

ORIGINATOR'S SECTION:														
1. College: <input checked="" type="checkbox"/> CHABSS <input type="checkbox"/> CoBA <input type="checkbox"/> CoEHHS <input type="checkbox"/> CSM	Desired Term and Year of Implementation (e.g., Fall 2008): Spring 2017													
2. Course is to be considered for G.E.? (If yes, also fill out appropriate GE form*) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No														
3. Course will be a variable-topics (generic) course? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ("generic" is a placeholder for topics)														
4. Course abbreviation and Number: TA 203														
5. Title: (Titles using jargon, slang, copyrighted names, trade names, or any non-essential punctuation may not be used.) Production Practicum														
6. Abbreviated Title for PeopleSoft: (no more than 25 characters, including spaces) Production Practicum														
7. Number of Units: 1														
8. Catalog Description: (Not to exceed 80 words; language should conform to catalog copy. Please consult the catalog for models of style and format; include all necessary information regarding consent for enrollment, pre- and/or corequisites, repeated enrollment, crosslisting, as detailed below. Such information does <u>not</u> count toward the 80-word limit.) Hands-on experience working on a technical crew assigned to a CSUSM theatre or dance production. Crew assignments may be drawn from a variety of production opportunities in the areas of scenery, costume, sound, lights, and props.														
9. Why is this course being proposed? To support production classes and allow students a wide range of educational experience in theatre arts.														
10. Mode of Instruction* For definitions of the Course Classification Numbers: http://www.csusm.edu/academic_programs/curriculum/schedule/catalog/curricula/DOCUMENTS/Curricular_Forms_Table/Instructional%20Mode%20Conventions.pdf		<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:33%;">Type of Instruction</th> <th style="width:17%;">Number of Credit Units</th> <th style="width:50%;">Instructional Mode (Course Classification Number)</th> </tr> </thead> <tbody> <tr> <td>Lecture</td> <td></td> <td></td> </tr> <tr> <td>Activity</td> <td></td> <td></td> </tr> <tr> <td>Lab</td> <td style="text-align: center;">1</td> <td style="text-align: center;">e16 C-15</td> </tr> </tbody> </table>	Type of Instruction	Number of Credit Units	Instructional Mode (Course Classification Number)	Lecture			Activity			Lab	1	e16 C-15
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11. Grading Method:* <input checked="" type="checkbox"/> Normal (N) (Allows Letter Grade +/-, and Credit/No Credit) <input type="checkbox"/> Normal Plus Report-in-Progress (NP) (Allows Letter Grade +/-, Credit/No Credit, and Report-in-Progress) <input type="checkbox"/> Credit/No Credit Only (C) <input type="checkbox"/> Credit/No Credit or Report-in-Progress Only (CP)														
12. If the (NP) or (CP) grading system was selected, please explain the need for this grade option.														
13. Course Requires Consent for Enrollment? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Faculty <input type="checkbox"/> Credential Analyst <input type="checkbox"/> Dean <input type="checkbox"/> Program/Department - Director/Chair														
14. Course Can be Taken for Credit More than Once? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, how many times? 6 (including first offering)														
15. Is Course Crosslisted: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, indicate which course _____ and check "yes" in item #22 below.														
16. Prerequisite(s): <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No														

* If Originator is uncertain of this entry, please consult with Program/Department Director/Chair.

17. Corequisite(s): Yes No

18. Documentation attached: Syllabus Detailed Course Outline

19. If this course has been offered as a topic, please enter topic abbreviation, number, and suffix:*

20. How often will this course be offered once established? 1-2 times per semester

PROGRAM DIRECTOR/CHAIR - COLLEGE CURRICULUM COMMITTEE SECTION:
(Mandatory information – all items in this section must be completed.)

21. Does this course fulfill a requirement for any major (i.e., core course or elective for a major, majors in other departments, minors in other departments)? Yes No
 we will be adding this class to our major requirements

If yes, please specify:
this will serve as an elective for the School of Arts.

22. Does this course impact other discipline(s)? (If there is any uncertainty as to whether a particular discipline is affected, check "yes" and obtain signature.) Yes No

If yes, obtain signature(s). Any objections should be stated in writing and attached to this form.

