther King, Jr. Day (*No classes*)

March 6: Last day of Session B

March 7 – 15: Spring Break (*No classes*)

March 16: First Day of Session C

April 3: Good Friday (*No classes*)

May 4: Last Day of Session A – *Classes meet on a Friday schedule*

TBD: Commencement

Summer 2026

14-Week Session

Session A: Monday, 5/11/2026 – Wednesday, 8/19/2026

7-Week Sessions

Session B: Monday, 5/11/2026 – Tuesday, 6/30/2026

Session C: Wednesday, 7/1/2026 – Wednesday, 8/19/2026

4-Week Sessions

Session D: Monday, 5/11/2026 – Monday, 6/8/2026

Session E: Monday, 6/15/2026 – Tuesday, 7/14/2026

Session F: Monday, 7/20/2026 – Friday, 8/14/2026

2025–26 Concert Calendar

Link to most current calendar: <https://bit.ly/ConcertCalendarAY2526>

2025–26 Cali Midweek Concert Calendar

FALL 2025

September 3 – Faculty Showcase (Perez, coord.) + BBQ on Quad @ 2:50 pm
September 10 – Artist in Residence: Leyla McCalla (Lockwood, coord.)
September 17 – Musicians' Health: *Music, Movement & Transformation*. Jennifer Johnson, Licensed Body Mapping Educator. (Buchanan, coord.)
September 24 – Brass + Woodwinds
October 1 – *Kaleidoscope Tech-Dress Rehearsal 2 – 4:30 pm (AKT)*
October 8 – Piano + Guitar
October 15 – IMR: Samora Pinderhughes
October 22 – *Fall Break*
October 29 – IMR: Stefan Jackiw
November 5 – Strings + Voice
November 12 – IMR: Kronos
November 19 – Chamber Music
November 26 – *Thanksgiving Recess*
December 3 – Collegium Musicum
December 10 – IMR: Jazzmeia
December 18 – *Juries*

SPRING 2026

January 21 – Sacher Lecture (TBA, coord.)
January 28 – Faculty Jazz Combo (Perez, coord.)
February 4 – Percussion
February 11 – IMR: Paquito D'Rivera
February 18 – Strings
February 25 – Piano
March 4 – Student Composition (Helgeson, coord.)
March 11 – *Spring Break*
March 18 – Brass
March 25 – Woodwinds
April 1 – Voice
April 8 – African Drumming + Balkan Ensemble
April 15 – Chamber Music
(Note: Chorale @ NJPAC for Mozart *Requiem* rehearsals w/NJS (Zhang))
Apr 22 – Graduate Students Concert (Witten, coord.)
Apr 29 – *Cali Awards Celebration 2 – 3:30 pm*

Tue, April 28: *Kaleidoscope 2025 Auditions @ 12 – 3:30 pm (LRH)*

Wed, April 29: *Cali Awards Ceremony @ 2 – 3:30 pm (LRH)*

Meetings 2025-2026

School of Music Department meetings are held from 2pm-3:30pm on Mondays throughout the semester while College of the Arts meetings are also held from 2pm-3:30pm on alternate Mondays throughout the semester. Cali Department meetings and College of the Arts meetings are outlined below. For further details about other meetings, please visit the Office of the [Provost Administrative Calendar webpage](#) and click the Schedule of Meetings category. *Please do note that the locations of the below listed meetings are subject to change.*

- August 28, 2025 - Opening Day CART meeting (1:30pm-2:30pm in Kasser Theatre); Opening Day Cali meeting (2:45pm-3:45pm in G01)
- October 6, 2025 - Cali Department meeting (2pm-3:30pm in Cole Hall 141)
- October 13, 2025 - CART meeting (2pm-3:30pm in Memorial Auditorium)
- November 3, 2025 - Cali Department meeting (2pm-3:30pm in Cole Hall 141)
- November 12, 2025 - CART meeting (2pm-3:30pm in Memorial Auditorium on a Wednesday instead of a Monday)
- December 1, 2025 - Cali Department meeting (2pm-3:30pm in Cole Hall 141)
- December 8, 2025 - CART meeting (2pm-3:30pm in Memorial Auditorium)
- February 2, 2025 - Cali Department meeting (2pm-3:30pm in Cole Hall 340)
- February 9, 2025 - CART meeting (2pm-3:30pm in Memorial Auditorium)
- March 2, 2025 - Cali Department meeting (2pm-3:30pm in Cole Hall 340)
- March 16, 2025 - CART meeting (2pm-3:30pm in Memorial Auditorium)
- March 30, 2025 - Cali Department meeting (2pm-3:30pm in Cole Hall 340)
- April 6, 2025 - CART meeting (2pm-3:30pm in Memorial Auditorium)
- April 27, 2025 - Cali Department meeting (2pm-3:30pm in Cole Hall 340)

Audition Dates 2025–2026

Please add these dates to your calendar today. It is mandatory that all Area Coordinators are present and fully available in person for these audition dates. Please see the Auditions Timeline page (last page) for a detailed schedule of audition deadlines.

