

## 1. General Information

1a. Submitted by the College of: FINE ARTS

Date Submitted: 5/5/2016

1b. Department/Division: Fine Arts - Theatre Arts

1c. Contact Person

Name: Nelson Fields

Email: nelson.fields@uky.edu

Phone: 7-6459

Responsible Faculty ID (if different from Contact)

Name: Nancy Jones

Email: nancy.jones@uky.edu

Phone: 7-8166

1d. Requested Effective Date: Semester following approval

1e. Should this course be a UK Core Course? No

## 2. Designation and Description of Proposed Course

2a. Will this course also be offered through Distance Learning?: No

2b. Prefix and Number: TA 130

2c. Full Title: Freshman Cornerstone

2d. Transcript Title:

2e. Cross-listing:

2f. Meeting Patterns

LECTURE: 1

2g. Grading System: Letter (A, B, C, etc.)

2h. Number of credit hours: 1

2i. Is this course repeatable for additional credit? No

If Yes: Maximum number of credit hours:

If Yes: Will this course allow multiple registrations during the same semester?

2j. Course Description for Bulletin: This course introduces students to best practices and opportunities for careers and strategies for success in theatre. Theatre faculty members lecture on their particular area of theater and illustrate ways students can succeed in each discipline. Career development emphasis includes course work, internships and summer employment. Course required for theatre majors in the first spring semester of residency.

2k. Prerequisites, if any:

2l. Supplementary Teaching Component:

3. Will this course taught off campus? No

If YES, enter the off campus address:

4. Frequency of Course Offering: Spring,

Will the course be offered every year? Yes

If No, explain:

5. Are facilities and personnel necessary for the proposed new course available? Yes

If No, explain:

6. What enrollment (per section per semester) may reasonably be expected?: 25

7. Anticipated Student Demand

Will this course serve students primarily within the degree program? Yes

Will it be of interest to a significant number of students outside the degree pgm? No

If Yes, explain:

8. Check the category most applicable to this course: Not Yet Found in Many (or Any) Other Universities ,

If No, explain:

9. Course Relationship to Program(s).

a. Is this course part of a proposed new program? No

If YES, name the proposed new program:

b. Will this course be a new requirement for ANY program? Yes

If YES, list affected programs: BA Theatre

10. Information to be Placed on Syllabus.

a. Is the course 400G or 500?: No

b. The syllabus, including course description, student learning outcomes, and grading policies (and 400G-/500-level grading differentiation if applicable, from 10.a above) are attached: Yes

## Distance Learning Form

Instructor Name:

Instructor Email:

Internet/Web-based: No

Interactive Video: No

Hybrid: No

1. How does this course provide for timely and appropriate interaction between students and faculty and among students? Does the course syllabus conform to University Senate Syllabus Guidelines, specifically the Distance Learning Considerations?
2. How do you ensure that the experience for a DL student is comparable to that of a classroom-based student's experience? Aspects to explore: textbooks, course goals, assessment of student learning outcomes, etc.
3. How is the integrity of student work ensured? Please speak to aspects such as password-protected course portals, proctors for exams at interactive video sites; academic offense policy; etc.
4. Will offering this course via DL result in at least 25% or at least 50% (based on total credit hours required for completion) of a degree program being offered via any form of DL, as defined above?  
If yes, which percentage, and which program(s)?
5. How are students taking the course via DL assured of equivalent access to student services, similar to that of a student taking the class in a traditional classroom setting?
6. How do course requirements ensure that students make appropriate use of learning resources?
7. Please explain specifically how access is provided to laboratories, facilities, and equipment appropriate to the course or program.
8. How are students informed of procedures for resolving technical complaints? Does the syllabus list the entities available to offer technical help with the delivery and/or receipt of the course, such as the Information Technology Customer Service Center (<http://www.uky.edu/UKIT/>)?
9. Will the course be delivered via services available through the Distance Learning Program (DLP) and the Academic Technology Group (ATL)? NO  
If no, explain how student enrolled in DL courses are able to use the technology employed, as well as how students will be provided with assistance in using said technology.
10. Does the syllabus contain all the required components? NO
11. I, the instructor of record, have read and understood all of the university-level statements regarding DL.

