

 Music Institute of Chicago

Family Handbook



2015-2016

Chicago | Downers Grove | Evanston | Winnetka | Lake Forest | Lincolnshire

847.905.1500 | musicinst.org/current-students

Music Institute of Chicago
2015-2016 ACADEMIC CALENDAR

FALL SEMESTER

Tuesday, September 8	Fall Semester/Private Instruction begins (17 weeks)
Tuesday, September 15	Group classes & ensembles begin
Tuesday, September 22 - Wednesday, September 23	Yom Kippur observed, no group classes or ensembles
Tuesday, November 10	Introduction to Suzuki classes begins (8 weeks)
Sunday, November 22 - Monday, November 23	No group classes or ensembles
Tuesday, November 24 - Sunday, November 29	Thanksgiving Recess
Thursday, December 17 - Saturday, December 19	No group classes or ensembles
Sunday, December 20 - Saturday, January 2	Winter Recess
Sunday, January 3	Private instruction, group classes and ensembles resume
Sunday, January 24	Last day of Fall Semester
Monday, January 25 - Sunday, January 31	Fall Semester make-up week

SPRING SEMESTER

Monday, February 1	Spring Semester/Private Instruction begins (17 weeks)
Monday, February 1	Group classes and ensembles begin
Monday, March 21 - Sunday, March 27	Spring Recess
Sunday, May 22	Last day of Spring Semester group classes
Monday, May 30	Memorial Day (no private lessons, classes or ensembles)
Wednesday, June 1	Priority Financial Aid Application Deadline 2016-2017 Priority Re-Registration Deadline (registration fees waived)
Monday, June 6	Last day of Spring Semester
Tuesday, June 7 - Monday, June 13	Spring Semester make-up week

SUMMER SESSION

Tuesday, June 14	Summer Session Begins
Monday, July 4	Independence Day (no private lessons, classes or ensembles)
Monday, August 1	Last day of Summer Session group classes
Sunday, September 4	Last day of Summer Session private instruction

For the latest event listings, please visit: musicinst.org

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Welcome



Welcome to the Music Institute of Chicago! We are honored that you have chosen us for your family's musical education and look forward to supporting your journey for many years.

We are pleased to provide this family handbook and hope that this information will help guide your or your child's musical education at MIC. This document will be updated annually and we welcome any feedback you may have. Please submit suggestions directly to me and let us know if there are other topics that you would like to see included in this resource.

This handbook is designed to serve as a companion to the Music Institute of Chicago website, musicinst.org/current-students, which provides extensive information regarding registration, class offerings, events, students' resources and additional MIC opportunities.

I look forward to a year filled with musical growth and discovery!

A handwritten signature in black ink that reads "Emily Abraham". The script is fluid and cursive.

Emily Abraham
Dean and Vice President of Academic Affairs
eabraham@musicinst.org

Our Philosophy

We believe that music is an essential part of a quality education and a powerful contributor to quality of life. The result of this philosophy is the fine quality of our students as performers, listeners and lifelong learners.

Declaration of Values

At the Music Institute of Chicago...

- Cultivating a life-long love of music is the goal of all activities.
- The joy of making music is shared and celebrated within our extended community.
- Families receive a musical, educational and customer service experience that far exceeds their expectations.
- Music is a cultural treasure that is nurtured and passed on to each new generation.

Our Faculty

Our outstanding and caring faculty members make the Music Institute of Chicago unique among community music schools. Comprised of warm, engaging, experienced and dedicated educators and performers, our faculty, nearly 200 in number, holds degrees from some of the world's finest schools of music. Each has a passion for community music education and a proven record as an outstanding studio, classroom or ensemble teacher. Many MIC faculty members perform regionally, nationally and internationally and are featured as guest master class clinicians, panelists and adjudicators.

