

RECEIVED

MAY 6 2015

OFFICE OF THE
SENATE COUNCIL**1. General Information**

1a. Submitted by the College of: FINE ARTS

Date Submitted: 5/1/2015

1b. Department/Division: College of Fine Arts

1c. Contact Person

Name: Nelson Fields

Email: nelson.fields@uky.edu

Phone: 7-6459

Responsible Faculty ID (if different from Contact)

Name:

Email:

Phone:

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 364

2c. Full Title: Stage Makeup

2d. Transcript Title:

2e. Cross-listing:

2f. Meeting Patterns

STUDIO: 3

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

2h. Number of credit hours: 3

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: Studio course in the application and design of makeup for the stage.

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?: 15

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: Traditional – Offered in Corresponding Departments at Universities Elsewhere,

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?: No

If YES, list affected programs:

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|ABRZY2|Anna W Brzyski|TA 364 NEW College Review|20141201

SIGNATURE|JMETT2|Joanie Ett-Mims|TA 364 NEW Undergrad Council Review|20150506

New Course Form

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

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

Generate F

Attachments:

Upload File

	ID	Attachment
Delete	4589	Rationale for TA 364.pdf
Delete	4952	Syllabus Proposal Makeup revised 5 1 2015.pdf

(*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 ¹

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 ⁴ No

b. * Prefix and Number:

c. * Full Title:

d. Transcript Title (if full title is more than 40 characters):

e. To be Cross-Listed ² with (Prefix and Number):

f. * Courses must be described by at least one of the meeting patterns below. Include number of actual contact hours ³ for each meeting pattern type.

<input type="text"/>	Lecture	<input type="text"/>	Laboratory ²	<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" value="3"/>	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:

Studio course in the application and design of makeup for the stage.

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? 15

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 ⁵ for ANY program? Yes No

If YES ⁵, list affected programs:

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) identify 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 applicable above) are attached.

¹¹ Courses are typically made effective for the semester following approval. No course will be made effective until all approvals are received.

¹² The chair of the cross-listing department must sign off on the Signature Review 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

Rationale for TA 364

TA 364 is an introductory course in the design and application of makeup for the stage. This course is particularly beneficial to the acting student for learning the basics of makeup for the stage. It is also useful for the design student (particularly costume design) as a supplemental design course. While it does present design instruction it is primarily a skills course in the application of makeup. As such, it can enhance drawing skills.

The stage makeup course is standard in any theatre program and has been offered continuously in this department since it was founded. However, when the program developed the studio system * several years ago, the material was incorporated into those classes. Since the department has now dropped that system, it becomes necessary to offer a course in stage makeup.

*Studio in this instance is defined as a system in which the students were brought into together and worked through the core curriculum as a group. It does not refer to the use of studio courses within the UK curriculum.

SYLLABUS

TA 364-001

Stage Makeup

3 hours Spring 2014

College of Fine Arts

Tuesday, Thursday 9:00 – 10:45 am

FAB 43

Nelson Fields, Instructor

Office Address: 216B

Office Phone: 257-6459

nelson.fields@uky.edu

Office Hours: TR 11 am – 12 n, or by appt.

I have no preferences for how you contact me. Phone, in person, e mail is fine. I try to be in my office during office hours but, due to the nature of my position, occasionally I am not physically present in my office. However, someone in the costume studio will know where I can be located. Feel free to ask. I am usually in the building M-F from 9 am until 5 pm and can (most of the time) stop what I am doing to speak with you should you need to see me outside of the scheduled office hours. I am almost always happy to do that. PLEASE BE AWARE: I leave at 5 pm and when I don't have to return for rehearsals feel I am off the clock. If you e mail me after 5 pm, please realize I feel not obligation to respond until the next morning at the earliest. I do check my e mail until about 9 pm. After that, forget it. The same thing goes for the weekends. That is my time and I try to keep it for me.

COURSE DESCRIPTION

- Studio course in the application and design of makeup for the stage.

OVERVIEW

TA 364 is an introductory course in the design and application of makeup for the stage. This course is particularly beneficial to the acting student for learning the basics of makeup for the stage. It is also useful for the design student (particularly costume design) as a supplemental design course. While it does present design instruction it is primarily a skills course in the application of makeup. As such, it can enhance drawing skills.