Discipline _____	Signature _____	Date _____	_____ Support	_____ Oppose
Discipline _____	Signature _____	Date _____	_____ Support	_____ Oppose

SIGNATURES : (COLLEGE LEVEL) :

(UNIVERSITY LEVEL)

Judy Bauerlein and Jacquelyn Kilpatrick 3-18-16
 1. Originator (please print or type name) _____ Date _____

Na Kalpatrick 4-12-16
 2. Program Director/Chair _____ Date _____

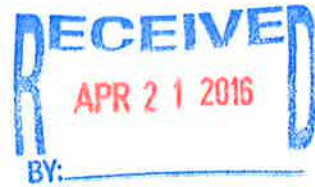
Martin Lopez 4/20/16
 3. College Curriculum Committee _____ Date _____

Martin Lopez 4/20/16
 4. College Dean (or Designee) _____ Date _____

5. UCC Committee Chair _____ Date _____

6. Vice President for Academic Affairs (or Designee) _____ Date _____

7. President (or Designee) _____ Date _____



* If Originator is uncertain of this entry, please consult with Program/Department Director/Chair.

TA 203: Theatre Production Practicum

Units: 1

Course type: Lab

Course Description and Objective:

TA 203 is a graded, one-unit course in a specified practical aspect of mounting a theatre or dance production. It is a hands-on, purely laboratory experience. The course can be repeated up to 6 times before graduation. The intent of repeating this course is to allow you to experience and learn different skill sets in the production process. For example, one unit may be spent learning about theatre lighting, costumes, set construction, etc. A production practicum is an opportunity for you to be involved in actual theatre and get your "hands dirty," so to speak. This is a chance to build resume credits for a future job, whether it is doing summer theatre while you're a student or after you graduate and move on to professional theatre. You can become part of the crews for scenery, props, electrics, costumes, sound, paint, run crew, wardrobe crew, soundboard operation, light board operation, publicity, and stage management.

Course Requirements:

- Attendance – The schedule for this course will differ depending upon which shop or show you sign up to work with. Your supervisor will either give you the expected schedule or create it with you. Once set, you are required to attend all calls.
- Students are required to complete at least 15 hours of class time per unit.
- Timeliness – You are expected to arrive on time to all calls, ready to perform your duties. Please notify your supervisor if you will be late.
- Participation – This is a hands-on, laboratory course. Participation is vital and necessary. You are expected to respond accurately to directions from the supervisor and learn assigned procedures and perform them correctly at all times.
- Conduct - You must conduct yourself in a professional, helpful manner at all times.

Student Learning Objectives:

1. Deliver assigned work or tasks in correct form and on time.
2. Use time-management skills to schedule and complete required hours.
3. Demonstrate the ability to work hands-on with the various aspects of theatre productions.
4. Develop shop skills and safety practices to use in the theatre.
5. Develop professional courtesy in the theatre.

Written Assignment:

- **Writing Requirement:**
Final Essay. Write a typed 750-word (3 page) final essay on the practicum experience that responds to three questions: How did you meet the learning objectives? What specific skills or abilities did you learn and apply? How did this practicum experience support your track of study and your understanding of theatre as a profession? Submit one hard copy to assigned supervisor; see outline for due date.

Practical Assignments:

1. **Time Card.** Document and maintain a record of earned practicum hours with a time card available from the department office; 50% or more of the required hours must be completed by mid-semester. Time card entries must be signed and approved by the assigned supervisor. Submit time card to faculty twice a semester for evaluation; see outline for due dates.
2. **Attend Work Calls.** In addition to on-going production schedules, there will be specific work call days (e.g., paint or construction) for preparation of the opening and the strike for the closing of two productions per semester.
3. **Attend all required rehearsals and performances** (we generally have 6 performances).

Grading and Evaluation:

The professor of record will evaluate the time card and final essay. A letter grade will be assigned based upon:

Assignment	Points
Time card	50
Final Paper	25
Team work	5
Attitude	5
Reliability	5
Collaboration	5
Responsibility	5

Academic Integrity.

All forms and incidences of academic misconduct are dealt with in accordance with university regulations and are subject to disciplinary action including, but not limited to, separation from the university. The Department considers academic misconduct to be a serious offense and expects that all students have read and

understand the University's policy on academic misconduct and thereby agree to honor these standards.

Attendance.