November 7th, 2025 (Friday)

Virtual Only - Zoom Interviews Only

2:00pm-5:00pm

Preferred date for SP26 start - all applicants welcome

Registration Deadline - Oct 20th, 2025 (for students)

February 7th, 2026 (Saturday)

Live & Virtual

10:00am-6:00pm

All applicants

Registration Deadline - Jan 18th, 2026 (for students)

February 14th, 2026 (Saturday)

Live & Virtual

10:00am-6:00pm

All applicants

Registration Deadline - Jan 26th, 2026 (for students)

March 28th, 2026 (Saturday)

Live & Virtual

10:00am-6:00pm

All applicants

Registration Deadline - Mar 8th, 2026 (for students)

Find information about 2025-26 audition dates at

<https://www.montclair.edu/john-j-cali-school-of-music/apply/>

Elected Committees

Personnel Action Committee: Mike Viega (Chair), Brian Abrams, Kathryn Lockwood, Bryan Powell, Marissa Silverman
Tenured only; 5 members + alternates

Faculty Self-Assessment Committee: Jeffrey Gall, Beth Roberts (Alternates - Heather Buchanan and Tom McCauley)

Sabbatical Review Committee: Beth Roberts, David Witten, Shea Scruggs/Tony Mazzocchi

Faculty Range Adjustment Committee: Heather Buchanan, Tom Mccauley, Beth Roberts (Alternates - Jeffrey Gall and David Witten)
3 members

Working Committees

Concert Committee: Heather Buchanan (Chair), Tom McCauley, Oscar Perez, Kathryn Lockwood + Kyle Ritenauer, and Karen Driscoll 5 ongoing faculty members representing performing ensembles, organized by PAC.

Curriculum Committee:
Scott Richards (Chair), Lori McCann, Aaron Helgeson, Oscar Perez, Michael Viega
(Alternate - Kathryn Lockwood)

Kaleidoscope Committee:
Heather Buchanan, Tom McCauley,, Kathryn Lockwood, and Tony Mazzocchi/Shea Scruggs

International Committee:
David Witten (Chair), Bryan Powell, Lori McCann, Jeffrey Gall
5 ongoing volunteer faculty members organized by PAC.

Committee on Diversity and Inclusiveness:
Faculty Members:
Oscar Perez(Chair), Tony Mazzocchi/Shea Scruggs, Aaron Helgeson, Tomoko Fujita, Scott Richards (4 ongoing volunteer members, 2 volunteer student members, organized by PAC.)

2025–26 Academic Schedules

The School of Music's academic schedules, while fixed at the beginning of each semester, are living documents that are subject to change. The Cali School of Music utilizes both Google Calendar and Google Sheets to maintain an up-to-date version of all of our academic offerings. Area Coordinators have access to view these documents. Individual course schedules for the Fall term (with current enrollments) are accessible for viewing on the "Faculty Detail Schedule" button in NEST, and individual courses may be viewed on the "Look Up Classes" button, also in NEST.

The academic offerings listed in the Google Sheet shared with Area Coordinators do not include one-time events scheduled separately, so please do not plan recitals or room use based on this document. However, Google Calendar does provide a complete overview of what is happening in the Cali School. For any questions in regard to both academic and event scheduling, please see Taylor Goodson (goodsont@montclair.edu) in room 129.

Please see the Cali School Recital Scheduling page for academic recitals for additional, important information.

Mentors and Coordinators

Thomas McCauley: University Bands

Heather J. Buchanan: Choral Activities

Kyle Ritenauer: University Orchestra

Brian Abrams*: Graduate Therapy Students; All Therapy Faculty (Including Supervision)

Ben Baron: All Woodwind Faculty**

Eric Borghi: All Percussion Faculty**

Leah Batstone: All History, Gen Ed Survey Faculty**

Karen Driscoll: Opera

Oren Fader: All Guitar Faculty**

Tomoko Fujita: Chamber Music; Cali Pathways Coordinator

Jeffrey Gall: Early Music

Aaron Helgeson*: Music Theory & Composition Faculty**

Dmitri Korneev: All Accompanists/Collaborative Pianists (Reports to David Witten)