LEARNING OUTCOMES

By the completion of this course you will:

- have a working knowledge of the materials used in stage makeup.
- have a working knowledge of techniques of makeup application.
- know how to design and execute a makeup for a character in a play.
- develop mask-making skills.

REQUIRED TEXT & SUPPLIES

- Stage Makeup: *The Actor's Complete Guide to Today's Techniques and Materials* by Laura Thudium
- Ben Nye Makeup Kit appropriate to sex and skin tone.
- Besides the kit you may also need:
 - Tissues, Eye Pencil Sharpener, Q-tips, Commercial Eye shadow, Make-up Remover or Cold Cream, Commercial Eyeliner, Soap, Commercial Mascara, Moisturizer, Brushes, Wash Cloth, Old Shirt (to protect your clothes), Bandana/Sweatband, Rubbing Alcohol, Natural Sponges, Towel, and a Tackle Box to organize and store your make-up.

RECOMMENDED TEXT

Stage Makeup by Richard Corson – on reserve in the library

REQUIREMENTS

- Completion of assigned reading and participation in class discussions of the same.
- Final Make-up Project - preparation of a make-up design with research and application.
- Completion and evaluation of make-up applications: Basic, Corrective, Age, Fantasy, and Historical.
- Design and execution of a mask including a life mask.
- Mid-term Exam.
- Links to further REQUIRED reading - University Policy on Plagiarism
<http://www.uky.edu/Ombud/Plagiarism.pdf>

Grading

- **SUBMISSION OF ASSIGNMENTS** - I evaluate work based on the completion of all the class projects and activities. Because the theatre is a discipline about deadlines, I expect assignments to be turned in on time (OPENING NIGHT) and projects not ready on opening night will not be accepted unless there is a documented reason of sickness, death in the family, or other acceptable excuse (see Absence/Attendance Policy below). Should there be a compelling reason for an assignment being late, I reserve the right to drop your grade by one letter and under no circumstances will an assignment be accepted after three days of the due date. Assignments will be submitted on line via Blackboard. I expect all your projects will be prepared and turned in on time (see above). That also means they will be **presented** in a manner that is professional and I grade based on how you present your work.
- 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. This includes all projects, papers, quizzes and exams. There is nothing weighted any heavier than any other projects, exam etc. except in so far as the number of points assigned.

GRADING/POINT BREAKDOWN – Please NOTE, this is subject to change based on the class needs.

Drawing Exercises	50
Self Portrait	50
Basic Makeup	50
Corrective Makeup	50
Age Makeup	50
Fantasy or Animal Makeup	50
Historical Makeup	50
Mask	100
Wig or Hair Component	50
Final Makeup Project	100
Mid-term Exam	50
TOTAL POINTS FOR THE CLASS	650 PTS.

Some grading philosophies:

- I do not give extra credit. Complete the work and you won't need extra credit. Anytime spent doing extra credit would be better spent trying to learn the material so you don't need extra credit.
- I view each student as average (you will note, that is C work). It is up to the individual to raise (or lower) themselves to the level they want to achieve. That means your grade is your responsibility, not mine. That also means if you come to me the last week of class worrying about your performance in my class I tell you now, "It is too late." My office door is always open if you wish to talk with me about your performance or concerns about this course (see office hours above).

Percentage Grading

- 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.

Mid-term Grade (for 100-400 level courses, and for undergraduates in 500 level courses)

Mid-term grades will be posted in myUK by the deadline established in the Academic Calendar (<http://www.uky.edu/Registrar/AcademicCalendar.htm>)

Final Exam/Project Information

This course does not have a traditional final exam. It has a final project which is administered over the course of the semester in installments. See example below. The final application is due during the final exam period. That time is determined in the semester in which the course is offered.

COURSE POLICIES

CLASSROOM BEHAVIOR POLICY

- 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 respect your values and opinions – I expect the same from you.