While this course does not have a regularly scheduled class meeting, attendance and commitment to a task at a scheduled time is mandatory and required. The student who fails to arrive on time as scheduled causes delays in the production process and will have problems completing the course satisfactorily. Supervisors will reassign any task if a student does not show as scheduled.

Professionalism.

Treat one another with respect and sensitivity in both word and deed. Please address directly and with calm respect anyone whose behavior causes you any discomfort. If you are not satisfied, please bring it to the attention of your assigned supervisor.

Safety Rules and Regulations are strictly enforced. Regardless of the type of practicum activity, all students in all tracks are required to:

1. Read and sign a "safe and proper use" statement on shop tools.
 2. Sign-in on the schedule before reporting to work in shop.
 3. Do not eat or drink in the theatre, backstage or control areas.
 4. Clean up by hanging costumes and keeping the make-up, light grid, and paint areas neat and tidy.
 5. As a general rule and before beginning any project involving the use of tools or material in theatre shops, the following safety rules, practices and procedures must be considered fundamental knowledge.
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1. Professional theatre conduct code: treat everyone with honor, civility, and mutual respect in thought, word and deed.
 2. Please bring any and all problems, regardless of their nature to the attention of the faculty of record.
 3. If you don't know, ASK! Do not operate any tool, use the personal lift or use anything in the work spaces of the theatre without training. Request and receive adequate instruction before operating any of the tools. Always use extreme caution at all times.
 4. Use eye protection whenever cutting, sanding, drilling metal or grinding. Wear gloves when dealing with rough materials or focusing lights. Wear a particle mask whenever sanding or working with aerosol paints and polystyrene materials. Use ear muffs whenever cutting with power saws for ANY length of time. Use Push Sticks for the table saw.
 5. Always keep your eyes on moving object and especially saw blades.
 6. Keep the Grid clear of objects. Use tools with tethers on the grid. ALWAYS use safety cables on lighting instruments.

7. Watch where you step or reach. Use extreme caution with over head storage.
8. Report for work in attire suitable for the job. Working in the stage and shop is dirty business. Heavy work clothes or clothes that you are willing to sacrifice to get the job done are required. You need clothes that will take heavy wear and afford comfort and freedom of movement. Long pants are required.
9. Long hair should be tied back securely or confined in a scarf or cap. Loose hair will obstruct your vision or become entangled in rotating tools. Remove jewelry, a very dangerous hazard.
10. Always wear shoes that cover the foot completely and with a sole thick enough to take a small nail. No sandals, flip-flops or platform shoes are allowed. **ABSOLUTELY NO BARE FEET!**
11. Be constantly alert for foreign objects in the lumber. Nails, screws and staples are commonly found left in recycled materials. Be aware of the hazards of these dangers. Clean recycled material of foreign objects before restocking.
12. Report all injuries to the faculty of record who will decide if other help is necessary.
13. Visually inspect all tools before using. Look for frayed wires, broken or missing parts or dulled cutting surfaces. A dull tool is more dangerous than a sharp one. Make sure that safety guards are in place.
14. Use all tools for their intended purpose. Do not use chairs for ladders or ladders that are too short; or screw drivers as pry bars; or, wood chisels as staple pullers.
15. Protect the cutting edges of tools by keeping them off the floor. Return tools to storage if they are no longer in use.
16. Be alert for all unusual occurrences or hazards. Smoke, sparks, flames and leaks of all kinds should be brought to the attention of the shop manager or technical director.
17. Clean up the shop and after yourself. Scrap materials, even sawdust, can be hazardous, and all clutter inhibits shop activity and general safety. Make sure the shop is clean and safe at the end of each workday. Do not carry keys or tools away.

Schedule:

Week 1	Introduction and assignment sign-up
Week 2	Safety procedures Part 1
Week 3	Safety Procedures Part 2
Week 4	Equipment skills, lighting
Week 5	Equipment skills, set, costume, sound
Week 6	Technical rehearsal protocol
Week 7	Run-through and opening
Week 8	Strike Production 1
Week 9	Professional etiquette
Week 10	Theatre in production; the business of theatre
Week 11	Theatre as Production Art & Focus/Portfolio Review & Transfer/Exit Strategy
Week 12	Stage Manager's Handbook & Designer's Handbook
Week 13	Technical rehearsal production #2
Week 14	Run-through and opening production #2
Week 15	Strike Production 2