Kathryn Lockwood: All String Faculty**, Cali Immersive Residency Curator

Lori McCann and Beth Roberts *: All Vocal Faculty, Vocal Coaching**

Marla Meissner: Recruitment Coordinator

Oscar Perez*: All Jazz Studies**

Bryan Powell: Recording Arts and Production

Micah Killion: All Brass Faculty**

Marissa Silverman: All Music Education Faculty

Michael Viega*: Undergraduate Therapy Students

David Witten*: All Keyboard Faculty**, Graduate Performance Coordinator

** academic advising within major subject area*

*** faculty who teach in the jazz studies program
work with the coordinator of jazz studies
rather than the instrumental/academic area coordinator*

2025-26 Accepted Cali Students: Undergraduate

This class includes 97 incoming undergraduates who had submitted deposits as of 07/23/25. The list of deposited UG students can be found in Slate, following the steps below:

Access the 2024/2025 All Apps Query link: [UG All Apps Query](#)

1. If required, log in to Slate using your NetID and accompanying password (*you may need to come back to access the link again, after you've logged in*).
2. Click **RUN QUERY**. A list of all Cali Applicants will populate.
3. Click **EXPORT**. The list will export to an excel file and download to your computer.
4. Open the excel spreadsheet & use the arrows in each column to apply the following filters:
 - a. (column C) **DEPOSITED - YES**
 - b. (column O) **ACCEPTED TO MAJOR - MUSIC, MUSIC THERAPY, RECORDING ARTS**
5. The data you are left with is the correct information to help plan for your incoming students. From here, you may filter for instruments, voice type, or a specific degree program. **Note: do not filter the data in Academic Program (column M) or Concentration (column N).** The data in these columns is not accurate and will produce conflicting results in your final list of students.

2025-26 Accepted Cali Students: Graduate

This class includes 58 incoming graduate-level students who have confirmed their admission offer as of 07/23/25.

Access the 2025 - All Graduate Applications link: [2025 - All GR Apps](#)

1. If required, log in to Slate using your NetID and accompanying password (*you may need to come back to access the link again, after you've logged in*).
2. Click **RUN QUERY**. A list of all Cali Applicants will populate.
3. Click **EXPORT**. The list will export to an excel file and download to your computer.
4. Open the excel spreadsheet & use the arrows in each column to apply the following filters:
 - a. (column G) - **TERM: FALL 2025**
 - b. (column H) - **APPLICATION STATUS: ACCEPT - CONFIRMED OFFER**
5. The data you are left with is the correct information to help plan for your incoming students. From here, you may filter for instrument, voice type, or specific degree program. **Note: do not filter the data in Missing Admissions Items (column I). It does not apply to students who are confirmed. Additionally, all other options in Application Status (column H), denote a specific step the applicant may be at in their application process. However, none of these options mean the student is confirmed for enrollment.**

Following the steps above & applying the outlined filters for each academic level (UG vs GR) will give you the matching list of expected students for AY25/26, at the time of access. **Please note that these queries are living lists housed in Slate - meaning that they update automatically, in Slate, when new data is available. In order to retrieve the most accurate lists, you will need to follow the steps above each time you want to review the lists.**

The Cali School Staff Responsibilities

Shea Scruggs Director, Cali School of Music

973-655-5226 Chapin 131 scruggssh@montclair.edu

- Strategic Administration
- Scholarship Oversight
- Personnel Management

Stephanie Haggerstone, Associate Director, Cali School of Music

973-655-7028 Chapin 148 haggerstones@montclair.edu

- Data Gathering - Annual Report
- Annual Budget Call
- Day-to-Day School Operations and Logistics

Scott Davenport Richards, Associate Director Faculty, Cali School of Music

973-655-2099 Chapin G46 (Email is Best) richardssc@montclair.edu

- Second level review (after the PAC) of FT Faculty personnel actions including, but not limited to reappointment, tenure, promotion, and sabbaticals.
- Receipt of self-assessment statements from tenured faculty.
- Recommendations to the dean regarding the recruitment and hiring of faculty.
- Formal teaching observations for full-time tenure track faculty and for NTTP's with teaching responsibilities.
- Schedule and convene faculty-only meetings.
- Supervise committee assignments, elections (with the PAC), and academic assessment process.

