

Instructor:

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352-273-0340

Zoom office hours: Monday/Wednesday 11am-12pm, or by appointment

Zoom office hour link:

<https://ufl.zoom.us/j/99971346518?pwd=VmRzOWRwd0JlakpJWVRlckZOakNydz09>

Course Description/Purpose:

TPA 4931, Advanced Stage Management Seminar, is a repeatable course for undergraduate School of Theatre and Dance students that is part seminar and advanced topics. The seminar portion serves as a forum for peer sharing and problem solving on current production assignments. Rotating topics are specific to the stage management profession and industry trends.

Course Objectives and Student Outcomes:**Seminar Portion:**

- To discuss and reflect on School of Theatre and Dance production assignments through weekly class discussions.
- By the end of this course students will:
 - Continue to develop their own leadership and collaborative style.
 - Develop skills as a discussion facilitator.
 - Have the ability to generate meaningful questions to promote productive dialogue and peer exchange.
 - Advance their own and their peers' level of problem solving from the perspective of a stage manager and assistant stage manager.

Advanced Topic Portion:

- To define and discuss white supremacy culture and examine how white supremacist standards are embedded in stage management.
- By the end of this course students will:
 - Identify characteristics of white supremacy.
 - Recognize how white supremacy traits appear in a stage managers work and how they are harmful to stage managers and others.
 - Develop tools that have the potential to lead to lifelong practices of self-reflection, accountability, and deconstruction of these standards.

Required Text:

- All reading materials will be provided through the course Canvas site.

Course Requirements & Expectations:

- Full participation in all class discussions, activities, and assignments.
- Complete all assignments on time.
- Be prepared to present and discuss assignments each week.
- Participate in production assignment reflection with an honest and human centered attitude.
- Everyone in class should be open and supportive to viewpoints of fellow classmates and accepting of peer feedback.
- Exercise confidentiality as production assignment challenges and opportunities are explored.

Course Assignments:

- **SoTD Production Assignment Reflection/Discussion**
(Role as facilitator and discussion participant assessed)
 - Students are assigned to facilitate discussions based on their current SoTD Production Assignments. The goal of the discussions is to explore challenges, best practices, and foster solution-oriented dialogue with peers. Productions in rehearsal and performance will be prioritized for longer discussion. Students may provide additional information to support discussion from other sources. Examples may include a recently published article, media reference, etc.
 - In preparation for the weekly discussions, student facilitators will post topics and related questions for the class to consider to the course Canvas site (no later than the Thursday prior to each class discussion at 5pm).
 - Student facilitators are defined as stage manager or assistant stage manager assigned to a SoTD production in prep, rehearsal, or performance.
 - All students are assigned to prepare to address questions posed by facilitators.

- **White Supremacy Culture Readings or Podcasts/Discussion**
 - Weekly readings/podcasts will be assigned and provided via Canvas and discussions will take place as a class during scheduled class periods. Students are expected to:
 - Complete readings prior to class each week.
 - Engage in discussion based on the agreement/commitment developed by the class and posted on Canvas during the first meeting time.

- **Culminating Project**
 - This project including assessment parameters will be determined by the class in collaboration with the instructor. The project will be compiled/accomplished/presented as an entire class.

Grading:

SoTD Production Assignment Reflections/Discussions	40%
White Supremacy Culture Readings/Discussions	40%
Culminating Project	20%
Total	100%

The final course grade is based on the following percentages:

A	94-100%	B-	80-83%	D+	67-69%
A-	90-93%	C+	77-79%	D	64-66%
B+	87-89%	C	74-76%	D-	60-63%
B	84-86%	C-	70-73%	E	0-59%

Information on UF grading policies for assigning grade points can be found:

<https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/>

Attendance:

The success of this course is based on discussion and class participation. Attendance is vital. Only one (1) unexcused absence from class will be permitted without penalty. Each additional unexcused absence will lower your final grade by 5%. Two (2) late arrivals and/or early departures to/from class will count as one (1) absence. Three unexcused absences will result in a failing grade in this class. Excused absences are consistent with university policies in the undergraduate catalog and require appropriate documentation. [Click here to read the university attendance policies.](#)

COVID-19:

In response to COVID-19, the following policies and requirements are in place to maintain your learning environment and to enhance the safety of our in-classroom interactions.