Our Mission

At the Music Institute of Chicago we believe that enjoying and understanding music and developing the skills to create and perform music enhance the quality of life and nourish the human spirit. Therefore, the MIC mission is to provide the foundation for a life-long engagement with music by:

- Providing the highest quality music education for all ages and all levels of ability
- Teaching individuals with music education where opportunities are limited
- Supporting the growth of therapy through music and the arts as a community service for individuals with special needs
- Supporting lifelong music learning in every community
- Building upon a proud tradition of developing the exceptional performer

Overview

The Music Institute of Chicago is a community music school dedicated to transforming lives through music education, striving to lead everyone in its community toward a lifelong engagement with music. Founded in 1931, the Music Institute has grown to become one of the largest and most respected community music schools in the nation. Offering musical excellence built on the strength of its distinguished faculty, commitment to quality, and breadth of programs and services, the Music Institute is a member of the National Guild for Community Arts Education and accredited by the Accrediting Commission for Community and Pre-collegiate Arts Schools (ACCPAS). Each year, the Music Institute's teachers reach thousands of students of all ages and levels of experience. Music Institute locations include Chicago, Evanston, Winnetka, Lincolnshire, Lake Forest, and Downers Grove. In addition, the Music Institute is proud of its longstanding partnership with the Chicago Public Schools through its Arts Link program. The Music Institute offers lessons, classes, and concerts through its Community Music School, Academy, and Nichols Concert Hall.

Added Value for MIC Families

Tuition at MIC includes much additional value beyond the cost of instruction.

I. Personalized Student Placement Process

The relationship between student and teacher is the most important part of a successful private lesson experience. Our careful student placement process begins with a placement interview where the Campus Director asks questions to learn about each student's personality, learning style, interests, preferences and goals to ensure that the best student-teacher match may be made. Our wide selection of faculty members provides a broad spectrum of pedagogical styles, enhancing our ability to find the teacher that will best be able to meet your or your child's needs.

II. Musicianship Classes

All students registered for private lessons at MIC receive **deeply discounted musicianship classes as an added value** to their private lesson experience. MIC's Musicianship Program offers the key to a complete and well-rounded musical education. By increasing the understanding of the language of music and studying music literature and history, students achieve greater competency and enjoyment at their instruments. These weekly group classes include sight-singing, rhythmic reading, dictation, music theory, music history and keyboard skills. Enrollment in musicianship classes is on a first-come, first-served basis and registration is required.

Due to the sequential, year-long curriculum, all participants must register for and begin attending classes **by November 15. Consistent attendance is required.**

III. Free Concerts

It is our strong belief that attending live performances by accomplished artists deeply enhances the learning and appreciation of music. To support this premise, all MIC students receive **free admittance for two to most MIC-sponsored events** at our beautiful and acoustically renowned Nichols Concert Hall, located at our Evanston East campus. **Students must present their MIC ID card to gain free admittance to concerts.**

IV. Free Accessible Arts Services

At the Music Institute of Chicago there is a place for every individual. The Institute for Therapy (ITA) through the Arts provides up to **four free hours of consultative services to all registered students of MIC.** Consultation is coordinated between an ITA creative arts therapist and the music instructor to ensure the student's success in private or group music education experiences. Additional services might include observations of an MIC lesson or class or direct support within the educational environment. Students and families of MIC are entitled to meet confidentially and privately with anyone on the ITA team to discuss concerns related to music learning and receive recommendations on how to remediate these concerns. If all possible accommodations have been maximized in a mainstream experience, families may consider participation in an ITA accessible arts program that is designed to accommodate those with special learning needs.

To learn more about ITA's services, please contact Jeffrey Wolfe, Community Programs Manager, Music Therapist and Neurologic Music Therapy Fellow Manager at jwolfe@itachicago.org or 847.425.9708.

V. Performance Opportunities for Students

There are several types of performance opportunities for MIC students.

