Mission Statement: Our mission is to serve as a leading center of Christian thought and action providing an excellent education from a biblical perspective and global context in pivotal professions to equip Christian leaders to change the world.

COURSE SYLLABUS

SCHOOL OF COMMUNICATION & THE ARTS
DEPARTMENT OF THEATRE ARTS

THE 681
PRACTICUM IN THEATRE PRODUCTION
FALL 2011

COURSE LOCATION: ON-CAMPUS
INSTRUCTOR INFORMATION

Instructor: Mike Burnett
Phone: 757-352-4238
Fax: 757-352-4279
E-mail: mburnett@regent.edu
Office Hours: 9-10am MW, 9-10am TTb (online only)
Office Location: COM 211

All students are required to read and have a thorough understanding of the syllabus. Any questions or concerns need to be addressed to the instructor.

Students, please place your initials below to indicate that you have read and understood the requirements outlined in this syllabus. Cut and paste this shaded section and email to your professor the first week of the course.

___________________
Student initials
SECTION 1 - OVERVIEW

COURSE DESCRIPTION (from the Catalog)

Students gain hands-on experience by working on a technical crew assigned to a Regent theatre production. Crew assignments may be drawn from a variety of production opportunities in the areas of scenery, costume, makeup, sound, lights, and props. Repeatable up to a total of three (3) credit hours

LEARNING OBJECTIVES

Upon completion of this course, students should be able to:

1. To articulate an understanding of each member of the stage crew and their responsibilities
2. to have hands on experience in a working production
3. to acquire skills used in day-to-day operations of technical theatre

SECTION 2 – COURSE REQUIREMENTS

GENERAL COURSE REQUIREMENTS

This course is graded PASS/FAIL. Students enrolled in THE681 will complete one of the following practicum experience options:
• participation in shop work calls (a total of 45 hours of shop work per credit hour must be completed before the final day of the semester. This does not include Finals week)
OR
• participation as crew in producing theatre department production (1 crew assignment per credit hour)

Students enrolled in THE681 are responsible for tracking their hours. Forms for this are available in either the scene shop, costume shop, or online. Attitude and willingness to work are the major factors in determining this grade. You are expected to perform the task given to you to the best of your ability.
**Shop Work Calls:**
Since this is a course in an applied art (technical theatre,) you be gaining hands-on knowledge of how a theatrical production is created. Your grade will be determined by the total number of hours worked in the class and your attitude & successfulness in the shop. You will be working in either the costume shop or the scene shop during the work period. If you choose this option for completing the course, you must log a total of 45 hours of work in either the scene shop or the costume shop. Also, please note that attitude and prompt arrival and fulfilling of assigned duties will impact your grade.

Satisfactory - attends all work calls on time, properly dressed, does satisfactory work, follows directions

Above Average - learns from assignments, demonstrates knowledge of shop equipment and building procedures, and takes initiative in planning process for assigned work

Excellence - can work without supervision, demonstrates desire to learn from each assignment, demonstrates understanding of overall concept for work in shop/development in skills as a craftsman, interest in seeing completed work in performance

It is strongly suggested that you create a weekly lab time in order to finish your hours. You will need to set up a weekly time with either the Costume Shop Manager or the Technical Director before the 2nd week of class is completed. Also, special workdays will be held throughout the semester that will count towards your hours.

**Crew Assignment:**
Each student will be assigned to the running crew for the theatre department production. Your duties will vary from one student to another. Fulfillment of crew responsibilities and attitude are major portions of this grade. Students who choose this option must attend all crew calls and performances. If you are enrolled in a night class, you cannot choose this option.

**Multiple Credit Hours**
Students enrolled for more than 1 credit hour will complete 1 assignment choice (45 shop hours or crew) and paper per credit hour.

Grading Policy: 100 point scale
- Shop work calls or Crew Assignment 100%

This course is graded PASS/FAIL
SECTION 3 – POLICIES AND PROCEDURES

UNIVERSITY WITHDRAWAL

Students who have not attended or logged into a class, will, at the end of the second week of the session/semester—in accordance with university practice—be assumed to have unofficially dropped and will be administratively dropped from that class.