Instructor Name:

SIGNATURE|NCJONE0|Nancy C Jones|TA 130 NEW Dept Review|20160114

SIGNATURE|SOGIN|David W Sogin|TA 130 NEW College Review|20160320

SIGNATURE|JMETT2|Joanie Ett-Mims|TA 130 NEW Undergrad Council Review|20160506

### New Course Form

<https://myuk.uky.edu/sap/bc/soap/rfc?services=>

Generate R

[Open in full window to print or save](#)

**Attachments:**

Upload File

ID	Attachment
Delete 6796	SYLLABUS TA 130 revised 5 5 2016.docx

(\*denotes required fields)

**1. General Information**

- a. \* Submitted by the College of:  Submission Date:
- b. \* Department/Division:
- c.
  - \* Contact Person Name:  Email:  Phone:
  - \* Responsible Faculty ID (if different from Contact)  Email:  Phone:
- d. \* Requested Effective Date:  Semester following approval OR  Specific Term/Year <sup>1</sup>
- e.
  - Should this course be a UK Core Course?  Yes  No
  - If YES, check the areas that apply:
    - Inquiry - Arts & Creativity  Composition & Communications - II
    - Inquiry - Humanities  Quantitative Foundations
    - Inquiry - Nat/Math/Phys Sci  Statistical Inferential Reasoning
    - Inquiry - Social Sciences  U.S. Citizenship, Community, Diversity
    - Composition & Communications - I  Global Dynamics

**2. Designation and Description of Proposed Course.**

- a. \* Will this course also be offered through Distance Learning?  Yes <sup>4</sup>  No
- b. \* Prefix and Number:
- c. \* Full Title:
- d. Transcript Title (if full title is more than 40 characters):
- e. To be Cross-Listed <sup>2</sup> with (Prefix and Number):
- f. \* Courses must be described by at least one of the meeting patterns below. Include number of actual contact hours<sup>3</sup> for each meeting pattern type.
 

<input type="text" value="1"/> Lecture	<input type="text"/> Laboratory <sup>1</sup>	<input type="text"/> Recitation	<input type="text"/> Discussion
<input type="text"/> Indep. Study	<input type="text"/> Clinical	<input type="text"/> Colloquium	<input type="text"/> Practicum
<input type="text"/> Research	<input type="text"/> Residency	<input type="text"/> Seminar	<input type="text"/> Studio
<input type="text"/> Other	If Other, Please explain: <input type="text"/>		
- g. \* Identify a grading system:
  - Letter (A, B, C, etc.)
  - Pass/Fail
  - Medicine Numeric Grade (Non-medical students will receive a letter grade)
  - Graduate School Grade Scale
- h. \* Number of credits:
- i. \* Is this course repeatable for additional credit?  Yes  No
  - If YES: Maximum number of credit hours:
  - If YES: Will this course allow multiple registrations during the same semester?  Yes  No

## j. \* Course Description for Bulletin:

This course introduces students to best practices and opportunities for careers and strategies for success in theatre. Theatre faculty members lecture on their particular area of theater and illustrate ways students can succeed in each discipline. Career development emphasis includes course work, internships and summer employment. Course required for theatre majors in the first spring semester of residency.

## k. Prerequisites, if any:

l. Supplementary teaching component, if any:  Community-Based Experience  Service Learning  Both

3. \* Will this course be taught off campus?  Yes  No

If YES, enter the off campus address:

## 4. Frequency of Course Offering.

a. \* Course will be offered (check all that apply):  Fall  Spring  Summer  Winter

b. \* Will the course be offered every year?  Yes  No

If No, explain:

5. \* Are facilities and personnel necessary for the proposed new course available?  Yes  No

If No, explain:

## 6. \* What enrollment (per section per semester) may reasonably be expected? 25

## 7. Anticipated Student Demand.

a. \* Will this course serve students primarily within the degree program?  Yes  No

b. \* Will it be of interest to a significant number of students outside the degree pgm?  Yes  No

If YES, explain:

## 8. \* Check the category most applicable to this course:

Traditional – Offered in Corresponding Departments at Universities Elsewhere

Relatively New – Now Being Widely Established

Not Yet Found in Many (or Any) Other Universities

## 9. Course Relationship to Program(s).

a. \* Is this course part of a proposed new program?  Yes  No

If YES, name the proposed new program:

b. \* Will this course be a new requirement <sup>2</sup> for ANY program?  Yes  No

If YES <sup>2</sup>, list affected programs::

BA Theatre

## 10. Information to be Placed on Syllabus.

a. \* Is the course 400G or 500?  Yes  No

If YES, the *differentiation for undergraduate and graduate students must be included* in the information required in 10.b. You must include: (i) ident additional assignments by the graduate students; and/or (ii) establishment of different grading criteria in the course for graduate students. (See SR

b.  \* The syllabus, including course description, student learning outcomes, and grading policies (and 400G-/500-level grading differentiation if appl 10.a above) are attached.