- A. **Departmental Recitals** are held two to three times per academic year in Nichols Concert Hall at the Evanston East campus. These recitals present a wonderful opportunity for students and faculty to hear peers from other studios and campuses.
- B. **Campus Recitals** occur at each campus and are managed by that location's Campus Director.
- C. **Studio Recitals** are arranged by faculty members for the students in their studios and are a great means of developing community within each studio.
- D. **Outreach Performances** occur throughout the year.
- E. **Adult Recitals** occur in Nichols Concert Hall twice a year for adult students of all instruments and voice.
- F. **Chamber Music Recitals** occur throughout the year for students who participate in MIC chamber music groups.
- G. **Large Ensemble Performances** occur two to three times a year in Nichols Concert Hall.

VI. Student Evaluations

At the end of each fall and spring semester, faculty members complete evaluations for each of their private students high school age or younger; adult students may also receive evaluations. This feedback is intended to help focus and guide the student's study over the following year. Hard copies of these forms will be mailed to your home address. We also encourage parents to regularly consult with their child's teacher concerning his/her progress. Teachers are encouraged to discuss the evaluations with students.

VII. Convenient Campus Locations

The Music Institute of Chicago's multiple locations provide convenient access to top-quality music instruction in communities throughout the Chicago area. Campuses are located in Chicago, Downers Grove, Evanston (2), Lake Forest, Lincolnshire and Winnetka.

VIII. Quality Pianos

Piano studios at the Music Institute of Chicago are equipped with high quality pianos to provide an ideal setting for the proper technical development of piano students.

Enrollment Policies

I. Registration

Students who register for lessons and classes in the fall semester will be automatically renewed for the spring semester. Alternate arrangements (including withdrawal) should be communicated in writing prior to the start of the spring semester. Statements for spring tuition are sent to each student prior to the start of spring semester. Once spring semester begins, all regular attendance and withdrawal policies are in effect.

*** Exceptions to automatic renewal include Musical Theater and Musikgarten® classes, for which students must always re-register.**

II. Attendance

- Students are expected to be present for all classes and lessons.
- Private instruction students are allowed one make-up lesson per semester only in the event of illness or death in the family.
- Notification of inability to attend a lesson does not excuse payment for contracted lessons.
- If a student must miss a lesson, please contact the teacher at least 24 hours prior to the scheduled lesson time.
- All lessons cancelled by the teacher will be made up by the teacher at a mutually agreed upon time.
- Group class absences may not be made up.

III. Withdrawal and Refunds (all policies are per semester)

Withdrawal requests for all lessons and classes must be received in writing. **A fee of \$25 per group class will be assessed for students who enroll and subsequently withdraw prior to the first class.** Refunds for group and private instruction will be according to the following schedule:

- If the withdrawal takes place before the fourth week of enrollment, tuition will be refunded for the lessons or classes not received.
- No refunds will be issued after the fourth week of enrollment.

IV. Tuition & Payment Policy

- **Tuition for private lessons is billed by semester and is due in full prior to the delivery of the first lesson** unless students have signed up for the installment plan. MIC reserves the right to stop lessons/classes if payment is not received within one week of the lesson/class start date. MIC also reserves the right to make contact by calling home, cell, work phone, or using any other means (fax, e-mail) in the pursuit of payment.
- **For students enrolling only in group classes, 100% tuition must be paid in full at registration** to hold a place in the class, unless enrolled in the installment plan.
- Take advantage of the **early fall registration deadline of July 1** to have your registration fee waived. There are four payment plan options. You must choose one of the payment plans and submit payment in order to be registered.

- Payment may be made by cash, check, American Express, Discover, MasterCard or Visa. Credit cards will be assessed a processing fee of 2% and may be used at musicinst.org/pay-bill, campus swipe terminals or by phone at 847.905.1500
- Checks, made payable to the Music Institute of Chicago, can be given to a campus receptionist or mailed to: Music Institute of Chicago, 1702 Sherman Avenue, Evanston, IL 60201.
- A \$25 fee will be charged for any returned checks.

V. Finance Charges

Interest of 1.5% per month (18% APR) will be charged on unpaid balances more than 30 days past due. Finance charges continue to accrue until the balance is paid in full.

