

KINGSBOROUGH COMMUNITY COLLEGE
The City University of New York

CURRICULUM TRANSMITTAL COVER PAGE

Department: Communications and Performing Arts Date: 9/24/18

Title Of Course/Degree/Concentration/Certificate: THA 5500, Introduction to Technical Theatre

Change(s) Initiated: (Please check)

- Closing of Degree
- Closing of Certificate
- New Certificate Proposal
- New Degree Proposal
- New Course
- New 82 Course (Pilot Course)
- Deletion of Course(s)
- Change in Degree or Certificate
- Change in Degree: Adding Concentration
- Change in Degree: Deleting Concentration
- Change in Prerequisite, Corequisite, and/or Pre/Co-requisite
- Change in Course Designation
- Change in Course Description
- Change in Course Title, Number, Credits and/or Hours
- Change in Academic Policy
- Pathways Submission:
 - Life and Physical Science
 - Math and Quantitative Reasoning
 - A. World Cultures and Global Issues
 - B. U.S. Experience in its Diversity
 - C. Creative Expression
 - D. Individual and Society
 - E. Scientific World
- Change in Program Learning Outcomes
- Other (please describe): _____

PLEASE ATTACH MATERIAL TO ILLUSTRATE AND EXPLAIN ALL CHANGES

DEPARTMENTAL ACTION

Action by Department and/or Departmental Committee, if required:

Date Approved: August 22, 2018 Signature, Committee Chairperson: Gordon Alley-Young

If submitted Curriculum Action affects another Department, signature of the affected Department(s) is required:

Date Approved: _____ Signature, Department Chairperson: _____

Date Approved: _____ Signature, Department Chairperson: _____

I have reviewed the attached material/proposal

Signature, Department Chairperson: _____



TO: Fall 2018 Curriculum Committee
FROM: Department of Communications & Performing Arts
DATE: 08/22/2018
RE: Change in Contact/Course Hours

The Department of Communications & Performing Arts is proposing a change in Contact/Course Hour for THA 55: Introduction to Technical Theatre.

FROM: 3 credits, 3 hours
TO: 3 credits, 4 hours (2 hours lecture, 2 hours lab)

RATIONALE FOR CHANGE:

Time and space for two weekly hours of laboratory practice needs to be built into the course by reducing the classroom lecture hours from three hours a week to two and supplementing the two lecture hours with two hours of laboratory time. The objective of doing this is to allow the students to apply the theories learned in the two hours lecture weekly component of the course in a supervised setting. The course instructor, a scholar and working professional in technical theatre, would supervise and offer guidance during the lab hours.

In the original model of the course, with three hours of lecture, the practical information would have to be condensed into short verbal examples, video clips, or showing the classroom scaled models of the equipment and/or theatre structures (e.g., a miniature version of a lighting setup, a miniature version of a theatrical stage) that they would expect to find when working in real-life theatre spaces. In the revised version of this course the lecture would be reduced to two hours a week from three by excerpting the short verbal examples, video clips, and brief demonstrations of scaled models, that would be previously discussed in brief in a lecture classroom, and placing them into actual theatre spaces with equipment and building them into hand-on learning projects where students actually get to program/use equipment, draft plans, and create required stage setups and set pieces for theatre shows.

Talking about practical aspects of theatre is not ideal because the objective of this course is that every student should be able to do some of the hands-on basics of each of the areas of technical theatre (e.g., scenic design, construction, drafting, rigging, sewing, lighting sound, painting). The reason they need to be able to do these technical theatre basics is threefold:

- (1) all theatre majors have to complete three credits of THA 41 – Theatre Practicum at KCC where they will need to do practical hands-on work in all of these technical areas and having actual experience facilitates the students’ transition to THA 41
- (2) Students who graduate with their degree in Theatre from KBCC, even those majors who specialize in performance (acting), who go directly into the theatre world after graduation will inevitably have to do technical theatre work in order to support themselves
- (3) Students who graduate with their degree in Theatre from KBCC will be required to do more in-depth practicums at four-year colleges and having laboratory hours in this course will help ensure their success in these practicums as it will allow them more opportunities to master technical theatre skills.



ORIGINAL SYLLABUS

THA 055 – Introduction to Technical Theatre – Section: 01
Kingsborough Community College
Communications and Performing Arts – Fall 2018

Instructor: Scott Cally
Office: E 206F
Phone: 718 368 5207
Office Hours: Mon, Tues, & Thurs 12:40-1:40
Email: scott.cally@kbcc.cuny.edu,
Class Time: Mon, Tues, & Thurs 11:30 – 12:30
Room: M140
Required Text: Black Board E-Text

Catalogue Description:

Introduction to Technical Production for live entertainment with special emphasis on the practice of scenic construction. Additionally, students will learn the basic skills that will allow them to function as productive members of the various crews that constitute a theatrical production. Backstage and shop safety will be emphasized throughout.

Course Objective:

Through this course, the student can expect to gain an overview of the basic skills needed to safely and effectively build for the theatre. Students will also learn the specifics of what is required to successfully mount a theatrical production.