- You are required to wear approved face coverings at all times during class and within buildings. Following and enforcing these policies and requirements are all of our responsibility. Failure to do so will lead to a report to the Office of Student Conduct and Conflict Resolution.
- This course has been assigned a physical classroom with enough capacity to maintain physical distancing (6 feet between individuals) requirements. Please utilize designated seats and maintain appropriate spacing between students. Please do not move desks or stations.
- Sanitizing supplies are available in the classroom if you wish to wipe down your desks prior to sitting down and at the end of the class.
- Follow your instructor's guidance on how to enter and exit the classroom. Practice physical distancing to the extent possible when entering and exiting the classroom.
- If you are experiencing [COVID-19 symptoms](#), please use the [UF Health screening system](#) and follow the instructions on whether you are able to attend class.
 - Course materials will be provided to you with an excused absence, and you will be given a reasonable amount of time to make up work.
- [Click here to access additional SoTD COVID Guidelines.](#)

Recording:

It is currently not anticipated that classes will be recorded. The instructor will announce at the top of class if there is a need to record. Class sessions may be audio visually recorded for students to refer back and for students who are unable to attend live. Students who participate with their camera engaged or utilize a profile image are agreeing to have their video or image recorded. If you are unwilling to consent to have your profile or video image recorded, be sure to keep your camera off and do not use a profile image. Likewise, students who un-mute during class and participate orally are agreeing to have their voices recorded. If you are not willing to consent to have your voice recorded during class, you will need to keep your mute button activated and communicate exclusively using the "chat" feature, which allows students to type questions and comments live. The chat will not be recorded or shared. As in all courses, unauthorized recording and unauthorized sharing of recorded materials is prohibited.

University Policies and Additional Information:

Please [click here to view the Academic Calendar](#) for important dates including holidays and drop/add deadlines.

UF students are bound by The Honor Pledge which states, "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." The Honor Code specifies a number of behaviors that are in violation of this code and the possible sanctions. [Click here to read the Honor Code.](#) Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. [Click here for guidance on how to give feedback in a professional and respectful manner.](#) Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via ufl.bluer.com/ufl/. [Summaries of course evaluation results are available to students here.](#)

School of Theatre and Dance at The University of Florida
Spring 2021 • Advanced Stage Management Seminar • TPA 4931
Friday • 11:45am-1:40pm • 1 Credit Hour • McGuire Pavilion, Room 218

If you anticipate challenges related to the format or requirements of this course, please meet with me. I would like us to discuss ways to ensure your full participation in the course. Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the disability Resource Center. [Click here to get started with the Disability Resource Center](#). It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester.

UF's Health and Wellness Resources are available to assist you. Please feel encouraged to reach out for assistance if needed:

- If you or someone you know is in distress, please contact umatter@ufl.edu, 352-392-1575, or visit [U Matter, We Care website](#) to refer or report a concern and a team member will reach out to the student in distress.
- [Visit the Counseling and Wellness Center website](#) or call 352-392-1575 for information on crisis services as well as non-crisis services.
- Call 352-392-1161 for 24/7 information to help you find the care you need, or [visit the Student Health Care Center website](#).
- [Visit UF Police Department website](#) or call 352-392-1111 (or 9-1-1 for emergencies).
- For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; [Visit the UF Health Emergency Room and Trauma Center website](#).

Additional Academic Resources include:

- Contact the [UF Computing Help Desk](#) at 352-392-4357 or via e-mail at helpdesk@ufl.edu.
- [Career Connections Center](#): Reitz Union Suite 1300, 352-392-1601. Career assistance and counseling services.
- [Library Support](#): Various ways to receive assistance with respect to using the libraries or finding resources.
- [Teaching Center](#): Broward Hall, 352-392-2010 or to make an appointment 352- 392-6420. General study skills and tutoring.
- [Writing Studio](#): 2215 Turlington Hall, 352-846-1138. Help brainstorming, formatting, and writing papers.
- Student Complaints On-Campus: [Visit the Student Honor Code and Student Conduct Code webpage for more information](#).
- On-Line Students Complaints: [View the Distance Learning Student Complaint Process](#).

Course Outline (starting with week 6 adjustments/specifics to the course outline to be reevaluated by the class in collaboration with the instructor):

Week 1:

- Introduce course goals and opportunities
- Develop class agreement/commitment
- Reflect and discuss SoTD production assignments

Weeks 2-3:

- Define white supremacy culture
- Reflect and discuss SoTD production assignments

Weeks 4-6:

- Explore how white supremacy traits appear in a stage managers work
- Reflect and discuss SoTD production assignments

Weeks 7-9

- Explore tools for stage managers to deconstruct white supremacy standards
- Facilitate plans for the culminating class project
- Reflect and discuss SoTD production assignments

Weeks 10-11

- Discuss intentional commitment and accountability as a stage manager
- Reflect and discuss SoTD production assignments

Weeks 12-13

- Opportunity to revisit a previous discussion, explore new readings/podcast/visual recording, work on culminating project, or take a community field trip.
- Reflect and discuss SoTD production assignments

Week 14

- Graduating seniors present Top 10 List (optional)
- Semester reflection
- Class evaluation of culminating project