Credits, Discounts, Financial Aid and Scholarship Programs

I. Student Referral Program – Tuition Credits

A proactive way to reduce your tuition costs is to recommend studying at MIC to your friends. Families who recommend a prospective student who registers and completes one semester of private lessons will **receive a \$100 appreciation credit to their tuition account**; additionally, the new student will receive a \$100 tuition discount. Families who refer new students to group classes or ensembles will receive a **\$50 tuition credit**; the new student will receive a \$50 tuition credit.

II. Discounts

- **Early Re-Registration Discount:** Register by July 1 and the \$25 annual re-registration fee will be waived per each returning student.
- **Sibling Discount:** A discount of \$25 per sibling will be applied per each additional child taking private instruction within the same family; the first student pays in full.
- **Senior Discount:** A 15% senior discount is available for private instruction students 65 years old and older.

III. Need-Based Financial Aid

The Music Institute of Chicago annually subsidizes tuition for students whose financial resources are limited. The qualification criteria for need-based financial aid relate solely to financial need, not musical ability. The following components are considered when determining eligibility: family income, number of people in the household and special circumstances.

The priority deadline is **June 1**. After this deadline, awards may be limited due to demand and budget constraints. Please visit musicinst.org/financial-aid for complete guidelines and an application form.

IV. Merit Scholarships

Merit Scholarships are awarded solely on the basis of a student's performance level at live auditions evaluated by a panel of professional musicians. Awards are based on the average of the adjudicators' scores. Merit scholarship auditions are most appropriate for students at a high level of accomplishment. A letter of recommendation is required from your private instructor with your application.

Application

- Applications must be received by **April 15** for the upcoming academic year.
- Please include a brief biography and a letter of recommendation from your private instructor.

Divisions

- There are two divisions: a Junior Division for students ages 12 and under and a Senior Division for students ages 21 and under.
- Please determine the appropriate division according to the student's age on May 1.

Repertoire

- Students should be prepared to perform two contrasting selections.
- Students should bring one original and two copies of their music to the audition.

For more information, please visit musicinst.org/merit-scholarship-guidelines.

V. Installment Plan

The installment plan is offered as a convenience by the Music Institute of Chicago and is available for students enrolling for a full semester or more. Tuition is paid in four separate installments spread over the semester. A \$25 setup fee is charged per semester per family; this fee is due with the first installment. For details visit: musicinst.org/installment-plan. If you have questions about the installment plan, please contact Rose Vakili, Customer Service Specialist at 847.905.1500, ext. 180 or rvakili@musicinst.org.

Fall Semester Deadline: August 15 | Spring Semester Deadline: January 15

Resolving Conflicts or Requesting a Change of Private Instructor

If you are encountering challenges with your child's private instructor, please contact your Campus Director promptly for guidance. While we take great care in our student placement process, endeavoring to make the best fit for each individual student, we understand that sometimes the chemistry is not right. In many cases, we recommend that the family speak directly to the current teacher regarding their concerns, if they have not done so already. Ideally, with improved communication, it may be possible to rectify the situation with the current teacher and move forward together. If you are not comfortable initiating this conversation, the Campus Director or Dean are happy to facilitate or intervene for you. If a change of teacher is necessary to support the further musical growth of the student, the transition will be handled sensitively and respectfully.

Music Institute of Chicago Website

The Music Institute of Chicago has online registration. This system gives you the ability to:

- Re-register for lessons and classes for multiple family members
- Pay your bill
- Log back into the MIC website to make additional purchases without having to re-enter personal information
- Purchase Nichols Concert Hall tickets
- Make a donation to the Music Institute of Chicago
- View your shopping cart order history at a glance

To gain access to the features listed above, please create your account at musicinst.org. This process is initiated from the upper right corner of the website under **"Sign In/Create Account"**. In addition, please visit the "Current Students" section of the website (musicinst.org/current-students), for other pertinent information.

Physical Contact

It is often necessary and helpful for a teacher to assist students by offering physical guidance to help them understand a particular technique in the course of learning their instrument. This may include activities such as adjusting posture, bow position or finger placement or touching the abdomen to instruct vocalists or wind players regarding breathing techniques. If you or your child is uncomfortable with such contact, please inform the instructor promptly.