Attendance:

Class will begin on time, and attendance will be taken at the beginning of each class. If you are not here when I call your name you are late. Students may miss six (6) classes without penalty. After that, the student will be considered excessively absent and will receive a significant reduction in their attendance grade. Students missing more than nine (9) classes will be considered unacceptably absent and will fail the class. Please note that there is no such thing as an excused absence for any reason whatsoever. So please to do not offer me any doctors notes or any other excuse forms as they will not be accepted. The allotted absences are there for illness, emergency and other commitments. In addition, three times tardy will count as one absence. It is the student's responsibility to make sure that they have been marked late instead of absent on the day of the lateness. Reconsideration will not be granted after the fact. **Students arriving more than ten minutes late will be considered absent for the entire class.** Students leaving class early will be marked absent for the entire class. If you are absent for an in class project for which you are getting graded, you will be responsible for making up the work on your own time. All students must attend the section of this course for which they are registered.

Late Work Policy:

Late work will NOT be accepted. Any and all work not turned in by the due date and time will receive a grade of zero. If you know that you are going to be late or absent on any given day,

feel free to turn the assignment in early. Any student missing a quiz or an exam will receive a zero. Any student who shows up more than ten minutes late for an exam may not be permitted to take the exam. If you have an emergency you are required to contact me BEFORE class. No consideration will be given after the fact.

Disabilities:

Students with disabilities will receive reasonable accommodation to which they are entitled. If you have a documented disability and are registered with the Accessibility Center on campus, please feel free to speak with me in private regarding your accommodation. All information will be kept strictly confidential.

Academic Honesty:

Cheating and plagiarism will not be tolerated and will receive the harshest penalties allowable. Anyone engaging in academic dishonesty will be removed from class and automatically receive a zero on the offending assignment and will subsequently fail the entire course. Offenders will be reported to the college and will face disciplinary procedures commensurate with Kingsborough's standing guidelines concerning academic dishonesty.

Cell Phones:

Cell phones should not be turned on in class at anytime for any reason. All such devices should be turned off (not on vibrate) and should be put away during class. Receiving, email, text messages, or any other form of communication during class is not only disruptive to your own educational experience, but to those around you and will not be tolerated. Anyone violating this policy will be asked to leave the class and will be marked absent for the day. Anyone caught using any device during an exam will be expelled from the exam and receive a grade of zero.

Food and Drink:

Please do not bring food to class, as you will not be allowed to remain. The only exception is water and coffee/tea.

Blackboard:

The use of Blackboard online software is mandatory for all students in this class. It is where you access important documents for our class as well as check your grades. You can access blackboard through the CUNY Portal using any computer. Blackboard has a mobile app for android and iOS devices which is not required but highly recommended. This app will allow you to access all of your blackboard courses from your smartphone or tablet. We will be doing a brief demonstration of the blackboard software in class for those of you who are unfamiliar with its functionality. You can visit the helpdesk in L106 if you need more assistance.

Readings:

All course material we will be using instead of a textbook will be found on Blackboard in the course materials section.

Chapter 1	Safety
Chapter 2	Production Organization
Chapter 3	Theatrical Spaces

Chapter 4	Lumber
Chapter 5	Tools
Chapter 6	Knots
Chapter 7	Measurements & Scale
Chapter 8	Drafting
Chapter 9	Rigging
Chapter 10	Paint
Chapter 11	Lighting
Chapter 12	Scenic Design
Chapter 13	Costume Design
Chapter 14	Lighting Design
Chapter 15	Stage Management

Communication/Email:

Email is always the best way to get in touch with me. You are required as an expectation of this class to have access to, and to regularly check your Kingsborough student email. I will regularly be sending announcements and communication to you through your KCC email and I will expect that you have received any such information. Your KCC email can be configured to work directly with your mobile device or can be accessed from a web browser. The web site for KCC student email is kbam@kingsborough.edu, which contains instructions for setting up your account preferences. You may also visit the student help desk in the L-106, call them at (718) 368-6679 or email them at helpdesk@students.kbcc.cuny.edu.

Production Critique:

All students are required to attend a performance of our department's spring production of *As You Like It*. Performances are Thursday, November 15th at 5:00 PM; Friday, November 16th at 7:00 PM; Saturday, November 17th at 2:00 PM; Saturday, November 17th at 7:00 PM; Monday, November 19th at 5:00 PM; and Tuesday, November 20th at 5 PM. Tickets are \$5 and can be purchased at the box office starting one hour before curtain. Students will be required to write a 600 word production critique which will be due on November 26th. Remember, this is REQUIRED, so if you need to make schedule arrangements in order to attend, start now. Any student who does not attend a performance will receive a grade of 0 for that assignment.

Exams/Projects:

There will be two exams as well as a comprehensive final. The exams will consist of both a written and a practical component. The first exam will be on October 16th and the second on November 19th. The Final will take place during our scheduled final exam period. No makeups will be given. Students missing an exam will receive a grade of 0. We will also be working on several in class projects which will affect your Attendance/Class Participation grade.