<sup>1</sup> Courses are typically made effective for the semester following approval. No course will be made effective until all approvals are received.  
<sup>2</sup> The chair of the cross-listing department must sign off on the Signature Routing Log.

In general, undergraduate courses are developed on the principle that one semester hour of credit represents one hour of classroom meeting per week for a semester, exclusive of any laboratory meeting. Laboratory meeting, generally, require two hours per week for a semester for one credit hour. (from SR 5.2.1)

You must also submit the Distance Learning Form in order for the proposed course to be considered for DL delivery.

In order to change a program, a program change form must also be submitted.

Rev 8/09

**TA 130-001**  
Freshman Cornerstone

**Instructor:** Nelson Fields  
**Office Address:** 216 B Fine Arts Bldg.  
**Email:** [nelson.fields@uky.edu](mailto:nelson.fields@uky.edu)  
**Office Phone:** 257-6459  
**Office Hours:** T-R 11 am – 12 N  
**Credit Hours:** 1

**Course Description:**

This course introduces students to best practices and opportunities for careers and strategies for success in theatre. Theatre faculty members lecture on their particular area of theatre and illustrate ways students can succeed in each discipline. Career development emphasis includes course work, internships and summer employment. Course required for theatre majors in the first spring semester of residency.

**Student Learning Outcomes**

By the completion of the course the successful student will

1. demonstrate a knowledge of theatre professions and career opportunities
2. differentiate between different types of theatre venues and unions
3. examine further educational opportunities beyond the undergraduate level whether it be graduate work, professional training or internships
4. design a plan to pursue summer work in the profession and understand the importance of and strategies for networking

**Required Materials:**

- Fee for professional headshot for actors. (the cost can vary from \$50 - \$100 and this is paid directly to the photographer)
- Tickets for professional productions. (tickets prices will vary from \$10 - \$20 – the department will purchase tickets in order to get a group price and each students will reimburse the department by check or cash)

**Description of Course Activities and Assignments**

- Readings from outside relevant articles. These will come primarily from American Theatre published by Theatre Communications Group, Backstage, Playbill and Deadline Hollywood
- Personal Essays
- Resume/Headshot/Creating an on line presence.
- Class Discussions
- Attend two professional productions in the area (Louisville and/or Cincinnati), response paper
- Links to further REQUIRED reading - University Policy on Plagiarism  
<http://www.uky.edu/Ombud/Plagiarism.pdf>

**Course Assignments/Summary Description/Point Breakdown**

- 2 Personal Essays 50 pts. ea 100
  - Essay #1-This is a reflective essay outlining your goals and plans for your undergraduate education. This essay should be well-written and clearly articulate how your

undergraduate education will help you prepare to entry into the theatre or other profession.

- Essay #2-This reflective essay completed near the end of the semester should outline your plans for your career beyond the University of Kentucky. Using what you have learned during the semester, how do you plan to pursue your career and how has the semester in this class changed your initial thinking about those plans.
- Resume/Headshot 100
  - Students will learn various formats for preparing a resume suitable for the theater. Each student will make up an appropriate resume and have a professional headshot taken if appropriate to their discipline. Each student will pay for the cost of materials and the photograph directly to the photographer(s).
- Web site 100
  - Each student will create a web site suited to their particular discipline. For acting students this would be Actors Access. For designers and technical students this would be a portfolio of their work.
- Response Papers to professional productions 50 pts ea 100
  - Two response papers (2-3 pages in length) in response to the professional productions the class attends during the semester. Each student will write from their discipline perspective.
- Participation – readings & discussion 100
  - Students are expected to complete assigned readings from the text as well as relevant articles assigned. Discussion will follow in class and each students is expected to participate. Guest speakers consisting of UK Theatre faculty members will present material on their career and work. Students are expected to follow up with questions and comments.
- Presentation – on your goals and plans. 50
  - Each student will make a short presentation at the end of the semester on goals they have established and plans for their career as they see it at this moment.