Practice Guidelines

Carefully planned practice, in an engaging and warm setting, according to the guidelines and assignments provided by your private instructor, is the key to successful musical growth. Here are some website that you may find useful as you organize your practice time.

essential-music-practice.com/

If you have favorite practicing resources, please tell us about them so that we may share them with other families.

Recital Etiquette

It is a special honor to attend or to be selected to perform in a recital. Such selection signals the teacher's confidence that the student is prepared to perform for others. In order to make the recital experience most beneficial for both students and audience members, the Music Institute of Chicago has established the following policies to clarify what is expected of students and parents when attending or playing in a recital or concert.

1. All students, parents and other guests must attend the entire recital. It is important that every student have the opportunity to be heard by an audience. If a student cannot attend the entire recital, they should make plans to perform on a different recital. If the recital lasts longer than advertised and a student or family must leave, please exit during the applause between performances, not during a performance. Please be as inconspicuous as possible as you leave and do not disturb the performance atmosphere.
2. Please silence all cell phones and pagers prior to the beginning of the performance.
3. Please dress appropriately; the visual aspects of performing may affect the attention and response of the audience.
4. Review concert etiquette with your teacher, prior to the performance. This may include stage presence, posture, dress and bowing to acknowledge applause.

Accompanists

Staff accompanists are available free of charge for performances at departmental recitals, campus recitals and Suzuki Sundays. Families are responsible for paying for rehearsals; fees are arranged directly with the accompanist.

Please contact the Assistant to the Dean for a list of list of recommended accompanists that you may hire for competitions or other events. When hiring an accompanist, the rate of pay must be agreed upon directly between the parent and the accompanist, and the parent must pay the accompanist directly. Private instructors will provide information regarding fees for accompanists for studio recitals.

Volunteers and Service Hours

Please join us for numerous opportunities to help within the MIC community. For students and parents of current students seeking opportunities to help with recruitment and outreach events, please go to musicinst.org/volunteer and complete a volunteer survey. An administrator will review your information promptly and get back to you with possible opportunities. Students seeking to satisfy service hour requirements may receive written confirmation of their volunteer and outreach hours served at MIC.

School Closings

Please check musicinst.org for school closings due to inclement weather or other emergencies.

Studio Care

For the benefit of all room users, please follow these care guidelines, especially when leaving the studio.

- I. No food or beverages. (Water is allowed but NOT on pianos.)
- II. Please dispose of perishable garbage in lobby trash cans.
- III. Place chairs and stands against walls, and return anything borrowed from other rooms.
- IV. Close windows.
- V. In Winnetka, reset thermostats to 5. At the Evanston East campus, it is essential that nobody other than MIC staff makes adjustments to the thermostats.
- VI. Turn off lights.
- VII. Lock door.

Security & Safety

Parents/guardians/caretakers are responsible for supervising the safety and deportment of their children at all times while they are on the Music Institute's premises. In addition, in registering yourself or your minor child(ren)/ward(s) for participation in programs of the Music Institute of Chicago, you acknowledge you will be waiving and releasing all claims for injuries you or your child(ren)/ward(s) might sustain arising out of these programs. Please use extra care when parking, dropping off or picking up your children.

Deportment

While on the Music Institute of Chicago's premises, students and those accompanying them are expected to treat our facilities respectfully. Skates, skateboards, pets, etc. are not allowed in the building. Food and beverages are not permitted in the studios.

Drug Policy

The use, possession, sale, transfer, purchase or attendance while under the influence of alcoholic beverages, illegal drugs or other intoxicants by students while on MIC premises is strictly prohibited and can result in immediate expulsion and rescission of all scholarship monies. The offending student's family will be responsible for paying any remaining balance from the point of expulsion through the completion of the semester.