Paula Chmiel, Financial Secretary

973-655-5476 Chapin 146 chmielp@montclair.edu

- Money and Purchasing (ordering ensemble parts)
- Workday HR (adjunct, student, and temporary employee assignments for payroll)
- Workday Finance (payment of department expenses and guest instructors/performers, as well as faculty reimbursements (including travel).
- Assist with Travel Authorization for the department (Workday)
- Personnel (administrative follow-up once hired)
- Manage the Sharp copier in the mailroom

Andrew Dickerson, Production Manager

973-655-7885 Chapin 120 dickersona@montclair.edu

- Performance production
- Instrument check-in/check-out
- Physical plant issues
- Access Control

Taylor Goodson, Academic & Event Scheduling

973-655-3215 Chapin 129 goodsont@montclair.edu

- Academic scheduling
- Performance scheduling

Heather Kern, Marketing & Outreach Manager

973-655-7263 Chapin 121

kernh@montclair.edu

- Marketing and Publicity
- Website Maintenance and Social Media
- Concert Program Coordination

Michelle Klemme, Academic Advisor

973-655-4438; klemmem@montclair.edu, CH-226

- Student Advising and Support
- Curriculum and Policy Guidance

Marla Meissner, Recruitment Coordinator

973-655-7263 Chapin 121

meissnerm@montclair.edu

- Prospective Student Visit Coordination
- Facilitate Recruitment Events and Activities
- Undergraduate Open House Days
- Undergraduate Accepted Student Days

Linsay Setzer, Coordinator of Music Admissions & Recruitment

Direct ext: 973-655-7217; Main Office: 973-655-7212; Office: Chapin 142

setzerl@montclair.edu

- Admissions, Auditions, Recruitment
- Slate admission software
- Student Worker Supervisor - Main Office
- Applied Lessons - room scheduling (classrooms & large rehearsal spaces, please see Taylor Goodson)

Letitia Stancu, Academic Administrator

973-655-4445; stancul@montclair.edu, CH-224

- Student Advising and Support
- Curriculum and Policy Guidance

Area Coordinators General Timeline

Please utilize the newly developed Cali School of Music's **Area Coordinators Page** (<https://www.montclair.edu/music/area-coordinators>), to find an extensive and a comprehensive repository of essential information about the schedule and procedural guidelines for the upcoming academic year.

Administrative Calendar for 25-26

Teaching Assignments

- July 28, 2025** – First day for Fall 2025 Adjunct assignments can be entered in Workday
- August 13, 2025** – New adjunct documents received and I-9 completed (Paula)
- August 20, 2025** – Fall 2025 Adjunct assignments due for first Pay Period (Paula, Letitia and Michelle)
- December 16, 2025** – First day for Spring 2026 Adjunct assignments in Workday
- January 3, 2026** – New Adjunct documents received and I-9 completed (Paula)
- January 2, 2026** – Spring 2026 Adjunct assignments due for first Pay Period (Paula, Letitia and Michelle)

Scheduling and Registration

- August 1, 2025** – Recital Booking opens for Fall 2025 Semester (Taylor)
- August 20-21, 2025** – Freshman Orientation
- August 26-28, 2025** – Student Auditions for Large Ensembles and Area Placement Auditions
- September 8, 2025** – Final day for Fall 2023 Registration (Letitia)
- Early October** – Academic scheduling for Summer 2026 session begins (Taylor)
- Mid-October** – Schedule Fall Juries (Taylor)
- Mid-October** – Studio and Ensemble Rosters due for Spring (Letitia)
- October/November** – Registration for Spring (Letitia)
- November 15, 2025** – Recital booking in Leshowitz closes for Fall 2025 (Taylor)
- December 1, 2025** – Recital Booking opens for Spring 2026 Semester (Taylor)
- December/January** – Academic scheduling for Fall/Winter 2026 begins (Taylor)
- January 26, 2026** – Final day for Spring 2024 Registration (Letitia)
- Late February** – Scheduling for Spring Juries (Taylor)
- March/April** – Registration for the following Fall (Letitia)
- April 15, 2026** – Recital booking in Leshowitz closes for Spring 2026 (Taylor)
- June/July** – Academic scheduling for Spring 2027 begins (Taylor)

Auditions Timeline

August 1, 2025 - official applications for the FA26/SP26 AY go live. No new updates or changes to the application and/or audition information after this date.

**Please see the previously listed audition dates for student registration deadlines, audition types, and duration of each audition event. Coordinators are required to attend all audition dates, or designate a substitute faculty member/ current Cali adjunct to make admission decisions on their behalf. Faculty/adjunct personal schedules will not be taken into account for audition scheduling.

General Audition Information Timeline for Faculty

2-3 weeks prior to each date - audition registration closes for applicants. Full event roster shared with all coordinators.

2 weeks prior to each date - final draft audition/interview schedule sent to all coordinators

1-2 weeks prior to each date - applicants receive their assigned audition time

Coordinators are expected to share all schedules & audition related information to other faculty/adjuncts within their assigned coordinated area.

Budget Timeline

February School Meeting (February 2, 2026) - Area Coordinator Budget Worksheets created and shared (Stephanie)

February - Meetings to review (Stephanie)

February 27, 2026 - Draft Area Coordinator Budgets Due (Stephanie)

Ongoing - Review budget vs actuals for Area (Stephanie, Paula)