TOTAL PTS

550

Grading is done on a simple point system. Every graded component is assigned a point value. The number of points you earn is divided by the points possible for the assignment to determine the percentage (see below for corresponding percentage to letter grades). At the end of the semester, the total points earned are divided by the total points possible to determine the final grade. There is nothing weighted any heavier than any other projects, exam etc. except in so far as the number of points assigned.

**Grading Scale** – see point breakdown above

**A 90%-100%**

- A represents exceptionally high achievement as a result of aptitude, effort, and intellectual initiative. (EXCEPTIONAL)

**B 80%-89%**

- B represents a high achievement as a result of ability and effort. (ABOVE AVERAGE)

**C 70%-79%**

- C represents satisfactory achievement. (AVERAGE)



**D 60%-69%**

- D represents unsatisfactory achievement. (BELOW AVERAGE)

**E 59%-0**

- E represents unsatisfactory achievement and failure.

**Final Exam Information**

- There is no final exam for this course.

**Mid-term Grades**

Mid-term grades will be posted in myUK by the deadline established in the Academic Calendar (<http://www.uky.edu/registrar/content/academic-calendar>).

**Course Policies:**

- In general, I follow the Student Code of Conduct when it comes to classroom conduct and behavior. Please refer to that document and understand what is expected of your behavior in my class. <http://www.uky.edu/StudentAffairs/Code/index.html>
- You may only make up work for which you have an excused absence.

**Submission of Assignments:**

All assignments for this course will be submitted on Canvas by the due date. Any assignment turned in late will be docked one letter grade. Each student has a three day (work day) grace period in which assignments may be turned in late. In the event an assignment is late, it will be docked one letter grade. After three days, you receive a failing grade for that assignment. Any assignment that is late due to absence will not be penalized if you document the absence as excused. See excused absence policy below.

**Attendance Policy**

**Excused Absences**

Students need to notify the professor of absences prior to class when possible. *Senate Rules 5.2.4.2* defines the following as acceptable reasons for excused absences: (a) serious illness, (b) illness or death of family member, (c) University-related trips, (d) major religious holidays, and (e) other circumstances found to fit "reasonable cause for nonattendance" by the professor.

Students anticipating an absence for a major religious holiday are responsible for notifying the instructor in writing of anticipated absences due to their observance of such holidays no later than the last day in the semester to add a class. Two weeks prior to the absence is reasonable, but should not be given any later. Information regarding major religious holidays may be obtained through the Ombud (859-257-3737, [http://www.uky.edu/Ombud/ForStudents\\_ExcusedAbsences.php](http://www.uky.edu/Ombud/ForStudents_ExcusedAbsences.php)).

Students are expected to withdraw from the class if more than 20% of the classes scheduled for the semester are missed (excused) per University policy.

The following policy pertains to this class.

- |                          |                               |
|--------------------------|-------------------------------|
| 1 - 2 unexcused absences | Final Grade drops one letter. |
| 3 unexcused absences     | You fail the course.          |

Per *Senate Rule 5.2.4.2*, students missing any graded work due to an excused absence are responsible: for informing the Instructor of Record about their excused absence within one week following the period of the excused absence (except where prior notification is required); and for making up the missed work. The professor must give the student an opportunity to make up the work and/or the exams missed due to an excused absence, and shall do so, if feasible, during the semester in which the absence occurred.

### **Verification of Absences**

Students may be asked to verify their absences in order for them to be considered excused. *Senate Rule 5.2.4.2* states that faculty have the right to request "appropriate verification" when students claim an excused absence because of illness, or death in the family. Appropriate notification of absences due to University-related trips is required prior to the absence when feasible and in no case more than one week after the absence.

### **Academic Integrity**

Per university policy, students shall not plagiarize, cheat, or falsify or misuse academic records. Students are expected to adhere to University policy on cheating and plagiarism in all courses. The minimum penalty for a first offense is a zero on the assignment on which the offense occurred. If the offense is considered severe or the student has other academic offenses on their record, more serious penalties, up to suspension from the university may be imposed.