Submitting News

MIC faculty, students and alumni are invited to use an online form to tell us about upcoming music events in which they will be featured, or to report award/competition results or other significant music news involving MIC students or faculty. Please visit musicinst.org/current-students to submit your news. From the Current Students page, please scroll down and go to Interact - **Share Your News**.

Social Networking

MIC has an active online culture because its wide array of members contributes regularly to a variety of forums. Please join us by adding your voice and pictures using the tools you find most interesting and useful.

Facebook:

Music Institute of Chicago

Twitter:

@miccommunity

@MusicInstPrez

LinkedIn:

Music Institute of Chicago

YouTube:

MusicInstChicago

Flickr:

Musicinstitute

Pinterest:

miccommunity

Wi-Fi Instructions

Free Wi-Fi is available for Music Institute of Chicago families at the following campuses: Evanston East and Downtown Evanston, Lake Forest and Winnetka. Please enter username "**mic-public**" and password "**learningforlife**" to gain access.

Local Music Stores

This list is provided as a resource and does not indicate endorsement by the Music Institute of Chicago. Families are welcome to rent instruments or purchase music from whatever source is most convenient for them; please call in advance to determine instrument availabilities and prices.

A440

2222 W. Roscoe Street
Chicago, IL 60618
773.348.4949

Bein & Fushi

Fine Arts Building
410 S. Michigan Avenue
Chicago, IL 60605
312.663.0150

Carl Becker & Son

1416 W. Belmont Avenue
Chicago, IL 60657
773.348.5698

Different Strummer

4544 N. Lincoln Avenue
Chicago, IL 60625
773.751.3398

Evanston Band & Orchestra

4125 Main Street
Skokie, IL 60077
847.673.3812

Field Violin Workshop

451 Roger Williams Avenue
Highland Park, IL 60035
847.433.8522

Flynn Guitars & Music

2522 Green Bay Road
Evanston, IL 60201
847.475.0855

Fritz Reuter & Sons

3917 W. Touhy Avenue
Lincolnwood, IL 60645
847.677.7255

Gand Music

780 Frontage Road
Northfield, IL 60093
847.446.4263

Grand Piano Haus

3640 W. Dempster Street
Skokie, Illinois 60076
847.679.9160

Guitar Center (Highland Park)

143 Skokie Valley Road
Highland Park, IL 60035
847.579.1830

Guitar Center (Chicago)

2633 N. Halsted Avenue
Chicago, IL 60614
773.248.2808

Guitar Works Ltd.

(sales, rentals)
739 Main Street
Evanston, IL 60202
847.475.0855

Hallmark Music

421 N. Northwest Highway
Barrington, IL 60010
847.381.7440

Heavenly Pianos

952 Green Bay Road
Winnetka, IL 60093
847.784.1144

Hoffman Strings

16571 Eastern Avenue
Prairie View, IL 60069
847.478.1163

Hogeye Music

(Folk Instrument Source)
1920 Central Street
Evanston, IL 60201
847.475.0260

Karnes Music

926 W. Dundee Road
Arlington Heights, IL 60004
847.222.8077

Karnes Music

700 N. Milwaukee Avenue, Ste 125
Vernon Hills, IL 60061
847.367.1681

Ken Stein Violins

172 N. York Street
Elmhurst, IL 60126
630.782.0273

Michael Becker Fine Violins

28 Third Street
Park Ridge, IL 60068
847.823.5490

Music Center of Deerfield

811 Waukegan Road
Deerfield, IL 60015
847.945.1322

Performer's Music

Fine Arts Building
410 S. Michigan Avenue
312.987.1196

Seman Violins

(sales, rentals)
4447 Oakton Avenue
Skokie, IL 60076
847.674.0690

The String Project

2821 Kirchoff Road
Rolling Meadows, IL 60008
847.255.5099

Total Music Ltd.