Grade Scale:

Show Critique: 5%

Exam 1: 25%

Exam 2: 25%

Final Exam: 25%

Attendance/Class Participation: 20%

Extra Credit:

Students may attend a performance of our department's studio production of *God of Carnage* and write a critique similar to the required assignment for *As You Like It*. Performances are Wednesday, December 5th at 5:00 PM; Thursday, December 6th at 5:00 PM; Friday, December 6th at 7:00 PM; and Saturday December 7th at 2:00 PM. Tickets are free, but seating is extremely limited so I suggest you show up at least 45 minutes prior to the performance. **This is the only extra credit that will be offered for this class.**

If you are having a problem with this class, please let me know, I cannot help you if I do not know there is a problem.

Week Number	Classroom Lectures
Week 1	Introduction
	Safety
	Production Organization/Basic Design Theory
Week 2	Theatrical Spaces
	Introduction to Scenic Design
	History and Theory of Theatre Spaces
Week 3	Lumber and Woodworking
	Stationary Power Tools
	Power Tools
	Hand Tools
Week 4	Scenic Construction
	Exam 1
Week 5	Knots
	Measurements & Scale
Week 6	Rigging Theory
	Rigging Demonstration
Week 7	Introduction to Costume Design
	Costume Construction
	Introduction to Lighting Design
Week 8	Electrics
Week 9	Introduction to Sound Design

	Sound System Demonstration
	Exam 2
Week 10	Paint
	Color Theory
	Paint Technique Demonstration
Week 11	Paint Project
Week 12	Management



UPDATED SYLLABUS

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Safety:

A theatre and its adjoining shops can be a dangerous place. All students are expected to fully adhere to safety guidelines set forth on the first day of class. Safety is not just one person's job; it is the responsibility of everyone in class to make sure that they and those around them are working in a safe manner. Every student has the right to stop anything that they consider to be unsafe.

Dress:

You will be doing real work in this class. Only wear clothes in which you are willing to get dirty. On the days that we will be painting please wear your oldest cloths because you will get paint on yourself. Proper dress is required for every class. Absolutely no open toed shoes are allowed. Preferably students will wear rubber soled sneakers and long jeans. No loose jewelry or clothing. Students with long hair must have it tied back.

Food and Drink:

Food and drink of any kind is not permitted in the Scene Shop, Theatre, M103, Dressing Rooms, and Lobby. The only exception is water and coffee/tea. Please do not bring food to class, as you will not be allowed to remain.

Blackboard:

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Week Number	Weekly Two Hour Lecture	Weekly Two Hour Lab
Week 1	Introduction Safety/Production Organization Basic Design Theory Readings: Chapters 1& 2	Group Activity – In small groups students Will have to write a technical schedule for a sample production, plot out the expected phases of a production, and solve some hypothetical technical problems. The goal is to learn to communicate as a technical team.
Week 2	Theatrical Spaces Introduction to Scenic Design History and Theory of Theatrical Spaces Readings: Chapter 3	Scenic Design Research Project – Each student must create their own scale model of what the stage will look like for that semester's upcoming show using woodblocks and shapes to represent theatre parts and set pieces.
Week 3	Lumber and Woodworking Stationary Power Tools Power Tools Hand Tools Readings: Chapters 4 & 5	Construction Project – Students will work as a group to build the platform on which the set for the next show will be constructed.
Week 4	Scenic Construction Exam 1	Expanded Practical Construction Project – Using the platform that students built the previous week the group will add fine details and finishing

		touches to the platform.
Week 5	Knots Measurements & Scale Readings: Chapter 6 & 7	Drafting Project – Students will each construct their own ground plan based on the next show and create working drawings of what how set pieces will be placed in relation to each other using the principles of measurement and scale.
Week 6	Rigging Theory Rigging Demonstration Readings: Chapter 8 & 9	Rigging Project – Students will practice operating the rigging system to raise and lower curtains and set pieces. Students will apply the knots they learned to tie to secure different parts of the rigging.
Week 7	Introduction to Costume Design Costume Construction Readings: Chapter 13	Sewing Lab – Students will sit behind sewing machines and learn how to turn them on, feed fabric, and will make the different basic stitches using the machines. Students will work together in small groups to create costume patterns on paper.
Week 8	Introduction to Lighting Design Electrics Readings: Chapter 11	Lighting Programming – Students will use the lighting board language that they have learned to program light cues into the light board for a theatre show. Students will also learn how to operate the board manually.
Week 9	Introduction to Sound Design Sound System Demonstration Exam 2	Sound Editing Project – Students will practice using the sound board software. Students working together will have to do a playback, a record, and a basic edit.
Week 10	Paint and Color Theory Readings: Chapter 10	Flat Construction Project – Students will work together to construct a large canvas frame that will serve as the basis for creating background scenery.
Week 11	Painting Techniques Readings: Chapter 12	Expanded Paint Project – Students will use the frame that was constructed the week prior in lab and use it to demonstrate wood grain, marble treatment, and wet blend painting

		techniques on the same canvas frame in the construction of a piece of scenery.
Week 12	Management Readings: Chapter 14 & 15	Multimedia/Projection Design Demonstration – Students will practice loading Isadora projection software, execute the basic functions of the software, and they will be given a projection that they will have to both manipulate and edit with the Isadora software.