Plagiarism and cheating are serious breaches of academic conduct. Each student is advised to become familiar with the various forms of academic dishonesty as explained in the Code of Student Rights and Responsibilities. Complete information can be found at the following website: <http://www.uky.edu/Ombud>. A plea of ignorance is not acceptable as a defense against the charge of academic dishonesty. It is important that you review this information as all ideas borrowed from others need to be properly credited.

Part II of *Student Rights and Responsibilities* (available online)  
<http://www.uky.edu/StudentAffairs/Code/part2.html>

states that all academic work, written or otherwise, submitted by students to their instructors or other academic supervisors, is expected to be the result of their own thought, research, or self-expression. In cases where students feel unsure about the question of plagiarism involving their own work, they are obliged to consult their instructors on the matter before submission.

When students submit work purporting to be their own, but which in any way borrows ideas, organization, wording or anything else from another source without appropriate acknowledgement of the fact, the students are guilty of plagiarism. Plagiarism includes reproducing someone else's work, whether it be a published article, chapter of a book, a paper from a friend or some file, or something similar to this. Plagiarism also includes the practice of employing or allowing another person to alter or revise the work which a student submits as his/her own, whoever that other person may be.

Students may discuss assignments among themselves or with an instructor or tutor, but when the actual work is done, it must be done by the student, and the student alone. When a student's assignment involves research in outside sources of information, the student must carefully acknowledge exactly

what, where and how he/she employed them. If the words of someone else are used, the student must put quotation marks around the passage in question and add an appropriate indication of its origin. Making simple changes and leaving the organization, content and phraseology intact is plagiaristic. However, nothing in these Rules shall apply to those ideas which are so generally and freely circulated as to be a part of the public domain (Section 6.3.1).

**Please note:** Any assignment you turn in may be submitted to an electronic database to check for plagiarism.

### Accommodations due to disability (boilerplate)

If you have a documented disability that requires academic accommodations, please see me as soon as possible during scheduled office hours. In order to receive accommodations in this course, you must provide me with a Letter of Accommodation from the Disability Resource Center (DRC). The DRC coordinates campus disability services available to students with disabilities. It is located on the corner of Rose Street and Huguelet Drive in the Multidisciplinary Science Building, Suite 407. You can reach them via phone at (859) 257-2754 and via email at [drc@uky.edu](mailto:drc@uky.edu). Their web address is <http://www.uky.edu/StudentAffairs/DisabilityResourceCenter/>.

### Classroom Behavior Policies

In general, I follow the Student Code of Conduct when it comes to classroom conduct and behavior. Please refer to that document and understand what is expected of your behavior in my class.

<http://www.uky.edu/StudentAffairs/Code/index.html>

Students are expected to conduct themselves in a civil manner. For one thing, that means no texting or calling from mobile devices during class time. You may use a computer for note taking or other devices for recording lectures. You are expected to respect ALL members of the class. I value a diversity of opinions and try to respect your values and opinions – I expect the same from you.

### Course Schedule

Week 1	Introduction What does a theater degree get you?	
Week 2	Commercial and non-Commercial Theatre venues	Essay #1 Due
Week 3	Getting work while still at UK. Making connections.	
Week 4	Dealing with Money, Time Management	
Week 5	Matt Schneck – UK Theater Acting Teacher 1 <sup>st</sup> Theatre Outing – Louisville or Cincinnati over the weekend for spring 2016 <i>Peter and the Starcatcher</i> , Actor’s Theater of Louisville	
Week 6	Crisis Management – Guest Speaker UK Counseling Center	
Week 7	Tony Hardin – UK Theatre Scene & Lighting Designer	Response Paper Due
Week 8	Post-undergrad Theater Training-Graduate School, Professional Training, On the Job	
Week 9	Herman Farrell – UK Theatre Playwright	

Week 10	Michael Tick – UK CFA Dean	
Week 11	Zak Stribling – UK Theater TD 2 <sup>nd</sup> Theatre Outing – Louisville or Cincinnati over the weekend for spring 2016 – <i>Mothers and Sons</i> at Cincinnati Playhouse in the Park	
Week 12	Christina Ritter – UK Theater Lecturer	
Week 13	Tracy Ward – UK Theater Costume Director	
Week 14	Nancy Jones – UK Theatre Director	Response Paper Due
Week 15	Presentations	Essay #2 Due
Week 16	Presentations	