ABSENCE/ATTENDANCE POLICY

- This is a course that requires participation. Attendance is necessary as well as mandatory and absences will count against your grade. The following policy will pertain to this class.
 - 3 - 5 unexcused absences Final Grade drops one letter.
 - 6 unexcused absences You fail the course.
- Excused Absences - Students need to notify the professor of absences prior to class when possible. S.R. 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. Information regarding dates of major religious holidays may be obtained through the religious liaison, Mr. Jake Karnes (859-257-2754). Students are expected to withdraw from the class if more than 20% of the classes scheduled for the semester are missed (excused or unexcused) per university policy.
- 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.
- Students providing appropriate documentation will receive an excused absence that will not count against the grade in any way. This means a note from your doctor for illness, death notice for a death in the family, and formal notification for university excused absences. *Students missing due to an excused absence must notify me within one week following the period of the absence. For additional information regarding these policies, please refer to page 72 of the current university bulletin. You may access on line at <http://www.uky.edu/Registrar/bulletinCurrent/acreq.pdf>*
- If you need to miss for religious observances, you must notify me in writing no later than one week before you plan to miss.
- Anyone not in class when I finish the roll will be absent unless you can provide and document a good reason for your tardiness. It is your responsibility to tell me after class that you were present.
- You may only make up work for which you have an excused absence.

ACCOMMODATION DUE TO DISABILITY

- 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 (Room 2, Alumni Gym, 257-2754, email address: jkarnes@email.uky.edu) for coordination of campus disability services available to students

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.

Course Outline

Jan 16	Introduction, Syllabus	
Jan 21	Lecture: Studies of the Face and Anatomy, Light and Shadow.	
Jan 23	Lab: Studies of the Face and Anatomy, Light and Shadow. Bring drawing supplies.	Drawing Exercises
Jan 28	In class work on Self Portrait	Self Portrait
Jan 30	In Class work on Self Portrait	Self Portraits Due
Feb 4	Lecture: Introduction to Materials, Bring Make-up.	Facial Drawings Due
Feb 6	Lecture: Make-up Design for the Actor	Play and Character Decision Due for Final Project
Feb 11	Lecture: Basic Make-up	
Feb 13	Lab: Basic Make-up. Color Selection for the Basic Make-up. Paperwork.	
Feb 18	Lab: Basic Make-up. Step by Step application of the Basic Make-up.	
Feb 20	Lab Application	Basic Make-up due w/ paperwork.
Feb 25	Lecture: Corrective and Character Corrective Make-up	
Feb 27	Lab: Corrective Make-up, Color selection for the Corrective Make-up.	Due: Final Project Part 1.
Mar 4	Lab: Corrective Make-up, Step by Step application of the Corrective Make-up.	
Mar 6	Lab Application	Corrective Make-up due w/ Paperwork
Mar 11	Mid-Term Exam	
Mar 13	Masks	
Mar 25	In class work on Mask	
Mar 27	In class work on Mask	
Apr 1	Lecture: Age Make-up	Due: Final Project Part 2
Apr 3	Lab: Age Make-up. Step by Step application of the Age Make-up	
Apr 8	Lab Application	Age Make-up due w/ Paperwork.
Apr 10	Lecture: Wigs & Hair	
Apr 15	Lecture: Non-realistic, Historical Make-ups	
Apr 17	In class work on wig or hair for Historical Project	
Apr 22	In class work on wig or hair for Final Project	
Apr 24	Lab Application	Animal or Fantasy Due w/Paperwork
Apr 29	Lab Application	Historical Due w/ Paperwork
May 1	Presentation	Mask Due
Finals	Final Project Application w/ paperwork.	

Week		
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This is an example of the Final Project for this course when it was offered as TA 350 Projects in Theatre and would be the same for the proposed course. the dates will vary depending on the semester the course is offered.

**TA 350 Stage Makeup
Final Project Outline
Spring 2014**

Choose a character from the list posted on Blackboard

Due: Tuesday, February 11, 2014--Character and Play Decision

This project is due in three installments:

Part 1, Due: Tuesday, March 4, 2014

25 pts.

1. Write a brief (4 page) character analysis of your character. Include a one paragraph synopsis of the play and a physical description of the character. You must support your statements in a substantial way. **Submit typed! Present on Blackboard.**

Part 2, Due: Tuesday, April 1, 2014

25 pts

1. Submit the preliminary design in the form of sketches (front and side views) for the character chosen.

2. For the Make-up Design, write a brief (1 page) statement of your design idea. Include how your idea and design support your character analysis. **Submit typed! Present on Blackboard.**

3. For your design, submit research to support your design idea (at least 20 Xerox copies or sketches from **primary research, you must document your research**). Present on Blackboard.

Part 3, Due: Tuesday, May 6, 2014

50 pts

1. Prepare final color Facial Drawings and Design Sheets for your design.

2. Execute the make-up design.

3. Photographs of Final Makeup and all supporting materials are to be presented on Blackboard.