UNIVERSITY ACADEMIC HONOR CODE

Students are on their honor to complete assignments with honesty and integrity. Academic dishonesty involves intentionally or unintentionally stealing the intellectual property of others. Students are expected to be familiar with the university’s policy on academic integrity found in both the University Student Handbook and School of Undergraduate Studies Catalog (http://www.regent.edu/general/catalog/) and to follow it. As an academic and Christian community, Regent University takes seriously the call for integrity and penalizes breaches of academic integrity.

Students should be aware that submitted papers may be checked using Safeassign (Blackboard’s plagiarism detection feature). This feature will determine the percentage of the submitted paper that matches other sources and will generate a report. Scores below 15% include quotes and few common phrases or blocks of text that match other documents, these papers indicate no evidence of the possibility of plagiarism. Scores between 15% and 40% include extensive quoted or paraphrased material or may include plagiarism and will require further review. Scores over 40% indicate a high probability the text in the paper was copied from other sources and should be reviewed for plagiarism. The professor or instructor will contact the student if plagiarism is a concern.

DISABILITY STATEMENT: The student is responsible for contacting the Director of Student Life at 757.352.4867 to request accommodations, provide necessary documentation, and make arrangements with each instructor.

The following website is designed to help our disabled students learn of their rights and responsibilities with regards to disability services. The site also has resources for faculty to become better informed of their responsibilities towards the disabled students in their classes.
http://www.regent.edu/disabilities

Incomplete Grades:
Students desiring an Incomplete must submit their request to the course instructor and academic dean prior to the end of the term. An incomplete grade will be given in a regular course only for legitimate deficiencies due to illness, emergencies, or extraordinary reasons acceptable to the professor, including equipment breakdown or shortages, and not because of neglect on the student’s part. Incompletes require the final approval of the school dean or his/her authorized representative. A regular grade will be given by the instructor if all requirements for the course are submitted by the end of the following academic term. The instructor will submit the new
grade to the Registrar’s Office no later than two weeks after the beginning of the subsequent term. If all work is not submitted by the end of the term following the granting of the Incomplete, a grade of FX (NP for pass/fail courses) will be posted automatically unless a request for Extension of Incomplete has been approved and submitted to the Registrar’s Office. The FX shall be counted as an F in the computation of the GPA. Any student desiring reinstatement to the course after an FX or NP has been posted must register for the course in a subsequent term and pay the full current tuition for the course.

In Progress Grades:
In Progress grades shall be given when work is not completed by the end of the term for the following academic work: independent studies, internships, practica, portfolios, theses, and dissertations. An IP is also an appropriate grade for courses in which the completion of course requirements for ALL students extends beyond the academic term in which the course is offered. An IP may be continued to a maximum of two terms when the student requests an extension and the approved form is submitted to the Registrar’s Office prior to the end of the first term. If the requirements for removal of the IP grade are not completed by the end of these two terms, a grade of FX (NP for pass/fail courses) will be posted automatically. Exceptions may be made for dissertations, which may continue without penalty. Any student desiring reinstatement to the course after an FX or NP has been posted must register for the course in a subsequent term and pay the full current tuition for the course.

STUDENT COURSE EVALUATION
Becoming Christian leaders includes learning how to evaluate others by providing honest evaluations that include positive affirmation and constructive feedback, as appropriate. In addition, such evaluation leads to the continual improvement of courses and student learning. Consequently, university policy requires that all students submit a formal student evaluation of teaching form at the end of the academic term. This mandatory requirement must be completed before students will be able to access their final course grade. This form is only available in an online format. Prior to the end of the course, students will receive an e-mail indicating that the form is available. Instructions on accessing the evaluation will be included. Since these evaluations are only available for a limited time, students should complete the evaluation as soon as they receive the e-mail notification that the evaluation form is available. Instructors will not have access to course evaluations until after grades have been submitted and will only have access to anonymous summary data. Students are also encouraged at any point during the term to offer comments that may be helpful to the improvement or refinement of the course. Students can access the online evaluation system at: http://eval.regent.edu/regentsurvey/students.cfm. If you have questions about the online evaluation please contact evaluation@regent.edu.

This syllabus is subject to change without notice.
Last updated: 08/11/09

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