(sales, rentals)
1466 Waukegan Road
Glenview, IL 60025
847.724.5310

Village Music Store

645 Osterman Avenue
Deerfield, IL 60015
847.945.5321

W. H. Lee & Co. (Wilmette)

(sales, rentals)

1138 Central Avenue

Wilmette, IL 60091

847.920.9445

W. H. Lee & Co. (Chicago)

(sales, rentals)

Fine Arts Building

410 S. Michigan Avenue

Chicago, IL 60605

800.447.4533

SHAR Products

Source for string instrument rentals/sales, accessories, sheet music

800.248.SHAR

sharmusic.com

Southwest Strings

Source for string instrument rentals/sales and accessories

800.528.3430

swstrings.com

Alumni Association

The Alumni Association is open to everyone who has ever been affiliated with the Music Institute and/or any of its predecessor organizations. *Everyone who has ever taken a class, served on the faculty or staff or been an actively involved parent at the Music Institute of Chicago, the Music Center of the North Shore or any of our predecessor organizations is considered alumni and is welcome here.* We would like to reconnect with you and stay connected so that we can tell you more about what's happening at the Music Institute now and learn about your experiences since you were here. Please take a few moments to visit the Alumni portion of our website, musicinst.org/alumni-association, update your contact information and share news about yourself and your activities, both musical and otherwise. LinkedIn and Facebook users are encouraged to join the Music Institute of Alumni Groups.

Publicity Consent

Photographs, audio and video of students engaged in Music Institute of Chicago activities including but not limited to instruction, rehearsal, workshop or performances may be used in MIC publications, newspapers, magazines, radio and other related publicity materials including the digital media. Your signature on the registration form constitutes consent and permission by the student and/or students' parent(s) and legal guardian(s) to use the student's name and/or image/audio for any advertising, publicity, marketing or packaging. This release is irrevocable.

Privacy Policy

Your information, whether public or private, will not be sold, exchanged, transferred, or given to any other company for any reason whatsoever, without your consent, other than for the express purpose of delivering the purchased product or service requested by the customer. For more information about our privacy policy, please visit musicinst.org/privacy-policy.

Board of Trustees

As a federally qualified 501(c)(3) not-for-profit organization and under State of Illinois statutes, the Board of Trustees of the Music Institute of Chicago is required to exercise full power and authority to do all things necessary in the governance and control of the organization. The Board of Trustees of the Music Institute of Chicago is presently comprised of 23 voting members and 10 non-voting Life Trustees. The present membership of the Board of Trustees is as follows:

Officers

Jane Irwin, Chair
Alexandra C. Nichols, Chair Emerita
Jeffrey Morse, Treasurer
Scott Verschoor, Secretary

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Christopher Bird
Howard Dubin
Thomas Gahlon
Elliott M. Golub
William S. Graham
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Susan B. Noyes
Betsey L. Puth
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William N. Topaz

Staff Contacts

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Emily Abraham, Dean and Vice President of Academic Affairs

eabraham@musicinst.org | 847.905.1500, ext. 126

Sue Polutnik, Vice President of Administration

spolutnik@musicinst.org | 847.905.1500, ext. 122

Christine Aznavoorian, Assistant to the Dean

caznavoorian@musicinst.org | 847.905.1500, ext. 127

CAMPUS DIRECTORS

Chicago Gratz Center, Aubrey Faith-Slaker

afaith-slaker@musicinst.org | 224.216.4350

Downers Grove, Sung Hoon Mo

smo@musicinst.org | 847.877.4854

Evanston, Patrick O'Malley

pomalley@musicinst.org | 847.905.1500, ext. 101

Lake Forest & Lincolnshire, Zachariah Friesen

zfriesen@musicinst.org | 847.905.1500, ext. 191

Winnetka, Guinevere Grimstad

ggrimstad@musicinst.org | 847.905.1500, ext. 133

PROGRAM DIRECTORS

Chamber Music, Katherine Lee

chambermusic@musicinst.org | 847.905.1500, ext. 463

Jazz Studies, Audrey Morrison

amorrison@musicinst.org | 847.905.1500, ext. 576

Musicianship, Matthew Hagle

mhagle@musicinst.org | 847.905.1500, ext. 443

Musikgarten, Reagan Brasch

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